

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

July 12, 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

ANAELI SOLANO, COUNCIL MEMBER

JOHN P. TIMMER, COUNCIL MEMBER

STAFF

Joseph A. Hughes - City Manager

Chuck Dantuono - Director of Administrative Services/City Treasurer

Betty Hughes - City Clerk

Lawrence Mainez - Community Development Director

Carlos Zamano - Public Works Director/City Engineer

Maricela Marroquin - City Attorney

MISSION STATEMENT

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

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

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

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to participate in this meeting, please call the City Clerk's Department at (909) 864-6861, ext. 226, at least 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 July 12, 2022, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the July 12, 2022 agenda, please identify the agenda item number in the subject line.

For those wishing to make a public comment regarding a public hearing item (No. 10), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered part of the record. Please email your comments to publiccomment@cityofhighland.org. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

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

CITY COUNCIL REGULAR MEETING

JULY 12, 2022 - 6:00 p.m.

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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

Comments received via email by July 12, 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 – June 14, 2022 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 743 for July 12, 2022, in the amount of \$2,475,129.48 and Payroll of \$196,034.93.
4. Treasurer's Report for May 2022
RECOMMENDATION: That the City Council receive and file Treasurer's Report for May 2022.
5. Transportation Development Act (TDA) Article 3 Claim Resolution – 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001)
RECOMMENDATION: That the City Council:
 - 1) Adopts Resolution No. 2022-_____ authorizing submittal of periodic claims to San Bernardino County Transportation Authority (SBCTA) for TDA Article 3 funds for 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001); and
 - 2) Authorize the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.

6. Transportation Development Act (TDA) Article 3 Claim Resolution – Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street and Olive Tree Lane (swk19002)
RECOMMENDATION: That the City Council:
- 1) Adopt Resolution No. 2022-_____ authorizing submittal of periodic claims to San Bernardino County Transportation Authority (SBCTA) for TDA Article 3 funds for Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street and Olive Tree Lane (swk19002); and
 - 2) Authorize the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.
7. Contract Renewal – 2017-01 Landscape Maintenance Districts and Annexes
RECOMMENDATION: That the City Council extend the Landscape Maintenance Districts maintenance agreement with RP Landscape & Irrigation, Inc., for one year.
8. Contract Renewal – 2020-01, “Facilities and Parks Landscape Maintenance Contract”
RECOMMENDATION: That the City Council extend the Facilities and Parks Landscape maintenance agreement with RP Landscape & Irrigation, Inc., for one year.
9. A One-Year Status Report in Conformance with Government Code Section 65858(d) for Urgency Ordinance No. 450, on Measures Taken to Alleviate the Conditions that led to the Adoption of a Moratorium on the Approval of Applications for Land Use Entitlements for New Fueling Service Stations and the Expansion of the Number of Fueling Pumps at Existing Stations
RECOMMENDATION: That the City Council issue this Status Report for Urgency Ordinance No. 450 related to the moratorium on the approval of applications for land use entitlements for new fueling service stations and the expansion of existing stations.

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.

For those wishing to make a public comment regarding a public hearing item (No. 10), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered as part of the record. Please email your comments to publiccomment@cityofhighland.org. The City Clerk shall read all email comments provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting.

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

RECOMMENDATION: That the City Council adopt Resolution No. 2022-_____ fixing the Highland Business License Tax on the extraction and/or processing of rock, sand and gravel (aggregate) for Fiscal Year 2022-2023.

CITY COUNCIL LEGISLATIVE

11. Design Services Proposal/Willdan Engineering

RECOMMENDATION: That the City Council:

- 1) Approve the proposal from Willdan Engineering to provide engineering design services for two CDBG pavement rehabilitation projects (ola20002 and ola22001) at a not-to-exceed fee of \$30,544.00; and
- 2) Authorize the City Manager to approve contract amendments up to 10% of the contract amount.

12. Engineering Services/AGA Engineers, Inc.

RECOMMENDATION: That the City Council:

- 1) Approve Professional Services Agreement with AGA Engineers, Inc. (AGA), to provide engineering services for the City-wide Countdown Pedestrian Signal Head Installation Project (sig21001);
- 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount; and
- 3) Authorize the Mayor to sign the Agreement.

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

RECOMMENDATION: Discussion and possible action.

14. 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.

August 9; September 13; October 11; November 8; December 13

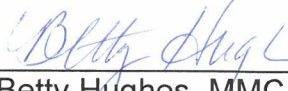
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before July 7, 2022, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: July 7, 2022



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

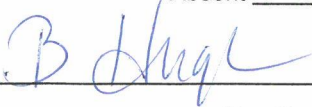
DATE: July 12, 2022

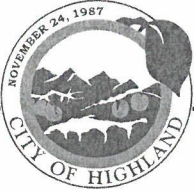
FROM: Joseph A. Hughes, City Manager

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

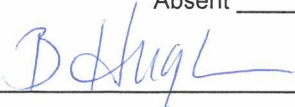
DATE: July 12, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – June 14, 2022 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

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

**MINUTES
CITY COUNCIL REGULAR MEETING
JUNE 14, 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 Willie Hicks, Harvest Care Church, and the Pledge of Allegiance was led by Mayor McCallon.

ROLL CALL

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

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

David Gandolfi spoke regarding a visible timer for public comment, the need for a phone app to report concerns and the need to live stream Council meetings. He would also like to commend staff for their attentiveness to public concerns.

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, 4-0, with Council Member Chavez being absent.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – May 10, 2022 City Council Regular Meeting
Approved the Minutes as submitted.
3. Minutes – May 19, 2022 City Council Special Meeting
Approved the Minutes as submitted.

4. Warrant Register
Approved Warrant Register No. 742 for June 14, 2022, in the amount of \$6,002,944.08 and Payroll of \$312,329.22.
5. Treasurer's Report for April 2022
Received and filed Treasurer's Report for April 2022.
6. Claim Consideration – Robert Williams
Rejected claim.
7. Claim Consideration – Jeffrey Lawver
Rejected claim.
8. Resolution No. 2022-019 Confirming the Authority of the City Treasurer Pursuant to Government Code 53607
Adopted Resolution No. 2022-019 confirming the authority of the City Treasurer pursuant to Government Code Section 53607.

RESOLUTION NO. 2022-019
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF HIGHLAND, CALIFORNIA, CONFIRMING THE AUTHORITY
OF THE CITY TREASURER, PURSUANT TO
GOVERNMENT CODE SECTION 53607

9. Resolution No. 2022-020 Establishing the Appropriations Limit for Fiscal Year 2022-2023 for the City of Highland in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code
Adopted Resolution No. 2022-020 establishing the Appropriations Limit for Fiscal Year 2022-2023 for the City of Highland in accordance with the provisions of Division 9 of Title 1 of the California Government Code.

RESOLUTION NO. 2022-020
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HIGHLAND, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS
LIMIT FOR FISCAL YEAR 2022-2023 FOR THE CITY OF
HIGHLAND IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9
OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

10. Resolution No. 2022-021 Rendering the Annual Statement of Investment Policy for Fiscal Year 2022-2023
Adopted Resolution No. 2022-021 rendering the Annual Statement of Investment Policy for Fiscal Year 2022-2023.

RESOLUTION NO. 2022-021
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING THE ANNUAL STATEMENT OF
INVESTMENT POLICY FOR FISCAL YEAR 2022/2023

11. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees and Assessments for Fiscal Year 2022-2023

Approved the Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2022-2023.

12. Resolution No. 2022-022 Amending the City of Highland Premium Only Plan
Approved Resolution No. 2022-022 amending the City of Highland Premium Only Plan.

RESOLUTION NO. 2022-022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING THE CITY OF HIGHLAND PREMIUM ONLY PLAN

13. Resolution No. 2022-023 Establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2022-2023

Adopted Resolution No. 2022-023 establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2022-2023 and file with the County Auditor-Controller Resolution No. 2022-023 with the tax roll.

RESOLUTION NO. 2022-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 90-1
FOR THE FISCAL YEAR 2022/2023

14. Resolution No. 2022-024 Establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2022-2023

Adopted Resolution No. 2022-024 establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2022-2023 and file with the County Auditor-Controller Resolution No. 2022-024 with the tax roll.

RESOLUTION NO. 2022-024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2001-01
FOR THE FISCAL YEAR 2022/2023

15. Resolution No. 2022-025 Establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2022-2023
Adopted Resolution No. 2022-025 establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2022-2023 and file with the County Auditor-Controller Resolution No. 2022-025 with the tax roll.

RESOLUTION NO. 2022-025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2007-01
FOR THE FISCAL YEAR 2022/2023

16. FY 2022-2023 Senate Bill 1 Projects List
Adopted Resolution No. 2022-026 approving the list of projects for Fiscal Year 2022-2023 funded by SB1: the Road Repair and Accountability Act of 2017.

RESOLUTION NO. 2022-026
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23
FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

17. Amendment No. 5 to the Lease with the YMCA
Approved Amendment No. 5 to the lease with the YMCA.
18. Records Destruction Authorization
Approved the destruction of certain records.
19. November 8, 2022 General Municipal Election
1) Adopted Resolution No. 2022-027 calling and giving notice of the holding of the general municipal election to be held on November 8, 2022;
2) Adopted Resolution No. 2022-028 requesting San Bernardino County to consolidate the general municipal election with the statewide election; and
3) Adopted Resolution No. 2022-029 establishing regulations for candidate statements.

RESOLUTION NO. 2022-027
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL
ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022,
FOR THE ELECTION OF CERTAIN OFFICERS IN DISTRICT 2 AND
DISTRICT 4 AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE
STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

RESOLUTION NO. 2022-028
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE
COUNTY OF SAN BERNARDINO TO CONSOLIDATE A GENERAL
MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2022, WITH THE
STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT
TO § 10403 OF THE ELECTIONS CODE

RESOLUTION NO. 2022-029
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF HIGHLAND, CALIFORNIA, ADOPTING REGULATIONS
FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE
STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD
ON TUESDAY, NOVEMBER 8, 2022

20. Resolution No. 2022-030 Approving a Wildland Protection Agreement (WPA) with the State of California for Fiscal Year 2022-2023 and Associated Budget Adjustment
- 1) Approved Resolution No. 2022-030 approving the Department of Forestry and Fire Protection (Cal Fire) Wildland Protection Agreement (WPA) for July 1, 2022 – June 30, 2023; and
 - 2) Approved the following budget adjustment for FY 2022-2023: Transfer \$6,585 from 029-2512 (Fire Dept-Fund Balance) to be expended from 029-2100-4568 (Contract Services-Fire Services).

RESOLUTION NO. 2022-030
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING THE DEPARTMENT OF FORESTRY AND FIRE
PROTECTION (CAL FIRE) WILDLAND PROTECTION AGREEMENT (WPA)
FOR JULY 1, 2022, TO JUNE 30, 2023

21. Contract Award – Bid No. 2022-04, “Purchase and Installation of Wrought Iron Fencing and Gates for Highland Fire Station #1”
- 1) Awarded the contract to purchase and install wrought iron security fencing and gates to enclose the yard area of Fire Station #1 to the responsive low bidder, AB Fence Co. (AB Fence), in the amount of \$54,000; and
 - 2) Approved a budget adjustment for FY 2022-2023 to transfer \$54,000 from 029-2100 (Fire Department Fund Balance) to be expended from 029-2100-6040 (Fire Department Equipment).
22. Easement Acceptance/H&H Home Builders Trust and Green Compass Realty, Inc. (7211 San Francisco Street)
- 1) Accepted Grant of Easement for Road and Drainage purposes from the owners; and
 - 2) Directed the City Clerk to record the Grant of Easement.

23. Easements Acceptance from East Valley Water District for 5th Street, 6th Street and Del Rosa Drive – Sterling Natural Resource Center (SNRC) Project
 - 1) Accepted the Grants of Easement for Road and Drainage purposes from East Valley Water District; and
 - 2) Directed the City Clerk to record the Grants of Easement.
24. Notice of Completion – Project No. str20003 (Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue”)
 - 1) Accepted Project No. str20003 (Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue”) as complete;
 - 2) Authorized the Mayor to sign the Notice of Completion; and
 - 3) Directed the City Clerk to file the Notice of Completion.
25. Engineering Resources of Southern California (ERSC) Amendment for Professional Services – 5th Street Storm Drain Connection to City Creek Project (Project No. str07004a)
 - 1) Approved the amendment to the professional services agreement with ERSC; and
 - 2) Authorized the City Manager to approve any future contract amendments up to 10% of the new contract amount.

CITY COUNCIL PUBLIC HEARING

26. Public Hearing and Consideration of the Adjustment in the Residential and Commercial Refuse Collection Rates and Annual Property Tax Roll Billing in Accordance with the Current Franchise Agreement dated August 1, 2018

Mayor McCallon opened the public hearing.

Public Services Manager Morgan stated good evening, Mayor, and Council Members. This evening is the annual public hearing for consideration of the adjustment in the residential and commercial refuse collection rates and approval of the annual property tax roll billing. At the Public Works Subcommittee on April 18, Burrtec presented their timely request for an adjustment in rates. The proposed rates include a \$0.32 CPI increase to the service component, and other miscellaneous increases, but the proposed rate adjustment for residential services will result in a \$3.65 per month increase for basic residential service and a 12.31% increase, which is a 12.31% increase to the existing \$29.64 rate. The senior rate will increase \$2.92 per month for a total rate of \$26.63. This represents an increase of 12.32% from the existing rate of \$23.71. The commercial rate components are resulting for an average commercial rate, which is our three yard dumpster picked up once a week from \$264.48 to \$268.15, which represents an annual increase of 2.94% for commercial, but she would like to point out that previous years increase was 9.83% so the increase to commercial this year is substantially lower than the average. A significant impact to this year's rates is the SB 1383 charges. This is a new bill that was presented and was approved by the legislature that went into

effect this year. As you have heard her talk about before, this is the food waste collection and other miscellaneous requirements. There is also a lot of record keeping, documentation, inspections, we call it flipping the lid, that the bill goes into even prescriptively require us to inspect residential carts and commercial bins, so many a year. When staff and Burrtec met to discuss this bill, prior to it going into effect, we talked about how we can limit or minimize the impact to our ratepayers, the commercial and the residential sector. What we did was break down the responsibilities by tasks and then we went through and chose what tasks we were going to have Burrtec complete. Staff also analyzed of those tasks, are they already covered in the franchise agreement and some of them were, so there should not be any increase of cost to the City for those tasks. Then what could we complete in-house by City staff competently with the existing staff we have. So, we went through that, and we chose which ones Burrtec was going to complete and which ones the City would complete. We came up with an administrative cost and so you will see an extra cost in the rate sheets for that SB 1383 administrative cost. That is completely separate and wholly away from the processing cost of what you will see in the rate sheet that talks about mixed organics. In previous rate sheets, you would see a charge for green waste, which was your landscape clippings, tree clippings, things like that. We have to rename it to mixed organics, because that is where the food waste will go. In the residential sector, we are proposing to start that program on July 1 and if this is approved tonight, there will be educational outreach that will be mailed out to all residential customers to instruct them how to dispose of their food waste from now on. As part of its survey, we did do a rate survey, and that is included in your staff report. She will not go into it in detail, but she would like to notate that when we reached out to other cities to find out what their rates were, we start the process very early in March, and most cities have not even looked at their rates yet. So, the rates that she is showing, she made a notation that says they have not completed their SB 1383 increase to their rates yet, so staff believes that by the time those cities do that increase, we will be either right in the middle or actually a little lower than most cities. The other item that you are approving tonight is the property tax roll billing. There are no new developments on that. It is the same process as we followed last year. Last year we did do an audit prior to the tax roll billing. She explained that we also recategorize some accounts; we have to match what the state calls a residential, residential multifamily and a commercial multifamily. So, last year we did our audit, we did not perform another audit this year as we believe it is still quality work. That concludes the presentation, and she will open it up for questions.

Mayor McCallon asked are there any questions from the Council of staff before we have public comment.

Mayor Pro Tem Lilburn stated she has comments and questions, and she will reserve them until after public comment is heard.

Jane Bouch stated thank you Mr. Mayor and City employees. She just wants to let you know she was here and opposed when we were trying to pass this in 2019 and she strongly believes that we are tapped out. With our high gas prices, our food prices, the essentials, everything is really high for everyone. The schools were closed for a part of the time. Businesses have gone out of business; they have had to close restaurants and so forth because of the pandemic. Basically, as a citizen, she thinks, and a lot of us, she is also representing the Highland Area Chamber of Commerce. They had a conflict of interest, some of the board members, that we are just kind of to the point of everything is just so high now and why do they have to impact us again with another higher bill. We cannot see when our bills go up because they are paid with our property taxes, so we do not know how often this happens, but also, she opposed it back then and she said we are adults, we can all pay our own bills when we get them. This is a 20-year contract from what she understands. She does not know who signs a 20-year contract with a company, a refuse company, so we have no control. That is all she wants to say. Thank you.

Jody Scott stated for the past two years of the pandemic, restaurants have been closed, schools have been closed, many businesses closed, and many have not reopened. The whole country is in a recession and there really does not appear to be any light at the end of the tunnel. This proposal of Burrtec to raise the single-family resident \$3.65 a month, which would total \$399.48 a year. The senior rate is raised to \$2.92, for a total of \$319.56 for a year. It does not seem like much, but when you take a nickel here, a nickel there, and a dime here and a dime there, it adds up as she will show you later on, what it adds up for Burrtec. Since 2019, when the City became a collection agency for Burrtec by putting the trash service on property tax without the consent of owners, the County now collects the money and sends it to Burrtec. So, since 2019, Burrtec was able to get rid of all of their monthly expenses for personnel and the wages and the benefits and postage and billing. So that was a pretty good savings. We also have recycling. What is Burrtec's income from recycling? We pay, the customer pays, \$0.05 for every container that is 23 ounces or less and we pay \$0.10 for every container that is 24 ounces and up. If they do not get the refund for the recycling, who does get it and why? Because we are the ones that are working to separate everything, as we have been told we have to do, and we are getting the higher costs too. We are doing the work and having to pay for it. My main point is the first year of the exclusive contract with Burrtec there were 12,166 residential parcels. The parcels today are 12,627, 50% is needed for a protest that would be 6,314. If you take just 50%, the 6,314 of residential parcels and say they are all single-family residences, the increase from just the senior single-family residence is \$276,553.20 and the non-senior is \$2,522,316.72.

City Clerk Hughes stated we are at three minutes.

Mayor McCallon stated could you please wrap it up.

Jody Scott stated you know, she has three properties, and she should be allowed a little more time, okay. If you double those figures, it still will not come close to what Burrtec will be getting, because the increase, this is residential only, and does not include the multifamily or commercial refuse or the new fee for the mixed organics. That is quite a hefty increase. She just urges you to read Highland's mission statement and think of your citizens who are hurting right now. It is time for this Council to tell the State if you mandate it, you pay for it. She would like to commend the staff, the City has a great staff, but it is up to the Council to make the decisions that affect the lives of your citizens. Thank you.

Mayor McCallon stated thank you for your comments. Staff, would you like to address some of those issues.

Public Services Manager Morgan stated so the first speaker spoke about that they are not aware of how often the increases occur. Prop 218 requires us to send out a notice to all ratepayers. That notice was sent out for this one and a rate notice is sent out for every rate increase. So, ratepayers received something in the mail. She cannot make them read it, but it is required, and it is sent out. It is also advertised as well as per what is required. The remittance of funds, the funding that when payment is made to the County, the funds do not go directly to Burrtec they actually come to the City first. It goes through the Finance Department. The City takes their franchise fee off the top, and then the remaining funds are sent to Burrtec. So, within those funds, it is not just Burrtec's fees, it is also the City franchise fees, the pavement impact fees, the HHW contract fees, those are all included wholly in that rate. The comment about the green waste or the mixed organics, she mentioned it earlier, but maybe she should clarify. The mixed organics requirement is not something that the City wanted to do, it is a requirement of the law. If we do not comply with that mandate, then we will be put into what they call compliance by Cal Recycle and we could be subject to fines. Just recently Cal Recycle announced that they were going to reorganize the division that assists local agencies and they moved about 75% of their staff from the local agency assistance department to what they are calling the Jurisdiction and Agency Compliance and Enforcement Branch (JACE) which is in fact the enforcement and compliance department because they foresee that they will be placing many cities into compliance. So that is the future and so with this rate increase, it does allow staff to put into place all the programs that were required as of January 1 of this year. So, with this rate increase, all those programs will go into place, we would not be in compliance or enforcement. The contract is a long-term contract. She does not want to quote a number right now because she does not have it in front of her. It is a renewable contract and there are clauses in there that we can cancel that contract for cause if they do not perform. If there are issues, we can go through a process to cancel that contract. The nature of solid waste business contracts is long term. She has never seen anything less than 10 years because the startup and takedown of a solid waste system in a city is a tremendous effort. It is a tremendous investment. The equipment, the carts, the bins, are all purchased by the hauler. So that is the norm, and it does sound like a long time, but if we surveyed their surrounding communities, you would find probably no less than 10 years up to a never-ending contract that is automatically renewed. She does do check performances of Burrtec, any resident that she talks to she asks

them if they have performance issues that instead of calling Burrtec, call her. Her staff and her regularly take calls from the public. In fact, for the street sweeping portion, which is the responsibility of Burrtec to hold that contract. Any advertisement you see if anybody having problems with street sweeping those calls come to the City. If they call Burrtec on a complaint on the street sweeper, they are instructed to call me, and we log that and we track it. So, with confidence she can say that City staff does try to maintain the system and require the performance of Burrtec per the franchise agreement. Anyone else have any questions?

Mayor Pro Tem Lilburn stated could Public Services Manager Morgan address Jody Scott's comment on the recycling?

Public Services Manager Morgan stated okay, so recycling, when she first started in the solid waste business, recycling was a revenue stream, and it was actually a credit against the rates. As the markets, the recycling markets, you have to think of them like the stock market. They do change daily and based on demand of the products. About four years ago, the country of China passed what they called the sword policy and said basically that they would not take any more recycling or waste from the United States at all, period, and predominantly most of our cardboard and our plastics would go to China to manufacture. They would actually come back to the United States to be manufactured into products, but they would be broken down so we could use them again. When China did that, it threw the recycling market upside down. Nobody had any place to take anything, things were getting stockpiled, there were actually fires that were happening because of cardboard stockpiling by the ports and the other countries surrounding China also, said not us, we are not taking it either. Since then, we have seen a little come back of the recycling market. China has now started taking some of our stuff again, but it has to be very, very clean. Basically, cardboard and plastic because they realized that they needed the source material as well. So, we have seen some comeback of the stock of the recycling market. The problem this year was not the recycling, the problem this year truly was that mixed organics fee. Recycling, the cost of processing, actually was reduced this year. Last year we were charging \$2.16 per household, per month, and this year it is proposed to be \$1.71. So, we see that happening now, we are hoping that it continues, and it will keep coming down. If we ever see that revenue stream come back, she does not know because of the processing fees, but it is starting to drop. The green waste, used to be called green waste, was \$3.01, but because we have to now include the processing fee for food waste which actually has to go to a composting facility that went from \$3.01 to \$4.96, it is a big jump. One of the other things she can talk about too is the trash disposal was going from \$4.09 to \$4.64. That is a fee we do not control. That is the tipping fee at the landfill. Burrtec does not control it, the County does. This year when the County gave us notice of what our proposed rate was going to be for the next year under our waste delivery agreement, it was significantly higher because it is based on the CPI. So, you will have an item that comes before you later this evening to actually pass an amendment to that WDA that will affect these rates. It will actually reduce them but because our rates have to be done so early to meet our deadlines, we will not realize that discount until next year. So next year you will see a discount. Just like this year you saw a 12-cent credit that was from a

reduction in the WDA rate last year after we passed our rates. So, all of that portion is not truly controlled by Burrtec. It is either the market, it is the processing fee at the facility it goes to, or it is the County. The only fee that goes to Burrtec is their operator fee, which is based on a CPI, and it is controlled by the franchise agreement. Any other questions?

Mayor McCallon stated thank you. Well, he wants to see if there is any more public comment before we proceed. He only has two speaker slips. Is anybody in the audience who wishes to speak either for or against this item?

Gregory Hogan stated he lives in Highland. Public Services Manager Morgan mentioned something about the cardboard and the EPS which is expanded polystyrene. What happens with the aluminum? Because aluminum is usually recycled and from what he understands the State gives a nickel for every can. That is recycling, you guys have sorters, right? They have sorters that sort these things out that could be in the millions of dollars, right?

Public Services Manager Morgan stated so, while yes, the aluminum does have a revenue, most people do not put it in their recycle cart, so the amount of aluminum that we actually receive from what we collect is very little compared to the other products. There is a report that is provided by Burrtec when they request their rate increase that staff reviews that gives us, and she believes we included in the report to the subcommittee, that gives us the amount of each commodity that they have collected, the average processing costs of the facilities, because Burrtec shops around for the best price for their processing and because they do not do it. They have to sell the commodity to whoever is going to give them the best price for the processing. She reviews that based on what she is seeing in the markets, what she is seeing, what we think we collect, but the composition of our blue carts is not predominantly bottles or cans or anything like that. The predominant component is cardboard.

Mayor McCallon stated he is going to close the public hearing. He has no other speaker slips and no one else wanted to speak. He will bring it back to the Council for discussion, questions, and comments.

Mayor Pro Tem Lilburn stated so you know, we are back in this spot again and when this first came to the Council and we took it to put it on the tax roll, there were a number of reasons she supported it. She too, is single, and have to pay my bills as well and it is a hardship on all of us. One of the benefits was that a portion of that was going to come back and pay for our code enforcement [officer], which was going to help us eliminate some of the trash cans staying out in the streets. We have a lot, especially on the west side, we have a lot of people who are renters as well and so the homeowner actually does not enforce what their tenants are doing. So, this was going to help keep our streets clean. Street sweeping, a lot of times our street sweeper cannot get by because the cars are staying in the streets so long, especially with neighboring apartments and so on and so forth. What happened to us enforcing fines on those that do not follow the rules, whether be it the homeowner or the tenant. She knows we cannot fine the tenant, but we can fine the homeowner when their tenant does not follow our ordinances. Why do we

keep going back to the same house, the same house, and those renters are actually not the ones that are paying their taxes, like us homeowners, they have no skin in the game. Why can't we start fining these people, especially when it comes to our businesses when there is trash all over? Right now, if you go down Base Line, she pulled into town and she thought it was hideous and no fault of Burrtec by any means because she knows all we have to do is pick up the phone and call them and they will be out here, but she thinks a lot of it falls, it is like a child and a parent. You know, have some responsibility and our homeowners need to start having responsibility. The apartment owners need to have people start cleaning up their places and she thinks that once we start hitting them in the pocketbook and maybe this will help supplement or go back into that pot for the trash waste. She has a question. So those are her comments. She really was counting on that code enforcement [officer], and she knows she is out there working, and she knows she is making a difference. She sees that as we take one step forward and she is taking two steps back because nobody really cares, and so she thinks if we really start enforcing it with fines, maybe we will see a difference. My question is on the senior rates, like Jeffrey Court, those seniors are on a limited income as all seniors are. Is that rate going to increase their fee as well? Obviously, the owners of the apartment complex pass it on to the seniors as an individual and this is hard on them. Is that rate affecting them as well?

Public Services Manager Morgan stated so Jeffrey Court is a commercial business, right? It would be classified as a multi-family commercial. The State classifies accounts as single-family homes or residential, two to four units is residential multi-family, which is on our tax roll and then anything five units or more is considered multi-family commercial and then businesses are commercial. So, Jeffrey Court would be a multi-family commercial. They have solid waste bins and so they would be under the commercial rates because commercial multi-family and just general commercial are billed the same. So, there is no senior rate for senior housing that utilizes trash bins that are more than five units. There is no way for us, and she is not the City Attorney, but when we have explored discount programs and solid waste, the discount programs have to be tied to the service because we cannot discount one group over another group. The senior rate is able to continue because the residential customer receives a smaller trash can, so there is a smaller cost to collecting that trash because the trash can is smaller. When we went automated the City Attorney gave an opinion that we could not continue that senior rate if we did not reduce the trash can size to reduce the cost of the service. We would not have been able to keep the senior rate when we went automated because of change in laws. If we provided them the exact same service that the residential customer receives, so there is no way to discount a commercial business, which is Jeffrey Court, because they are receiving this service. There is no way for us to reduce their service.

Mayor Pro Tem Lilburn stated a smaller bin.

Public Services Manager Morgan stated if we give them a smaller bin, she will tell you that her staff continuously evaluates service levels and service size because we do not want overflowing bins which then is flowing trash, and we see that trash on the street. If they are able to reduce how much trash they put in the bin, then we can do what is called right size their service. We can reduce their bin, but we can go out and evaluate it and see if there is a way for us to reduce their service to reduce their costs, but that is the only thing we can do. We would have to reduce their service and we do not want them to have less service than what they need.

Mayor Pro Tem Lilburn stated she agrees with that. Can you tell her some of the challenges that we are having with our Code Enforcement and with the trash out there.

Public Services Manager Morgan stated so with illegal dumping or blowing trash. As soon as we find it, we report it, and Burrtec picks it up. There are also areas of the City, for example, the Boulder/Orange corridor between Redlands and Highland, Burrtec actually patrols that daily. We started to see a big uptick of illegal dumping in that area and so she asked them if they could patrol it on a regular basis and they actually committed to doing it once a day. So, when we see certain areas Burrtec will work with us to try to address it. She would like to point to one reason why it happens, and she can't. There are several reasons why it happens. We have an uptick of transient population. There are some people who just do not care. We do have sometimes businesses who reduce their service because they do not want to pay anymore and then that results in their bins overflowing or scavenging which results in trash everywhere. If her staff or her are made aware of a problem, or even if we are not made aware and we just see it on our own, we address it. We try as much as we can. She will go to two things that Mayor Pro Tem Lilburn talked about. Cars in the street, she cannot fine a car for being legally parked in the street. The City staff does not handle cars that are legally parked, not registered, or have not moved. If we come across the vehicle that we believe has not moved or it is not properly registered, we do refer that to the Police Department and they handle it, but we do follow up so we may become aware of a car that say has not moved in a week or two weeks because we can just tell, it is dusty, and there is trash around it, those kinds of things, or it has been reported to us. We will go out to validate the complaint, refer it to PD, and then we will follow up with PD to make sure it was addressed, and if the car was not moved, what was the reason why. So, we do follow through even though it is not our responsibility. Carts in the street, there is a big difference between a cart being left out on the street and a cart being left by a home. Carts in the street are addressed immediately. They are actually issued a notice of violation, which is their first warning. The problem that we have sometimes is that we may visit a residence who has a cart in the street that they left it out there, and there are usually two reasons for that. One, there is a parking issue in the neighborhood. They do not want certain people to park in front of their house, so they play what we call the trash cart game. So, they leave their carts out or put them in certain areas so people cannot park there. When we come across that situation, we try to address what is the initial problem so we can try to figure out how we can resolve their issues. The other issue is it is a tenant they do not know, or something may have happened to the person, but we give them a notice that starts a case. We are

starting the progression of enforcement. She will say usually after the first notice we get compliance and then we monitor it for a couple weeks and then we close the case. Two or three months go down the road, the person does it again. We have to start the progression of enforcement over again. We have to issue that first notice and then we wait to see if they are going to comply. We visit with them whether it is the tenant or the property owner. If we can figure that out, we will try to reach out to the property owner. If it is a tenant, to let the property owner know hey, your tenant is doing this because when we initially go out there, we do not know who is a tenant and who is a landlord. We just know we leave it to with the occupant of the property, the notice, and then if we realize it is a tenant, then we will try to reach out to the property owner, but we do not always have that information. We work closely in conjunction with Code Enforcement to try to obtain that information, but it is not always readily available.

Mayor Pro Tem Lilburn stated so when you find that if it is a tenant, do you go forward and turn it into the appropriate party so they can ask them for a rental, they need to get a rental license.

Public Services Manager Morgan stated anytime we are aware of a business, so a rental property would be considered a business in the City, they have to have a business license. They have to register with Code Enforcement. Anytime we are aware of a situation where a business does not have a license or is not doing something they are supposed to, we do advise the appropriate department, but again, it is not our job to enforce business license or things, so we will not follow up in that case because it is within the interior of City Hall. Once we are aware, then we also reach out to the property owner, because ultimately it is the property owner's responsibility. Solid waste goes with the property, it goes to the property owner. They are responsible for their rates, the bill, they are responsible for how the carts be maintained, those kinds of things. So, we do follow up. What she will say is that usually we get compliance right away and then it will be good for six months and then they fall out again for whatever reason.

Mayor Pro Tem Lilburn stated right, she knows. She will say she calls staff a lot. She is one of those that complains, but that is her job, to drive the streets, look out for the City and the residents, especially in this district. She cannot drive all the districts, but she tries to at least drive you know mostly where the troubled areas are. She will say that the Public Services staff, when she does call, they are very responsive. She feels like she is beating you guys down, she is always calling, and you are so responsive. It is disappointing to see that you guys are working so hard, and she sees the City digressing with the trash on the streets. She knows there is a lot of additional transients out there, but at some point, we cannot keep doing the same thing and expecting the different results and hopefully getting it cleaned up. So, this is the time to discuss it and she appreciates you doing that. So, those are her concerns, paying more money for our trash and seeing a less of a result.

Public Services Manager Morgan stated she will say that she is hopeful that with these new requirements for flipping the lid, checking the solid waste bins, that maybe, the first charge that she has talked to Burrtec and talked to her staff about is because we have to go out there and inspect these bins. We want to right size the service. She has no tolerance for overflowing bins because not only is it a solid waste problem, but it is also a stormwater problem, which is my responsibility as well. Stormwater actually has a rule that bins are supposed to be closed all the time. If they are overflowing, they cannot be closed so we will be right sizing people's service again. We do try to adjust it when we go out and do stormwater inspections as well, but she is hoping with all these new services rolling out that we can also make sure that commercial businesses have adequate service for what they are collecting. We have also made a big push for businesses that readily have scavenging or problems with the public that they actually secure their bins and the way they secure their bins is, if they are on an older business that does not have a trash enclosure, you build a trash enclosure and you put a roof on it and you secure it with locks and so that way it makes it harder for the general public to break into your bin. If they are reticent to build a trash enclosure, then we hold them responsible to keep their area clean. She cannot force a business to build a trash enclosure, only if they come in for modifications to their property. So, as modifications are happening, her department does condition those properties to build a trash enclosure, put a roof and secure their area.

Mayor Pro Tem Lilburn stated one thing Gregory Hogan alluded to was the recycling of the cans and what is going on with our streets too. She noticed because we have the recycling centers mostly down in this area, we get a lot of street pickers who are going through our trash. They are pulling it out and they are taking those recyclables that actually belong to the City. You know, we cannot approach them and so they are actually taking property that belongs to the City that we could get credit for or funds for.

Public Services Manager Morgan stated the difficulty with that is we have to catch them in the act. If we are made aware of it or we see it, we do stop and discuss it and if we need assistance of police, we do a request assistance because it is theft. The minute that something is placed in a commercial bin or the minute the residential cart is placed at the street, it is now the property of the City. So, when something is removed without permission of the City, then it is theft. So, we do try to address it. For the last two or three years, we had not seen a lot, but she has started to notice an uptick in that too as well. So, her staff, and her have been discussing how we are going to address it.

Council Member Timmer stated a couple of points really. Mayor McCallon and he sit on the committee that reviews this and we go into the details. All these details we have been talking about. We are looking at recycling issues and other issues and it is a tough decision to look at what is happening out there and saying the cost of stuff is, he means we do not have to go very far. Look at what gasoline is doing or what food is doing. Well, Burrtec is facing the same issues that we are at home. They have to put in a proposal which we look at. Now it comes before the full Council, but we look at the recycling issue and staff talked about the recycling decline with China issues, and we talked aluminum and all those things. The

revenue we used to collect from that used to subsidize a little bit, but that is all upside down now. It actually costs us to have a recycling program which is mandated by the State. Obviously, the cost of labor is hitting everybody, and he is sure the drivers are getting salary increases and stuff based on CPI, like everyone is getting. The cost of diesel, which runs on these trucks. Well now they are on natural gas and the natural gas is going up just as much as the other products. So, and then, of course, the big one is the state law that SB 1383. As distasteful as that is to him as an individual, that he has to bag an old banana and put it in with the green waste, to him it is ludicrous, but it is a State mandate. We have to come up with the process to do that program. If we do not, the fines could be significant and then the other issue is the County tipping fee. We talked about all these issues and when we talked about coming to the full Council with a rate increase and that is really hard, and we look at every method we have to keep those rates down. There are certain ones we have absolutely no control over and to him the thing with the contract that was talked about, we added some new benefits to the City that he thinks benefits every citizen in Highland. We talked about code enforcement, now it is being funded by Burrtec and indirectly by the taxpayers, all other users. We have a new fee for assessment for helping maintain our streets with because of the traffic of the trucks do on our streets. We also have the pickup program staff talked about where you just call and say there is trash in the City right-of-way and they come right away and pick it up. Or if he has an old couch or a mattress at his house and he wants to get rid of it. He just calls up Burrtec, puts it on his curb and they will come and pick it up. To him, that is worth \$2.00 a month to do those kinds of things. It is really hard to look at trash costs and increases and we do get some additional benefit, but it is a hard sell, and he knows both Mayor and himself look really hard at these numbers. It is tough, but we still have to come to the full Council because we have to get reimbursed from the recycles or the other programs, then we have to meet the State mandates that we have no control over. It is more conflicting than just saying, yeah, we want to raise the rates. There is a whole bunch of factors as you talked about that goes into the rate schedule. So that is all he has to say.

Public Services Manager Morgan stated she would like to just make two responses to that. The request from Burrtec is the allowable request under the franchise agreement. It is not an extraordinary request based on the costs of things right now. It is strictly based on a CPI. The CPI takes into account, not exactly right now, but in the past, as well as the future, she means as well as currently, but they did not come in with an extraordinary request. This is the normal reclass. The problem is it truly is the SB 1383, it is the bulk of it, and it was the higher tipping fee at the county as well. The contract she would like to summarize those benefits we received when we adopted this contract. There were several things that we received in exchange for property tax roll billing. Burrtec, really only requested one thing during those negotiations, and that was to go to tax roll billing. In exchange, she asked for everything. She asked for a code compliance officer funded by Burrtec for her department, which they fully fund benefits and salary. She asked for the illegal dumping program because she had heard they had done something similar in the City of San Bernardino. The City of San Bernardino receives certain areas or streets to be picked up by Burrtec, she asked for the whole City. She asked for the bulky items to be increased so we receive more pickup days and you

have received more items to be picked up each time. Then she also asked for our residential customers to not pay for street sweeping anymore, and they agreed. They agreed to all of those things in return for one thing, which was taxable billing. So, that is just a summary of why the contract is the way it is and why we are doing tax roll billing and what we took in exchange for that.

Council Member Solano stated she does not have any questions, but she does have a comment. She would like to echo what Council Member Timmer was saying. She knows when this comes up to us it is a tough situation we get put in. Basically, like a double-edged sword and with other factors that are out of our hands that we have to take into account. She appreciates staff for explaining everything. The information is so good and there have been times where, like Mayor Pro Tem Lilburn says, you have to call because trash. Even within her neighborhood, within neighboring city streets, there are mattresses left out right in front of residences, and staff has been helping, responding to that as well and responding to that very quickly. She knows this is a very tough situation, but with her experience with staff they have been helping her through this and it has been a positive experience for her on her side as well.

Mayor Pro Tem Lilburn stated she just has one more comment and she guesses that this is for everyone, it is that we vote people in, and we vote our legislators in. They say they are going to do one thing but they do not really give a hoot about local government. So, we are supposed to have non-funded mandates. They are supposed to go away but in fact they have actually increased and so we have a number of those, and so when we go to do things for you these are non-mandated things that get shoved down to us, then it trickles down to our residents. It is unfair, so we need to remember that when we hear people on these three-minute blurbs that this is what they are going to do for us, what they do for us and our local communities is a lot of times they get up to where they are going, and then they forget about our local government. She just wants to say these decisions are hard on us because they are non-mandates, and they shove all these things down our throats, so we have to make the tough decisions and pass it on to you. So, you know a lot of times we are sorry that we must do this because we live here as well and we have to pay the same fees and the rates that you do, so she just wanted to make sure she clarified that.

Mayor McCallon stated thank you, any other comments or questions.

Council Member Timmer stated do we need to ask about the protest vote at this point because it says in our ordinance that it is more than 50%. He just wants to make sure we are well below those numbers.

City Clerk Hughes stated we have received five on record which were included the in the agenda. No additional protest letters were received.

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

1. Adopt Resolution No. 2022-031 establishing rates for residential and commercial/industrial refuse collection and rescinding Resolution No. 2021-031 effective July 1, 2022, in the event that the City Council determines that a majority protest does not exist. Approval requires a two-thirds vote of the members of the City Council; and
2. Adopt Resolution No. 2022-032 providing for the levy and collection of solid waste program fees by the county tax collector in the same manner and at the same time as general taxes, in the event that the City Council determines that a majority protest does not exist. Approval requires a two-thirds vote of the members of the City Council. Motion carried, 4-0, with Council Member Chavez being absent.

RESOLUTION NO. 2022-031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING RATES FOR RESIDENTIAL AND
COMMERCIAL/INDUSTRIAL REFUSE COLLECTION AND RESCINDING
RESOLUTION 2020-030, EFFECTIVE JULY 1, 2022

RESOLUTION NO. 2022-032

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, LEVYING CHARGES FOR REFUSE COLLECTION SERVICES
FOR FISCAL YEAR 2022-23 PURSUANT TO CHAPTER 8.12 OF THE
HIGHLAND MUNICIPAL CODE AND ORDERING THE RESIDENTIAL
CHARGES TO BE COLLECTED ON THE COUNTY OF
SAN BERNARDINO TAX ROLL

Council Member Timmer stated can he ask one question? On page three we have the report comparing all the cities. Obviously, we are way ahead as you mentioned in your report, could we get an update? Not necessarily for the Council meeting but just as an update when the other cities have adopted their new rates and stuff to see how that has changed.

Public Services Manager Morgan stated she can conduct a new survey and will work with the City Manager on how to provide it in the proper manner.

Council Member Timmer stated this is so front-loaded. We look at that and say we have really high rates, but he knows as the rates come in from other cities, our numbers actually become more comparable.

Public Services Manager Morgan stated right, and if you look at the rate survey, she usually only includes the valley cities and there was a big reason for that. The High Desert, up until now, did not include a green waste cart because you live in the desert, you normally do not have turf or grass, so if there was a resident who had turf or grass, they had to pay extra for their cart. It was not included in their monthly service so we never included them in our surveys because it would lop side. It would make it very lopsided. They are now having to institute another truck, another route, and another cart for their residents. Those residents are going to experience the green waste they do not have because they have to put their food waste somewhere. So, their rate increases this year are going to be substantial, and so if we see that they are starting to provide like services, we will start including them in the survey.

27. Street and Drainage Maintenance District 96-1 – Annual Report (Fiscal Year 2022-2023)

Mayor McCallon stated Item 27 is another public hearing on Street and Drainage Maintenance District 96-1. He will open the public hearing, asked for a staff report by Public Services Manager Morgan.

Public Services Manager Morgan stated good evening, Mayor, and Council Members. So, the item before you, Item Number 27, is the approval of the resolution that would order the continued maintenance of improvements in the Street and Drainage Maintenance District Number 96-1. It confirms the engineer's report, and it will levy the assessment for fiscal year 2022-2023. At your May 10 2022 Council meeting, she did a detailed presentation on this item. Council did receive the engineers report at that time. She has attached that staff report because it includes more of the details, and she concludes my presentation because she did it last time. She can open it for questions now.

Mayor McCallon stated any questions of staff before he asks for public comment. Seeing none, he has no speaker slips. Is there anybody in the audience who wishes to speak either for or against this item? Seeing none he will close the public hearing and bring it back to the Council for discussion or action.

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem Lilburn, to approve Resolution No. 2022-033 ordering the continued maintenance of improvements in Street and Drainage Maintenance District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2022-2023. Motion carried, 4-0, with Council Member Chavez being absent.

RESOLUTION NO. 2022-033

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF
IMPROVEMENTS IN THE STREET AND DRAINAGE MAINTENANCE
DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND
LEVYING THE ASSESSMENT FOR FISCAL YEAR 2022/23

28. Consolidated Landscape and Lighting District 96-1 – Annual Report (Fiscal Year 2022-2023)

Mayor McCallon stated next is Item 28, a Consolidated Landscape and Lighting District 96-1 annual report. He will open the public hearing and ask for staff report by Public Services Manager Morgan.

Public Services Manager Morgan stated good evening, Mayor, and Council Members. Once again, this is your annual public hearing for protesting of the Landscape and Lighting District Number 96-1. With approval of this resolution tonight, it will order the continued maintenance of the improvements that are contained in the consolidated landscape and lighting district. It confirms the engineer's report and will be levying the assessment for fiscal year 2022-2023. As in the previous item, this item was also presented at the May 10, 2022 Council meeting, to set the hearing and also to preliminary approve the engineer's report. Her detailed analysis is provided in the previous staff report and that concludes her presentation. She can answer any questions.

Mayor McCallon stated any questions of staff before he asks for public comment. Seeing none, he has no speaker slips on this item. Is there anyone in the audience who wishes to speak either for or against this item? Seeing none, he will close the public hearing and bring the item back the Council for action.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to approve Resolution No. 2022-034 ordering the continued maintenance of improvements in Consolidated Landscape and Lighting District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2022-2023. Motion carried, 4-0, with Council Member Chavez being absent.

RESOLUTION NO. 2022-034

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF
IMPROVEMENTS IN THE CONSOLIDATED LANDSCAPE AND LIGHTING
DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND
LEVYING THE ASSESSMENT FOR FISCAL YEAR 2022/23

CITY COUNCIL LEGISLATIVE

29. Resolution of Intention to Establish City of Highland Community Facilities District No. 2022-01 (Mediterra) Generally on Greenspot Road east of La Cresta Street

Assistant Public Works Director Bennett 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. 2022-035, as amended, a Resolution of Intention of the City Council of the City of Highland to Establish Community Facilities District No. 2022-01 (Mediterra), and to authorize the levy of a special tax within City of Highland Community Facilities District No. 2022-01 (Mediterra), with amended Rate and Method of Appropriation (RMA). Motion carried, 4-0, with Council Member Chavez being absent.

RESOLUTION NO. 2022-035

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, TO ESTABLISH CITY OF HIGHLAND COMMUNITY FACILITIES DISTRICT NO. 2022-01 (MEDITERRA) AND TO AUTHORIZE THE LEVY OF A SPECIAL TAX WITHIN CITY OF HIGHLAND COMMUNITY FACILITIES DISTRICT NO. 2022-01 (MEDITERRA)

30. A Special Event Permit (SEP 22-004) Application by the Highland Area Chamber of Commerce for the "Discover Highland 5K and 10K Community Run" and Request for Co-Sponsorship

Planning Technician II Martinez gave a brief review of the staff report.

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

- 1) Approve the Special Event Permit (SEP 22-004) subject to the conditions of approval;
 - 2) Authorize the use of the City logo for promotional items; and
 - 3) Approve a request by the Highland Area Chamber of Commerce for co-sponsorship and waiving of City police fees and Public Works traffic control fees in the amount of approximately \$11,007.86. Motion carried, 4-0, with Council Member Chavez being absent.
31. Amendment No. 8 to the Waste Disposal Agreement with the County of San Bernardino

Public Services Manager Morgan gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Timmer, to approve and authorize the Mayor to execute Amendment No. 8 to the Waste Disposal Agreement ("WDA") between the City of Highland and the County of San Bernardino to include capping the WDA per ton fee to eighty-five percent of the public gate rate and a provision to cancel the contract only for cause. Motion carried, 4-0, with Council Member Chavez being absent.

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

City Manager Hughes stated the City received some state funding from the Highway Safety Improvement Program to install pedestrian countdown signal heads at twenty-six intersections within the City. So, this phase of it, the funding was actually for the preliminary engineering work, and it will cover 100% of the design costs. We will be bringing forward an award for the contract to do those services at the next City Council meeting. At the Historic Board meeting, the historic bank building at Palm and Main came before the Historic Board. There is a new owner, and the Historic Board is working with that owner. They are kind of going back and forth on some design ideas for that building, so we will see, hopefully something happens with it. On Saturday June 4, the Community Trails Committee held the 26th Annual Trails Day event and it was a success. Just to make the Council aware we have gone back out to bid again for the demolition of the single-family structure on Central Avenue. The City had gone out to bid on that and the bids that we had received for the first go around were too high. So, we rejected all the bids. We have modified the scope a little bit, and we are putting it back out to bid, so that will be coming back before the City Council hopefully on August 9. Just a couple things to mark on your calendar. Saturday, July 2, the Highland Improvement Team will be doing a clean-up at Community Park. Monday, July 4 will be the City's 4th of July parade. Staff is working diligently on that. On Wednesday, July 20, from 12:00 p.m. to 1:00 p.m., will be the Public Safety Appreciation Potluck. Again, we are only doing one potluck at the police station this year to try and get back into the swing of things from COVID. Hopefully, next year we can go back to where we are doing it at each fire station, plus the police station and spread it out over a week, but for this year it will just be one [day]. On Saturday, July 23, there is going to be an oil filter exchange that will be held at AutoZone from 9:00 a.m. to 2:00 p.m. Since we talked about illegal dumping, during the month of May, Burrtec completed 172 illegal dumping work orders in the City. The Sheriff's Department, just a few quick stats, calls for service from May 9 to June 12, they responded to 4,178 calls for service, made 300 reports, and 191 arrests. Our Fire Department during the month of May responded to 648 calls for service. As of June, they have 252 and year to date is 3,464.

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

Council Member Timmer stated he is sure you have all seen the Base Line Corridor and the bridge project which is just about complete with a few minor things left, and he has received positive comments from the people that live north of Base Line, on the Seine Street area. The residents there now have a right hand turn without waiting for that traffic to be blocked up for hours there. They really appreciate putting that lane in. Staff is doing a great job.

Mayor Pro Tem Lilburn stated she had the opportunity to attend the Trails Day event and she wanted to thank staff for putting that together. It was a great event. She really wanted to say thank you to the HIT team. When we were walking the trails, the HIT team was out there, and they were picking up trash and there was a number of people helping out. There was great attendance for the event. She also wanted to say thanks to our Mayor for doing a great job at the Memorial Day event. She was unable to attend, however she heard Mayor McCallon presented a great speech. Thank you for representing us.

Mayor McCallon stated it was a well-attended event and we have not had the Memorial Day event in such a long time. It was great to have it back. Council Member Timmer was also present, remembering all of those who have died. He will not be present for the July meetings as he will be in Belgrade, Serbia, with a church project. This was scheduled prior to the City Council having one meeting per month when Council was dark in July.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

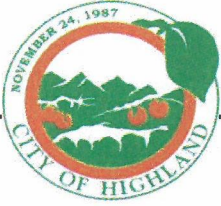
There being no further business, Mayor McCallon adjourned the meeting at 7:40 p.m. in memory of Ron Covey, Gene Dutrey, Alejo Lujan Vasquez, Nevaeh Alyssa Bravo, Jacklyn Jaylen Cazares, Makenna Lee Elrod, Jose Manuel Flores, Jr., Eliahna Amyah Garcia, Irma Garcia, Uziyah Garcia, Amerie Jo Garza, Xavier James Lopez, Jayce Carmelo Luevanos, Tess Marie Mata, Maranda Gail Mathis, Eva Mireles, Alithia Haven Ramirez, Annabell Guadalupe Rodriguez, Maite Yuleana Rodriguez, Alexandria "Lexi" Aniyah Rubio, Layla Marie Salazar, Jailah Nicole Silguero, Eliahna Torres, and Rojelio Fenandez Torres.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Accounting Supervisor

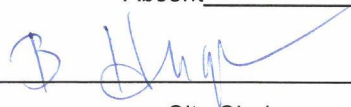
SUBJECT: Warrant Register #743

RECOMMENDATION: City Council to approve Warrant Register #743; Warrants in the amount of \$2,475,129.48 and Payroll in the amount of \$196,034.93.

FISCAL IMPACT: The total of Cash and Expenditures is \$2,671,164.41.

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

BACKGROUND: See Printouts Attached.

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

CITY OF HIGHLAND
WARRANT REGISTER #743

July 12, 2022

Warrants:

6/14/2022 Ck#85376-85405	381,694.43
6/17/2022 Payroll Wire #687-690 & Ck #85406-85407	60,086.93
6/21/2022 Ck#85408-85450	406,292.92
6/28/2022 Ck#85451-85473	211,526.99
6/30/2022 Payroll Wire #691-694 & Ck #85474-85475	52,384.11
7/5/2022 Ck#85476-85531	1,363,144.10

Total Warrants \$2,475,129.48

Payroll:

6/17/2022 Direct Deposits #11896-11936	104,075.65
6/17/2022 Ck #663	285.72
6/30/2022 Direct Deposits #11937-11977	91,334.29
6/30/2022 Ck #664	339.27

Total Payroll \$ 196,034.93

Total Warrants & Payroll \$2,671,164.41

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

06/14/2022 11:21:29AM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85376	6/14/2022	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SERVICES 5/15-5/28/22 CROSSING GUARD SERVICES 5/15-5/28/22 002.8200.4530	3,022.80
Total :				3,022.80
85377	6/14/2022	000030 SAN BERNARDINO COUNTY SHERIFFS	VEHICLE MAINTENANCE 01/2022-03/2022 VEHICLE MAINTENANCE 01/2022-03/2022 001.2000.4240 CELL PHONES 01/2022-03/2022 CELL PHONES 01/2022-03/2022 001.2000.4061 TRANSCRIPTIONS 01/2022-03/2022 TRANSCRIPTIONS 01/2022-03/2022 001.2000.4560 O/T & ON-CALL 01/2022-03/2022 O/T & ON-CALL 01/2022-03/2022 001.2000.4560 PERSONNEL CREDITS 01/2022-03/2022 PERSONNEL CREDITS 01/2022-03/2022 001.2000.4560	36,750.02 825.91 2,116.74 72,032.81 -72,947.56
Total :				38,777.92
85378	6/14/2022	000085 EAST VALLEY WATER DISTRICT	ATHLETIC CENTER-MAY ATHLETIC CENTER-MAY 001.6000.4030 COMMUNITY PARK-MAY COMMUNITY PARK-MAY 001.6000.4030 LMD 34-MAY LMD 34-MAY 012.8500.4030 CUNNINGHAM PARK-MAY CUNNINGHAM PARK-MAY 016.8540.4030 COMM CTR-MAY COMM CTR-MAY 001.6000.4030	250.21 12,100.62 120.72 2,417.87 52.70

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85378	6/14/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 30-MAY	
			LMD 30-MAY	
			012.8500.4030	229.05
			LMD 10-MAY	
			LMD 10-MAY	
			012.8500.4030	1,615.48
			OAK CREEK PARK-MAY	
			OAK CREEK PARK-MAY	
			016.8540.4030	2,076.96
			LMD 10-MAY	
			LMD 10-MAY	
			012.8500.4030	816.77
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4030	70.27
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4030	70.27
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4030	147.44
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4030	1,015.40
			COMM CTR IRRIGATION-MAY	
			COMM CTR IRRIGATION-MAY	
			001.6000.4030	1,228.67
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4030	703.90
			YMCA COMMUNITY PARK-MAY	
			YMCA COMMUNITY PARK-MAY	
			001.6000.4030	229.69
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4030	610.74
			ATHLETIC CTR-MAY	

06/14/2022 11:21:29AM

Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85378	6/14/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			ATHLETIC CTR-MAY	
			001.6000.4030	35.14
			COMMUNITY PARK-MAY	
			COMMUNITY PARK-MAY	
			001.6000.4030	52.70
			Total :	23,844.60
85379	6/14/2022	000085 EAST VALLEY WATER DISTRICT	LMD 36-APR	
			LMD 36-APR	
			012.8500.4030	182.40
			LMD 36-MAY	
			LMD 36-MAY	
			012.8500.4030	193.47
			Total :	375.87
85380	6/14/2022	000127 K & L HARDWARE	CODE ENFORCEMENT SUPPLIES	
			CODE ENFORCEMENT SUPPLIES	
			001.4600.4250	72.13
			Total :	72.13
85381	6/14/2022	000165 AT&T	CORP YARD-JUN	
			CORP YARD-JUN	
			004.8310.4060	1,014.90
			Total :	1,014.90
85382	6/14/2022	000165 AT&T	CITY HALL- JUN	
			CITY HALL- JUN	
			042.9510.4060	834.21
			Total :	834.21
85383	6/14/2022	000165 AT&T	WHITE PAGES-MAY	
			WHITE PAGES-MAY	
			042.9510.4060	18.51
			Total :	18.51
85384	6/14/2022	000203 SOUTHERN CALIFORNIA EDISON	LS#3-MAY	
			LS#3-MAY	
			013.8510.4011	1,025.03

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85384	6/14/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			UPLIGHTING LMD 48-MAY	
			UPLIGHTING LMD 48-MAY	
			012.8500.4010	2.06
			UPLIGHTING LMD 48-MAY	
			013.8510.4011	27.89
			LMD#48C-MAY	
			LMD#48C-MAY	
			012.8500.4010	286.73
			POLICE STATION-MAY	
			POLICE STATION-MAY	
			001.2000.4010	5,564.28
			LS-3 METERS-MAY	
			LS-3 METERS-MAY	
			013.8510.4011	46.51
			LS#3-MAY	
			LS#3-MAY	
			013.8510.4011	122.02
			LS 2 B CITY WIDE STREET LIGHTS-MAY	
			LS 2 B CITY WIDE STREET LIGHTS-MAY	
			013.8510.4011	13,816.53
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4010	1,805.90
			LS3-MAY	
			LS3-MAY	
			013.8510.4011	27.18
			LS3-MAY	
			LS3-MAY	
			013.8510.4011	28.15
			SIGNALS-MAY	
			SIGNALS-MAY	
			004.8310.4580	50.09
			SIGNALS-MAY	
			013.8510.4011	43.53
			AURANTIA PARK-MAY	
			AURANTIA PARK-MAY	
			001.6000.4010	159.02

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85384	6/14/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			CORPORATION YARD-MAY	
			CORPORATION YARD-MAY	
			004.8310.4010	647.18
			LS#3-MAY	
			LS#3-MAY	
			013.8510.4011	20.95
			TRAFFIC SIGNAL BASE LINE-MAY	
			TRAFFIC SIGNAL BASE LINE-MAY	
			004.8310.4580	106.26
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4010	964.81
			STATION #2-MAY	
			STATION #2-MAY	
			028.2050.4010	247.45
			STATION #2-MAY	
			029.2100.4010	247.43
			LS#2-MAY	
			LS#2-MAY	
			013.8510.4011	1,000.86
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4010	18.58
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4010	17.85
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4010	246.57
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4010	57.37
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4010	18.79
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85384	6/14/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			004.8310.4010	18.22
			LS#1-MAY	
			LS#1-MAY	
			013.8510.4011	7,685.16
			LS#3-MAY	
			LS#3-MAY	
			013.8510.4011	21.29
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4010	5,243.45
			LS2-B-MAY	
			LS2-B-MAY	
			013.8510.4011	16.94
			EVC STATIONS-MAY	
			EVC STATIONS-MAY	
			042.9510.4012	570.30
			TRAFFIC SIGNAL BASE LINE-MAY	
			TRAFFIC SIGNAL BASE LINE-MAY	
			004.8310.4580	61.58
			VICTORIA AVE AND 3RD ST-MAY	
			VICTORIA AVE AND 3RD ST- MAY	
			004.8310.4580	119.61
			LS-3 METERS-MAY	
			LS-3 METERS-MAY	
			013.8510.4011	87.00
			Total :	40,422.57
85385	6/14/2022	000207 KONICA MINOLTA	COPIER MAINT-NOV	
			COPIER MAINT-NOV	
			001.2000.4205	21.74
			COPIER MAINT-NOV	
			COPIER MAINT-NOV	
			042.9510.4205	440.10
			COPIER MAINT-NOV	
			COPIER MAINT-NOV	
			042.9510.4205	672.35

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
85385	6/14/2022	000207	000207 KONICA MINOLTA (Continued)	
			Total :	1,134.19
85386	6/14/2022	000208	STAPLES CREDIT PLAN LOGITECH M510 WIRELESS MOUSE LOGITECH M510 WIRELESS MOUSE 001.4200.4206 OFFICE SUPPLIES OFFICE SUPPLIES 001.4200.4200	21.54 150.84
			Total :	172.38
85387	6/14/2022	000213	DAILY JOURNAL CORPORATION NEWSPAPER PUBLICATIONS NEWSPAPER PUBLICATIONS 001.1200.4300 NEWSPAPER PUBLICATIONS- MAY NEWSPAPER PUBLICATIONS- MAY 001.1200.4300 NEWSPAPER PUBLICATIONS NEWSPAPER PUBLICATIONS 001.1200.4300	 1,062.56 593.11 1,021.34
			Total :	2,677.01
85388	6/14/2022	000744	D&T AUTO REPAIR SMALL BUS ASST PROG CSFRF/CLFRF-ARP SMALL BUS ASST PROG CSFRF/CLFRF-ARP 030.8495.4349	 7,500.00
			Total :	7,500.00
85389	6/14/2022	000979	VERIZON WIRELESS AIR CARD-JUN AIR CARD-JUN 001.2000.4062 CELL PHONES/AIR CARDS-MAY CELL PHONES-MAY 001.2000.4061 AIR CARDS-MAY 001.2000.4062 CELL PHONES-MAY 001.6000.4061 CELL PHONES-MAY 001.6010.4061	 38.01 163.16 1,064.28 61.20 36.55

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85389	6/14/2022	000979 VERIZON WIRELESS	(Continued)	
			CELL PHONES-MAY	
			004.8310.4061	148.92
			AIR CARDS-MAY	
			004.8310.4062	76.02
			CELL PHONES-MAY	
			028.2050.4061	142.73
			AIR CARDS-MAY	
			028.2050.4062	329.24
			CELL PHONES-MAY	
			042.9510.4061	666.62
			AIR CARDS-MAY	
			042.9510.4062	268.09
			AIR CARDS (IPADS)-MAY	
			042.9510.4062	131.70
			C/E: IPADS	
			C/E: IPADS	
			042.9510.4208	1,955.28
			Total :	5,081.80
85390	6/14/2022	001035 DEPARTMENT OF JUSTICE	FINGERPRINT APPS-MAY	
			FINGERPRINT APPS-MAY	
			001.1700.4236	32.00
			Total :	32.00
85391	6/14/2022	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-JUN	
			PROFESSIONAL SERVICES-JUN	
			023.3890.4554	3,000.00
			Total :	3,000.00
85392	6/14/2022	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-APR	
			MONTHLY REIMB-APR	
			001.6000.4526	41,250.00
			Total :	41,250.00
85393	6/14/2022	001848 SB CO ASSESSORS OFFICE	PARCEL MAP REVISIONS-JUN	
			PARCEL MAP REVISIONS-JUN	
			001.4100.4310	4.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85393	6/14/2022	001848	001848 SB CO ASSESSORS OFFICE (Continued)	
			Total :	4.00
85394	6/14/2022	002149	SB CO DEPT OF PUBLIC HEALTH ANIMAL CONTROL SVS-01/01/22-03/31/22 ANIMAL CONTROL SVS-01/01/22-03/31/22 001.2200.4565	
			Total :	109,077.00
85395	6/14/2022	002190	ENGINEERING RESOURCES OF SO CA STR20003 DE MSRI MAY STR20003 DE MSRI MAY 017.8350.6550 STR20003 DE SB CO MAY STR20003 DE SB CO MAY 027.8490.6550	
			Total :	63.28
				82.50
85396	6/14/2022	002710	HERNANDEZ, KROONE & ASSOCIATES STR18001 R/W IVDA-MAY STR18001 R/W IVDA-MAY 027.8490.6550 STR18001 R/W RDA07-MAY STR18001 R/W RDA07-MAY 010.3830.6550 STR18001 R/W SMBMI-MAY STR18001 R/W SMBMI-MAY 027.8490.6550 STR18001 R/W EDA-MAY STR18001 R/W EDA-MAY 030.8495.6550 STR18001 PS&E IVDA-MAY STR18001 PS&E IVDA-MAY 027.8490.6550 STR18001 PS&E RDA07-MAY STR18001 PS&E RDA07-MAY 010.3830.6550 STR18001 PS&E SMBMI-MAY STR18001 PS&E SMBMI-MAY 027.8490.6550 STR18001 PS&E EDA-MAY STR18001 PS&E EDA-MAY	
				93.05
				93.11
				93.05
				327.74
				30.68
				30.70
				30.68

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85396	6/14/2022	002710 HERNANDEZ, KROONE & ASSOCIATES	(Continued)	
			030.8495.6550	108.07
			STR18001 PE IVDA-MAY	
			STR18001 PE IVDA-MAY	
			027.8490.6550	119.27
			STR18001 PE RDA07-MAY	
			STR18001 PE RDA07-MAY	
			010.3830.6550	119.36
			STR18001 PE SMBMI-MAY	
			STR18001 PE SMBMI-MAY	
			027.8490.6550	119.27
			STR18001 PE EDA-MAY	
			STR18001 PE EDA-MAY	
			030.8495.6550	420.13
			Total :	1,585.11
85397	6/14/2022	002967 AGUILAR, ANGELA	TRAIL DAY EVENT - JUN	
			TRAIL DAY EVENT - JUN	
			001.4100.4336	131.88
			Total :	131.88
85398	6/14/2022	003044 THOMSON REUTERS WEST	CODE BOOKS-JUN	
			CODE BOOKS-JUN	
			001.1200.4626	1,330.54
			Total :	1,330.54
85399	6/14/2022	004193 AECOM USA INC.	BRG07001 DES RDA07-NOV/DEC	
			BRG07001 DES RDA07-NOV/DEC	
			010.3830.6813	1,774.77
			BRG07001 DES HBP-NOV/DEC	
			BRG07001 DES HBP-NOV/DEC	
			030.8495.6813	13,698.37
			BRG07001 DES RDA07-DEC	
			BRG07001 DES RDA07-DEC	
			010.3830.6813	1,257.83
			BRG07001 DES HBP-DEC	
			BRG07001 DES HBP-DEC	
			030.8495.6813	9,708.40

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Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85399	6/14/2022	004193 AECOM USA INC.	(Continued) BRG07001 DES RDA07-MAR/APR BRG07001 DES RDA07-MAR/APR 010.3830.6813 BRG07001 DES HBP-MAR/APR BRG07001 DES HBP-MAR/APR 030.8495.6813 BRG07001 DES RDA07-APR BRG07001 DES RDA07-APR 010.3830.6813 BRG07001 DES HBP-APR BRG07001 DES HBP-APR 030.8495.6813	3,149.30 24,307.57 1,722.19 13,292.54 Total : 68,910.97
85400	6/14/2022	005732 NEW WEST UPHOLSTERY SHOP	SMALL BUS ASST PROG CSFRF/CLFRF-ARP SMALL BUS ASST PROG CSFRF/CLFRF-ARP 030.8495.4349	7,500.00 Total : 7,500.00
85401	6/14/2022	005869 DOPP PROPERTY SERVICES	SECURE PROPERTY-25222 3RD ST SECURE PROPERTY-25222 3RD ST 001.4600.4557 SECURE PROPERTY-25875 VINE ST SECURE PROPERTY-25875 VINE ST 001.4600.4557 SECURE PROPERTY(POOL PUMP)-25875 VINE ST SECURE PROPERTY(POOL PUMP)-25875 VINE ST 001.4600.4557	245.00 410.00 250.00 Total : 905.00
85402	6/14/2022	005933 COMPASS CONSULTING ENTERPRISES	SDR17001 ENV GCF-MAY SDR17001 ENV GCF-MAY 023.3890.4582	1,659.00 Total : 1,659.00
85403	6/14/2022	006001 YUNEX LLC	GREENSPOT & VILLAGE LAKES - KD/RML NEC GREENSPOT & VILLAGE LAKES - KD/RML NEC 013.8510.4664	 3,590.69

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85403	6/14/2022	006001 YUNEX LLC	(Continued)	
			BASELINE & MCKINLEY - KD/RML STL	
			BASELINE & MCKINLEY - KD/RML STL	
			013.8510.4664	338.90
			BASELINE & REEDY - KD/RML POLE#20196H	
			BASELINE & REEDY - KD/RML POLE#20196H	
			013.8510.4664	2,099.62
			27132 3RD ST - KD/RML STL	
			27132 3RD ST - KD/RML STL	
			013.8510.4664	1,351.70
			GREENSPOT & ALTA VISTA - KD/RML	
			GREENSPOT & ALTA VISTA - KD/RML	
			013.8510.4664	2,372.30
			BASELINE & STONEY CREEK - KD/RML	
			BASELINE & STONEY CREEK - KD/RML	
			013.8510.4664	2,372.30
			Total :	12,125.51
85404	6/14/2022	006099 CHARTER COMMUNICATIONS	CITY HALL TELE/INT-JUN	
			CITY HALL TELE/INT-JUN	
			042.9510.4065	1,652.03
			Total :	1,652.03
85405	6/14/2022	006112 PREMIER TIRE'S SHOP	SMALL BUS ASST PROG CSFEF/CLFRF-ARP	
			SMALL BUS ASST PROG CSFEF/CLFRF-ARP	
			030.8495.4349	7,500.00
			Total :	7,500.00
30 Vouchers for bank code : wfb			Bank total :	381,694.43
30 Vouchers in this report			Total vouchers :	381,694.43

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
687	6/17/2022	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			001.1170	8,825.34
			ICMA DEFERRED COMP 457: Payment	
			004.1170	991.17
			ICMA DEFERRED COMP 457: Payment	
			010.1170	819.21
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			023.1170	5.00
			ICMA DEFERRED COMP 457: Payment	
			041.1170	327.70
			ICMA DEFERRED COMP 457: Payment	
			070.1170	293.82
			Total :	11,287.26
688	6/17/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			PERS: Payment	
			006.1145	420.83
			PERS: Payment	
			010.1145	965.86
			PERS: Payment	
			012.1145	177.15
			PERS: Payment	
			016.1145	177.17
			PERS: Payment	
			023.1145	116.16
			PERS: Payment	
			024.1145	19.53
			PERS: Payment	
			041.1145	451.31
			PERS: Payment	
			042.1145	729.27

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
688	6/17/2022	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS: Payment	
			070.1145	781.51
			PERS SURVIVOR: Payment	
			001.1145	23.94
			PERS SURVIVOR: Payment	
			004.1145	4.63
			PERS SURVIVOR: Payment	
			006.1145	0.63
			PERS SURVIVOR: Payment	
			010.1145	1.10
			PERS SURVIVOR: Payment	
			012.1145	0.58
			PERS SURVIVOR: Payment	
			016.1145	0.57
			PERS SURVIVOR: Payment	
			023.1145	0.27
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.30
			PERS SURVIVOR: Payment	
			042.1145	1.63
			PERS SURVIVOR: Payment	
			070.1145	0.71
			EPMC: Payment	
			001.1145	531.02
			EPMC: Payment	
			004.1145	122.55
			EPMC: Payment	
			006.1145	19.79
			EPMC: Payment	
			010.1145	42.04
			EPMC: Payment	
			012.1145	2.37
			EPMC: Payment	
			016.1145	2.37

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
688	6/17/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			023.1145	6.61
			EPMC: Payment	
			024.1145	0.57
			EPMC: Payment	
			041.1145	31.58
			EPMC: Payment	
			042.1145	11.51
			EPMC: Payment	
			070.1145	54.70
			PERS: Payment	
			001.1145	13,390.91
			PERS: Payment	
			004.1145	2,826.48
			Total :	20,915.70
689	6/17/2022	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			010.1140	178.70
			MEDICARE: Payment	
			012.1140	44.86
			MEDICARE: Payment	
			016.1140	44.78
			MEDICARE: Payment	
			023.1140	24.50
			MEDICARE: Payment	
			024.1140	4.54
			MEDICARE: Payment	
			041.1140	76.26
			MEDICARE: Payment	
			042.1140	173.68
			MEDICARE: Payment	
			070.1140	138.72
			FEDERAL TAXES: Payment	
			001.1120	11,079.93
			FEDERAL TAXES: Payment	

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
689	6/17/2022	000119	INTERNAL REVENUE SERVICE	
			(Continued)	
			004.1120	2,029.28
			FEDERAL TAXES: Payment	
			006.1120	337.73
			FEDERAL TAXES: Payment	
			010.1120	849.77
			FEDERAL TAXES: Payment	
			012.1120	97.96
			FEDERAL TAXES: Payment	
			016.1120	97.93
			FEDERAL TAXES: Payment	
			023.1120	73.01
			FEDERAL TAXES: Payment	
			024.1120	9.13
			FEDERAL TAXES: Payment	
			041.1120	414.11
			FEDERAL TAXES: Payment	
			042.1120	478.39
			FEDERAL TAXES: Payment	
			070.1120	689.09
			SOCIAL SECURITY: Payment	
			001.1140	603.38
			MEDICARE: Payment	
			001.1140	2,866.28
			MEDICARE: Payment	
			004.1140	568.46
			MEDICARE: Payment	
			006.1140	89.02
			Total :	20,969.51
690	6/17/2022	000001	CALIF STATE EMPLOYMENT	
			STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	4,175.32
			STATE TAXES: Payment	
			004.1130	881.51
			STATE TAXES: Payment	
			006.1130	134.18

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
690	6/17/2022	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			010.1130	322.00
			STATE TAXES: Payment	
			012.1130	39.81
			STATE TAXES: Payment	
			016.1130	39.83
			STATE TAXES: Payment	
			023.1130	20.18
			STATE TAXES: Payment	
			024.1130	5.14
			STATE TAXES: Payment	
			041.1130	167.96
			STATE TAXES: Payment	
			042.1130	168.78
			STATE TAXES: Payment	
			070.1130	268.10
			Total :	6,222.81
85406	6/17/2022	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	11.27
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.77
			ARROWHEAD UNITED WAY: Payment	
			041.1180	2.26
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.70
			Total :	15.00
85407	6/17/2022	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.98
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	108.80
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.97
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85407	6/17/2022	003804 AFLAC WWHQ	(Continued)	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.26
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	278.28
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.70
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.50
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	143.65
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.73
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.68
			AFLAC HOSPITAL INSURANCE: Payment	
			023.1181	12.32
			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	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85407	6/17/2022	003804 AFLAC WWHQ	(Continued)	
			012.1181	1.48
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.48
Total :				676.65
6 Vouchers for bank code : wfb				Bank total : 60,086.93
6 Vouchers in this report				Total vouchers : 60,086.93

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Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85408	6/21/2022	000043 BALLARD PLUMBING HEATING & AIR	HVAC MAINTENANCE	
			HVAC MAINTENANCE	
			042.9510.4588	525.00
			HVAC MAINTENANCE-CORP YARD	
			HVAC MAINTENANCE-CORP YARD	
			004.8310.4588	550.00
			HVAC MAINTENANCE-FS#2	
			HVAC MAINTENANCE-FS#2	
			028.2050.4588	112.50
			HVAC MAINTENANCE-FS#2	
			029.2100.4588	112.50
			HVAC MAINTENANCE-FS#1	
			HVAC MAINTENANCE-FS#1	
			028.2050.4588	112.50
			HVAC MAINTENANCE-FS#1	
			029.2100.4588	112.50
			HVAC MAINTENANCE-FS#3	
			HVAC MAINTENANCE-FS#3	
			028.2050.4588	112.50
			HVAC MAINTENANCE-FS#3	
			029.2100.4588	112.50
			Total :	1,750.00
85409	6/21/2022	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	25.64
			Total :	25.64
85410	6/21/2022	000127 K & L HARDWARE	YMCA POOL EXHAUST FAN	
			YMCA POOL EXHAUST FAN	
			001.6000.4070	21.53
			BANNER HARDWARE	
			BANNER HARDWARE	
			004.8310.4206	24.73
			BOLLARD MATERIALS ORANGE ST	
			BOLLARD MATERIALS ORANGE ST	
			004.8310.4206	205.59

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85410	6/21/2022	000127 K & L HARDWARE	(Continued)	
			BOLLARD MATERIALS ORANGE ST	
			BOLLARD MATERIALS ORANGE ST	
			004.8310.4206	43.01
			Total :	294.86
85411	6/21/2022	000192 SAM'S CLUB/SYNCHRONY BANK	HIT: SUPPLIES	
			HIT: SUPPLIES	
			001.6020.4336	71.41
			Total :	71.41
85412	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	POLICE STATION MAY POSTING ERROR	
			POLICE STATION MAY POSTING ERROR	
			001.2000.4010	-1,568.30
			STATION #1-MAY	
			STATION #1-MAY	
			028.2050.4010	335.10
			STATION #1-MAY	
			029.2100.4010	335.10
			SEELEY PARK-APR	
			SEELEY PARK-APR	
			016.8540.4010	-36.53
			SEELEY PARK-MAY	
			SEELEY PARK-MAY	
			016.8540.4010	24.37
			CUNNINGHAM PARK-APR	
			CUNNINGHAM PARK-APR	
			016.8540.4010	-38.44
			CUNNINGHAM PARK-MAY	
			CUNNINGHAM PARK-MAY	
			016.8540.4010	19.37
			CANYON OAK-APR	
			CANYON OAK-APR	
			016.8540.4010	23.11
			CANYON OAK PARK-MAY	
			CANYON OAK PARK-MAY	
			016.8540.4010	21.93
			HIGHLAND COMMUNITY PARK-APR	

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85412	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			HIGHLAND COMMUNITY PARK-APR	
			001.6000.4010	1,141.28
			HIGHLAND COMMUNITY PARK-MAY	
			HIGHLAND COMMUNITY PARK-MAY	
			001.6000.4010	746.89
			STATION #3-MAY	
			STATION #3-MAY	
			029.2100.4010	784.15
			STATION #3-MAY	
			028.2050.4010	784.15
			LMDS-APR	
			LMD 00-APR	
			012.8500.4010	-38.64
			LMD 21-APR	
			012.8500.4010	-38.64
			LMD 31-APR	
			012.8500.4010	-38.64
			LMD 01-APR	
			012.8500.4010	-38.64
			LMD 35-APR	
			012.8500.4010	-38.64
			LMD 02-APR	
			012.8500.4010	-38.64
			LMD 20-APR	
			012.8500.4010	-38.64
			LMD 16-APR	
			012.8500.4010	-38.84
			LMD 03-APR	
			012.8500.4010	-39.01
			LMD 22-APR	
			012.8500.4010	-38.64
			LMD 10-APR	
			012.8500.4010	-48.38
			LMD 36-APR	
			012.8500.4010	19.17
			LMD 09-APR	

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85412	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			012.8500.4010	-38.44
			LMD 30-APR	
			012.8500.4010	-38.08
			LMD 20-APR	
			012.8500.4010	-38.64
			LMD 08-APR	
			012.8500.4010	-38.64
			LMD 29-APR	
			012.8500.4010	-38.64
			LMD 47-APR	
			012.8500.4010	-38.64
			LMD 17-APR	
			012.8500.4010	6.76
			LMD 44-APR	
			012.8500.4010	-38.44
			LMD 36-APR	
			012.8500.4010	-38.64
			LMD 37-APR	
			012.8500.4010	-38.64
			LMD 34-APR	
			012.8500.4010	-38.64
			LMD 02-APR	
			012.8500.4010	-38.64
			LMD 11-APR	
			012.8500.4010	-38.64
			LMD 05-APR	
			012.8500.4010	-38.84
			LMD 06-APR	
			012.8500.4010	-39.59
			LMD 07-APR	
			012.8500.4010	-39.01
			LMD 04-APR	
			012.8500.4010	-38.64
			LMD 02-APR	
			012.8500.4010	-77.28
			LMD 15-APR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85412	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			012.8500.4010	-77.28
			LMD5 MAY	
			LMD 09-MAY	
			012.8500.4010	19.37
			LMD 30-MAY	
			012.8500.4010	19.37
			LMD 20-MAY	
			012.8500.4010	19.17
			LMD 08-MAY	
			012.8500.4010	19.17
			LMD 29-MAY	
			012.8500.4010	19.17
			LMD 47-MAY	
			012.8500.4010	19.17
			LMD 17-MAY	
			012.8500.4010	49.02
			LMD 16-MAY	
			012.8500.4010	18.80
			LMD 03-MAY	
			012.8500.4010	18.80
			LMD 22-MAY	
			012.8500.4010	19.17
			LMD 10-MAY	
			012.8500.4010	64.32
			LMD 36-MAY	
			012.8500.4010	18.79
			LMD 44-MAY	
			012.8500.4010	19.37
			LMD 36-MAY	
			012.8500.4010	19.17
			LMD 37-MAY	
			012.8500.4010	19.17
			LMD 34-MAY	
			012.8500.4010	19.17
			LMD 02-MAY	
			012.8500.4010	19.17

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85412	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			LMD 11-MAY	
			012.8500.4010	19.17
			LMD 05-MAY	
			012.8500.4010	18.80
			LMD 06-MAY	
			012.8500.4010	18.23
			LMD 07-MAY	
			012.8500.4010	18.80
			LMD 04-MAY	
			012.8500.4010	19.17
			LMD 02-MAY	
			012.8500.4010	38.13
			LMD 15-MAY	
			012.8500.4010	38.34
			LMD 00-MAY	
			012.8500.4010	19.17
			LMD 21-MAY	
			012.8500.4010	19.17
			LMD 31-MAY	
			012.8500.4010	19.17
			LMD 01-MAY	
			012.8500.4010	19.17
			LMD 35-MAY	
			012.8500.4010	18.96
			LMD 02-MAY	
			012.8500.4010	19.17
			LMD 20-MAY	
			012.8500.4010	19.17
			Total :	2,094.39
85413	6/21/2022	000203 SOUTHERN CALIFORNIA EDISON	LS3 METERS-JUN	
			LS3 METERS-JUN	
			013.8510.4011	26.11
			LS#3-JUN	
			LS#3-JUN	
			013.8510.4011	97.77

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85413	6/21/2022	000203	000203 SOUTHERN CALIFORNIA EDISON (Continued)	
Total :				123.88
85414	6/21/2022	000237	WILLDAN ASSOCIATES	
			BUILDING & SAFETY PLAN CHECKS-MAY	
			BUILDING & SAFETY PLAN CHECKS-MAY	
			001.4500.4540	4,470.00
			BUILDING & SAFETY INSP. SVC-MAY	
			BUILDING & SAFETY INSP. SVC-MAY	
			001.4500.4540	15,045.00
			PERMIT TECHNICIAN SVC-MAY	
			PERMIT TECHNICIAN SVC-MAY	
			001.4500.4540	6,873.75
			CODE ENFORCEMENT - MAY	
			CODE ENFORCEMENT - MAY	
			001.4600.4538	10,205.00
			STR20001 CE MSRI-MAY	
			STR20001 CE MSRI-MAY	
			017.8350.6550	2,890.00
Total :				39,483.75
85415	6/21/2022	000636	STEVEN ENTERPRISES INC	
			OFFICE SUPPLIES - JUN	
			OFFICE SUPPLIES - JUN	
			001.3200.4245	104.10
Total :				104.10
85416	6/21/2022	000774	ARROWHEAD CREDIT UNION-DEPT 91	
			TRAILS DAY ADVERTISEMENT	
			TRAILS DAY ADVERTISEMENT	
			001.4100.4336	150.00
			SOUTHWEST AIRLINES	
			CIRA MTG AIRFAIR	
			041.9500.4320	-40.00
			DROPBOX	
			DROPBOX	
			001.1200.4255	2,160.00
			DRI CRASH PLAN - MAY	
			DRI CRASH PLAN - MAY	
			042.9510.4208	19.98
			ZOOM MEETINGS	
			ZOOM MEETINGS	

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85416	6/21/2022	000774 ARROWHEAD CREDIT UNION-DEPT 91	(Continued) 042.9510.4310	110.00
Total :				2,399.98
85417	6/21/2022	000774 ARROWHEAD CREDIT UNION-DEPT 91	CIRA MEETING: DANTUONO CIRA MTG PARKING 041.9500.4320	42.00
Total :				42.00
85418	6/21/2022	000824 J & M TROPHIES	AWARDS: MORENO, RICHARDSON & STATER 10 YEARS AWARD: RICHARDSON 001.1000.4336 15 YEARS AWARD: MORENO 001.1000.4336 25 YEARS AWARD: STATER 001.1000.4336	47.95 48.58 60.00
Total :				156.53
85419	6/21/2022	000845 SB CO LAND USE SERVICES DEPT	FIRE HAZARD ABATEMENT 5/21-4/22 FIRE HAZARD ABATEMENT 5/21-4/22 029.2100.4545	25,079.28
Total :				25,079.28
85420	6/21/2022	001072 AUTO ZONE	GENERATOR MAINT-ST#3 GENERATOR MAINT-ST#3 028.2050.4222 GENERATOR MAINT-ST#3 029.2100.4222 MAINT SUPPLIES - E541 MAINT SUPPLIES - E541 028.2050.4240 MAINT SUPPLIES - E541 029.2100.4240	79.30 79.30 4.76 4.75
Total :				168.11
85421	6/21/2022	001193 LIFE ASSIST, INC.	PARAMEDIC SUPPLIES - ST#1 PARAMEDIC SUPPLIES - ST#1 028.2050.4207	152.09

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85421	6/21/2022	001193 001193 LIFE ASSIST, INC.	(Continued)	
			Total :	152.09
85422	6/21/2022	001271 ALL STAR FIRE EQUIP, INC	SCBA REPAIRS	
			SCBA REPAIRS	
			028.2050.4245	65.32
			SCBA REPAIRS	
			029.2100.4245	65.31
			Total :	130.63
85423	6/21/2022	001320 HIGHLAND SENIOR CENTER	CDBG REIMBURSEMENT - MAY	
			CDBG REIMBURSEMENT - MAY	
			006.8400.4348	2,100.00
			Total :	2,100.00
85424	6/21/2022	001414 RICHARDS, WATSON & GERSHON	GENERAL-DEC	
			GENERAL-DEC	
			001.1450.4520	8,264.27
			STR18001 R/W IVDA-DEC	
			STR18001 R/W IVDA-DEC	
			027.8490.6550	67.76
			STR18001 R/W RDA07-DEC	
			STR18001 R/W RDA07-DEC	
			010.3830.6550	67.80
			STR18001 R/W SMBMI-DEC	
			STR18001 R/W SMBMI-DEC	
			027.8490.6550	67.76
			STR18001 R/W EDA-DEC	
			STR18001 R/W EDA-DEC	
			030.8495.6550	238.68
			PERSONNEL & LABOR RELATIONS-DEC	
			PERSONNEL & LABOR RELATIONS-DEC	
			001.1450.4520	1,049.50
			COVID19 DECLARATION OF EMERGENCY-DEC	
			COVID19 DECLARATION OF EMERGENCY-DEC	
			030.8495.4520	323.12
			CODE ENFORCEMENT CASE#4744-DEC	
			CODE ENFORCEMENT CASE#4744-DEC	
			001.4600.4520	760.50

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85424	6/21/2022	001414	001414 RICHARDS, WATSON & GERSHON (Continued)	
Total :				10,839.39
85425	6/21/2022	001414	RICHARDS, WATSON & GERSHON	
			GENERAL APR	
			GENERAL APR	
			001.1450.4520	4,944.86
			STR18001 R/W IVDA-APR	
			STR18001 R/W IVDA-APR	
			027.8490.6550	130.31
			STR18001 R/W RDA07-APR	
			STR18001 R/W RDA07-APR	
			010.3830.6550	130.39
			STR18001 R/W SMBMI-APR	
			STR18001 R/W SMBMI-APR	
			027.8490.6550	130.31
			STR18001 R/W EDA-APR	
			STR18001 R/W EDA-APR	
			030.8495.6550	458.99
			ICH17006 SMBMI IGG-APR	
			ICH17006 SMBMI IGG-APR	
			027.8490.6813	680.00
			COVID19 DECLARATION OF EMERGENCY-APR	
			COVID19 DECLARATION OF EMERGENCY-APR	
			030.8495.4520	85.83
			CODE ENFORCEMENT-APR	
			CODE ENFORCEMENT-APR	
			001.4600.4520	1,306.50
			CODE ENFORCEMENT CASE#4744-APR	
			CODE ENFORCEMENT CASE#4744-APR	
			001.4600.4520	548.05
			PERSONNEL & LABOR RELATIONS-APR	
			PERSONNEL & LABOR RELATIONS-APR	
			001.1450.4520	255.00
Total :				8,670.24
85426	6/21/2022	003058	ADVANCE REFRIGERATION SYS INC	
			FS#1: ICE-O-MATIC ICE MAKER	
			FS#1: ICE-O-MATIC ICE MAKER	
			029.2100.4245	4,028.77
			FS#1: ICE-O-MATIC ICE MAKER	

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85426	6/21/2022	003058 ADVANCE REFRIGERATION SYS INC	(Continued) 028.2050.4245	4,028.75
Total :				8,057.52
85427	6/21/2022	003073 EWING IRRIGATION PRODUCTS INC	CITY HALL IRRIGATION SUPPLIES CITY HALL IRRIGATION SUPPLIES 042.9510.4045	248.53
			CORP YARD IRRIGATION SUPPLIES CORP YARD IRRIGATION SUPPLIES 004.8310.4045	235.84
			COMMUNITY PARK IRRIGATION SUPPLIES COMMUNITY PARK IRRIGATION SUPPLIES 001.6000.4045	249.10
Total :				733.47
85428	6/21/2022	003115 DONALD M. HOOVER CO	YMCA-SPORT FLOOR REPLACEMENT YMCA-SPORT FLOOR REPLACEMENT 007.8330.6030	1,010.25
Total :				1,010.25
85429	6/21/2022	003445 BOOT BARN, INC.	UNIFORM: COLEMAN UNIFORM: COLEMAN 001.6000.4249	195.72
			UNIFORM: PECK UNIFORM: PECK 001.6000.4249	200.00
			UNIFORM: LAYNE UNIFORM: LAYNE 004.8310.4249	152.22
Total :				547.94
85430	6/21/2022	003599 BAB STEERING HYDRALICS INC,	E541A: REBUILD STEERING COLUMN & REPAIRS E541A: REBUILD STEERING COLUMN & REPAIRS 029.2100.4240	2,988.21
			E541A: REBUILD STEERING COLUMN & REPAIRS 028.2050.4240	2,988.20
Total :				5,976.41
85431	6/21/2022	004206 #1 SON PLUMBING	LMD#17-WATER BACKFLOW TESTING	

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Voucher List
CITY OF HIGHLAND

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Voucher	Date	Vendor	Description/Account	Amount
85431	6/21/2022	004206 #1 SON PLUMBING	(Continued) LMD#17-WATER BACKFLOW TESTING 012.8500.4030	225.85
Total :				225.85
85432	6/21/2022	004863 THE EARPHONE GUY, LLC	PD: LAPEL MICROPHONES PD: LAPEL MICROPHONES 001.2000.4250	986.70
Total :				986.70
85433	6/21/2022	004920 TKE ENGINEERING	STR20002 DE DIF LOC-APR STR20002 DE DIF LOC-APR 007.8330.6550 STR20002 DE RDA07-APR STR20002 DE RDA07-APR 010.3830.6550 STR20002 DE COSB-APR STR20002 DE COSB-APR 027.8490.6550 BRG04004A CE NON PART DIF REG-APR BRG04004A CE NON PART DIF REG-APR 007.8330.6813	139.35 287.17 298.48
Total :				26,347.54
85434	6/21/2022	004920 TKE ENGINEERING	STI 21-005 PERMITS/INSP-APR STI 21-005 PERMITS/INSP-APR 001.3200.4551 STC 20-001 PERMITS/INSP-APR STC 20-001 PERMITS/INSP-APR 001.3200.4551 SLI 21-001 PERMITS/INSP-APR SLI 21-001 PERMITS/INSP-APR 001.3200.4551 EXE 22-003 PERMITS/INSP-APR EXE 22-003 PERMITS/INSP-APR 001.3200.4551	7,543.00 2,517.50 697.00
Total :				309.00
85435	6/21/2022	004920 TKE ENGINEERING	STOP WARRANT ANALYSIS: CHURCH & CYPRESS	11,066.50

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85435	6/21/2022	004920 TKE ENGINEERING	(Continued) STOP WARRANT ANALYSIS: CHURCH & CYPRESS 023.3890.4550	800.50
Total :				800.50
85436	6/21/2022	004920 TKE ENGINEERING	HOUSING AUTHORITY - APR HOUSING AUTHORITY - APR 070.7000.4611	740.00
Total :				740.00
85437	6/21/2022	005285 LA VERNE POWER EQUIPMENT INC	POLE SYSTEM WITH MARVIN HEAD POLE SYSTEM WITH MARVIN HEAD 001.6000.4045 CHAIN SAW CHAP CHAIN SAW CHAP 029.2100.4204	244.69
Total :				173.98
85438	6/21/2022	005353 IDC CONSULTING ENGINEERS, INC.	BRG12001 DE HBP 7/1/21-1/31/22 BRG12001 DE HBP 7/1/21-1/31/22 030.8495.6813 BRG12001 DE DIF REG 7/1/21-1/31/22 BRG12001 DE DIF REG 7/1/21-1/31/22 007.8330.6813 BRG12001 DE HBP 2/1/22-5/31/22 BRG12001 DE HBP 2/1/22-5/31/22 030.8495.6813 BRG12001 DE DIF REG 2/1/22-5/31/22 BRG12001 DE DIF REG 2/1/22-5/31/22 007.8330.6813	8,962.28
Total :				1,161.16
Total :				4,536.38
Total :				587.74
Total :				15,247.56
85439	6/21/2022	005394 DATA TICKET, INC.	PARKING CITATION - JAN SHORT PAY PARKING CITATION - JAN SHORT PAY 001.1700.4516 PARKING CITATIONS - MAY PARKING CITATIONS - MAY 001.1700.4516	0.20
				32.36

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85439	6/21/2022	005394	005394 DATA TICKET, INC.	
			(Continued)	
			Total :	32.56
85440	6/21/2022	005543	BEAR SPRINGS HOTEL	
			VOLUNTEER DINNER: CATER & EVENT FACILITY	
			VOLUNTEER DINNER: CATER & EVENT	
			001.6020.4336	7,382.59
			Total :	7,382.59
85441	6/21/2022	005553	CLARK PEST CONTROL OF STOCKTON	
			PEST CONTROL SERVICES-YMCA	
			PEST CONTROL SERVICES-YMCA	
			001.6000.4589	96.00
			PEST CONTROL SERVICES-CITY HALL	
			PEST CONTROL SERVICES-CITY HALL	
			042.9510.4589	66.00
			Total :	162.00
85442	6/21/2022	005771	AMAZON CAPITAL SERVICES	
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.4600.4200	41.58
			OFFICE SUPPLIES	
			CHAIR MAT	
			001.4600.4200	30.17
			WHITE OUT	
			001.4600.4200	16.01
			100% RECYLED LEGAL PADS	
			001.4600.4200	40.92
			NETWORK/COMPUTER SUPPLIES	
			NETWORK/COMPUTER SUPPLIES	
			042.9510.4208	484.68
			Total :	613.36
85443	6/21/2022	005771	AMAZON CAPITAL SERVICES	
			FS#3: KNIFE SET	
			FS#3: KNIFE SET	
			029.2100.4203	110.14
			FS#3: KNIFE SET	
			028.2050.4203	110.14
			Total :	220.28
85444	6/21/2022	005859	COUNTY OF SAN BERNARDINO DEPT	
			RADIO ACCESS - JULY	
			RADIO ACCESS - JULY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85444	6/21/2022	005859 COUNTY OF SAN BERNARDINO DEPT	(Continued)	
			028.2050.4209	625.37
			RADIO ACCESS - JULY	
			029.2100.4209	625.37
			Total :	1,250.74
85445	6/21/2022	006064 AIR EXCHANGE, INC.	FS#1-3: PLYMOVENT SYSTEM	
			FS#1: PLYMOVENT SYSTEM	
			029.2100.6040	55,491.09
			FS#2: PLYMOVENT SYSTEM	
			029.2100.6040	59,364.94
			FS#3: PLYMOVENT SYSTEM	
			029.2100.6040	57,042.83
			Total :	171,898.86
85446	6/21/2022	006085 ROBBINS & HOLDAWAY	HOUSING AUTHORITY - MAY	
			HOUSING AUTHORITY - MAY	
			070.7000.4520	684.00
			Total :	684.00
85447	6/21/2022	006099 CHARTER COMMUNICATIONS	STATION #1 TELE/INT- JUN	
			STATION #1 TELE/INT- JUN	
			028.2050.4065	183.25
			STATION #1 TELE/INT- JUN	
			029.2100.4065	183.24
			STATION #3 TELE/INT- JUN	
			STATION #3 TELE/INT- JUN	
			028.2050.4065	221.74
			STATION #3 TELE/INT- JUN	
			029.2100.4065	221.73
			STATION #2 TELE/INT- JUN	
			STATION #2 TELE/INT- JUN	
			028.2050.4065	106.80
			STATION #2 TELE/INT- JUN	
			029.2100.4065	106.79
			Total :	1,023.55
85448	6/21/2022	006111 PURCHASE POWER	PREPAID SENDPRO POSTAGE -MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85448	6/21/2022	006111 PURCHASE POWER	(Continued) PREPAID SENDPRO POSTAGE -MAY 001.0400	50.00
Total :				50.00
85449	6/21/2022	006113 NATIONAL ASSOC OF TOWN WATCH	NNO RESOURCE FAIR: SUPPLIES NNO RESOURCE FAIR: SUPPLIES 001.6020.4336	459.80
Total :				459.80
85450	6/21/2022	006114 DRH INC CONTROLLED DISBR ACCT	REC#92267 DIF CREDIT 22-003 REFUND REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9700 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9701 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9712 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9715 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9716 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9718 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9713 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9702 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9711 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9714 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9703 REC#92267 DIF CREDIT 22-003 REFUND 007.8330.9717 REC#93212 DIF CREDIT 22-004 REFUND REC#93212 DIF CREDIT 22-004 REFUND 007.8330.9710	23.46 83.28 1,125.96 117.55 268.40 2,615.40 262.47 103.98 95.67 119.25 14,108.61 263.82
				36,757.14

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85450	6/21/2022	006114	006114 DRH INC CONTROLLED DISBR ACC (Continued)	
				Total : 55,944.99
43 Vouchers for bank code : wfb				Bank total : 406,292.92
43 Vouchers in this report				Total vouchers : 406,292.92

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
85451	6/28/2022	000085 EAST VALLEY WATER DISTRICT	LMD 17-B-JUN	
			LMD 17-B-JUN	
			012.8500.4030	168.98
			LMD 11-JUN	
			LMD 11-JUN	
			012.8500.4030	431.74
			LMD 55-JUN	
			LMD 55-JUN	
			012.8500.4030	464.87
			LMD 17-D-JUN	
			LMD 17-D-JUN	
			012.8500.4030	122.83
			LMD 25-JUN	
			LMD 25-JUN	
			012.8500.4030	260.42
			LMD 17-C-JUN	
			LMD 17-C-JUN	
			012.8500.4030	270.01
			LMD 76-JUN	
			LMD 76-JUN	
			012.8500.4030	105.77
			LMD 17-A-JUN	
			LMD 17-A-JUN	
			012.8500.4030	99.48
			SEELEY PARK-JUN	
			SEELEY PARK-JUN	
			016.8540.4030	186.76
			LMD 43-JUN	
			LMD 43-JUN	
			012.8500.4030	151.92
			LMD 47-JUN	
			LMD 47-JUN	
			012.8500.4030	177.37
			LMD 16-JUN	
			LMD 16-JUN	
			012.8500.4030	51.17

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85451	6/28/2022	000085	000085 EAST VALLEY WATER DISTRICT (Continued)	
Total :				2,491.32
85452	6/28/2022	000143	COMMUNITY WORKS DESIGN GROUP	
			CUP 22-001 PLAN CHECK & REIMB- MAY	
			CUP 22-001 PLAN CHECK & REIMB- MAY	
			001.4100.4547	320.45
			DRA 21-007 PLAN CHECK - MAY	
			DRA 21-007 PLAN CHECK - MAY	
			001.4100.4547	775.00
			CUP 21-007 PLAN CHECK - MAY	
			CUP 21-007 PLAN CHECK - MAY	
			001.4100.4547	620.00
			CUP 16-006 CLOSED PLAN CHECK- MAY	
			CUP 16-006 CLOSED PLAN CHECK- MAY	
			001.4100.4547	77.50
			DRA 21-013 PLAN CHECK - MAY	
			DRA 21-013 PLAN CHECK - MAY	
			001.4100.4547	77.50
			TRA20001 DE GCF-MAR-MAY	
			TRA20001 DE GCF-MAR-MAY	
			023.3890.6816	1,643.25
			TRA20001 DE RTP-MAR-MAY	
			TRA20001 DE RTP-MAR-MAY	
			030.8495.6816	2,269.25
Total :				5,782.95
85453	6/28/2022	000145	MATICH CORPORATION	
			STR20003 RET REL CON MSRI	
			STR20003 RET REL CON MSRI	
			017.1350	40,081.47
			STR20003 RET REL CON MSRI ADJUSTMENT	
			017.8350.6550	-0.02
			STR20003 RET REL CON COSB	
			STR20003 RET REL CON COSB	
			027.1350	272.43
			STR20003 RET REL CON SBCO	
			STR20003 RET REL CON SBCO	
			027.1350	46,846.54
			STR20003 RET REL CON EVWD	
			STR20003 RET REL CON EVWD	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85453	6/28/2022	000145 MATICH CORPORATION	(Continued) 027.1350	275.00
Total :				87,475.42
85454	6/28/2022	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH - JUN PETTY CASH - JUN 001.0020	29.71
Total :				29.71
85455	6/28/2022	000203 SOUTHERN CALIFORNIA EDISON	SIGNALS-JUN SIGNALS-JUN 004.8310.4580 SMART N FINAL SCE FEES-JUN SMART N FINAL SCE FEES-JUN 013.8510.4011 TRAFFIC SIG PALM/CYPRESS-JUN TRAFFIC SIG PALM/CYPRESS-JUN 013.8510.4011 LS#3-JUN LS#3-JUN 013.8510.4011	2,939.81 26.51 40.65 72.00
Total :				3,078.97
85456	6/28/2022	000207 KONICA MINOLTA	COPIER LEASE-MAY COPIER LEASE-MAY 042.9510.4205 COPIER LEASE-MAY 001.2000.4205	1,054.54 625.29
Total :				1,679.83
85457	6/28/2022	000233 WAXIE SANITARY SUPPLY	PD: JANITORIAL SUPPLIES KARAT SPOONS 001.2000.4055 40% R-850415 BIGFOLD TOWELS 001.2000.4055 100% R-851531 TOILET SEAT COVERS 001.2000.4055 WAXIE HAND SOAP	33.95 127.81 52.42

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85457	6/28/2022	000233 WAXIE SANITARY SUPPLY	(Continued) 001.2000.4055	29.92
Total :				244.10
85458	6/28/2022	000598 PR PRINTING	REQUEST FOR INSPECTION PADS 30% POST CON REQUEST FOR INSPECTION PADS 30% POST 001.4500.4200	235.44
Total :				235.44
85459	6/28/2022	001404 LOWE'S	LIGHTING MATERIALS - PD LIGHTING MATERIALS - PD 001.2000.4070	45.96
			STREET BANNER HARDWARE STREET BANNER HARDWARE 004.8310.4206	91.80
			UNIFORM ALLOWANCE - LAYNE UNIFORM ALLOWANCE - LAYNE 004.8310.4249	38.85
			FS#2: SHED FS#2: SHED 029.2100.4070	1,248.51
			FS#2: SHED 028.2050.4070	1,248.50
			HIT: CLEAN UP SUPPLIES HIT: CLEAN UP SUPPLIES 001.6020.4336	339.86
Total :				3,013.48
85460	6/28/2022	001527 STERICYLCE INC.	SHREDDING SERVICES - MAY SHREDDING SERVICES - MAY 001.1200.4626	93.81
Total :				93.81
85461	6/28/2022	002480 CASC ENGINEERING & CONSULTING	FWQ22-002 - APR FWQ22-002 - APR 001.3200.4551	577.50
			FWQ22-003 - APR FWQ22-003 - APR 001.3200.4551	682.50

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85461	6/28/2022	002480	CASC ENGINEERING & CONSULTING (Continued)	
			WQP21-004 - APR	
			WQP21-004 - APR	
			001.3200.4551	332.50
			WQP22-001- APR	
			WQP22-001- APR	
			001.3200.4551	332.50
			WQP22-002 - APR	
			WQP22-002 - APR	
			001.3200.4551	245.00
			FWQ019-001 - APR	
			FWQ019-001 - APR	
			001.3200.4551	390.00
			FWQ19-001 - APR	
			FWQ19-001 - APR	
			001.3200.4551	140.00
			FWQ21-008 - APR	
			FWQ21-008 - APR	
			001.3200.4551	140.00
			FWQ21-002 - APR	
			FWQ21-002 - APR	
			001.3200.4551	140.00
			FWQ20-002 - APR	
			FWQ20-002 - APR	
			001.3200.4551	280.00
			CWQ20-004 - MAY	
			CWQ20-004 - MAY	
			001.3200.4551	665.00
			FWQ22-003 - MAY	
			FWQ22-003 - MAY	
			001.3200.4551	595.00
			WQP21-004 - MAY	
			WQP21-004 - MAY	
			001.3200.4551	420.00
			WQP22-001 - MAY	
			WQP22-001 - MAY	
			001.3200.4551	402.50
			EXE21-001 - MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85461	6/28/2022	002480 CASC ENGINEERING & CONSULTING	(Continued)	
			EXE21-001 - MAY	
			001.3200.4551	140.00
			FWQ19-001 - MAY	
			FWQ19-001 - MAY	
			001.3200.4551	140.00
			FWQ21-008 - MAY	
			FWQ21-008 - MAY	
			001.3200.4551	140.00
			FWQ21-002 - MAY	
			FWQ21-002 - MAY	
			001.3200.4551	140.00
			FWQ20-002 - MAY	
			FWQ20-002 - MAY	
			001.3200.4551	140.00
				140.00
			Total :	6,042.50
85462	6/28/2022	002710 HERNANDEZ, KROONE & ASSOCIATES	TR 18893 MEDITERRA	
			TR 18893 MEDITERRA	
			001.3200.4551	2,775.00
			SPR22-001-APR	
			SPR22-001-APR	
			001.3200.4551	701.25
			SPR22-001-MAY	
			SPR22-001-MAY	
			001.3200.4551	270.00
			GENERAL ENGINEERING-APR	
			GENERAL ENGINEERING-APR	
			001.3200.4550	175.00
			Total :	3,921.25
85463	6/28/2022	003360 DIRECTV	POLICE SATTELITE CABLE-JUN	
			POLICE SATTELITE CABLE-JUN	
			001.2000.4065	78.00
			Total :	78.00
85465	6/28/2022	004920 TKE ENGINEERING	STI21-005 PERMITS/INSP-MAR	
			STI21-005 PERMITS/INSP-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85465	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			001.3200.4551	
			STC20-001 PERMITS/INSP-MAR	14,752.50
			STC20-001 PERMITS/INSP-MAR	
			001.3200.4551	
			SLI21-001 PERMITS/INSP-MAR	3,160.00
			SLI21-001 PERMITS/INSP-MAR	
			001.3200.4551	
			EXE20-001 PERMITS/INSP-MAR	2,472.00
			EXE20-001 PERMITS/INSP-MAR	
			001.3200.4551	
			STC21-003 PERMITS/INSP-MAR	309.00
			STC21-003 PERMITS/INSP-MAR	
			001.3200.4551	
			STC21-004 PERMITS/INSP-MAR	257.50
			STC21-004 PERMITS/INSP-MAR	
			001.3200.4551	
			STC21-005 PERMITS/INSP-MAR	312.50
			STC21-005 PERMITS/INSP-MAR	
			001.3200.4551	
			HYD21-007 PERMITS/INSP-MAR	115.00
			HYD21-007 PERMITS/INSP-MAR	
			001.3200.4551	
			RGC21-002 PERMITS/INSP-MAR	115.00
			RGC21-002 PERMITS/INSP-MAR	
			001.3200.4551	
			RGC21-002 PERMITS/INSP-MAR	27.50
			RGC21-002 PERMITS/INSP-MAR	
			001.3200.4551	
			FIN21-004 PERMITS/INSP-MAR	227.50
			FIN21-004 PERMITS/INSP-MAR	
			001.3200.4551	
			STC21-006 PERMITS/INSP-MAR	152.50
			STC21-006 PERMITS/INSP-MAR	
			001.3200.4551	
			STC21-006 PERMITS/INSP-MAR	27.50
			STC21-006 PERMITS/INSP-MAR	
			001.3200.4551	
				402.50

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85465	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			HYD21-008 PERMITS/INSP-MAR	
			HYD21-008 PERMITS/INSP-MAR	
			001.3200.4551	172.50
			PGC21-009 PERMITS/INSP-MAR	
			PGC21-009 PERMITS/INSP-MAR	
			001.3200.4551	402.50
			STC22-001 PERMITS/INSP-MAR	
			STC22-001 PERMITS/INSP-MAR	
			001.3200.4551	110.00
			EXE21-004 PERMITS/INSP-MAR	
			EXE21-004 PERMITS/INSP-MAR	
			001.3200.4551	103.00
			SDI21-001 PERMITS/INSP-MAR	
			SDI21-001 PERMITS/INSP-MAR	
			001.3200.4551	154.50
			EXE22-002 PERMITS/INSP-MAR	
			EXE22-002 PERMITS/INSP-MAR	
			001.3200.4551	669.50
			SLC21-001 PERMITS/INSP-MAR	
			SLC21-001 PERMITS/INSP-MAR	
			001.3200.4551	457.50
			RGI20-001 PERMITS/INSP-MAR	
			RGI20-001 PERMITS/INSP-MAR	
			001.3200.4551	154.50
			PGC21-010 PERMITS/INSP-MAR	
			PGC21-010 PERMITS/INSP-MAR	
			001.3200.4551	255.00
			PGC21-010 PERMITS/INSP-MAR	
			PGC21-010 PERMITS/INSP-MAR	
			001.3200.4551	172.50
			PGC22-001 PERMITS/INSP-MAR	
			PGC22-001 PERMITS/INSP-MAR	
			001.3200.4551	1,147.50
			PGC22-001 PERMITS/INSP-MAR	
			PGC22-001 PERMITS/INSP-MAR	
			001.3200.4551	257.50
			WIN22-001 PERMITS/INSP-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85465	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			WIN22-001 PERMITS/INSP-MAR	
			001.3200.4551	566.50
			STI21-003 PERMITS/INSP-MAR	
			STI21-003 PERMITS/INSP-MAR	
			001.3200.4551	309.00
			SLI22-001 PERMITS/INSP-MAR	
			SLI22-001 PERMITS/INSP-MAR	
			001.3200.4551	57.50
			FIN22-001 PERMITS/INSP-MAR	
			FIN22-001 PERMITS/INSP-MAR	
			001.3200.4551	420.00
			FIN22-001 PERMITS/INSP-MAR	
			FIN22-001 PERMITS/INSP-MAR	
			001.3200.4551	190.00
			PGR21-001 PERMITS/INSP-MAR	
			PGR21-001 PERMITS/INSP-MAR	
			001.3200.4551	382.50
			WIN21-001 PERMITS/INSP-MAR	
			WIN21-001 PERMITS/INSP-MAR	
			001.3200.4551	463.50
			342-21-008 EVWD PERMITS/INSP-MAR	
			342-21-008 EVWD PERMITS/INSP-MAR	
			001.3200.4551	309.00
			351-21-16 SO CA GAS PERMITS/INSP-MAR	
			351-21-16 SO CA GAS PERMITS/INSP-MAR	
			001.3200.4551	51.50
			351-21-27 SO CA GAS PERMITS/INSP-MAR	
			351-21-27 SO CA GAS PERMITS/INSP-MAR	
			001.3200.4551	103.00
			351-21-60 SO CA GAS PERMITS/INSP-MAR	
			351-21-60 SO CA GAS PERMITS/INSP-MAR	
			001.3200.4551	51.50
			351-22-05 SO CA GAS PERMITS/INSP-MAR	
			351-22-05 SO CA GAS PERMITS/INSP-MAR	
			001.3200.4551	51.50
			351-22-06 SO CA GAS PERMITS/INSP-MAR	
			351-22-06 SO CA GAS PERMITS/INSP-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85465	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			001.3200.4551	154.50
			351-22-09 SO CA GAS PERMITS/INSP-MAR	
			351-22-09 SO CA GAS PERMITS/INSP-MAR	
			001.3200.4551	257.50
			350-22-007 AT&T PERMITS/INSP-MAR	
			350-22-007 AT&T PERMITS/INSP-MAR	
			001.3200.4551	51.50
			350-22-010 AT&T PERMITS/INSP-MAR	
			350-22-010 AT&T PERMITS/INSP-MAR	
			001.3200.4551	103.00
			353-21-52 SCE PERMITS/INSP-MAR	
			353-21-52 SCE PERMITS/INSP-MAR	
			001.3200.4551	103.00
			353-22-10 SCE PERMITS/INSP-MAR	
			353-22-10 SCE PERMITS/INSP-MAR	
			001.3200.4551	515.00
			353-22-19 SCE PERMITS/INSP-MAR	
			353-22-19 SCE PERMITS/INSP-MAR	
			001.3200.4551	103.00
			353-22-20 SCE PERMITS/INSP-MAR	
			353-22-20 SCE PERMITS/INSP-MAR	
			001.3200.4551	154.50
			353-22-23 SCE PERMITS/INSP-MAR	
			353-22-23 SCE PERMITS/INSP-MAR	
			001.3200.4551	206.00
			353-22-24 SCE PERMITS/INSP-MAR	
			353-22-24 SCE PERMITS/INSP-MAR	
			001.3200.4551	103.00
			EXE20-001 PERMIT/INSP-MAR	
			EXE20-001 PERMIT/INSP-MAR	
			001.3200.4551	3,090.00
			Total :	34,184.00
85467	6/28/2022	004920 TKE ENGINEERING	EXE20-001 PIPELINE INSP-FEB	
			EXE20-001 PIPELINE INSP-FEB	
			001.3200.4551	1,699.50
			6706 LYNWOOD WAY INSP-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85467	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			6706 LYNWOOD WAY INSP-FEB	
			001.3200.4551	
			350-21-29 ATT PERMIT-FEB	51.50
			350-21-29 ATT PERMIT-FEB	
			001.3200.4551	
			350-22-03 ATT PERMIT-FEB	309.00
			350-22-03 ATT PERMIT-FEB	
			001.3200.4551	
			351-21-39 SCG PERMIT-FEB	154.50
			351-21-39 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-46 SCG PERMIT-FEB	51.50
			351-21-46 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-50 SCG PERMIT-FEB	206.00
			351-21-50 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-54 SCG PERMIT-FEB	103.00
			351-21-54 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-59 SCG PERMIT-FEB	206.00
			351-21-59 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-61 SCG PERMIT-FEB	103.00
			351-21-61 SCG PERMIT-FEB	
			001.3200.4551	
			351-21-62 SCG PERMIT-FEB	103.00
			351-21-62 SCG PERMIT-FEB	
			001.3200.4551	
			351-22-02 SCG PERMIT-FEB	257.50
			351-22-02 SCG PERMIT-FEB	
			001.3200.4551	
			351-22-03 SCG PERMIT-FEB	51.50
			351-22-03 SCG PERMIT-FEB	
			001.3200.4551	
			353-21-80 SCE PERMIT-FEB	103.00
			353-21-80 SCE PERMIT-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85467	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			001.3200.4551	
			353-22-02 SCE PERMIT-FEB	103.00
			353-22-02 SCE PERMIT-FEB	
			001.3200.4551	
			353-22-03 SCE PERMIT-FEB	103.00
			353-22-03 SCE PERMIT-FEB	
			001.3200.4551	
			STI21-002 IMP INSP-FEB	103.00
			STI21-002 IMP INSP-FEB	
			001.3200.4551	
			SDI21-001 IMP INSP-FEB	154.50
			SDI21-001 IMP INSP-FEB	
			001.3200.4551	
			SWI21-001 IMP INSP-FEB	1,133.00
			SWI21-001 IMP INSP-FEB	
			001.3200.4551	
			SLC21-001 LIGHTING INSP-FEB	206.00
			SLC21-001 LIGHTING INSP-FEB	
			001.3200.4551	
			PGC21-005 PLAN CHECK-FEB	257.50
			PGC21-005 PLAN CHECK-FEB	
			001.3200.4551	
			PGC21-010 GRADING INSP-FEB	230.00
			PGC21-010 GRADING INSP-FEB	
			001.3200.4551	
			PGC22-001 GRADING INSP-FEB	55.00
			PGC22-001 GRADING INSP-FEB	
			001.3200.4551	
			STI21-003 IMP INSP-FEB	27.50
			STI21-003 IMP INSP-FEB	
			001.3200.4551	
			SDI21-002 IMP INSP-FEB	1,030.00
			SDI21-002 IMP INSP-FEB	
			001.3200.4551	
			WIN21-001 INSPECTIONS-FEB	257.50
			WIN21-001 INSPECTIONS-FEB	
			001.3200.4551	
				412.00

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85467	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			STI21-005 IMP INSP-FEB	
			STI21-005 IMP INSP-FEB	
			001.3200.4551	9,924.00
			EXE20-001 PIPELINE INSP-FEB	
			EXE20-001 PIPELINE INSP-FEB	
			001.3200.4551	463.50
			STC20-001 IMP INSP-FEB	
			STC20-001 IMP INSP-FEB	
			001.3200.4551	1,302.50
			SLI21-001 LIGHTING INSP-FEB	
			SLI21-001 LIGHTING INSP-FEB	
			001.3200.4551	5,098.50
			STC21-001 IMP INSP-FEB	
			STC21-001 IMP INSP-FEB	
			001.3200.4551	342.50
			STC21-002 IMP INSP-FEB	
			STC21-002 IMP INSP-FEB	
			001.3200.4551	115.00
			HYD21-003 HYDRO STUDY-FEB	
			HYD21-003 HYDRO STUDY-FEB	
			001.3200.4551	287.50
			STC21-003 IMP INSP-FEB	
			STC21-003 IMP INSP-FEB	
			001.3200.4551	485.00
			STC21-006 IMP INSP-FEB	
			STC21-006 IMP INSP-FEB	
			001.3200.4551	630.00
			HYD21-008 DRAINAGE STUDY-FEB	
			HYD21-008 DRAINAGE STUDY-FEB	
			001.3200.4551	287.50
			PGC21-009 GRADING INSP-FEB	
			PGC21-009 GRADING INSP-FEB	
			001.3200.4551	717.50
			LDR22-001 R/W -FEB	
			LDR22-001 R/W -FEB	
			001.3200.4551	57.50

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85467	6/28/2022	004920	004920 TKE ENGINEERING	
			(Continued)	
			Total :	27,182.00
85468	6/28/2022	004920	TKE ENGINEERING	
			SIG21-002 DIF LOCAL - DEC	
			SIG21-002 DIF LOCAL - DEC	
			007.8330.6550	600.00
			SIG21-002 DIF LOCAL - FEB	
			SIG21-002 DIF LOCAL - FEB	
			007.8330.6550	750.00
			SIG21-002 DIF LOCAL - MAR	
			SIG21-002 DIF LOCAL - MAR	
			007.8330.6550	2,985.00
			STR18001 PM RDA07 APR	
			STR18001 PM RDA07 APR	
			010.3830.6550	4,485.00
			SIG21-002 DIF LOCAL - APR	
			SIG21-002 DIF LOCAL - APR	
			007.8330.6550	3,155.00
			SIG21-002 DIF LOCAL - JAN	
			SIG21-002 DIF LOCAL - JAN	
			007.8330.6550	330.00
			Total :	12,305.00
85470	6/28/2022	004920	TKE ENGINEERING	
			STI22-003 PERMITS/INSP-APR	
			STI22-003 PERMITS/INSP-APR	
			001.3200.4551	206.00
			FIN22-002 PERMITS/INSP-APR	
			FIN22-002 PERMITS/INSP-APR	
			001.3200.4551	330.00
			STC22-001 PERMITS/INSP-APR	
			STC22-001 PERMITS/INSP-APR	
			001.3200.4551	687.50
			HYD22-002 PERMITS/INSP-APR	
			HYD22-002 PERMITS/INSP-APR	
			001.3200.4551	220.00
			PGC22-004 PERMITS/INSP-APR	
			PGC22-004 PERMITS/INSP-APR	
			001.3200.4551	687.50
			STI21-002 PERMITS/INSP-APR	

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Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
85470	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			STI21-002 PERMITS/INSP-APR	
			001.3200.4551	2,111.50
			STI21-001 PERMITS/INSP-APR	
			STI21-001 PERMITS/INSP-APR	
			001.3200.4551	1,236.00
			EXE21-004 PERMITS/INSP-APR	
			EXE21-004 PERMITS/INSP-APR	
			001.3200.4551	103.00
			PGC22-001 PERMITS/INSP-APR	
			PGC22-001 PERMITS/INSP-APR	
			001.3200.4551	27.50
			PGC22-001 PERMITS/INSP-APR	
			PGC22-001 PERMITS/INSP-APR	
			001.3200.4551	400.00
			RGI20-001 PERMITS/INSP-APR	
			RGI20-001 PERMITS/INSP-APR	
			001.3200.4551	103.00
			WIN22-001 PERMITS/INSP-APR	
			WIN22-001 PERMITS/INSP-APR	
			001.3200.4551	1,236.00
			EXE22-001 PERMITS/INSP-APR	
			EXE22-001 PERMITS/INSP-APR	
			001.3200.4551	103.00
			FIN22-001 PERMITS/INSP-APR	
			FIN22-001 PERMITS/INSP-APR	
			001.3200.4551	245.00
			PGR21-001 PERMITS/INSP-APR	
			PGR21-001 PERMITS/INSP-APR	
			001.3200.4551	265.00
			342-21-008 EVWD PERMITS/INSP-APR	
			342-21-008 EVWD PERMITS/INSP-APR	
			001.3200.4551	257.50
			342-22-001 EVWD PERMITS/INSP-APR	
			342-22-001 EVWD PERMITS/INSP-APR	
			001.3200.4551	257.50
			350-22-006 AT&T PERMITS/INSP-APR	
			350-22-006 AT&T PERMITS/INSP-APR	

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85470	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			001.3200.4551	
			350-22-007 AT&T PERMITS/INSP-APR	257.50
			350-22-007 AT&T PERMITS/INSP-APR	
			001.3200.4551	
			350-22-008 AT&T PERMITS/INSP-APR	515.00
			350-22-008 AT&T PERMITS/INSP-APR	
			001.3200.4551	
			350-22-009 AT&T PERMITS/INSP-APR	103.00
			350-22-009 AT&T PERMITS/INSP-APR	
			001.3200.4551	
			350-22-013 AT&T PERMITS/INSP-APR	103.00
			350-22-013 AT&T PERMITS/INSP-APR	
			001.3200.4551	
			MISC PERMITS/INSP-APR	103.00
			MISC PERMITS/INSP-APR	
			001.3200.4551	
			351-21-16 SO CA GAS PERMITS/INSP-APR	17.72
			351-21-16 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			351-21-039 SO CA GAS PERMITS/INSP-APR	103.00
			351-21-039 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			351-21-55 SO CA GAS PERMITS/INSP-APR	875.50
			351-21-55 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			351-21-60 SO CA GAS PERMITS/INSP-APR	154.50
			351-21-60 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			351-22-11 SO CA GAS PERMITS/INSP-APR	103.00
			351-22-11 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			351-22-14 SO CA GAS PERMITS/INSP-APR	103.00
			351-22-14 SO CA GAS PERMITS/INSP-APR	
			001.3200.4551	
			MISC PERMITS/INSP-APR	154.50
			MISC PERMITS/INSP-APR	
			001.3200.4551	
				9.49

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85470	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			353-22-02 SCE PERMITS/INSP-APR	
			353-22-02 SCE PERMITS/INSP-APR	
			001.3200.4551	154.50
			353-22-19 SCE PERMITS/INSP-ARP	
			353-22-19 SCE PERMITS/INSP-ARP	
			001.3200.4551	154.50
			353-22-20 SCE PERMITS/INSP-APR	
			353-22-20 SCE PERMITS/INSP-APR	
			001.3200.4551	103.00
			353-22-25 SCE PERMITS/INSP-APR	
			353-22-25 SCE PERMITS/INSP-APR	
			001.3200.4551	154.50
			353-22-31 SCE PERMITS/INSP-APR	
			353-22-31 SCE PERMITS/INSP-APR	
			001.3200.4551	154.50
			353-22-32 SCE PERMITS/INSP-APR	
			353-22-32 SCE PERMITS/INSP-APR	
			001.3200.4551	154.50
			353-22-33 SCE PERMITS/INSP-APR	
			353-22-33 SCE PERMITS/INSP-APR	
			001.3200.4551	103.00
			EXE20-001 PERMIT/INSP-APR	
			EXE20-001 PERMIT/INSP-APR	
			001.3200.4551	1,854.00
			Total :	13,910.71
85471	6/28/2022	004920 TKE ENGINEERING	342-21-006 UTILITY PERMITS DEC-FEB	
			342-21-006 UTILITY PERMITS DEC-FEB	
			001.3200.4551	154.50
			352-21-006 UTILITY PERMITS DEC-FEB	
			352-21-006 UTILITY PERMITS DEC-FEB	
			001.3200.4551	154.50
			CUP17-007 PERMITS/INSP OCT-FEB PROJECT	
			CUP17-007 PERMITS/INSP OCT-FEB PROJECT	
			001.3200.4551	150.00
			LDR20-002 PERMITS/INSP JAN-FEB	
			LDR20-002 PERMITS/INSP JAN-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85471	6/28/2022	004920 TKE ENGINEERING	(Continued)	
			001.3200.4551	55.00
			FIN21-003 PERMITS/INSP JAN-FEB	
			FIN21-003 PERMITS/INSP JAN-FEB	
			001.3200.4551	660.00
			STC21-004 PERMITS/INSP JAN-FEB	
			STC21-004 PERMITS/INSP JAN-FEB	
			001.3200.4551	832.50
			STC21-005 PERMITS/INSP JAN-FEB	
			STC21-005 PERMITS/INSP JAN-FEB	
			001.3200.4551	200.00
			HYD21-007 PERMITS/INSP JAN-FEB	
			HYD21-007 PERMITS/INSP JAN-FEB	
			001.3200.4551	230.00
			HYD21-007 PERMITS/INSP	
			RGC 21-002 PERMITS/INSP JAN-FEB	
			001.3200.4551	345.00
			HYD22-001 PERMITS/INSP FEB-MAR	
			HYD22-001 PERMITS/INSP FEB-MAR	
			001.3200.4551	440.00
			PGC22-002 PERMITS/INSP FEB-MAR	
			PGC22-002 PERMITS/INSP FEB-MAR	
			001.3200.4551	1,540.00
			PGC22-003 PERMITS/INSP FEB-MAR	
			PGC22-003 PERMITS/INSP FEB-MAR	
			001.3200.4551	577.50
			RGI21-001 PERMITS/INSP-SEP-APR	
			RGI21-001 PERMITS/INSP-SEP-APR	
			001.3200.4551	100.00
			GRO21-001 PERMITS/INSP-MAR-APR	
			GRO21-001 PERMITS/INSP-MAR-APR	
			001.3200.4551	154.50
			Total :	5,593.50
85472	6/28/2022	005737 AGA ENGINEERS, INC.	TRAFFIC SIG MONITORING-MAY	
			TRAFFIC SIG MONITORING-MAY	
			020.8440.4550	660.00
			ON-CALL SIG MONITORING-MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85472	6/28/2022	005737 AGA ENGINEERS, INC.	(Continued) ON-CALL SIG MONITORING-MAY 020.8440.4550	3,200.00
Total :				3,860.00
85473	6/28/2022	006116 KUUBIX GLOBAL	REIMB BP#20220606 REIMB BP#20220606 001.1450.7600	325.00
Total :				325.00
20 Vouchers for bank code : wfb				Bank total : 211,526.99
20 Vouchers in this report				Total vouchers : 211,526.99

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
691	6/30/2022	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			001.1170	5,796.44
			ICMA DEFERRED COMP 457: Payment	
			004.1170	991.17
			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	5.00
			ICMA DEFERRED COMP 457: Payment	
			041.1170	327.70
			ICMA DEFERRED COMP 457: Payment	
			070.1170	293.83
			Total :	8,258.34
692	6/30/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			PERS: Payment	
			004.1145	2,836.91
			PERS: Payment	
			006.1145	420.83
			PERS: Payment	
			010.1145	965.86
			PERS: Payment	
			012.1145	177.16
			PERS: Payment	
			016.1145	177.15
			PERS: Payment	
			023.1145	116.17
			PERS: Payment	
			024.1145	19.49
			PERS: Payment	
			041.1145	451.30

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
692	6/30/2022	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS: Payment	
			042.1145	928.84
			PERS: Payment	
			070.1145	781.57
			PERS SURVIVOR: Payment	
			001.1145	23.95
			PERS SURVIVOR: Payment	
			004.1145	4.59
			PERS SURVIVOR: Payment	
			006.1145	0.61
			PERS SURVIVOR: Payment	
			010.1145	1.11
			PERS SURVIVOR: Payment	
			012.1145	0.56
			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	0.33
			PERS SURVIVOR: Payment	
			042.1145	1.69
			EPMC: Payment	
			001.1145	531.02
			EPMC: Payment	
			004.1145	122.50
			EPMC: Payment	
			006.1145	19.80
			EPMC: Payment	
			010.1145	42.04
			EPMC: Payment	
			012.1145	2.37
			EPMC: Payment	
			016.1145	2.37

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
692	6/30/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			023.1145	6.62
			EPMC: Payment	
			024.1145	0.56
			EPMC: Payment	
			041.1145	31.57
			EPMC: Payment	
			042.1145	11.54
			EPMC: Payment	
			070.1145	54.72
			PERS: Payment	
			001.1145	13,390.88
			PERS SURVIVOR: Payment	
			070.1145	0.68
			Total :	21,125.68
693	6/30/2022	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			010.1140	173.56
			MEDICARE: Payment	
			012.1140	33.94
			MEDICARE: Payment	
			016.1140	33.94
			MEDICARE: Payment	
			023.1140	18.38
			MEDICARE: Payment	
			024.1140	3.58
			MEDICARE: Payment	
			041.1140	73.20
			MEDICARE: Payment	
			042.1140	176.84
			MEDICARE: Payment	
			070.1140	123.48
			FEDERAL TAXES: Payment	
			001.1120	9,008.70
			FEDERAL TAXES: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
693	6/30/2022	000119	INTERNAL REVENUE SERVICE	
			(Continued)	
			004.1120	1,726.69
			FEDERAL TAXES: Payment	
			006.1120	242.05
			FEDERAL TAXES: Payment	
			010.1120	810.68
			FEDERAL TAXES: Payment	
			012.1120	53.11
			FEDERAL TAXES: Payment	
			016.1120	53.12
			FEDERAL TAXES: Payment	
			023.1120	47.81
			FEDERAL TAXES: Payment	
			024.1120	5.82
			FEDERAL TAXES: Payment	
			041.1120	401.60
			FEDERAL TAXES: Payment	
			042.1120	493.78
			FEDERAL TAXES: Payment	
			070.1120	578.97
			SOCIAL SECURITY: Payment	
			001.1140	227.80
			MEDICARE: Payment	
			001.1140	2,413.50
			MEDICARE: Payment	
			004.1140	501.94
			MEDICARE: Payment	
			006.1140	72.48
			Total :	17,274.97
694	6/30/2022	000001	CALIF STATE EMPLOYMENT	
			STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	3,319.10
			STATE TAXES: Payment	
			004.1130	699.90
			STATE TAXES: Payment	
			006.1130	93.43

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
694	6/30/2022	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			010.1130	306.79
			STATE TAXES: Payment	
			012.1130	21.61
			STATE TAXES: Payment	
			016.1130	21.59
			STATE TAXES: Payment	
			023.1130	10.29
			STATE TAXES: Payment	
			024.1130	2.92
			STATE TAXES: Payment	
			041.1130	158.49
			STATE TAXES: Payment	
			042.1130	183.76
			STATE TAXES: Payment	
			070.1130	215.59
			Total :	5,033.47
85474	6/30/2022	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	11.25
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.75
			ARROWHEAD UNITED WAY: Payment	
			041.1180	2.25
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.75
			Total :	15.00
85475	6/30/2022	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.96
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85475	6/30/2022	003804 AFLAC WWHQ	(Continued)	
			001.1181	108.78
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.98
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.26
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	278.28
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.70
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.50
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	143.66
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.70
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.71
			AFLAC HOSPITAL INSURANCE: Payment	
			023.1181	12.31
			AFLAC DENTAL: Payment	
			001.1181	27.89
			AFLAC DENTAL: Payment	
			004.1181	0.56
			AFLAC DENTAL: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85475	6/30/2022	003804 AFLAC WWHQ	(Continued)	
			041.1181	1.67
			AFLAC DENTAL: Payment	
			070.1181	0.54
Total :				676.65
6 Vouchers for bank code : wfb				Bank total : 52,384.11
6 Vouchers in this report				Total vouchers : 52,384.11

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85476	7/5/2022	000004	PUBLIC EMPLOYEE RETIREMENT SYS	
			PERS RETIREMENT FY 22/23	
			PERS RETIREMENT FY 22/23	
			001.1600.3560	3,138.16
			PERS RETIREMENT FY 22/23	
			001.1700.3560	52,093.42
			PERS RETIREMENT FY 22/23	
			001.3200.3560	16,946.05
			PERS RETIREMENT FY 22/23	
			001.4100.3560	62,763.16
			PERS RETIREMENT FY 22/23	
			001.4200.3560	35,147.37
			PERS RETIREMENT FY 22/23	
			001.4500.3560	25,732.89
			PERS RETIREMENT FY 22/23	
			001.4600.3560	36,402.63
			PERS RETIREMENT FY 22/23	
			001.6000.3560	14,435.53
			PERS RETIREMENT FY 22/23	
			001.6010.3560	12,552.63
			PERS RETIREMENT FY 22/23	
			001.6020.3560	9,414.47
			PERS RETIREMENT FY 22/23	
			004.8310.3560	62,135.53
			PERS RETIREMENT FY 22/23	
			006.8400.3560	17,573.68
			PERS RETIREMENT FY 22/23	
			012.8500.3560	7,531.58
			PERS RETIREMENT FY 22/23	
			016.8540.3560	7,531.58
			PERS RETIREMENT FY 22/23	
			023.3890.3560	3,765.79
			PERS RETIREMENT FY 22/23	
			041.9500.3560	4,393.42
			PERS RETIREMENT FY 22/23	
			042.9510.3560	22,594.74
			PERS RETIREMENT FY 22/23	

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85476	7/5/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			070.7000.3560	9,414.47
			PERS RETIREMENT FY 22/23	
			024.8470.3560	627.63
			PERS RETIREMENT FY 22/23	
			010.3830.3560	14,435.53
			PERS RETIREMENT FY 22/23	
			001.1200.3560	23,850.00
			PERS RETIREMENT FY 22/23	
			001.1450.3560	29,595.74
			Total :	472,076.00
85477	7/5/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH - JUL	
			PERS HEALTH - JUL	
			004.1150	1,683.85
			PERS HEALTH - JUL	
			006.1150	501.70
			PERS HEALTH - JUL	
			010.1150	1,131.35
			PERS HEALTH - JUL	
			012.1150	192.96
			PERS HEALTH - JUL	
			016.1150	192.96
			PERS HEALTH - JUL	
			041.1150	323.07
			PERS HEALTH - JUL	
			070.1150	308.37
			PERS HEALTH - JUL	
			001.1450.3511	52.74
			PERS HEALTH - JUL	
			041.9500.3515	2,200.00
			PERS HEALTH - JUL	
			001.1150	11,264.36
			Total :	17,851.36
85478	7/5/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETIREMENT FY 22/23	
			PERS RETIREMENT FY 22/23	
			001.1450.3560	4,924.00

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85478	7/5/2022	000004	000004 PUBLIC EMPLOYEE RETIREMENT S (Continued)	
Total :				4,924.00
85479	7/5/2022	000014	ALL CITY MANAGEMENT SERVICES CROSSING GUARD SERVICES - 5/29-6/11/22 CROSSING GUARD SERVICES - 5/29-6/11/22 002.8200.4530	
Total :				1,284.69
85480	7/5/2022	000030	SAN BERNARDINO COUNTY SHERIFFS CAL-ID 2022/2023 CAL-ID 2022/2023 001.2000.4564	
Total :				64,970.80
85481	7/5/2022	000085	EAST VALLEY WATER DISTRICT LMD 04-JUN LMD 04-JUN 012.8500.4030 POLICE STATION-JUN POLICE STATION-JUN 001.2000.4030 POLICE STATION-JUN POLICE STATION-JUN 001.2000.4030 STATION # 3-JUN STATION # 3-JUN 029.2100.4030 STATION # 3-JUN 028.2050.4030 LMD 29-JUN LMD 29-JUN 012.8500.4030 CITY HALL-JUN CITY HALL-JUN 042.9510.4030 LMD 15 - A-JUN LMD 15 - A-JUN 012.8500.4030 LMD 07-JUN LMD 07-JUN 012.8500.4030	
				72.46
				211.68
				1,769.91
				26.35
				26.35
				216.27
				317.45
				475.56
				111.76

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85481	7/5/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			BASELINE MEDIAN-JUN	
			BASELINE MEDIAN-JUN	
			004.8310.4030	409.96
			STATION # 1-JUN	
			STATION # 1-JUN	
			029.2100.4030	64.10
			STATION # 1-JUN	
			028.2050.4030	64.09
			LMD 21- B-JUN	
			LMD 21- B-JUN	
			012.8500.4030	302.25
			STATION # 2-JUN	
			STATION # 2-JUN	
			029.2100.4030	122.81
			STATION # 2-JUN	
			028.2050.4030	122.80
			CITY HALL-JUN	
			CITY HALL-JUN	
			042.9510.4030	35.14
			AURANTIA PARK-JUN	
			AURANTIA PARK-JUN	
			001.6000.4030	2,232.98
			LMD 44-JUN	
			LMD 44-JUN	
			012.8500.4030	1,847.75
			LMD 15 - B-JUN	
			LMD 15 - B-JUN	
			012.8500.4030	924.63
			STATION # 2-JUN	
			STATION # 2-JUN	
			029.2100.4030	17.57
			STATION # 2-JUN	
			028.2050.4030	17.57
			BASELINE MEDIAN-JUN	
			BASELINE MEDIAN-JUN	
			004.8310.4030	603.39
			LMD 73-JUN	

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85481	7/5/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 73-JUN	
			012.8500.4030	59.76
			LMD 37-JUN	
			LMD 37-JUN	
			012.8500.4030	352.83
			STATION # 3-JUN	
			STATION # 3-JUN	
			029.2100.4030	176.69
			STATION # 3-JUN	
			028.2050.4030	176.69
			LMD 21- A-JUN	
			LMD 21- A-JUN	
			012.8500.4030	96.94
			STATION # 3-JUN	
			STATION # 3-JUN	
			029.2100.4030	38.77
			STATION # 3-JUN	
			028.2050.4030	38.77
			POLICE STATION-JUN	
			POLICE STATION-JUN	
			001.2000.4030	52.70
			BOULDER MEDIAN-JUN	
			BOULDER MEDIAN-JUN	
			004.8310.4030	1,939.34
			POLICE STATION-JUN	
			POLICE STATION-JUN	
			001.2000.4030	52.70
			Total :	12,978.02
85482	7/5/2022	000127 K & L HARDWARE	TRASH BAGS - CORP YARD	
			TRASH BAGS - CORP YARD	
			004.8310.4206	91.53
			Total :	91.53
85483	7/5/2022	000143 COMMUNITY WORKS DESIGN GROUP	EMMERTON TRAIL RENOVATION/REPAIR PLANS	
			EMMERTON TRAIL RENOVATION/REPAIR PLANS	
			023.3890.4592	1,805.50

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Voucher	Date	Vendor	Description/Account	Amount
85483	7/5/2022	000143	000143 COMMUNITY WORKS DESIGN GRO (Continued)	
			Total :	1,805.50
85484	7/5/2022	000155	NEW YORK LIFE	
			LIFE - JUL	
			LIFE - JUL	
			001.1180	9.75
			LIFE - JUL	
			004.1180	0.65
			LIFE - JUL	
			041.1180	1.95
			LIFE - JUL	
			070.1180	0.65
			Total :	13.00
85485	7/5/2022	000165	AT&T	
			POLICE DEPT- JUN	
			POLICE DEPT- JUN	
			001.2000.4060	1,725.89
			Total :	1,725.89
85486	7/5/2022	000165	AT&T	
			CITY HALL- JUN	
			CITY HALL- JUN	
			042.9510.4060	834.21
			Total :	834.21
85487	7/5/2022	000165	AT&T	
			BASELINE LITTLE LEAGUE- JUN	
			BASELINE LITTLE LEAGUE- JUN	
			001.6000.4060	834.21
			Total :	834.21
85488	7/5/2022	000176	PRINCIPAL LIFE INSURANCE CO	
			PRINCIPAL - JUL	
			PRINCIPAL - JUL	
			001.1200.3590	41.85
			PRINCIPAL - JUL	
			001.1450.3590	62.30
			PRINCIPAL - JUL	
			001.1600.3590	7.84
			PRINCIPAL - JUL	
			001.1700.3590	87.67
			PRINCIPAL - JUL	
			001.3200.3590	31.15

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Voucher	Date	Vendor	Description/Account	Amount
85488	7/5/2022	000176	PRINCIPAL LIFE INSURANCE CO	
			(Continued)	
			PRINCIPAL - JUL	
			001.4100.3590	112.76
			PRINCIPAL - JUL	
			001.4200.3590	63.09
			PRINCIPAL - JUL	
			001.4500.3590	46.34
			PRINCIPAL - JUL	
			001.4600.3590	48.62
			PRINCIPAL - JUL	
			001.6000.3590	16.75
			PRINCIPAL - JUL	
			001.6010.3590	16.23
			PRINCIPAL - JUL	
			001.6020.3590	10.93
			PRINCIPAL - JUL	
			004.8310.3590	107.60
			PRINCIPAL - JUL	
			006.8400.3590	29.77
			PRINCIPAL - JUL	
			010.3830.3590	31.32
			PRINCIPAL - JUL	
			012.8500.3590	8.27
			PRINCIPAL - JUL	
			016.8540.3590	8.27
			PRINCIPAL - JUL	
			023.3890.3590	4.68
			PRINCIPAL - JUL	
			024.8470.3590	0.86
			PRINCIPAL - JUL	
			041.9500.3590	13.87
			PRINCIPAL - JUL	
			042.9510.3590	28.07
			PRINCIPAL - JUL	
			070.7000.3590	28.72
Total :				806.96

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Voucher	Date	Vendor	Description/Account	Amount
85489	7/5/2022	000203 SOUTHERN CALIFORNIA EDISON	TRAFFIC SIGNAL PALM/CYPRESS-JUN TRAFFIC SIGNAL PALM/CYPRESS-JUN 004.8310.4580 STATION#3-JUN STATION#3-JUN 028.2050.4010 STATION#3-JUN 029.2100.4010	55.48 1,085.35 1,085.35 Total : 2,226.18
85490	7/5/2022	000204 SOCALGAS	STATION #2-JUN STATION #2-JUN 028.2050.4020 STATION #2-JUN 029.2100.4020 STATION #1-JUN STATION #1-JUN 028.2050.4020 STATION #1-JUN 029.2100.4020 POLICE-JUN POLICE-JUN 001.2000.4020	37.30 37.29 36.36 36.36 2,215.71 Total : 2,363.02
85491	7/5/2022	000204 SOCALGAS	STATION #3-JUN STATION #3-JUN 028.2050.4020 STATION #3-JUN 029.2100.4020	44.88 44.87 Total : 89.75
85492	7/5/2022	000207 KONICA MINOLTA	COPIER MAINT - JUN COPIER MAINT - JUN 001.2000.4205 COPIER MAINT - JUN 042.9510.4205	16.75 772.85

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Voucher	Date	Vendor	Description/Account	Amount
85492	7/5/2022	000207 000207 KONICA MINOLTA	(Continued)	
Total :				789.60
85493	7/5/2022	000228 URBAN FUTURES INC	2004B/2015A/2017 CONT. DIS. FY 2021	
				2004B/2015A/2017 CONT. DIS. FY 2021
				089.8090.4554
				6,176.00
				CFD 2001-1 CONT. DIS. FY 2021
				014.8520.4554
				600.00
Total :				6,776.00
85494	7/5/2022	000233 WAXIE SANITARY SUPPLY	CITY HALL: JANITORIAL SUPPLIES	
				VARIOUS SIZE TRASH LINERS
				042.9510.4055
				202.57
				VARIOUS SIZE TRASH LINERS
				VARIOUS SIZE TRASH LINERS
				004.8310.4055
				212.22
				PARKS: JANITORIAL SUPPLIES
				JANITORIAL SUPPLIES
				001.6000.4055
				735.24
				CITY HALL: JANITORIAL SUPPLIES
				100% R-851246 MULTIFOLD TOWEL
				042.9510.4055
				250.93
				851246 WAXIE GREEN 100% RECOVERED
				851246 WAXIE GREEN 100% RECOVERED
				004.8310.4055
				188.20
				PARKS: JANITORIAL SUPPLIES
				851235 EPA COMPLIANT 2PLY TISSUE
				001.6000.4055
				237.59
				JANITORIAL SUPPLIES
				001.6000.4055
				443.07
Total :				2,269.82
85495	7/5/2022	000237 WILLDAN ASSOCIATES	STR20003 CE MSRI-MAY	
				STR20003 CE MSRI-MAY
				017.8350.6550
				5,523.85
				STR20003 CE SBCO-MAY
				STR20003 CE SBCO-MAY
				027.8490.6550
				7,182.53
				STR20003 CE COSB-MAY

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Voucher	Date	Vendor	Description/Account	Amount
85495	7/5/2022	000237 WILLDAN ASSOCIATES	(Continued)	
			STR20003 CE COSB-MAY	
			027.8490.6550	33.12
			ICH17004 NON PART IVDA-AGMT-APR	
			ICH17004 NON PART IVDA-AGMT-APR	
			027.8490.6813	3,395.00
			ICH17006 NON PART SMBMI-IGG-MAY	
			ICH17006 NON PART SMBMI-IGG-MAY	
			027.8490.6813	3,097.50
			ICH17004 NON PART IVDA-AGMT-MAY	
			ICH17004 NON PART IVDA-AGMT-MAY	
			027.8490.6813	1,072.50
			Total :	20,304.50
85496	7/5/2022	000636 STEVEN ENTERPRISES INC	TONERS & OFFICE SUPPLIES	
			VARIOUS INK TONERS	
			001.3200.4200	648.49
			EXEMPT INKJET BOND	
			001.3200.4200	162.70
			EXEMPT XEROX BOND	
			001.3200.4200	141.48
			FREIGHT/PROCESSING FEE	
			001.3200.4200	41.50
			Total :	994.17
85497	7/5/2022	000662 HI WAY SAFETY INC	BOULDER AVE SIGNS - NO	
			BOULDER AVE SIGNS - NO	
			004.8310.4206	111.29
			Total :	111.29
85498	7/5/2022	001549 FOOTHILL CHAPTER, ICC	CLASS 1 MEMBERSHIP: WIRZ	
			CLASS 1 MEMBERSHIP: WIRZ	
			001.4500.4310	50.00
			Total :	50.00
85499	7/5/2022	001954 PACIFIC PRODUCTS & SERVICE LLC	BOULDER AVE - SIGNS ILLEGAL DUMP SITE	
			BOULDER AVE - SIGNS ILLEGAL DUMP SITE	
			004.8310.4206	191.80

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Voucher	Date	Vendor	Description/Account	Amount
85499	7/5/2022	001954	001954 PACIFIC PRODUCTS & SERVICE LL((Continued)	
Total :				191.80
85500	7/5/2022	002241	BILL AND WAGS, INC	
			CHF STAGE TOWING	
			CHF STAGE TOWING	
			051.1471	
Total :				388.13
85501	7/5/2022	002653	H & H GENERAL CONTRACTORS	
			BRG04004A CON MSRC PPE#12	
			BRG04004A CON MSRC PPE#12	
			027.8490.6813	
				10,562.00
			BRG04004A CON DIF REG PPE#12	
			BRG04004A CON DIF REG PPE#12	
			007.8330.6813	
				10,562.00
			BRG04004A CON PNRS PPE#12	
			BRG04004A CON PNRS PPE#12	
			030.8495.6813	
				148,924.06
			BRG04004A CON DIF REG PPE#12	
			BRG04004A CON DIF REG PPE#12	
			007.8330.6813	
				37,231.02
			BRG04004A CON MSRC RET PPE#12	
			BRG04004A CON MSRC RET PPE#12	
			027.1350	
				-528.10
			BRG04004A CON DIF REG RET PPE#12	
			BRG04004A CON DIF REG RET PPE#12	
			007.1350	
				-528.10
			BRG04004A CON PNRS RET PPE#12	
			BRG04004A CON PNRS RET PPE#12	
			030.1350	
				-7,446.20
			BRG04004A CON DIF REG RET PPE#12	
			BRG04004A CON DIF REG RET PPE#12	
			007.1350	
				-1,861.55
Total :				196,915.13
85502	7/5/2022	003194	PROGRESSIVE SOLUTIONS	
			SOFTWARE MAINT 22/23	
			SOFTWARE MAINT 22/23	
			001.1700.4255	
				6,148.08
Total :				6,148.08
85503	7/5/2022	003367	ASCAP	
			ASCAP LICENSE 22/23	

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Voucher	Date	Vendor	Description/Account	Amount
85503	7/5/2022	003367 ASCAP	(Continued) ASCAP LICENSE 22/23 001.1450.4310	803.00
Total :				803.00
85504	7/5/2022	003422 SO CAL ASSOC OF GOVERNMENTS	SCAG DUES 22/23 SCAG DUES 22/23 001.1000.4310	6,446.00
Total :				6,446.00
85505	7/5/2022	003673 JOHNSON CONTROLS, INC	ELC: HVAC REPAIRS ELC: HVAC REPAIRS 001.6000.4588	614.30
Total :				614.30
85506	7/5/2022	003885 IWORQ	CREDIT FOR OVERPAYMENT JUL 2022 CREDIT FOR OVERPAYMENT JUL 2022 027.8490.4255 IWORQ SOFTWARE ENHANCMENTS 22/23 IWORQ SOFTWARE ENHANCMENTS 22/23 027.8490.4255	-442.25
Total :				81,602.00
Total :				81,159.75
85507	7/5/2022	004193 AECOM USA INC.	BRG07001 DES RDA07-APR-JUN BRG07001 DES RDA07-APR-JUN 010.3830.6813 BRG07001 DES HBP-APR-JUN BRG07001 DES HBP-APR-JUN 030.8495.6813	1,983.52
Total :				15,309.61
Total :				17,293.13
85508	7/5/2022	004413 TWISTED IMAGES INK	BLOOD DRIVE BANNER BLOOD DRIVE BANNER 001.6020.4336	979.10
Total :				979.10
85509	7/5/2022	004506 INTERNATIONAL CODE COUNCIL	ICC GOVERNMENTAL MEMBERSHIP: WIRZ ICC GOVERNMENTAL MEMBERSHIP: WIRZ 001.4500.4310	265.00

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Voucher	Date	Vendor	Description/Account	Amount
85509	7/5/2022	004506	004506 INTERNATIONAL CODE COUNCIL (Continued)	
Total :				265.00
85510	7/5/2022	004860	CRIME SCENE STERI-CLEAN, LLC	
BIO-HAZARD CLEAN UP: LANKERSHIM				
BIO-HAZARD CLEAN UP: LANKERSHIM				
004.8310.4576				850.00
UNITS 4477 & 4700: COVID-19 CLEANING				
UNITS 4477 & 4700: COVID-19 CLEANING				
030.8495.4349				600.00
Total :				1,450.00
85511	7/5/2022	004939	GUARDIAN	
DENTAL - JUL				
DENTAL - JUL				
001.1160				863.47
DENTAL - JUL				
004.1160				221.93
DENTAL - JUL				
006.1160				14.13
DENTAL - JUL				
010.1160				108.09
DENTAL - JUL				
012.1160				9.62
DENTAL - JUL				
016.1160				9.63
DENTAL - JUL				
024.1160				1.78
DENTAL - JUL				
041.1160				30.27
DENTAL - JUL				
042.1160				19.25
DENTAL - JUL				
070.1160				15.73
Total :				1,293.90
85512	7/5/2022	004956	FIDELITY SECURITY	
VISION - JUL				
VISION - JUL				
001.1160				146.53
VISION - JUL				
004.1160				31.77

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Voucher	Date	Vendor	Description/Account	Amount
85512	7/5/2022	004956 FIDELITY SECURITY	(Continued)	
			VISION - JUL	
			006.1160	7.61
			VISION - JUL	
			010.1160	15.21
			VISION - JUL	
			012.1160	5.18
			VISION - JUL	
			016.1160	5.18
			VISION - JUL	
			024.1160	0.41
			VISION - JUL	
			041.1160	1.64
			VISION - JUL	
			042.1160	10.36
			VISION - JUL	
			070.1160	3.59
			Total :	227.48
85513	7/5/2022	004988 VIGILANT SOLUTIONS, LLC	ALPR CAMERA LICENSE KEYS (CLK) 22/23	
			ALPR CAMERA LICENSE KEYS (CLK) 22/23	
			023.3890.4533	9,350.00
			Total :	9,350.00
85514	7/5/2022	005212 LEVERAGE INFORMATION SYSTEMS	PD SURVEILLANCE SYSTEM ANN. MAINT 22/23	
			PD SURVEILLANCE SYSTEM ANN. MAINT 22/23	
			001.2000.4245	4,725.44
			Total :	4,725.44
85515	7/5/2022	005295 AB FENCE COMPANY, INC.	OAK CREEK PARK: CHAIN LINK FENCE	
			OAK CREEK PARK: CHAIN LINK FENCE	
			016.8540.4550	900.00
			OAK CREEK PARK: CHAIN LINK FENCE	
			016.8540.4203	1,350.00
			Total :	2,250.00
85516	7/5/2022	005310 KOA CORPORATION	LRS19001 DE LRSP MAR	
			LRS19001 DE LRSP MAR	

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Voucher	Date	Vendor	Description/Account	Amount
85516	7/5/2022	005310 KOA CORPORATION	(Continued)	
			027.8490.6550	699.75
			LRS19001 DE MSRI MAR	
			LRS19001 DE MSRI MAR	
			017.8350.6550	77.75
			Total :	777.50
85517	7/5/2022	005324 CHARLES ABBOTT ASSOCIATES, INC	FIRE MARSHALL SERVICES-MAY	
			FIRE MARSHALL SERVICES-MAY	
			029.2100.4540	4,835.00
			Total :	4,835.00
85518	7/5/2022	005326 RP LANDSCAPE & IRRIGATION	LMD LANDSCAPING MAINTENANCE	
			LMD 00 BASELINE LANDSCAPING MAINT-JUN	
			012.8500.4585	260.00
			LMD 03 YARNELL LANDSCAPING MAINT-JUN	
			012.8500.4585	150.00
			LMD 01A LANDSCAPING MAINT-JUN	
			012.8500.4585	125.00
			LMD 01B LANDSCAPING MAINT-JUN	
			012.8500.4585	125.00
			LMD 02 LANDSCAPING MAINT-JUN	
			012.8500.4585	660.00
			LMD 03A LANDSCAPING MAINT-JUN	
			012.8500.4585	110.00
			LMD 03B LANDSCAPING MAINT-JUN	
			012.8500.4585	110.00
			LMD 04 LANDSCAPING MAINT-JUN	
			012.8500.4585	40.00
			LMD 07 LANDSCAPING MAINT-JUN	
			012.8500.4585	50.00
			LMD 08 LANDSCAPING MAINT-JUN	
			012.8500.4585	142.00
			LMD 73 LANDSCAPING MAINT-JUN	
			012.8500.4585	245.00
			LMD 31 LANDSCAPING MAINT-JUN	
			012.8500.4585	470.00
			LMD 34 LANDSCAPING MAINT-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
85518	7/5/2022	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			012.8500.4585	260.00
			LMD 35 LANDSCAPING MAINT-JUN	
			012.8500.4585	182.00
			LMD 36 LANDSCAPING MAINT-JUN	
			012.8500.4585	280.00
			LMD 37 LANDSCAPING MAINT-JUN	
			012.8500.4585	350.00
			LMD 39 LANDSCAPING MAINT-JUN	
			012.8500.4585	455.00
			LMD 43 LANDSCAPING MAINT-JUN	
			012.8500.4585	150.00
			LMD 44 LANDSCAPING MAINT-JUN	
			012.8500.4585	2,542.00
			LMD 47 LANDSCAPING MAINT-JUN	
			012.8500.4585	176.00
			LMD 48 LANDSCAPING MAINT-JUN	
			012.8500.4585	2,070.00
			LMD 54 LANDSCAPING MAINT-JUN	
			012.8500.4585	512.00
			LMD 55 LANDSCAPING MAINT-JUN	
			012.8500.4585	450.00
			LMD 59 LANDSCAPING MAINT-JUN	
			012.8500.4585	20.00
			LMD 61 LANDSCAPING MAINT-JUN	
			012.8500.4585	310.00
			LMD 63 LANDSCAPING MAINT-JUN	
			012.8500.4585	100.00
			LMD 70 LANDSCAPING MAINT-JUN	
			012.8500.4585	550.00
			LMD 76 LANDSCAPING MAINT-JUN	
			012.8500.4585	150.00
			LMD 68 LANDSCAPING MAINT-JUN	
			012.8500.4585	490.00
			LMD 69 LANDSCAPING MAINT-JUN	
			012.8500.4585	95.00
			LMD 09 LANDSCAPING MAINT-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
85518	7/5/2022	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			012.8500.4585	982.00
			LMD 10 LANDSCAPING MAINT-JUN	
			012.8500.4585	1,936.00
			LMD 11 LANDSCAPING MAINT-JUN	
			012.8500.4585	446.00
			LMD 13 LANDSCAPING MAINT-JUN	
			012.8500.4585	100.00
			LMD 15 LANDSCAPING MAINT-JUN	
			012.8500.4585	430.00
			LMD 16 LANDSCAPING MAINT-JUN	
			012.8500.4585	26.00
			LMD 17 LANDSCAPING MAINT-JUN	
			012.8500.4585	586.00
			LMD 20 BASELINE LANDSCAPING MAINT-JUN	
			012.8500.4585	166.00
			LMD 20 STREATER LANDSCAPING MAINT-JUN	
			012.8500.4585	124.00
			LMD 21 LANDSCAPING MAINT-JUN	
			012.8500.4585	124.00
			LMD 22 LANDSCAPING MAINT-JUN	
			012.8500.4585	150.00
			LMD 24 LANDSCAPING MAINT-JUN	
			012.8500.4585	26.00
			LMD 25 LANDSCAPING MAINT-JUN	
			012.8500.4585	160.00
			LMD 29 LANDSCAPING MAINT-JUN	
			012.8500.4585	160.00
			LMD 30 LANDSCAPING MAINT-JUN	
			012.8500.4585	720.00
			Total :	17,765.00
85519	7/5/2022	005326 RP LANDSCAPE & IRRIGATION	PARKS LANDSCAPING MAINTENANCE-JUN	
			MEMORIAL PARK LANDSCAPING-JUN	
			001.6000.4585	400.00
			POLICE STATION LANDSCAPING-JUN	
			001.2000.4585	500.00

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Voucher	Date	Vendor	Description/Account	Amount
85519	7/5/2022	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			CITY HALL LANDSCAPING-JUN	
			042.9510.4585	500.00
			LIBRARY LANDSCAPING-JUN	
			001.6000.4585	600.00
			YMCA LANDSCAPING-JUN	
			001.6000.4585	600.00
			CORP YARD LANDSCAPING-JUN	
			004.8310.4585	400.00
			AURANTIA PARK LANDSCAPING-JUN	
			001.6000.4585	933.00
			COMMUNITY PARK LANDSCAPING-JUN	
			001.6000.4585	3,691.00
			CANYON OAK PARK LANDSCAPING-JUN	
			016.8540.4585	356.00
			CUNNINGHAM PARK LANDSCAPING-	
			016.8540.4585	453.00
			SEELEY PARK LANDSCAPING-JUN	
			016.8540.4585	299.00
			OAK CREEK PARK LANDSCAPING-JUN	
			016.8540.4585	556.00
			Total :	9,288.00
85520	7/5/2022	005332 STATE OF CALIFORNIA	2021/2022 AUDIT CONFIRMATIONS	
			2021/2022 AUDIT CONFIRMATIONS	
			001.1700.4510	150.00
			Total :	150.00
85521	7/5/2022	005516 BASE HILL, INC.	JANITORIAL SERVICES- JUN	
			POLICE DEPT- JUN	
			001.2000.4504	1,080.00
			CITY HALL- JUN	
			042.9510.4504	1,562.00
			COUNCIL CHAMBERS- JUN	
			042.9510.4504	311.00
			AURANTIA PARK- JUN	
			001.6000.4504	1,454.00
			COMMUNITY PARK- JUN	

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Voucher List
CITY OF HIGHLAND

Page: 19

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85521	7/5/2022	005516 BASE HILL, INC.	(Continued) 001.6000.4504	1,950.00
Total :				6,357.00
85522	7/5/2022	005553 CLARK PEST CONTROL OF STOCKTON	PEST CONTROL SERVICES-PD PEST CONTROL SERVICES-PD 001.2000.4589 PEST CONTROL SERVICES-ST#1 PEST CONTROL SERVICES-ST#1 028.2050.4589 PEST CONTROL SERVICES-ST#1 029.2100.4589	97.00 24.50 24.50
Total :				146.00
85523	7/5/2022	005554 IMPERIAL SPRINKLER SUPPLY	IRRIGATION SUPPLIES - AURANTIA IRRIGATION SUPPLIES - AURANTIA 001.6000.4206	107.08
Total :				107.08
85524	7/5/2022	005771 AMAZON CAPITAL SERVICES	EXEMPT PER SB1383 52 TAB DIVIDERS EXEMPT PER SB1383 52 TAB DIVIDERS 001.4200.4200 4 INCH BINDERS 001.4200.4200 EXEMPT PER SB1383 GRN FASTNER FOLDERS 001.4200.4200 HP 30X TONER 001.4200.4200 RECYCLED CLASSIFICATION FOLDERS 001.4200.4200 EXEMPT PER SB1383 VOICE MAIL LOG 001.4200.4200 PAPER MATE RETRACTABLE PENS 001.4200.4200 HP32A DRUM 001.4200.4200 STRING BAGS FOR PARADE STRING BAGS FOR PARADE	18.23 29.26 150.63 44.69 34.96 24.33 100.09

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85524	7/5/2022	005771 AMAZON CAPITAL SERVICES	(Continued)	
			001.6020.4200	24.65
			COMM EVENTS: DECORATIONS	
			COMM EVENTS: DECORATIONS	
			001.6020.4336	436.46
			EXEMPT PER SB1383 AVERY FILE FOLDER	
			EXEMPT PER SB1383 AVERY FILE FOLDER	
			001.1200.4200	27.68
			3X3 30% RECYCLED NOTES POST-IT SUPER	
			001.1200.4200	24.22
			100% RECYCLED MANILA FILE FOLDERS	
			001.1200.4200	19.38
			EXEMPT PER SB1383 SMEAD COLORED FILE	
			001.1200.4200	215.47
			VARIOUS OFFICE SUPPLIES	
			001.1200.4200	107.12
			COVID TEST KITS	
			COVID TEST KITS	
			030.8495.4349	3,487.22
			CHAIR MAT RETURNED	
			CHAIR MAT RETURNED	
			001.4600.4200	-30.17
			OFFICE SUPPLIES	
			100% RECYCLED MANILA FILE FOLDERS	
			001.6020.4200	38.75
			4X6 30% RECYCLED NOTES POST-IT SUPER	
			001.6020.4200	23.75
			3X3 30% RECYCLED NOTES POST-IT SUPER	
			001.6020.4200	24.22
			SHARPIE HIGHLIGHTERS	
			001.6020.4200	6.43
			BIC WHITE-OUT	
			001.6020.4200	6.16
			EXEMPT PER SB1383 SMEAD COLORED FILE	
			001.6020.4200	18.64
			CUSTOM SELF INKING COPIED STAMP	
			CUSTOM SELF INKING COPIED STAMP	
			001.1700.4200	21.48

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Voucher List
CITY OF HIGHLAND

Page: 21

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85524	7/5/2022	005771 AMAZON CAPITAL SERVICES	(Continued) LASER/INK JET LABELS LASER/INK JET LABELS 001.4500.4200 GREENBOX REMANUFACTURED HIGH YIELD 6510 001.4500.4200 GREENBOX REMANUFACTURED TONER CARTRIDGE 001.4500.4200 SMEAD 100% RECYCLED FILE FOLDERS 001.4500.4200	48.48 46.32 31.88 24.64
Total :				5,041.30
85525	7/5/2022	005771 AMAZON CAPITAL SERVICES	CORDLESS AXIAL BLOWER CORDLESS AXIAL BLOWER 001.6020.4206	161.61 Total : 161.61
85526	7/5/2022	005926 CALIFORNIA INTERGOVERNMENTAL	FY 22/23 W/C PREMIUM FY 22/23 W/C PREMIUM 041.9500.4360 FY 22/23 POLLUTION INS PREMIUM FY 22/23 POLLUTION INS PREMIUM 041.9500.4360 FY 22/23 LIABILITY PREMIUM FY 22/23 LIABILITY PREMIUM 041.9500.4360	105,213.00 860.00 249,031.00
Total :				355,104.00
85527	7/5/2022	006001 YUNEX LLC	TRAFFIC SIGNAL MAINT- MAY TRAFFIC SIGNAL MAINT- MAY 004.8310.4580 STREET LIGHT MAINT- MAY STREET LIGHT MAINT- MAY 013.8510.4664 TRAFFIC SIGNAL CALL OUT- MAY TRAFFIC SIGNAL CALL OUT- MAY 004.8310.4580	3,283.64 2,528.50 5,639.19
Total :				11,451.33

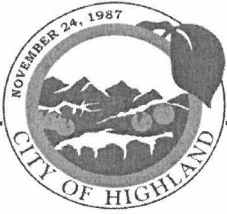
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Voucher List
CITY OF HIGHLAND

Page: 22

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
85528	7/5/2022	006099 CHARTER COMMUNICATIONS	CORP YARD - TELE/INT SVC - JUL CORP YARD - TELE/INT SVC - JUL 004.8310.4060	672.32
Total :				672.32
85529	7/5/2022	006117 UPDOG MEDIA	SLING BAGS & CLIP LIGHTS SLING BAGS & CLIP LIGHTS 001.6020.4336	3,203.22
Total :				3,203.22
85530	7/5/2022	006118 VU, ANDY	LIC.BUS 6584 SUMMERTRAIL REFUND LIC.BUS 6584 SUMMERTRAIL REFUND 001.1450.7452	14.00
Total :				14.00
85531	7/5/2022	006119 D R HORTON	REFUND FOR CC PLANNING FEE APPLICATION REFUND FOR CC PLANNING FEE APPLICATION 001.1450.9517	1,400.00
Total :				1,400.00
56 Vouchers for bank code : wfb				Bank total : 1,363,144.10
56 Vouchers in this report				Total vouchers : 1,363,144.10



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Treasurer's Report for May 2022

RECOMMENDATION: City Council to receive and file the Treasurer's Report for May 2022

FISCAL IMPACT:

Cash and Investments:	
General Fund	\$12,363,382.28
Special Revenue Funds	\$31,231,973.92
Internal Service Funds	\$ 4,308,911.84
Capital Projects Funds	\$18,742,926.54
Agency Funds	\$ 2,304,206.26
Housing Authority Fund	\$ 3,676,642.05
SARDA Funds	\$ 3,807,739.22

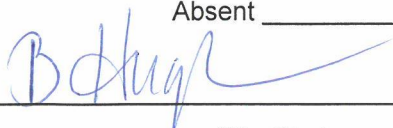
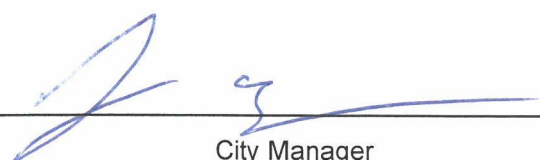
PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

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

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

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

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

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

CITY OF HIGHLAND
Treasurer's Report
as of May 31, 2022

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking Account	22,116,081.06

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
<u>California Treasurer's Local Agency Investment Fund (LAIF)</u>	n/a	0.684%		
General Fund			4,588,302.73	
Special Revenue Funds			18,136,775.00	
Internal Service Funds			4,538,990.00	
Capital Projects Funds			13,509,998.00	
Total City LAIF Funds				40,774,065.73
Housing Authority Fund			3,557,844.80	
Total Housing Authority LAIF Funds				3,557,844.80
Total LAIF Funds				44,331,910.53

- 1) Maximum limits on accounts are \$65M City and \$65M Housing Authority.
- 2) Quarterly interest earnings are deposited directly to accounts.
- 3) Funds are available within 24 hours or less depending on time of wire.
- 4) Pooled Money Investment Board Report dated April 2022 is on-line for listing of investments.
- 5) Market Value is based on the March 31, 2022 applicable percentage of 0.988753538.
- 6) Market Value is \$43,833,333.38 (\$44,331,910.53 x 0.988753538).

<u>California Asset Management Program (CAMP)</u>	n/a	0.820%		
General Fund			131,961.49	
Special Revenue Funds			1,556,457.00	
Capital Projects Funds			5,708,571.00	
Total CAMP Funds				7,396,989.49

INVESTMENTS: FISCAL AGENT ACCOUNTS

US Bank Corporate Trust Services (Community Facilities Districts)

Community Facilities District (CFD) 90-1

Administrative Expense Fund #128262-011				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	99,167.06	99,167.06
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	496,525.59	496,525.59
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	183,646.50	183,646.50

Community Facilities District (CFD) 2001-1

Special Tax Fund #217795000				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	354,839.18	354,839.18
Interest Account #217795001				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	-	-
Principal Account #217795002				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	-	-
Administrative Expense Account #217795003				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	25,718.60	25,718.60

Community Facilities District (CFD) 2007-1

Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	11,004.59	11,004.59
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	25,104.26	25,104.26
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	9,285.65	9,285.65

TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				1,205,291.43
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DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
<u>US Bank Corporate Trust Services (SARDA)</u>				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.41%	22,174.94	22,174.94
Interest Fund 786709002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.47%	2.11	2.11
Principal Fund 786709003				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 786709004				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.41%	176,424.30	176,424.30
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.41%	214,286.82	214,286.82
Interest Fund 268777001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.39%	25.68	25.68
Principal Fund 268777002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 268777004				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.41%	956,937.24	956,937.24
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.41%	13,505.10	13,505.10
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.29%	3.41	3.41
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				<u>1,383,359.60</u>
TOTAL CASH AND INVESTMENTS				<u><u>76,434,782.11</u></u>

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

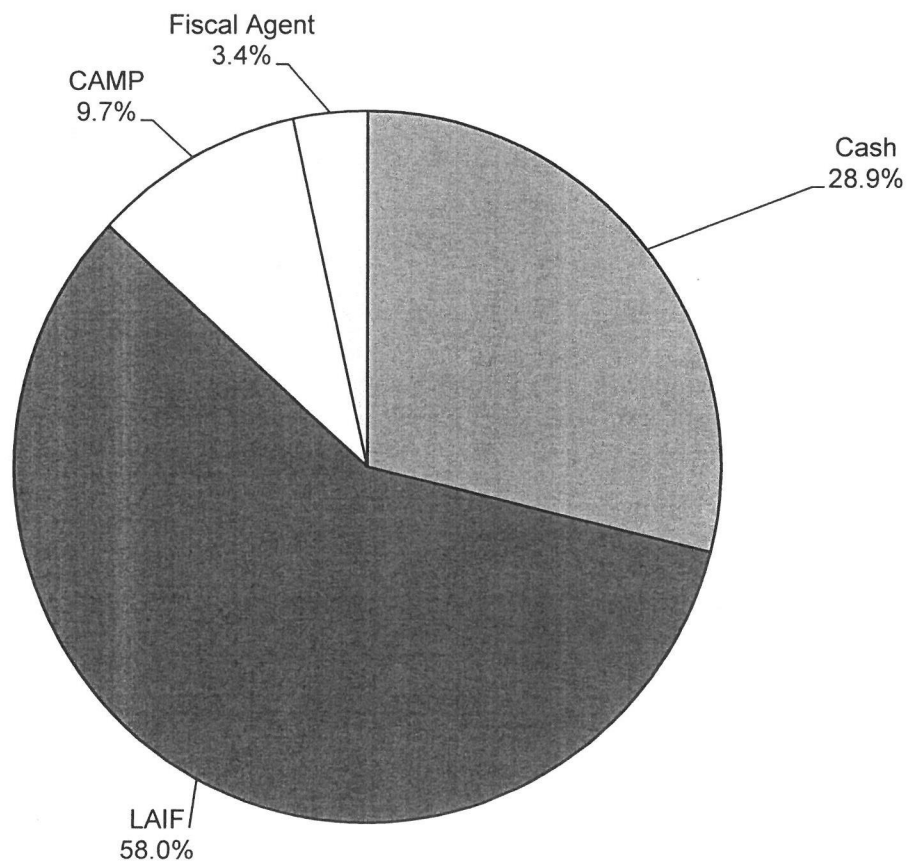
SIGNED: _____

Joseph A. Hughes
CITY MANAGER

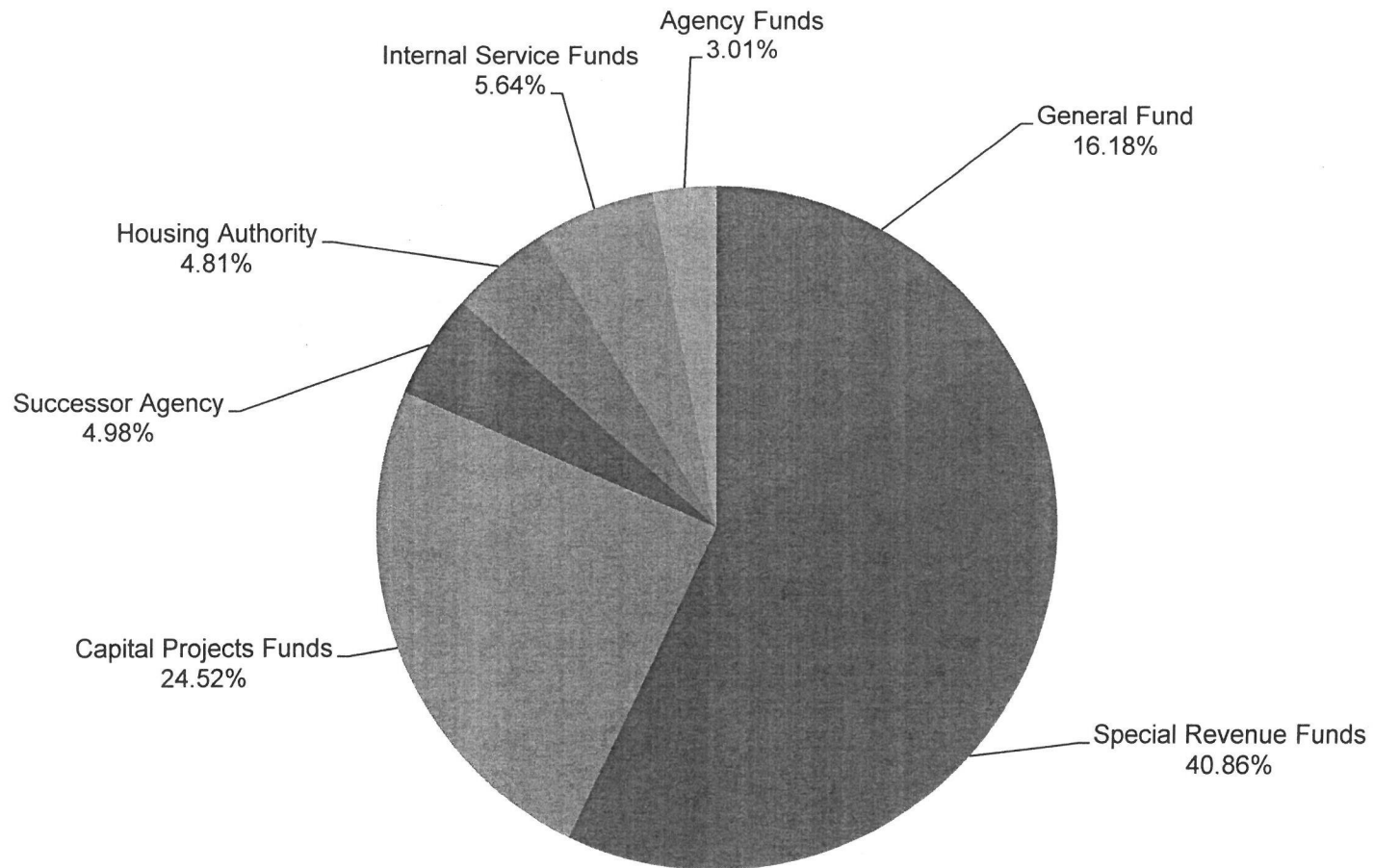
SIGNED: _____

Chuck Dantuono
DIRECTOR OF ADMINISTRATIVE
SERVICES/CITY TREASURER

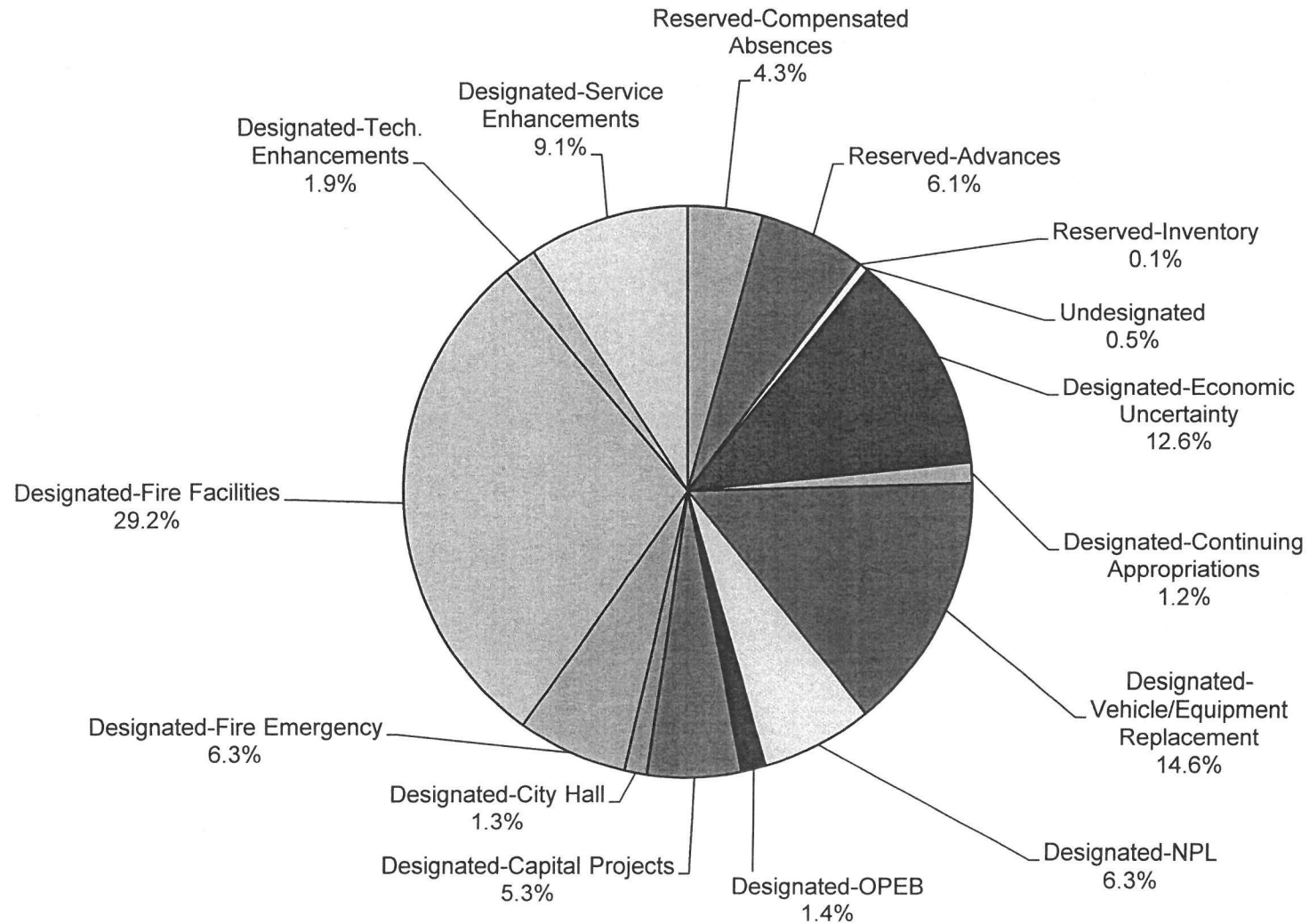
Treasurer's Report



Cash & Investments



General Fund Reserves





STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Alondra Muñoz, Engineering Technician II *AM*

SUBJECT: TDA Article 3 Claim Resolution
9th Street Transit Stops, Sidewalk and Bikeway Improvements between
Eucalyptus Drive and Victoria Avenue (swk19001)

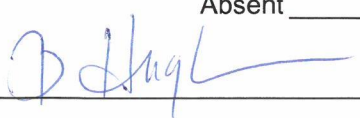
RECOMMENDATION: That the City Council (1) adopts Resolution No. 2022-____ authorizing submittal of periodic claims to SBCTA for TDA Article 3 funds for 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001), and (2) authorize the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.

FISCAL IMPACT: Approval of the Resolution will authorize staff to submit periodic claims to SBCTA for TDA Article 3 funds that are awarded for the 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001) until the entire award amount of \$67,436 is claimed.

The project is funded using a combination of:

- SBCTA TDA Article 3 Grant funding: \$67,436 (60.7%)
- City of Highland (Measure I): \$43,750 (39.3%)
\$111,186 (100.00%)

PUBLIC NOTICE: Notices of City Council Meeting agenda were posted at the three locations required by Resolution No. 2011-047 and on the City's website.

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

BACKGROUND: Project No. swk19001 consists of the following improvements (see attached map):

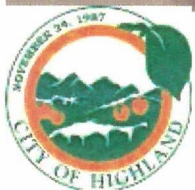
1. Widening of approximate ¼ mile of roadway on the south side of 9th Street between Eucalyptus Drive and Victoria Avenue, which includes construction of new pavement, curb and gutter, sidewalk, drive approaches; and modification to existing bike lanes and street signage.
2. Construction of two concrete landings on the north and south sides of 9th Street east of Eucalyptus Drive to accommodate two new transit stops to be installed by Omnitrans soon after project completion.

Project design cost is estimated to be \$111,186. SBCTA has awarded TDA Article 3 funds for project design in the amount of \$67,436.

Upon City Council approval of the attached resolution, staff will begin submitting claims to SBCTA on a periodic basis of not less than once every six months.

Attachments: Location Map
Resolution

H:\PUBWRK\swk19001 -9th Street Transit Stops, Sidewalk and Bikeway Improvements (between Eucalyptus Drive and Victoria Avenue)\Accounting\Article 3\Periodic Billing Staff Report.doc



Pedestrian and Transit Access Improvements
Location Map
Project swk19001

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RESOLUTION NO. 2022- _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
AUTHORIZING PERIODIC SUBMITTAL OF PERIODIC CLAIMS TO SBCTA
FOR TDA ARTICLE 3 FUNDS FOR
9TH STREET TRANSIT STOPS, SIDEWALK AND BIKEWAY IMPROVEMENTS
(BETWEEN EUCALYPTUS DRIVE AND VICTORIA AVENUE)
(SWK19001)**

WHEREAS, the Transportation Development Act (TDA) provides funding for the development and support of public transportation needs that exist in California and are allocated to each county based on population, taxable sales and transit performance; and

WHEREAS, San Bernardino County Transportation Authority (SBCTA) administers TDA funds for a wide variety of transportation programs in San Bernardino County, including planning and program activities, pedestrian and bicycle facilities, community transit services, public transportation, and bus and rail projects; and

WHEREAS, SBCTA has awarded the City of Highland \$67,436 TDA Article 3 grant funds for development of 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (SWK19001); and

WHEREAS, development of the 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (SWK19001) is currently underway, and a portion of City expenses are eligible for reimbursement with TDA Article 3 funds; and

WHEREAS, SBCTA allows submittal of periodic claims for TDA Article 3 funds when authorized by the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Highland authorizes the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute claim documents and to submit periodic claims to SBCTA for TDA Article 3 funds that are awarded for the 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (SWK19001) until the entire award amount of \$67,436 is claimed.

PASSED, APPROVED AND ADOPTED this 12th day of July, 2022.

Larry McCallon
Mayor

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Alondra Muñoz, Engineering Technician II *AM*

SUBJECT: TDA Article 3 Claim Resolution
Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (swk19002)

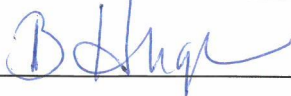
RECOMMENDATION: That the City Council (1) adopt Resolution No. 2022- _____ authorizing submittal of periodic claims to SBCTA for TDA Article 3 funds for Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (swk19002), and (2) authorize the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.

FISCAL IMPACT: Approval of the Resolution will authorize staff to submit periodic claims to SBCTA for TDA Article 3 funds that are awarded for the Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (swk19002) until the entire award amount of \$53,897 is claimed.

The project is funded using a combination of:

- SBCTA TDA Article 3 Grant funding: \$53,897.00 (59.34%)
- City of Highland (Measure I): \$36,929.40 (40.66%)
\$90,826.40 (100.00%)

PUBLIC NOTICE: Notices of City Council Meeting agenda were posted at the three locations required by Resolution No. 2011-047 and on the City's website.

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

BACKGROUND: Project No. swk19002 consists of the following improvements (see attached map):

1. Construction of new sidewalk on the west side of Olive Tree Lane from south of the Highland Police Station to 11th Street.
2. Construction of sidewalk widening to accommodate potential future installation of bus shelter/bench:
 - At the southeast corner of Base Line and Boulder Avenue.
 - On the west side of Boulder Avenue across from Highland Village Plaza entrance.
 - On the north side of 9th Street west of Central Avenue.

Project design cost is estimated to be \$17,810. SBCTA has awarded TDA Article 3 funds for project design in the amount of \$12,325.

Upon City Council approval of the attached resolution, staff will begin submitting claims to SBCTA on a periodic basis of not less than once every six months.

Attachments: Location Map
Resolution

M:\PUB\WRK\swk19002 -Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane\Accounting\Article 3\Periodic Billing Staff Report.doc



Pedestrian and Transit Access Improvements

Location Map

Project swk19002

RESOLUTION NO. 2022- _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
AUTHORIZING PERIODIC SUBMITTAL OF PERIODIC CLAIMS TO SBCTA
FOR TDA ARTICLE 3 FUNDS FOR
TRANSIT STOP ACCESS IMPROVEMENTS ON BASE LINE, BOULDER AVENUE,
9TH STREET, AND OLIVE TREE LANE (SWK19002)**

WHEREAS, the Transportation Development Act (TDA) provides funding for the development and support of public transportation needs that exist in California and are allocated to each county based on population, taxable sales and transit performance; and

WHEREAS, San Bernardino County Transportation Authority (SBCTA) administers TDA funds for a wide variety of transportation programs in San Bernardino County, including planning and program activities, pedestrian and bicycle facilities, community transit services, public transportation, and bus and rail projects; and

WHEREAS, SBCTA has awarded the City of Highland \$53,897 TDA Article 3 grant funds for development of Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (SWK19002); and

WHEREAS, development of the Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (SWK19002) is currently underway, and a portion of City expenses are eligible for reimbursement with TDA Article 3 funds; and

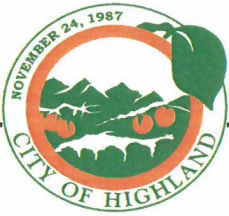
WHEREAS, SBCTA allows submittal of periodic claims for TDA Article 3 funds when authorized by the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Highland authorizes the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute claim documents and to submit periodic claims to SBCTA for TDA Article 3 funds that are awarded for the Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street, and Olive Tree Lane (SWK19002) until the entire award amount of \$53,897 is claimed.

PASSED, APPROVED AND ADOPTED this 12th day of July, 2022.

Larry McCallon
Mayor

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

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

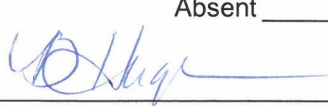
SUBJECT: Contract Renewal - 2017-01 Landscape Maintenance Landscape Districts and Annexes

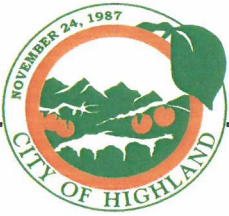
RECOMMENDATION: It is recommended that the City Council extend the Landscape Maintenance Districts Maintenance agreement with RP Landscape & Irrigation, Inc. for one year.

FISCAL IMPACT: The contractor has agreed to extend the current Landscape Maintenance Contract for one-year with no change to the current contract price of \$226,580 which includes unit prices established at bid time for predetermined landscape maintenance tasks. All work is to be paid from current budgets.

PUBLIC NOTICE: There was no need to advertise the contract for public bids. The City is simply exercising the option specified in the existing contract at this time. Notices of the City Council agenda were posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: The City currently has a contract with PR Landscape & Irrigation, Inc. to maintain City Landscape Maintenance Districts. The services provided by the contractor have been satisfactory. The contract documents provide the City the option of five one-year contract extensions, and this will be the fifth and final one-year contract extension.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>14</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
City Clerk		City Manager	



STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

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

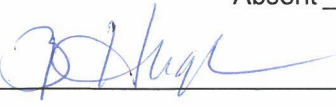
SUBJECT: Contract Renewal - 2020-01 "Facilities and Parks Landscape Maintenance Contract"

RECOMMENDATION: It is recommended that the City Council extend the Facilities and Parks Landscape Maintenance agreement with RP Landscape & Irrigation, Inc. for one year.

FISCAL IMPACT: The contractor has agreed to extend the current Landscape Maintenance Contract for one-year with no change to the current contract price of \$111,456 which is to be paid from current budgets.

PUBLIC NOTICE: There was no need to advertise the contract for public bids. The City is simply exercising the option specified in the existing contract at this time. Notices of the City Council agenda were posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: The City currently has a contract with RP Landscape & Irrigation, Inc. to maintain the City Facilities and Parks Landscape Maintenance. The services provided by the contractor have been satisfactory. The contract documents provide the City the option of five one-year contract extensions and this will be the second one-year contract extension.

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



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Kim Stater, Assistant Community Development Director & *KS*
Angela Tafolla, Assistant Planner *AT*

SUBJECT: A One-Year Status Report in Conformance with Government Code Section 65858(d) for Urgency Ordinance No. 450, on measures taken to alleviate the conditions that led to the adoption of a Moratorium on the approval of applications for land use entitlements for new fueling service stations and the expansion of the number of fueling pumps at existing stations.

RECOMMENDATION: The City Council Issue this Status Report for Urgency Ordinance No. 450 related to the Moratorium on the approval of applications for land use entitlements for new fueling service stations and the expansion of existing stations.

FISCAL IMPACT: There is no fiscal impact related to this action other than staff and attorney time to study the matter and prepare the staff report.

PUBLIC NOTICE: The agenda was posted at the City's three (3) designated posting locations as required by Resolution and on the City's Website.

ENVIRONMENTAL REVIEW: When adopting Interim Ordinance No. 449 on August 24, 2021 and related Urgency Ordinance No. 450 on September 28, 2021, the Council made findings that there was no possibility that the adoption would have significant effect on the environment, because the ordinances established and extended a temporary moratorium on approvals of applications for service station uses in order to protect the public health, safety

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

and general welfare, and will thereby serve to avoid potentially significant impacts during the term of the moratorium. The actions were not subject to the California Environmental Quality Act review pursuant to Title 14, Chapter 3, Section 15063(b)(3) of the Code of Regulations.

The current proposed action is to issue a one-year status report. No additional CEQA review is necessary.

PREVIOUS ACTION:

August 24, 2021 - The City Council adopted Interim Ordinance No. 449, effective for 45 days, establishing a moratorium to halt the approval of additional land use permits for new fueling service stations or expanding existing stations in order to consider short and long-term impacts to the City's commercial and residential land use composition, and economic development goals to preserve the City's health, safety and general welfare.

The Council directed staff to allow entitlement processing for service station projects which had undergone the "Pre-Application" process in addition to those which had already formally filed a Conditional Use Permit or Design Review Application.

September 14, 2021 - The Council reviewed at 45-day status report of actions taken after the adoption of the Interim Ordinance.

September 28, 2021 - The Council adopted Urgency Ordinance No. 450, extending the 45-day Moratorium for an additional 10 months and 15 days, ending on August 23, 2022 (Attachment 1 – Ordinance No. 450).

Following adoption of the Urgency Ordinance, staff began its analysis of the topic and prepare a Municipal Code Amendment for consideration by the Planning Commission and City Council. This work is anticipated to be complete in 30 to 60 days.

STATUS REPORT:

The moratorium is intended to allow an opportunity to study the impacts related to fueling service station establishment and expansion and prepare a permanent ordinance, which must be noticed and approved by the Planning Commission and City Council at public hearings. This purpose of this report is to provide a one-year status report of actions taken since the Moratorium was enacted.

Actions Taken Since Adoption of Ordinance No. 449 on August 24, 2021

In accordance with Government Code Section 65858(d), the City Council is required to publish a report describing the measures taken to alleviate the condition which led to the adoption of the ordinance. The report satisfies a statutory step in the process to permit the City Council to consider a potential extension at its next meeting on August 9, 2022.

The following actions have been taken.

1. Service Station Review Ad Hoc Committee Meetings. On August 24, 2021, the City

Council appointed two members to the Ad Hoc Committee. On August 30, 2021, the Committee met to discuss impacts related to service stations; the number of existing stations, proposed new stations, expansions, clustering of locations, public safety, design standards and future fuel technology. The Committee directed staff to continue work and analysis on the issue and present findings to the Committee prior to presenting the Final Draft Ordinance to the Planning Commission.

2. GIS Mapping. In September 2021, Planning staff prepared a map of all existing and proposed stations to determine the extent of overconcentration along certain street segments, intersections and important gateways of the City. This map provided an analysis of the physical placement and resulting visual impacts related to the proliferation of stations. In June 2022, the map was updated to include 250' and 500' buffers to indicate how distance requirements might affect future commercial locations (Attachment 2 – Highland Gas Station Buffer 250' & 500' Radius Map).

Staff identified one corridor that is currently experiencing an overconcentration and with the strong potential for additional new proposals. This is the Greenspot / 5th Street Corridor between Palm Avenue and Boulder Avenue. Within this area there are five (5) existing stations, one (1) entitled and awaiting construction, two (2) that have completed the Pre-Application process, and two (2) additional stations preparing development applications.

The proposed Municipal Code Amendment will include a recommendation to require a 250-500' separation between stations within the Greenspot / 5th Street Corridor. An exception might be at the intersection of a 'Major Arterial' and/or 'Primary Highway' such as Palm Avenue and 5th Street.

3. Analysis of Impacts. Staff gathered data that will help determine short and long-term impacts related to gas stations and necessary responses to preserve the safety and welfare of the community. Fueling stations are often regarded as having a high number of calls for police services. The Highland Sheriff's Office provided a detailed report of "Service Station Calls & Reports" between the dates of January 1, 2017, and May 31, 2022. The data showed that the stations with the highest number of calls were generally located at the intersections of Highland Avenue and Victoria Avenue as well as Base Line and Seine Avenue and Base Line and Victoria Avenue. The most frequently responded to calls include subject checks, transients, unwanted subjects, disturbances, vehicle tows, panhandling and petty theft.

Staff began analysis of the City's existing development standards as currently established in the Municipal Code and how they might address the public health and safety issues identified. A thorough review of these standards and consideration of more modern and objective standards is being made. This review will analyze the need for non-petroleum based fueling options at all new stations (i.e. electric vehicle charging stations).

Next Steps

The Urgency Ordinance expires on August 23, 2022, but may be extended for an additional 1-year period [GC 65858(a)] while staff completes the draft Ordinance. Staff anticipates returning to the

City Council on August 9, 2022, to request this final extension which would ultimately expire on August 23, 2023.

- Attachments:
1. Interim Ordinance No. 450
 2. Highland Gas Stations Buffer 250' & 500' Radius Map

ATTACHMENT 1

Urgency Ordinance No. 450

URGENCY ORDINANCE NO. 450

AN INTERIM URGENCY ORDINANCE OF THE CITY OF HIGHLAND, CALIFORNIA ENACTED PURSUANT TO GOVERNMENT CODE SECTION 65858 EXTENDING FOR AN ADDITIONAL 10 MONTHS AND 15 DAYS, THROUGH AUGUST 23, 2022, AN EXISTING MORATORIUM ON THE APPROVAL OF APPLICATIONS FOR LAND USE ENTITLEMENTS FOR NEW SERVICE STATION USES OR THE EXPANSION IN THE NUMBER OF PUMPS OF EXISTING SERVICE STATION USES IN THE CITY OF HIGHLAND, DECLARING THE URGENCY THEREOF AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

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

Section 1. Purpose, Findings, and Intent.

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

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

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

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

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

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

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

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

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

J. On August 24, 2021, the City Council approved Interim Urgency Ordinance No. 449, which imposed an initial 45-day moratorium on the approval of applications for land use entitlements for new service station uses or the expansion in the number of pumps of existing service station uses during the pendency of the City's review and adoption of permanent regulations governing service stations. The initial 45-day moratorium is scheduled to expire on October 8, 2021.

K. The City Council continues to believe that the time provided by the moratorium will allow for a comprehensive analysis on how to manage and reduce the impact of additional service stations in the City, or if additional service stations or the expansion of existing service stations should be permitted. During the extended period of the moratorium, the City will continue to analyze their potential impacts on the public health such as the potential for contaminant exposure near sensitive receptors and residential areas; impacts on public safety related to the provision of police services to service stations; and impacts on the public welfare due to the disproportionate concentration of service stations in certain areas of the City and potential for blight in connection with declining demand for gas. The City Council finds that these studies will help the Council and the City's Planning Department determine how best to prevent impacts to the public health, safety and welfare. The City Council further finds that this extension will allow time

to evaluate the General Plan, the Development Code, and the Zoning map and develop appropriate regulations and/or appropriate zones for service stations in the City to achieve a reasonable level of assurance that there will not be serious negative impacts to the overall community and ensure positive outcomes for the City's residents, business community, property owners, and developers.

L. Based on the foregoing, the City Council ultimately finds that if the City fails to extend the moratorium adopted pursuant to Interim Urgency Ordinance No. 449, then new service stations may be allowed to develop within the City or be redeveloped or expanded within the City that do not reflect the demand for such services, are incompatible with neighboring residential areas and sensitive receptors, and exacerbate existing public safety issues at service stations. Therefore, a current and immediate threat to the public safety, health and welfare remains in existence.

M. A written report describing the measures taken to alleviate the conditions which led to the adoption of the aforementioned Interim Urgency Ordinance was issued by the City Council on September 14, 2021, which was at least ten (10) days prior to the expiration of the Interim Urgency Ordinance on October 8, 2021, in compliance with State law.

N. Pursuant to Government Code Sections 65858 and 65090, the City Council conducted a duly noticed public hearing on September 28, 2021, at which time the City Council considered this Interim Urgency Ordinance to extend the existing 45-day moratorium on the establishment or expansion of service stations for an additional 10 months and 15 days.

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

Section 2. Authority.

Pursuant to Government Code Section 65858, the City Council may adopt, as an urgency measure, an interim ordinance that prohibits any uses that may be in conflict with a contemplated zoning proposal that the City Council is considering, studying, or intends to study within a reasonable period of time. The City Council may also extend a moratorium adopted pursuant to such an interim ordinance for up to 10 months and 15 days, and subsequently for up to one year, pursuant to Government Code Section 65858(a).

Section 3. Urgency Findings.

The City Council finds and determines that there is an immediate threat to the public health, safety, or welfare, and that new and expanded service station uses within the City, under the City's current regulations, constitutes a threat to the public health, safety or welfare. As described in Section 1, the staff report accompanying this Interim Urgency Ordinance, and other evidence in the record, such continued service station development in the City could threaten the health, safety and welfare of the community through negative impacts that include, but are not limited to, public safety, contaminant exposure, and police protection services. To preserve the public health, safety, and welfare, the City Council finds that it is necessary that this Interim Urgency Ordinance to extend the current moratorium on service stations take effect immediately pursuant to Government Code Sections 65858, 36934, and 36937 to prevent such harm.

Section 4. Moratorium Extended. In accordance with Government Code Section 65858(a), and pursuant to the findings stated herein, the City Council hereby: (1) declares that the findings and determinations in Sections 1 through 3 are true and correct; (2) finds that there exists a current and immediate threat to the public health, safety, and welfare requiring this interim urgency ordinance; (3) finds that this Ordinance is necessary for the immediate preservation of the public peace, health, and safety as set forth herein; and (4) extends the existing moratorium on the approval of land use entitlements for new service station uses or the expansion of the number of pumps of existing service station uses for the immediate preservation of the public health, safety, and welfare as set forth below:

A. This Ordinance shall expire, and its standards and requirements shall terminate, on and through August 23, 2022 unless further extended by the City Council at a regularly noticed public hearing, pursuant to Government Code Section 65858.

B. Notwithstanding any other ordinance or provision of the Highland Municipal Code or any Specific Plan, after August 24, 2021, no preliminary application shall be accepted for processing or approving a new service station, or for expanding additional fueling pumps at existing service stations. Projects for a new service station or for expanding additional fueling pumps at existing stations that have submitted preliminary applications prior to August 24, 2021 may submit formal applications during the pendency of this Interim Urgency Ordinance.

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

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

Section 5. Special Conditional Use Permit.

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

Section 6. CEQA. The City Council hereby finds that it can be seen with certainty that there is no possibility that the adoption of this Interim Urgency Ordinance may have a significant effect on the environment, because the Interim Urgency Ordinance will establish a temporary moratorium on approvals of applications for service station uses in the City in order to protect the public health, safety and general welfare, and will thereby serve to avoid potentially significant adverse environmental impacts during the term of the moratorium. It is therefore not subject to the California Environmental Quality Act review pursuant to Title 14, Chapter 3, Section 15061(b)(3) of the California Code of Regulations.

Section 7. Severability. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 8. Savings Clause Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

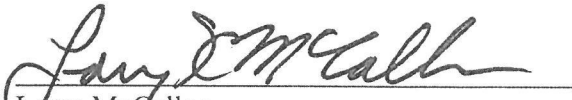
Section 9. Effective Date; Approval and Extension of Ordinance.

This Interim Urgency Ordinance, being adopted as an urgency measure for the immediate protection of the public safety, health, and general welfare, containing a declaration of the facts constituting the urgency, and passed by a minimum four-fifths (4/5) vote of the City Council, shall take effect immediately upon its adoption and shall continue in effect for a period of not longer than ten months and fifteen days. After notice pursuant to Government Code Section 65090 and a public hearing, the City Council may extend the effectiveness of this Urgency Ordinance as provided in Government Code Section 65858.

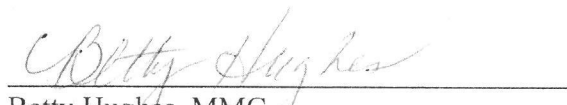
Section 10. Term

This Interim Urgency Ordinance shall take effect concurrent with the expiration of Urgency Ordinance No. 449 at midnight on October 8, 2021, and shall remain in effect for a period of ten (10) months, fifteen (15) days, through and including August 23, 2022, in accordance with California Government Code Section 65858.

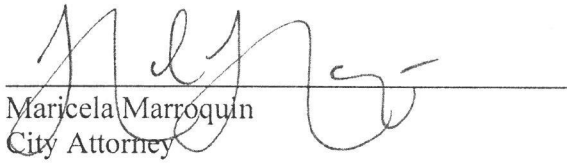
PASSED, APPROVED AND ADOPTED this 28th day of September, 2021.


Larry McCallon
Mayor Pro Tem

ATTEST:


Betty Hughes, MMC,
City Clerk

APPROVED AS TO FORM:


Maricela Marroquin
City Attorney

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF HIGHLAND)

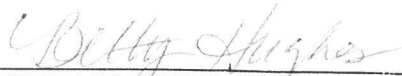
I, BETTY HUGHES, MMC, City Clerk of the City of Highland, California, do hereby certify that Urgency Ordinance No. 450 had its first reading on September 28, 2021, and was duly and regularly adopted as an Urgency Ordinance by the City Council of the City of Highland at a regular meeting of said Council thereof, held on the 28th day of September, 2021, by the following vote:

AYES: Chavez, McCallon, Solano, Timmer

NOES: None

ABSTAIN: None

ABSENT: Lilburn



BETTY HUGHES, MMC
CITY CLERK

STATE OF CALIFORNIA }
COUNTY OF SAN BERNARDINO } SS
CITY OF HIGHLAND }

I, Betty Hughes, MMC, City Clerk of the City of Highland, California, do hereby certify that the foregoing Urgency Ordinance is an original copy of Urgency Ordinance Number 450 on file in the office of the City Clerk, introduced at a meeting held on the 28th day of September, 2021, and passed, approved and adopted by the City Council of the City of Highland at a regular meeting held on the 28th day of September, 2021:

AYES: Chavez, McCallon, Solano, Timmer

NOES: None

ABSENT: Lilburn

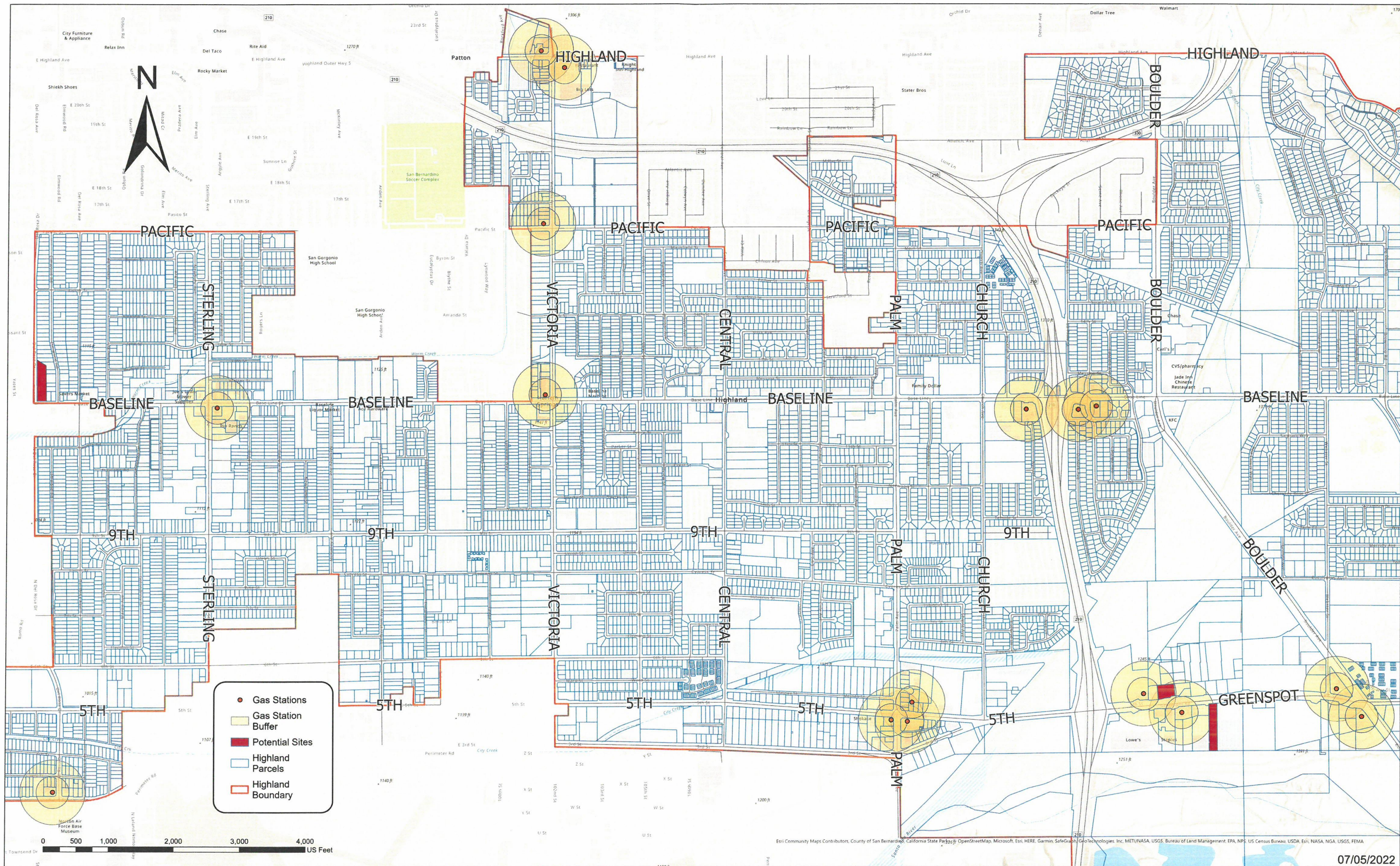
ABSTAIN: None

and do hereby further certify that Urgency Ordinance Number 450 has been published.

Betty Hughes
Betty Hughes, MMC
City Clerk

ATTACHMENT 2

Highland Gas Stations Buffer 250' & 500' Map



Highland Gas Stations Buffer (250' & 500') City of Highland



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director *Larry*
Chuck Dantuono, Director of Admin Services/City Treasurer *CD*

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

RECOMMENDATION:

Staff recommends the City Council adopt Resolution No. 2022 - _____ fixing the Highland Business License Tax on the extraction and/or processing of rock, sand, and gravel (aggregate) for Fiscal Year 2022-2023.

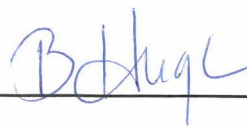
FISCAL IMPACT:

The fiscal impact of the proposed adjustment of the Business License Tax will result in a minor increase of General Fund revenue for Fiscal Year 2022-23. However, there are indications that current economic conditions are slowing, and mining activity may decrease so this adjustment may have less impact on City revenues.

Points Changes*

Current CPI May 2022	123.893
Minus Previous CPI May 2021	113.222
Index Point Change	10.671

*Period of Review is from May 31, 2021, to May 31, 2022.

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

Percent Change

Index Point Change	10.671
Change in CPI	0.09425 (10.671/113.222 = 0.09425)
Percent Change	9.42 (0.09425x100 = 9.42%)

Proposed Business License Tax Increase

Existing Tax (July 1, 2021)	\$0.2284 per ton
Proposed Tax Increase (July 1, 2022)	\$0.0215 per ton (\$0.2284 x 9.42% = \$0.0215)
Proposed Tax (July 1, 2022)	\$0.2499 per ton

The City of Highland is using the CPI for the *Riverside-San Bernardino-Ontario, CA.* area to be applied to the mining tax.

PUBLIC NOTICE: The required public notice was published twice in the Highland Community News on June 27, 2022, and July 1, 2022. Staff also notified the two (2) mining operators (CEMEX, and Robertson's Ready Mix), and on July 7, 2022, the Public Hearing Notice was posted on the City's web site and at three locations pursuant to City Council resolution.

BACKGROUND: Pursuant to the Highland Municipal Code Chapter 5.17 (Business Licenses and Regulations), Section 5.17.040 (Rock, Sand, and Gravel [Aggregate] Extraction and Processing Tax), the City Council must consider annually an adjustment to the business license tax on each ton of material excavated from and/or processed in the City as approved by the voters in a special election on November 3, 1998, as Ordinance No. 237 and amended by Ordinance No. 265 (Attachments A and B respectively).

ANALYSIS: Staff has prepared the appropriate Resolution for consideration by the City Council. The proposed adjustment will be from \$0.2284 per ton to \$0.2499 per ton (a 9.42% increase). If the City Council adopts the Resolution, the new rate will be effective back to July 1, 2022. The payment of the license tax is on a quarterly basis and the first payment due to the City on October 1, 2022.

Attachments:

1. Ordinance No. 237 (1998)
2. Ordinance No. 265 (2000)
3. Proposed CC Resolution No. 2022-____ (proposed 2022)

Attachment 1

ORDINANCE NO. 237

AN ORDINANCE OF THE CITY OF HIGHLAND, CALIFORNIA, ADDING CHAPTER 5.17 TO TITLE 5 OF THE HIGHLAND MUNICIPAL CODE, ESTABLISHING A BUSINESS LICENSE TAX ON THE EXTRACTION AND/OR PROCESSING OF ROCK, SAND AND GRAVEL (AGGREGATE)

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

SECTION 1. Title 5 of the Highland Municipal Code is hereby amended by adding Chapter 5.17, "Business License Tax on Extraction and/or Processing of Rock, Sand and Gravel (Aggregate)," as follows:

"Chapter 5.17

BUSINESS LICENSE TAX ON EXTRACTION AND/OR PROCESSING OF ROCK,
SAND AND GRAVEL (AGGREGATE)

Section:

5.17.010	Purpose
5.17.020	Payment of Business License Tax; Business License Required
5.17.030	Verification of Annual Production.
5.17.040	Rock, Sand and Gravel (Aggregate) Processing and Extraction Tax
5.17.050	Recordkeeping: Retention of Records and Right of Inspection
5.17.060	Failure to Remit Tax When Due: Penalty
5.17.070	Payment of Other Fees or Taxes Not Excused
5.17.080	Exemption from Tax
5.17.090	Taxes a Debt to City: Actions for Collection of Taxes
5.17.100	Misrepresentation
5.17.110	Amendments
5.17.120	General Penalty for Violations
5.17.130	Severability
5.17.140	Effective date

Section 5.17.010. Purpose.

The purpose of this Chapter is to establish a tax on the commercial business of extraction and/or processing of rock, sand and gravel (aggregate) within the City, as a means of generating revenue for the City for municipal purposes and not as a regulatory measure. This business license tax is imposed in the interests of

the health, safety, convenience and welfare of the residents of the City.

Section 5.17.020. Payment of Business License Tax and Business License Required.

A. In addition to the requirements of Chapter 5.04 of this Title 5, there is imposed upon any business engaged in the principal business of extracting and/or processing rock, sand or gravel (aggregate) from or on any real property located within the City, for the purpose of commercial use or sale, a general business license tax in the amount set forth in Section 5.17.040 of this Chapter.

B. Each business which is subject to this Chapter shall, within 45 days of the effective date of this Ordinance, apply for and obtain a business license tax certificate, as part of the business license application, from the Collector. The business license tax certificate application shall include a current topographic map of all permitted extraction sites within the City, at a scale of 1"=200' and shall include the locations of the City limits and permit limits.

C. It is unlawful for any person, whether as principal or agent, or employee, either for himself or for any other person, to transact and carry on any business within the City which is subject to the business license tax established in this Chapter without first having applied for and procured a business license tax certificate from the City to do so, and without having paid the business license tax therefor. Exemptions to this requirement are set forth in Section 5.17.080 of this Chapter.

D. As used in this Chapter, "processed" or "processing" shall include, but not be limited to, the utilization of rock, sand or gravel (aggregate) from any source or location, as a primary ingredient as part of a manufacturing or batching process (such as asphalt or concrete batching) within the City.

E. As used in this Chapter, to be "engaged in business" shall include the acts of extracting rock, sand or gravel (aggregate) from or on any real property located within the City, processing rock, sand or gravel (aggregate), and/or the utilization of rock, sand or gravel (aggregate), from any source or location, as a primary ingredient as part of a manufacturing or batching process within the City. As used in this Chapter, "engaged in business" shall also include the business of extraction and processing of rock, sand or gravel (aggregate) which is sold to a public agency pursuant to bid.

F. Whenever any person is carrying on two or more related activities at the same location and under the same ownership and management, such as extraction and processing of rock, sand or

gravel (aggregate), then in that event the business license tax shall be applied once only to each ton of material extracted or processed, whichever is greater, and a single business license shall be issued. Provided, however, that nothing contained in this Section shall be construed to relieve the payment of two or more business license taxes when required, where two or more separate businesses are conducted in the same location by the same owner and/or management and such businesses are not construed by the Collector to be correlated or allied with each other. An appropriate business license tax as set forth in this Chapter shall be paid for each business.

G. Nothing contained in this Chapter shall be construed to relieve the obligation to obtain a separate business license and to pay the appropriate business license tax required for each business owned or conducted by a separate owner whether or not under the same management.

Section 5.17.030. Verification of Annual Production.

A. In order for the City to verify annual production reporting, each business which is subject to this Chapter shall submit the following information to the Collector:

(1) Each year on or before June 30, production quantities shall be submitted, reported in tons by quarter and cumulatively for the reporting year.

(2) Each year, on or before July 15, a current aerial photograph shall be submitted, of the mining area with City limits and mine permit area clearly identified.

(3) Every five (5) years, on or before July 15, a current topographic map of the business' permitted extractive sites within the City shall be submitted. The topographic map shall be based on aerial photographs taken within 45 days of submittal. The purpose of the topographic maps is to verify reported production quantities.

(4) Weight slips for aggregate materials shall be made available to the City annually, upon request.

B. If the information submitted pursuant to this Section does not adequately quantify annual production, additional information and/or documentation, identified by the City, may be required and shall be provided at the expense of the business.

C. In addition to the measures set forth in this Section, the City may conduct an audit to insure compliance with this Chapter. The expenses incurred in the completion of the audit shall be paid by the City, unless inaccuracies in reporting are identified. Should inaccuracies be identified, the penalties set

forth in Section 5.17.060 shall be assessed, including the cost of the audit.

Section 5.17.040. Rock, Sand and Gravel (Aggregate) Extraction and Processing Tax.

A. Every person who engages in the principal business of extracting and/or processing rock, sand or gravel (aggregate), from or on any real property located within the City, for the purpose of commercial use or sale, shall pay a general business license tax on each ton of material excavated from and/or processed in the City according to the following schedule:

Jan. 1, 1999 to June 30, 1999	\$0.06 per ton.
July 1, 1999 to June 30, 2000	\$0.09 per ton.
July 1, 2000 to June 30, 2001	\$0.12 per ton.

The rate of tax commencing July 1, 2001 shall be \$.14 per ton, adjusted annually in July in accordance with the Consumer Price Index, for all urban consumers for L.A./Anaheim/Riverside (or substantially equivalent index), with the exact rate to be fixed from time to time by Resolution of the City Council, not to exceed \$0.35 per ton.

B. The tax on the processing and/or extraction of rock, sand and gravel (aggregate), and businesses as set forth herein, shall begin on January 1, 1999, and shall be paid and collected by the City quarterly, beginning April 1, 1999. The returns for the tax shall be submitted by the persons engaged in said principal business within 15 days following the end of each quarter for which the tax is due, on July 1, October 1, January 1 and April 1 of each calendar year, subject to the penalties for failure to pay the said tax as set forth in Section 5.17.050 of this Chapter.

C. The Collector shall provide each person in said principal business with a form for reporting the quarterly return. Said returns shall indicate:

(1) The tonnage of rock, sand and gravel (aggregate) extracted and/or processed during the prior calendar quarter from property located within the City of Highland.

(2) The tonnage of rock, sand and gravel (aggregate) extracted during the prior calendar quarter from property located outside the City, and processed within the City, which is taxed by another city or county, and the rate of tax which has been collected by the other city or county for the same material.

(3) The tonnage of rock, sand and gravel (aggregate) shipped from extraction or processing facilities located within the City to concrete batch plants, asphalt batch

plants, and other processing or manufacturing facilities that utilize aggregate materials.

(4) The tonnage of concrete and/or asphalt or other processed materials shipped from processing facilities located within the City. Concrete and asphalt materials shall be taxed at a rate to be determined by the City based on approximate aggregate content, per cubic yard of concrete, asphalt or other processed material shipped. Other products processed on the site where aggregate is used as a constituent in an end product will be taxed based on the approximate aggregate content.

(5) The current tax rate imposed by the City.

D. Information provided on the quarterly return shall not be considered conclusive as to the information it contains, will not prevent the City from collecting the appropriate amount which is actually due and payable, and shall be subject to review, audit and verification.

Section 5.17.050. Recordkeeping: Retention of Records and Right of Inspection.

It shall be the duty of every person liable for the reporting and payment to the City of any business license tax imposed by this Chapter to keep and preserve, for a period of not less than three (3) years, all records as may be necessary to determine the amount of such tax as he may have been liable for the reporting of and payment to the City. The Collector shall have the right and authority to examine or cause to examine, audit, and inspect such books and records as may be necessary to determine the amount of tax due and payable, and shall have the authority to enforce all provisions of this Chapter.

Section 5.17.060. Failure to Remit Tax When Due: Penalty.

A. Any person who engages in a business which is subject to this Chapter, who fails to remit any tax imposed hereby within the time required, shall pay a penalty of ten (10) percent per annum, compounded, of the amount of tax in addition to the amount owed. Such penalty shall be added by the Collector on the first day of each month after the due date thereof. In addition to the penalty set forth above, the City shall also collect all of its administrative costs, attorneys' fees and other costs incurred by in enforcing this Chapter.

B. If the Collector determines that the nonpayment and/or underpayment of any remittance due under this Chapter is due to fraud, a penalty of twenty-five (25) percent of the amount of the tax shall be added thereto in addition to the penalties stated hereinabove.

C. Every penalty imposed and such interest as accrues under the provisions of this Section shall become a part of the tax required to be paid by this Chapter.

D. The penalty set forth herein shall be in addition to any other applicable penalty for a violation of this Chapter, or any other recourse or remedy available to the City by law.

Section 5.17.070. Payment of Other Fees or Taxes Not Excused.

Any person required to pay a business license tax for conducting a business under this Chapter shall not be relieved from the payment of any other permit charge, fee or tax for the privilege of conducting such business required under any other provision of this Code or any other ordinance or regulation of the City or other agency, and such person shall remain subject to all applicable regulatory provisions.

Section 5.17.080. Exemption from Tax.

A. In the event that the extraction of any of the rock, sand and gravel (aggregate) processed by the person responsible for paying the tax is in fact taxed by any other city or county, and the other city or county also allows a reduction in tax under the same circumstances, then the tax so paid on the materials so processed may be reduced by as much as the amount paid to the other city or county, but in no event shall the reduction be more than one-half (1/2) of the rate charged by the City.

B. No business license tax shall be required under this Chapter of or from any person exempt from the business license tax by virtue of the constitution or any applicable statutes of the United States or the State of California.

C. No business license tax shall be required under this Chapter of or from any governmental agency or subdivision and the employees thereof, but only to the extent they are engaged in the business of such governmental agencies or subdivisions.

D. Any person claiming a business license tax exemption under this Chapter has the burden of furnishing to the Collector such information as the Collector may require to support the claim or eligibility for exemption.

Section 5.17.090. Taxes a Debt to City: Actions for Collection of Taxes.

The amount of any business license tax, penalty or interest, or any combination thereof, imposed by the provisions of this Chapter shall be deemed a debt to the City. An action may be commenced in the name of the City in any court of competent jurisdiction for the amount of any delinquent business tax,

penalties, interest, charges and administrative costs incurred in connection therewith, including attorneys' fees.

Section 5.17.100. Misrepresentation.

No person shall knowingly or intentionally misrepresent any material fact in applying for or paying for the business license tax certificate.

Section 5.17.110. Amendments.

The procedural provisions of this Chapter may be amended by Ordinance duly enacted by the City Council.

Section 5.17.120. General Penalty for Violations.

No person, whether as principal, agent, employee or otherwise, shall violate, cause the violation of, or otherwise fail to comply with any of the requirements of this Chapter. Every act prohibited or declared unlawful, and every failure to perform an act made mandatory, shall constitute and be prosecuted as a misdemeanor as set forth in Chapter 1.24 of the Municipal Code.

Section 5.17.130. Severability.

If any section, subsection, sentence, clause or phrase of this Chapter or the application thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, the validity of the remaining portions of this Chapter, the application thereof, and the tax imposed shall not be affected thereby but shall remain in full force and effect, it being the intention of the City Council and the voters to adopt each and every section, subsection, part, clause, sentence and phrase regardless of whether any other section, subsection, part, clause, sentence or phrase or the application thereof is held to be invalid or unconstitutional.

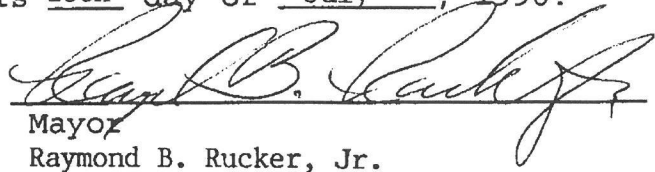
Section 5.17.140. Effective date.

This Ordinance enacting this Chapter as a part of the Municipal Code and levying the business license tax described herein shall be effective ten (10) days after the date on which the City Council has declared that the voters of the City of Highland have approved this Ordinance by a majority of the votes cast by the electors voting on the tax proposal set forth in the Ordinance."

SECTION 2. The City Attorney is hereby designated and directed to prepare a summary of the Ordinance, which shall be published in a newspaper of general circulation in the City of Highland. A certified copy of the full text of the Ordinance shall be posted and available in the office of the City Clerk.

SECTION 3. The Mayor shall sign this Ordinance and the City Clerk shall attest and certify the passage and adoption of this Ordinance if a majority of the voters voting in the City's special election on November 3, 1998 approve that measure asking whether the voters approve this Ordinance.

PASSED, APPROVED AND ADOPTED this 28th day of July, 1998.



Mayor
Raymond B. Rucker, Jr.

ATTEST:



City Clerk
Debbie A. Lee

STATE OF CALIFORNIA)

COUNTY OF SAN BERNARDINO)

CITY OF HIGHLAND)

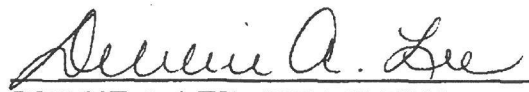
I, DEBBIE A. LEE, City Clerk of the City of Highland, California, do hereby certify that Ordinance No. 237 had its first reading on July 14, 1998 and had its second reading on December 8, 1998 and was duly and regularly adopted by the City Council of the City of Highland at a regular meeting of said Council thereof, held on the 8th day of December, 1998, by the following vote:

AYES: Brown, Rucker, Starbuck, Timmer, Mayor Sundquist

NOES: None

ABSTAIN: None

ABSENT: None


DEBBIE A. LEE, CITY CLERK

Attachment 2

ORDINANCE NO. 265

AN ORDINANCE OF THE CITY OF HIGHLAND, CALIFORNIA, AMENDING CHAPTER 5.17 OF THE HIGHLAND MUNICIPAL CODE (ORDINANCE NO. 237) (BUSINESS LICENSE TAX ON THE EXTRACTION AND/OR PROCESSING OF ROCK, SAND AND GRAVEL [AGGREGATE]), TO PROVIDE FOR CLARIFICATION AND AMENDMENT OF PROCEDURAL REQUIREMENTS, INCLUDING ADMINISTRATIVE REMEDIES

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

SECTION 1. Findings and Purpose.

- A. Ordinance No. 237 was enacted by the voters on November 3, 1998, establishing a business license tax on the extraction and/or processing of rock, sand and gravel (mining). The business license tax established a source of general purpose revenue which may be used by the City to provide a wide range of benefits to the community. Ordinance No. 237 has now been codified as Chapter 5.17 of the Highland Municipal Code. Section 5.17.120 of Ordinance No. 237 provides that the procedural provisions of Chapter 5.17 may be amended by Ordinance duly enacted by the City Council.
- B. The proposed amendment to Chapter 5.17 of the Highland Municipal Code does not change the amount of the business license tax or general purpose revenues to be received by the City pursuant to Ordinance No. 237. In enacting this Ordinance, the City Council provides for additional procedural and constitutional safeguards in the Ordinance, which better protect the City and the businesses which are subject to the business license regulations, by establishing a clear administrative appeal procedure, and setting forth terms and conditions that clarify the application of the Ordinance, without amending the amount of the tax (or equivalent) to be collected by the City.

SECTION 2. Amending Chapter 5.17 of the Highland Municipal Code (Ordinance No. 237).

Chapter 5.17, "Business License Tax on Extraction and/or Processing of Rock, Sand and Gravel (Aggregate)" of the Highland Municipal Code, enacted by the voters as Ordinance No. 237, is hereby amended in pertinent part as follows:

A. Subsection E shall be added to Section 5.17.040, to read as follows:

"E. Determination of tax or license classification - right to hearing.

- (1) The Collector shall determine the amount of business license tax due or the proper classification for a business by means of such

information as he may be able to obtain if:

- (a) Any person fails to file any required statement within the time prescribed; or
 - (b) If, after demand therefor has been made by the Collector, he fails to file a corrected statement within fifteen (15) days after notification to do so; or
 - (c) It appears to the satisfaction of the Collector that a statement filed does not set forth the facts of the business for which a license is required; or
 - (d) If a licensee or an applicant for a license believes that his individual business is not assigned to the property classification because of circumstances peculiar to it.
- (2) Notice of Determination. If such determination is made, the Collector shall give notice of the amount so assessed, or classification found to be appropriate in the following manner:
- (a) By serving it personally; or
 - (b) By depositing it in the United States mail, postage prepaid, addressed to the person so assessed at the address appearing on his last business license or application therefore.
- (3) Right to Hearing. Such person may, within ten (10) days after the serving or mailing of such notice, apply in writing to the Collector for a hearing on the amount of the business license tax or classification determination.

If such application is made, the Collector shall give not less than five (5) days' written notice, in the manner prescribed herein, to the licensee to show cause, at a time and place fixed in the notice, why the amount specified therein should not be fixed or classification determined for such license.

At such hearing, the licensee may appear and offer evidence why such specified tax should not be fixed as the business license tax or such classification prescribed.

After such hearing the Collector shall determine the proper tax to be charged or classification prescribed. He shall forthwith give written notice to the licensee in the manner prescribed herein of such

determination and the amount of the tax."

B. Subsections E and F shall be added to Section 5.17.090, to read as follows:

- "E. The Collector may require the filing of a verified statement from any person claiming to be excluded or exempt by the provisions of this Chapter. Such statement shall set forth all facts upon which the exclusion or exemption is claimed.
- F. Interstate Commerce - Relief from undue burdens.
- (1) No business license tax authorized by this Chapter shall be so applied as to occasion an undue burden upon interstate commerce.
 - (2) If a licensee or applicant for a license believes that the business license tax places an undue burden on such commerce, he may apply to the Collector for an adjustment of the tax so that it shall not be discriminatory or unreasonable as to such commerce. Such application may be made before, at or within six (6) months after payment of the prescribed business license tax.
 - (3) The applicant shall, by affidavit, supporting testimony and documentary evidence, show his method of business and the gross volume or estimated gross volume of business and such other information as the Collector may deem necessary in order to determine the extent, if any, of such undue burden on such commerce.
 - (4) The Collector shall conduct an investigation. After obtaining the written approval of the City Attorney, the Collector shall within fifteen (15) days after the applicant has submitted the necessary information, fix the business license tax for the applicant in an amount that is reasonable and nondiscriminatory. If the business license tax has already been paid, the Collector shall order a refund of the amount over and above the business license tax so fixed. In fixing the business license tax to be charged, the Collector shall be authorized to base the tax upon a percentage of gross receipts or any other measure which will assure that the business license tax assessed shall be uniform with that assessed on businesses of like nature, so long as the amount assessed does not exceed the business license tax as prescribed by this Chapter.
 - (5) Should the Collector determine the gross receipts measure of business license tax to be the proper basis, he may require the applicant to submit, either at the time of termination of the applicant's

business in the City or at the end of each three months, a sworn statement of the gross receipts and pay the amount of business license tax therefor; provided, that no additional business license tax during any one calendar quarter shall be required after licensee shall have paid an amount equal to the annual business license tax as prescribed in this Chapter.”

C. Section 5.17.110 shall be added to Chapter 5.17, to read as follows:

“Section 5.17.110. Appeals.

- A. Who may appeal. Any person aggrieved by the application of this Chapter, or by any decision of the Collector regarding the issuance or refusal to issue a license, the appropriate license classification of the business, or the amount of a business license tax, may appeal to the City Council by filing a notice of appeal with the City Clerk within sixty (60) days after the due date for payment of the tax, or within fifteen (15) days of any decision of the Collector. The notice of appeal shall be accompanied by an appeal fee in an amount established by resolution of the City Council and shall state the grounds for the appeal. The initiation of an appeal shall not relieve the appellant of the obligation to pay the tax.
- B. Public hearing. The City Clerk shall set a time and place for a public hearing of such appeal before the City Council and shall give the appellant not less than ten (10) days' written notice thereof in the following manner:
 - (1) By serving it personally, or
 - (2) By depositing it in the United States mail, postage prepaid, addressed to such person at the address appearing on his last business license or application.

At the public hearing the City Council shall consider the evidence presented by the appellant, the Collector, and other interested parties prior to making a decision. The hearing may be continued from time to time.

- C. Findings of the City Council. The findings of the City Council shall be final and conclusive. They shall be served upon the appellant in the manner prescribed in subsection B of this section by the City Clerk. Review of any final decision by the City Council shall be requested pursuant to Code of Civil Procedure Section 1094.5.
- D. Due Date of Tax. The amount of any business license tax finally determined as provided in this section shall be due and payable as of the date the original business license tax was due and payable, together with any

penalties that may be due thereon; provided, however, that if the amount of such business license tax is fixed in accordance with the original statement of the appellant, no penalty shall attach by reason of any delinquency."

D. Section 5.17.130 shall be amended, to read as follows:

"Section 5.17.130. General Penalty for Violations.

No person, whether as principal, agent, employee or otherwise, shall violate, cause the violation of, or otherwise fail to comply with any of the requirements of this Chapter. Every act prohibited or declared unlawful, and every failure to perform an act made mandatory, shall constitute and be prosecuted as a misdemeanor as set forth in Chapter 1.24 of the Municipal Code.

All remedies provided under this Chapter shall be cumulative. The use of one or more remedies by the City shall not bar the use of any other remedy for the purpose of enforcing the provisions of this Chapter."

E. Section 5.17.140 shall be added, to read as follows:

"Section 5.17.140. Effect on Past Actions and Obligations.

Neither the adoption of the Ordinance codified in this Chapter, nor its superseding of any portion of any other Ordinance of the City shall in any manner be construed:

- A. To affect prosecution for violation of any other Ordinance committed prior to the effective date of the Ordinance codified in this Chapter; or
- B. As a waiver of any license or other penal provisions applicable to such violation; or
- C. To affect the validity of any bond or cash deposit required by any ordinance to be posted, filed, or deposited.

All rights and obligations pertaining to the foregoing shall continue in full force and effect.

F. Sections shall be renumbered consistent with this amendment.

The table of contents of Chapter 5.17, and each section thereof shall be sequentially renumbered to reflect the amendments adopted by this Ordinance, and each internal reference to the sections or subsections of Chapter 5.17 may be administratively corrected by the City Clerk to reflect the amendments made herein.

G. A typographical error in subsection C of Section 5.17.030 shall be corrected, to read as follows:

- "C. In addition to the measures set forth in this Section, the City may conduct an audit to insure compliance with this Chapter. The expenses incurred in the completion of the audit shall be paid by the City, unless inaccuracies in reporting are identified. Should inaccuracies be identified, the penalties set forth in Section 5.17.060 shall be assessed, including the cost of the audit."

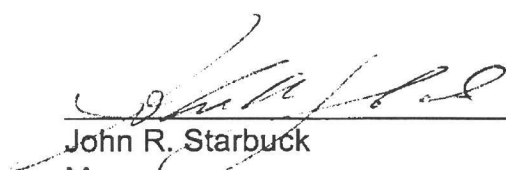
SECTION 3. Savings and Severability.

Nothing in this Ordinance is intended to supersede or alter the amount of the business license tax enacted by the voters, adopted by Ordinance No. 237 and codified in Chapter 5.17 of the Municipal Code, but rather this Ordinance is intended only to amend or correct the administrative and procedural provisions of Chapter 5.17. If any section, subsection, sentence, clause or phrase of this Ordinance or the application thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, the validity of the remaining portions of this Chapter, the application thereof, and the tax imposed shall not be affected thereby but shall remain in full force and effect, it being the intention of the City Council and the voters to adopt each and every section, subsection, part, clause, sentence and phrase regardless of whether any other section, subsection, part, clause, sentence or phrase or the application thereof is held to be invalid or unconstitutional.

SECTION 4. Publication and Effective date.

This Ordinance shall be published and/or posted in accordance with State law and City Resolution within fifteen (15) days following its adoption, and shall take effect thirty (30) days after its adoption.

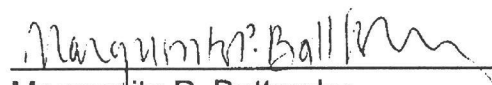
PASSED, APPROVED AND ADOPTED this 12th day of December, 2000.



John R. Starbuck
Mayor

APPROVED AS TO FORM:

ATTEST:



Marguerite P. Battersby
City Attorney



Debbie A. Lee, CMC
City Clerk

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF HIGHLAND)

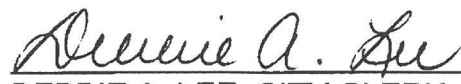
I, DEBBIE A. LEE, City Clerk of the City of Highland, California, do hereby certify that Ordinance No. 265 had its first reading on November 28, 2000 and had its second reading on December 12, 2000 and was duly and regularly adopted by the City Council of the City of Highland at a regular meeting of said Council thereof, held on the 12th day of December, 2000, by the following vote:

AYES: Brown, Rucker, Sundquist, Timmer, Mayor Starbuck

NOES: None

ABSTAIN: None

ABSENT: None


DEBBIE A. LEE, CITY CLERK

Attachment 3

RESOLUTION NO. 2022 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
FIXING THE HIGHLAND BUSINESS LICENSE TAX ON THE EXTRACTION
AND/OR PROCESSING OF ROCK SAND AND GRAVEL (AGGREGATE)
FOR FISCAL YEAR 2022-2023**

WHEREAS, the electors of the City of Highland, on November 3, 1998, duly authorized a business license tax on the extraction and/or processing of rock, sand and gravel (aggregate) hereinafter referred to as the Mining Tax; and

WHEREAS, the City Council certified the election and codified Ordinance No. 237 as Chapter 5.17, Business License Tax on the Extraction and/or Processing of Rock, Sand and Gravel (Aggregate) of Title 5, Business Licenses and Regulations; and

WHEREAS, the amount of such tax established and approved by the electors was fixed through Fiscal Year 2002; and

WHEREAS, the City Council shall consider an adjustment to the Mining Tax annually in accordance with the Consumer Price Index, for all urban consumers for Riverside-San Bernardino-Ontario, CA (or substantially equivalent index), with the exact rate to be fixed from time to time by Resolution of the City Council; and

WHEREAS, the City Council desires to comply with both the letter and spirit of Ordinance No. 237 approved by the electors of the City, and to adjust the Mining Tax in accordance therewith.

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

SECTION 1. Pursuant to Government Code Section 66018, the amount of the adjusted Mining Tax must be adopted by Resolution of the City Council, after providing notice and public hearing.

SECTION 2. Notice of the public hearing was given pursuant to Government Code Section 6062a, oral and written presentations made and received, and the required public hearing has been held.

SECTION 3. Pursuant to Government Code Section 6062a, a general explanation of the hereinafter contained the Mining Tax has been published in a newspaper of general circulation.

SECTION 4. All requirements of Government Code Section 66018 are hereby found to have been complied with.

SECTION 5. The adjusted business license tax on the extraction and/or processing of rock sand and gravel (aggregate) to be collected is hereby determined and established pursuant to Ordinance No. 237 as set forth in the Exhibit A, attached hereto and incorporated herein.

SECTION 6. The City Council does hereby set the Mining Tax as reflected in Exhibit A, effective July 1, 2022, with returns for the tax submitted within 15 days following the end of each quarter commencing on October 1, 2022.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED this 12th day of July, 2022.

Larry McCallon, Mayor

ATTEST:

APPROVED AS TO FORM:

Elizabeth Hughes, MMC, City Clerk

Maricela Marroquin, City Attorney

Exhibit A

The Business Licenses Tax on the Extraction and/or Processing of Rock, Sand and Gravel (Aggregate).

The estimated adjustment in revenue is based on the change in the Consumer Price Index, for all urban consumers for the Riverside-San Bernardino-Ontario, Ca. (or substantially equivalent index) as follows:

Points Changes*

Current CPI May, 2022	123.893
Minus Previous CPI May, 2021	<u>113.222</u>
Index Point Change	10.671

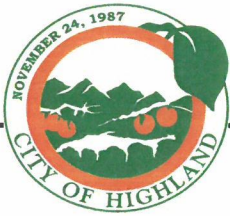
**Period of Review is from May 31, 2021, to May 31, 2022.*

Percent Change

Index Point Change	10.671
Change in CPI	0.09425 ($10.671/113.222 = 0.09425$)
Percent Change	9.42% ($0.09425 \times 100 = 9.42\%$)

Proposed Business License Tax Increase

Existing Tax (July 1, 2021)	\$0.2284 per ton
Proposed Tax Increase (July 1, 2022)	\$0.0215 per ton ($\$0.2284 \times 9.42\% = \0.0215)
Proposed Tax (July 1, 2022)	\$0.2499 per ton



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Jennifer Cioffi, Project Manager

SUBJECT: Design Services Proposal/Willdan Engineering
FY 2021-22 and FY 2022-23 CDBG Pavement Improvement Projects
(Project Nos. ola20002 & ola22001)

RECOMMENDATION: It is recommended that the City Council:

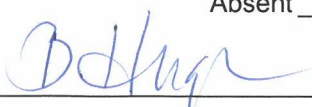
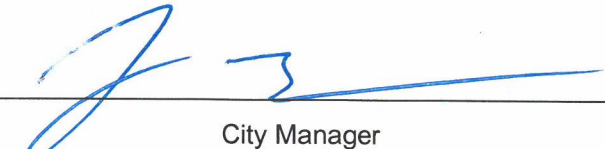
1. Approve the proposal from Willdan Engineering to provide engineering design services for two CDBG pavement rehabilitation projects (ola20002 and ola22001) at a not-to-exceed fee of \$30,544.00; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount.

FISCAL IMPACT: The proposed fee, based on actual time and material, is not-to-exceed \$30,544 and will be funded 100% with Measure I funds. The 10% contingency amount of \$3,054 will be used to cover any additional services if needed and requested by City staff during the design phase of the project.

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

BACKGROUND: Project No. ola20002 consists of pavement rehabilitation of Cunningham Street from 9th Street to Base Line (FY 2021-22). Project No. ola22001 consists of pavement rehabilitation of McKinley Avenue, from 9th Street to Base Line (FY 2022-23).

Both of these streets recently completed construction of infill paving, curbs, gutters, sidewalks and curb ramps. The project objective is to improve the existing roadway surface and address drainage deficiencies.

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

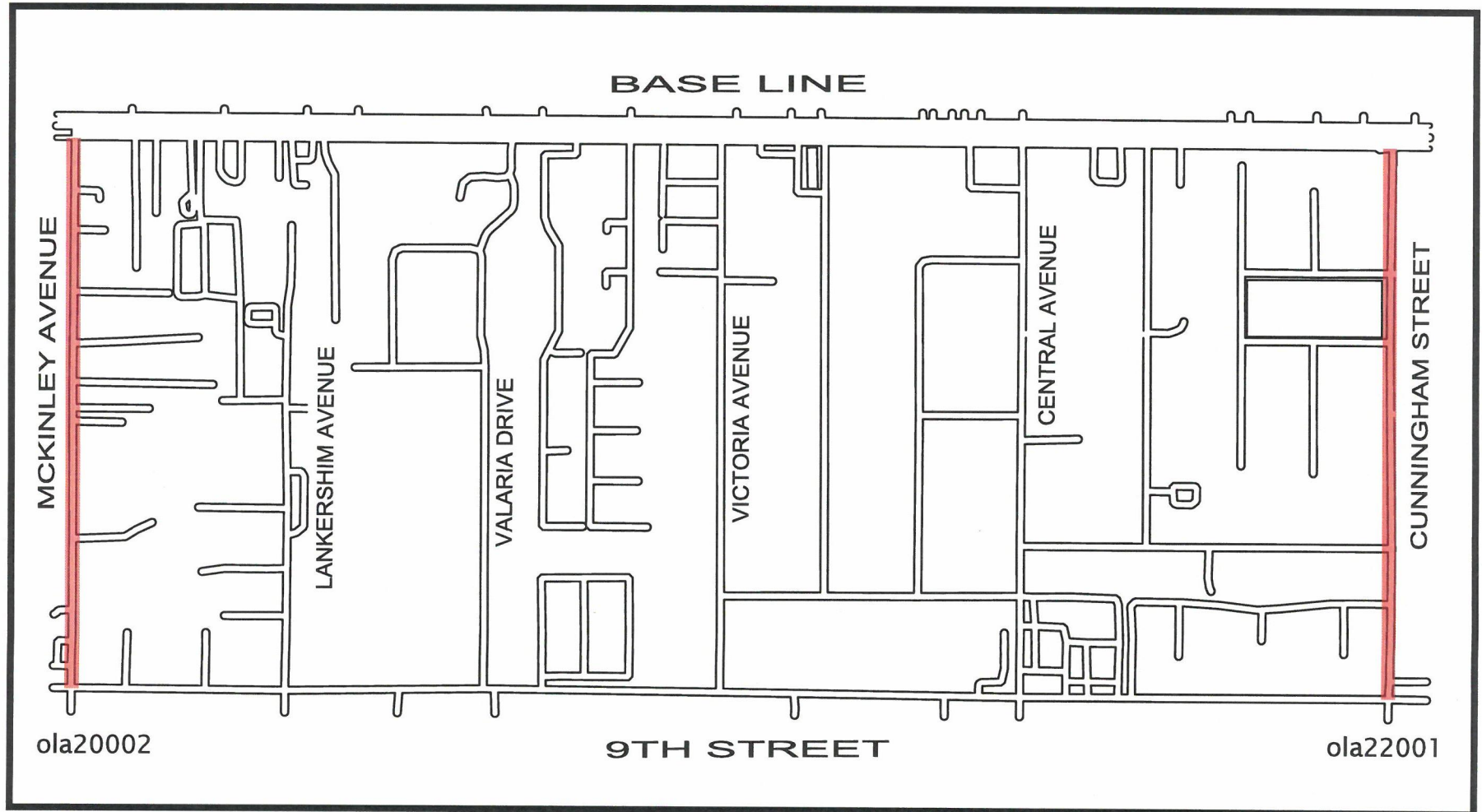
The construction costs for Project ola20002 and Project ola22001 are estimated to be \$450,000. In response to the City's Request for Proposals from our on-call engineering consultants, three firms submitted proposals for the City's consideration. The proposals were reviewed and ranked by City staff based on their qualifications and experience of the firm, the project manager and project staff, and their understanding and approach of the project. Staff subsequently negotiated with the top-ranked firm, Willdan Engineering for a not-to-exceed amount of \$30,544.00. The scope of professional services to be provided by Willdan Engineering will include project management, utility notification, research and coordination, field investigations to determine pavement removal areas, recommending pavement rehabilitation strategies, preparing contract documents, plans, specifications and cost estimates, and providing technical assistance during the bid advertisement and construction phases.

Willdan Engineering has previously worked with the City on various engineering design, construction management, and support services projects. They have provided similar design services to the City for numerous street overlay projects and has assigned an experienced team for the project. Staff recommends City Council approval of the proposal.

Attachments: Location Map
Proposal - Willdan Engineering



**FY 2021-22 AND FY 2022-23
CDBG PAVEMENT IMPROVEMENTS PROJECTS
ola20002 & ola22001**



VICINITY MAP



June 23, 2022

Mr. Carlos Zamano, PE
Public Works Director/City Engineer
City of Highland
27215 Base Line
Highland, CA 92346

RE: Proposal to Provide Professional Engineering Services for FY 2021-22 and FY 2022-23 CDBG Pavement Improvement Projects (Project Nos. ola20002 & ola22001)

Dear Mr. Zamano:

Willdan Engineering (Willdan) is pleased to submit this proposal to provide professional engineering services for the FY 2021-22 & FY 2022-23 CDBG Pavement Improvement Projects. It is our understanding that the proposed improvements will take place on Cunningham Street and McKinley Street both between 9th Street north to Base Line. We understand the work will include primarily pavement rehabilitation since recent projects have constructed new sidewalk, curb access ramps, and broken or lifted curbs within the project limits. During our initial field review, we will identify any existing drainage deficiencies and areas for non-compliance with ADA requirements.

Willdan has demonstrated expertise in providing design and pavement engineering services for thousands of projects for local agencies throughout California. Throughout our 50 years of experience, we have come to know the intricacies of the project development process. As a large municipal services firm operating primarily in southern California, Willdan is the best choice, both technically and operationally, to perform the entire scope of work outlined in the City of Highland's Request for Proposal.

To ensure that our project approach will meet the City of Highland's objectives on schedule and within budget, we have assembled a project team with the expertise, experience and availability to accomplish your goals. Our Project Manager, Tyrone Peter, possesses over 16 years of design experience. He has designed over 1,000 projects for local cities, outside agencies, and Caltrans projects, and has managed a variety of projects covering street improvements and traffic design. He will be supported by a team that not only has worked together on similar projects and are some of the best experts in their respective disciplines.

We are committed to working tirelessly to resolve project issues with project stakeholders and will apply technical expertise, local knowledge, and professional relationships to provide the City of Highland with a cost-effective project completed within the City's construction budget. The advantages the Willdan Team brings to the City of Highland include the following:

- **Project Specific Knowledge.** Willdan has firsthand experience with the project limits. The Willdan design team completed the plans, specification and estimates (PS&E) for the Federally Funded Safe Routes to School Project (SRTS:-5549(026)) which included the McKinley Street limits and the southerly end of Cunningham Street at 9th Street. Willdan collected survey data, developed base plans, performed field work, performed utility coordination and notifications, and is assisted with the federal grant administration. The

Willdan design team is intimately familiar with the project limits. Our knowledge of the project allows us to develop the rehabilitation improvement plans with a minimal learning curve. Furthermore, our understanding of the overall project picture will facilitate coordination between staff and the design team.

- **Turn-Key Services.** Willdan provides expert in-house consulting and design services for the full spectrum of project needs, including roadway, water, sewer, neighborhood traffic programs, traffic signal systems, drainage structures, major highway facilities, bridges, and structures.
- **Staff Augmentation Experience.** Be it on a full-time or part-time in-house basis, by project, or in consultation, we offer staff augmentation services provided by experienced professionals who have likely served in a public agency in a management capacity. Familiarity with the unique processes and policies of public agencies allows our professionals to make educated decisions without the need for further consultation, offering multidisciplinary skills through a sole consultant.
- **Highland Experience and Multi-Disciplinary Relationships with City Staff.** Through the past assignments that we have completed for the City's Public Works Department, we have amassed a breadth of knowledge of the City's policies, practices, and procedures. We have provided design for the City's improvement projects, interchange program management, CM/Inspection services, Building and Safety services, and have provided staff augmentation. As a result of the multiple-disciplinary services that we have provided to the City, our key staff has established relationships with City staff in all of the departments/divisions that will be involved in the FY 21-22 and FY 22-23 CDBG Pavement Improvement Projects. With our past design and construction management experience and our relationships with City staff, Willdan will seamlessly coordinate all aspects of the project.

Willdan is excited about this opportunity to use our team's skills and expertise to assist the City of Highland with professional engineering services for the FY 2021-22 and FY 2022-23 CDBG Pavement Improvement Projects (Project Nos. ola20002 & ola22001). Please feel free to contact us to discuss any aspect of this proposal. Mr. Tyrone Peter can be reached at 657.233.8557 or tpeter@willdan.com; I can be reached at 562.368.4848 or vmunoz@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING



Vanessa Muñoz, PE, TE, PTOE
President/Director of Engineering

Enclosures

910005/WW.00.60/P22-220_23547

UNDERSTANDING

The City of Highland desires professional engineering design services for the pavement rehabilitation on Cunningham Street between 9th Street north to Base Line and on McKinley Street between 9th Street north to Base Line, Project Nos. ola20002 & ola22001. The services include utility coordination, preparation of plans, specifications, and estimate (PS&E) and engineering during construction. The City has recently completed improvements along both streets for new sidewalks, drive approaches, curb access ramps, and curb & gutter constructed with Safe Routes To School (SRTS) funds. Furthermore, the SRTS project on Cunningham Street included resurfacing a portion of the east side of the street which can reduce the area of new pavement required. Along McKinley Street, new pavement was included along both sides of the street, however, the elevation of the new pavement was intentionally left below the elevation of the new lip of gutter, most likely to eliminate the need for milling along the lip of gutter for the proposed overlay.

The recent parkway improvements along both Cunningham Street and McKinley Street will reduce the concrete improvements required for a typical resurfacing project. However, it appears the west side of Cunningham Street will require ADA improvements to the existing curb access ramps. During our initial field review, Willdan will also identify any drainage deficiencies that will need to be addressed during the design phase of the project.

APPROACH

Willdan Engineering's approach to this assignment will start with a meeting with the City staff to discuss and obtain any special project requirements and to reaffirm the City's and residents' precise desires and needs. Willdan Engineering is highly familiar with the preferred approach to both the design and construction of these projects from numerous years of past experience in the City's annual program.

Preliminary research and utility coordination will then be performed to gather any additional as-built information in order to supplement project data already obtained through the recent SRTS improvement projects.

In conjunction with the preliminary research and utility coordination, a pavement analysis will be performed. A record of crack pattern quantities and characteristics will be prepared for street segments within the project limits, including estimated removal repair quantities. This will be utilized to establish rehabilitation strategies with appropriate overlay thicknesses and budgetary costs. A thorough analysis of overlay strategies will also be performed, plus the full range of interlayers will be considered.

Base plans will be developed for both street segments utilizing the CAD files provided by the city. These plans will be used by the engineers to identify locations for required reconstruction, and to gather field information in general.

Using the base plans, our engineers will perform a field survey of the streets to develop estimated quantity of asphalt reconstruction repairs and the design overlay thickness on each street. Cross slopes will be measured with smart levels and general conditions of concrete infrastructure will be recorded and evaluated, including the west of Cunningham Street which was not include in the SRTS project. A preliminary engineer's estimate will be developed for pavement rehabilitation along with a comparison estimate for reconstruction for FDR along the center section of McKinley Street.

From our preliminary review of the existing pavement conditions, it appears that a uniform cold mill and overlay of the remaining older pavement along Cunningham Street will meet the City's life expectancy requirements within the City's budget. The existing pavement along McKinley Street is in much worse condition. Willdan will provide the City with alternative pavement strategies for the center section of the roadway prior to construction of a full width overlay to join the existing new curb and gutter construction.

The pavement report prepared for the McKinley Avenue SRTS widening sections indicated the existing subgrade is good material, with R-values ranging from 71 to 76. The design recommendations were based on a TI of 5.0 and a design R-value of 60, which was conservative. Since the finish surface of the base paving was constructed below the new lip of gutter a 0.125' overlay of ARHM would complete the final paving of the street.

A similar strategy could be used for the Cunningham Street project. In this case the new pavement on the east side of the roadway is not lower than the lip of gutter. We would cold mill the existing pavement not included in the SRTS project and construct a new ARHM overlay.

After completion of our research and preliminary field review of the existing pavement conditions, Willdan will prepare pavement strategies, including the two discussed above, for each street and prepare preliminary construction estimates for comparison to the City's construction budgets. After the field inventory and pavement engineering analysis has been completed, the findings and alternatives will be reviewed with City staff and any adjustments will be made to provide for a final decision on the precise rehabilitation strategy to utilize on the street segments.

The base plans, locations and limits will be plotted for areas to be overlayed, areas of failed pavement to be removed and reconstructed, or other specialized treatments, etc., depending on the selected pavement design strategy. Concrete rehabilitation locations and limits will be shown on the plans. All other pertinent details required for a contractor's successful execution of the project and as specified in the City's RFP will also be shown, including the existing surface utility facilities to be adjusted to grade. Details and typical cross sections to fully define the roadway rehabilitation will be developed.

Detailed specifications will be prepared outlining special material and construction requirements. To ensure quality control and minimize construction debris and disruption to the public, as well as to allow for cost-effective construction management and observation, we will include provisions in the project specifications for a controlled prosecution of work by the contractor. Additionally, provisions for ensuring contractor compliance with the requirements of the National Pollutant Discharge Elimination System (NPDES) and the Clean Water Act will be included.

SCOPE OF WORK

Task 1 – Project Management

The management and close coordination with all parties involved is critical for the successful completion of any project. Willdan takes pride in the high level of service we provide to our clients. Three key elements to successful project management include a project kick-off meeting, the project design requirement letter, and project status reports.

1. A project pre-design meeting will be scheduled to include City staff. The city will provide a detailed explanation of the project scope and schedule. Major aspects of the project will be discussed including the design criteria, utility coordination, plan preparation and specifications, estimates, submittal reviews, bid process, and anticipated construction issues. In addition to the kick-off meeting, Willdan will attend design meetings for the various submittal stages - three (3) meetings; 65% 95%, and final as well as the pre-construction meeting to discuss project-specific issues or concerns. Requests for attendance at additional meetings other than those discussed above (a total of five (5) meetings) will be for an additional fee.
 - The design criteria, responsibilities, and findings from the project pre-design meeting will be summarized in a design criteria letter that will be distributed to the project team.
 - Willdan will prepare and distribute the agendas and minutes for all project meetings.
 - Willdan will submit monthly progress reports to the Project Engineer via e-mail or phone conversations.

Task 2 - Preliminary Engineering

2.1 Utility Notification/Coordination

Willdan will mail notice to the utility companies in accordance with the City's procedures. Documentation of contacts and responses will be copied to the City. Willdan will prepare the utility notices and deliver them to the City for mailing under City letterhead. If so desired by the City, Willdan can transmit these notices under Willdan's letterhead; however, the City shall be responsible for any fees assessed to Willdan by the utility companies.

Willdan will also provide utility dispositions identifying existing utility locations above and below ground.

Willdan will be responsible for the following:

- Notify and coordinate with the utility agencies regarding the project-related modification of their facilities.
- Determine special requirements for utility facilities, including protection, right-of-way, and construction methods within the vicinity of the utility.
- Provide a second utility notification letter (Prepare to Relocate) and a third utility notification letter (Notice to Relocate).
- If necessary, provide a fourth utility notification letter (Notice to Relocate immediately).
- Submit a preliminary and final set of plans to each utility company that provides the location, elevation of the utility, and the conflict area clouded to show the utility companies the areas that conflict.
- Verify that the project's final design is compatible with known utilities in the project area to be installed, relocated, adjusted, or otherwise modified, including adding utility relocation windows into the construction schedule as necessary.
- Attend only one (1) City's quarterly utility coordination meeting

Willdan will provide the City a copy of transmittals, submittals, and letters sent to utilities and agencies regarding the project. Finally, Willdan will provide the City with a brief written

summary of utility coordination status upon delivery of final construction contract documents to the City.

2.2 Pavement Engineering/Field Investigation

Base plans will be prepared utilizing the electronic CAD files from the SRTS projects provided by the City. The base plans will be prepared at a horizontal scale of 1" = 40'. Willdan staff will utilize the base plans during our pavement engineering analysis and field investigation to document the locations for the proposed improvements.

Our staff will perform a field reconnaissance to gain familiarity with the site and specific pavement conditions, especially potential reconstruction areas and quantities, as pertain to various viable strategies, and special problems that may require a form of pre-treatment prior to or in conjunction with the overlay. The field reconnaissance shall judge the physical properties and structural capacity of the pavement.

We will present to City staff the viable strategies that would be recommended as alternatives for pavement upgrades. Value engineering will include analysis and comparison of costs and constructability issues for various types of reconstruction. Based on City agreed strategies, incorporate project special conditions, unique engineering and constructability considerations and concerns, and City agreed preferences into the design plans.

During our field review we will identify locations within the project limits that have damaged segments of sidewalk, curb and gutters, curb returns, ADA ramps, and drive approaches. Non-ADA compliant conditions will be identified. A list of identified sub-standard existing facilities will be prepared including recommended cost-effective solutions. We will identify areas within the project limits that require drainage correction improvements to mitigate standing water and propose cost effective solutions to mitigate surface drainage obstacles resulting from raised curbs, tree-root damage, deterioration of street pavement, and deficient cross-gutters. The west side of Cunningham Street was not included in the SRTS projects which addressed these issues.

2.4 Preliminary Cost Estimate

As the preliminary design is defined, a preliminary cost estimate of the total project cost will be prepared for each street.

We will meet with the City's project representatives and involved others to review and discuss the contents of the preliminary engineering, and assist in reaching approval of a final design guide or approach.

Task 3 - Final PS&E

3.1 Design Plans

Design plans will be prepared in accordance with the City of Highland's drafting standards, format, and conventions. Final plans will be computer-drafted in AutoCAD format for standard 24"x36" plans. The street improvement plans and detail sheet will provide the construction contractor with the direction required to successfully complete the construction project. The

existing signing and striping and traffic signal loop replacement will be shown on the street improvement plans including the necessary details. Plans will be prepared as follows:

Title Sheet.....	1 sheet
Detail Sheet	1 sheet
Street Improvements at a scale of 1" = 40'	<u>3 sheets</u>
TOTAL	<u>5 sheets</u>

3.2 Specifications

Willdan will prepare both the technical and special provision specifications in Microsoft Word for Windows format. We will utilize the latest edition of the Standard Specifications for Public Works Construction (Green Book) and subsequent amendments for the majority of the project improvements. The Caltrans Standards Specifications will be used for the traffic signals, striping, and traffic signs. Separate proposal bid schedules will be included in the project specifications to separate the improvements for each street.

As part of the special provisions, Willdan will define parameters for the construction contractor to prepare and submit actual construction phase traffic control plans.

3.3 Cost Estimate

Based on the design plans, Willdan will prepare a detailed set of construction quantities, which will include all items of work to be included in the construction cost estimate, such as: curb and gutter, sidewalk, pavement rehabilitation items, etc.

Upon completion of the quantification of the various construction quantities, an engineer's opinion of probable construction cost (EOPCC) will be prepared for each street detailing the anticipated construction items for the project. The costs will be based on recent bid prices for similar projects as maintained by local agencies and Willdan

Task 4 – Construction Engineering

4.1 Bidding Assistance

Willdan will provide responses to RFI's from contractors and suppliers and maintain a log of questions and responses to bidders questions, preparation of addenda to the PS&E if needed, and provide consulting and interpretation with respect to the construction documents.

4.2 Construction Assistance

Willdan will be available to attend the pre-construction meeting and respond to requests for information (RFI) regarding the construction documents and review the contractor's submittals for compliance with the project specifications. Willdan will assist the City in issuing contract change orders regarding any omissions or conflicts in the design, at no charge to the City.

4.3 As-Built Plan

Upon completion of project construction, Willdan will incorporate the redline as-built comments prepared by the Contractor and project inspector on their copies of the signed design plans into a set of Mylar record drawings which shall be provided to the City.

City Responsibilities

- Provide as-built plans for street, traffic signal and storm drains
- Provide utility contact list
- Provide boiler plate city specifications
- Provide City base sheet/ title block for improvement plans
- Provide timely reviews of submittal materials

Assumptions

- City will provide electronic CAD files from 9th Street to Base Line for the previous SRTS project for both streets

Deliverables

The Willdan team will prepare appropriate design review packages and submit them to the City's Project Manager in accordance with the following schedule at the end of this proposal:

- 65% PS&E
- 95% PS&E
- 100% PS&E
- Final Mylar plans

Prior to submittal of the 100% plans, Willdan will provide a complete constructability review of this project as part of the design process. This review is a standard quality control measure used by Willdan to help limit contract change orders and potential claims against this project. This review shall include, but not be limited to the following tasks:

- Perform a complete job walk reviewing the existing improvements and identifying potential conflicts, including traffic control, pedestrian, access, utilities, and right-of-way issues
- Review the design and specifications to identify potential construction issues
- Prepare a detailed report to be submitted to the design team for review

Upon approval by the City of the 100% documents, Willdan will submit the Mylar plans stamped and signed by the engineer.

Electronic Files

Upon review and approval by the City of the 100% submittal, Willdan will submit the following electronic files:

- One (1) set of quantity calculations and estimate in Excel format;

- One (1) set of final design and check calculations in Excel format;
- One (1) electronic file of contract bid documents and specifications in Microsoft Word and Excel format;
- One (1) electronic file of design drawings in AutoCAD format.

QUALITY CONTROL & QUALITY ASSURANCE

Willdan recognizes the importance of quality control and its direct relationship to a project's success. Willdan's Quality Assurance Manual includes a series of checking procedures for contract documents and involves quality control reviews by senior level staff. The project quality assurance plan will identify checking procedures for computations, plans, and submittals and will provide procedures for corrections and back checking. The basic goal of the quality assurance plan is to provide quality work delivered on time and within budget.

Quality control is an ongoing process with concepts and solutions subject to change and improvement throughout the design. The primary tool is periodic project team meetings with goals of addressing interdisciplinary coordination issues, identifying key dates for information to maintain the project schedule, investigating constructability, discussing the construction sequence, and tracking progress. Senior level staff not involved with the design of the project will perform an independent review of the plans, specifications, and estimates prior to submittal to the City.

Willdan requires formal quality control reviews at three critical stages; namely 65-, and 95-, and 100 percent of completion. Quality control comments and resulting actions are noted and compiled for Willdan's file review.

PROJECT TEAM

Willdan offers the City of Highland a highly qualified team of professionals with the technical qualifications and diverse capabilities necessary to undertake the preparation of the City's 9th Street Pavement Rehabilitation project. Although overall firm credentials and experience are important, the key to a successful project is the caliber and depth of experience of the specific individuals assigned to the project team. Team members need the experience and knowledge to quickly resolve project challenges and field issues; but they also need excellent communication skills to interact with the various stakeholders. The Willdan Team meets these requirements and will complete the City of Highland's project in outstanding fashion!

Public agency transportation infrastructure projects are the cornerstone of Willdan's business. We have provided transportation-related services to local agencies for over 50 years on projects totaling more than \$750 million in construction costs.

Willdan staff knows the local stakeholders in the City of Highland and has outstanding relationships with local utility companies. Our relationships and knowledge allow us to put together an unparalleled team that is technically qualified to assist the City of Highland in performing the entire scope of work as described in the RFP. The capabilities of our team will meet and exceed the engineering and management activities required by the City.

Our turnkey team, further augmenting our experience and qualifications, set us apart from other firms. Superior credentials, combined with relevant, local experience on similar projects, means this team is the clear choice for the City of Highland.

Willdan is committed to providing the staffing and resources required to complete the City of Highland's project on schedule and within the allotted and agreed-upon budget. To ensure we meet this commitment, we prepare labor projections and resource allocations for our projects. Projections are made for each project and then aggregated by the Director to produce group-/office-wide labor needs and to identify shortages or surplus. Willdan's workload is reviewed on a weekly, monthly, and quarterly basis.

QUALIFICATIONS OF STAFF PROPOSED

The following is a brief description of the key project team members and their role on these projects. Additional detailed information is provided for reference in the attached resumes for each team member.

Ms. Vanessa Muñoz, PE, TE, PTOE will serve as **Principal-in-Charge** and will have primary responsibility for project delivery and budget control and will be the daily point of contact for the City contract. **Ms. Muñoz** is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects with over 24 years of experience. She has designed over 1,000 signalized intersections and supervised completion of over 1,000 projects for a variety of large- to small-scale projects. Her area of expertise includes traffic impact studies, engineering and traffic surveys, design and operations, municipal engineering, and operational analyses. Ms. Muñoz is responsible for analysis, coordination, and preparation of plans, specifications, and estimate for traffic signals, signing, striping, traffic control, flashing beacons, street lighting, interconnect, parking lots, street widening and resurfacing projects. Ms. Muñoz serves on an on-call basis as the City Traffic Engineer for the Cities of Rolling Hills and Inglewood and has served in a traffic engineer capacity or as City Traffic Engineer for the Cities of Arcadia, Camarillo, Fontana, and Rancho Palos Verdes.

Mr. Tyrone Peter, PE, will serve as **Project Manager**, will be responsible for the overall preparation of the pavement rehabilitation design plans, schedule, and budget. **Mr. Peter** has over 16 years of civil design experience, is an accomplished civil engineer for multi-discipline and multi-agency infrastructure projects and is known for providing innovative, quality engineering services to ensure project delivery within budget and schedule. His years of experience managing and designing all types of public works projects provide a solid foundation to understand what is needed to deliver a successful project and make him the perfect fit for overseeing the entire project as well as specific civil engineering tasks. Mr. Peter's comprehensive experience includes design of state highway, new street, street widening, street realignment, pavement rehabilitation, light rail and railroad, grade separation, flood control facility, water, and sewer projects. He has supervised feasibility study, project study report, project report, construction document preparation as well as grade certification issuance, construction administration, and construction inspection. He is proficient at managing large project teams with subconsultants and multiple technical disciplines.

Mr. Fred Wickman, PE, will serve as the Civil Design Lead and will be responsible for the preparation of the civil engineering plans and specifications. **Mr. Wickman** has over 34 years of municipal and public works capital improvement project and maintenance experience. He is a

motivated professional skilled at building strong relationships with fellow staff, supervisors, clients, and community members. Familiar with approval and permitting procedures of federal, state, county, and local jurisdictions. Mr. Wickman is experienced with numerous funding sources, including assessment districts, enterprise funds, and various federal, state, and local programs. He has a broad experience in both the private and public sectors involving city engineering, project management, and supervision of design teams. He understands general procedures and processes for Public Works/Engineering operations in the municipal arena.

Mr. Jeffrey Lau, PE, TE, ENV SP, will serve as the Traffic Design Lead and will be responsible for the preparation of the traffic engineering plans and specifications. **Mr. Lau** offers 18 years of traffic design and transportation planning experience. Mr. Lau provides transportation design for Willdan's traffic engineering group and manages design projects for a variety of cities and counties throughout California. He is responsible for analysis, coordination, and design of various projects, including preparation of plans, specifications and estimate (PS&E) for traffic design projects such as traffic signals, signing and striping, street lighting, and construction traffic control. He has also assisted with traffic impact studies and analyses, plan reviews, and engineering and traffic survey updates. Mr. Lau is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects and has supervised completion of a variety of large- to small-scale projects. Mr. Lau has personally designed over 200 new and modified traffic signal installations for cities and other agencies throughout California. He understands the importance of meeting schedules and developing the most cost-efficient project to meet budgetary constraints.

Mr. Matthew Crim, EIT, an Assistant Engineer, will prepare the civil engineering plans and specifications. **Mr. Crim** has 3 years of experience with civil design and is proficient in the preparation of both geometric plans and final construction bid documents for a variety of local street, highway, sanitary sewer, water system, and flood control projects. Mr. Crim is an experienced with AutoCAD design drafting, Standard Specifications for Public Works Construction (SSPWC), Standard Plans for Public Works Construction (SPPWC), and various local agency standards and procedures.

Ms. Maryanne Truong, ENV SP will prepare the traffic engineering improvements for the project including the traffic specifications. **Ms. Truong** has 4 years of experience with traffic engineering design and has served as an Assistant Engineer involved with the preparation of plans, specifications, and estimates for various types of traffic engineering and transportation planning projects such as traffic signal design, street lighting, signing and striping. Ms. Truong is experienced using AutoCAD, and is familiar with Caltrans' Standard Plans and Specifications, California Manual of Uniform Traffic Control Devices (CAMUTCD), Highway Design Manual, and California Vehicle Code.

Ms. Tamara Boeltl will provide utility coordination services. **Ms. Boeltl** has extensive experience in coordinating the identification and relocations of overhead and underground utilities. She has 34 years of experience and works closely with public agencies and utility companies to identify utility conflicts and make arrangements with each affected utility owner to relocate or upgrade their facilities to ensure projects are completed in a timely manner. Ms. Boeltl works on a daily basis with planners from various utility companies from inception of the project to its completion.

RESOURCE ALLOCATION MATRIX

A resource allocation matrix has been appended to this proposal.

PROJECT SCHEDULE

The proposed project schedule is shown in Exhibit 1 at the end of this proposal.

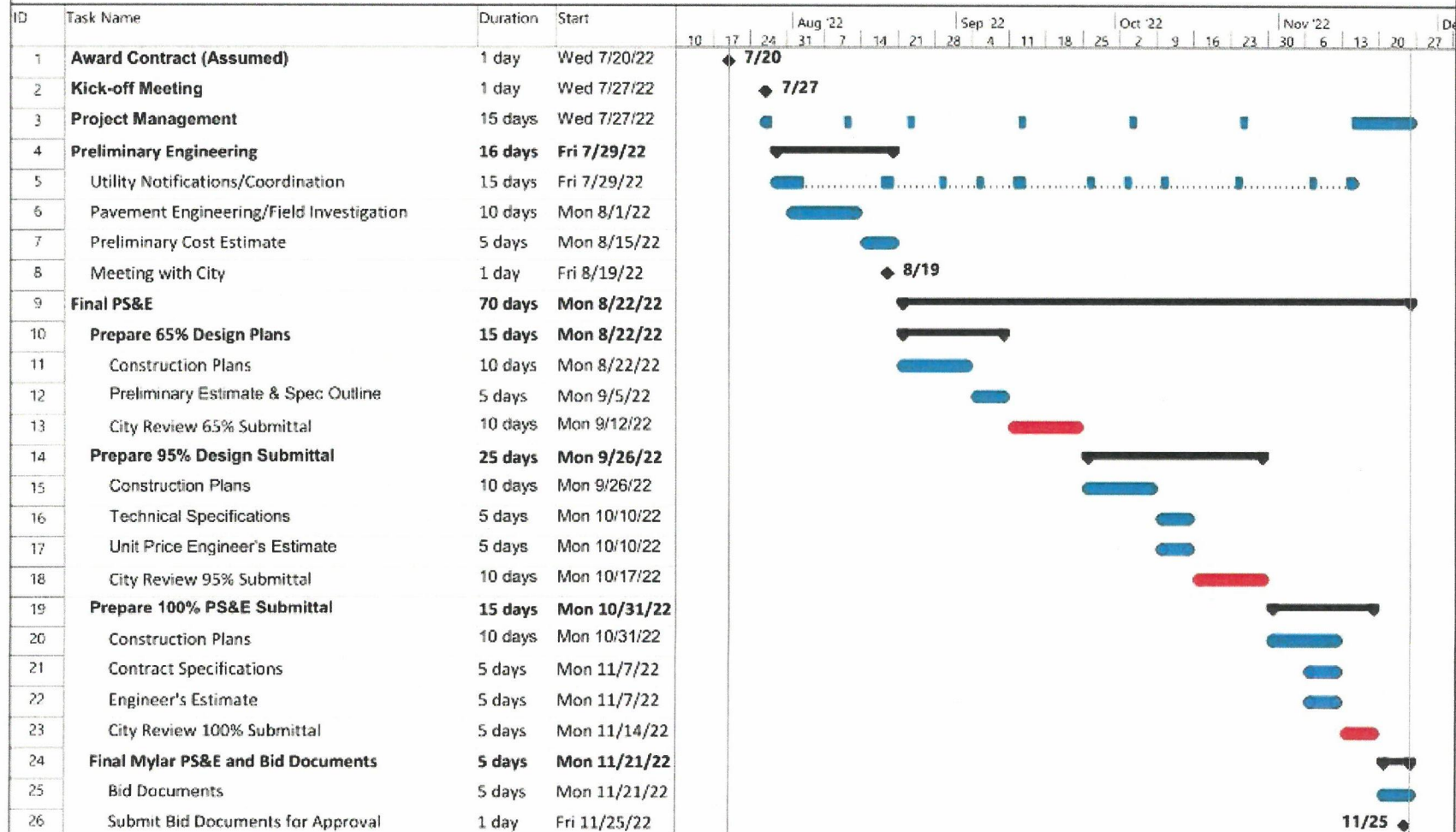
CITY OF HIGHLAND
FY 2022-23 CDBG Pavement Improvement Project
McKinley Street - 9th Street to Base Line
Project No. ola22001
FEE SCHEDULE

SUMMARY TASK	Project Manager	Civil Lead	Traffic Lead	Assistant Engineer	Utility Coordinator	Word Processing	Estimated Hours	Expenses	Estimates Cost
	\$214	\$210	\$214	\$144	\$125	\$83			
Task 1 - Project Management	4.0	2.0	2.0				8.0		\$ 1,704.00
subtotal	4.0	2.0	2.0	0.0	0.0	0.0	8.0		\$ 1,704.00
Task 2 - Preliminary Engineering									
Task 2.1 Utility Notification/Coordination					6.0	1.0	7		\$ 833.00
Task 2.2 Pavement Engineering	0.5	2.0		12.0			14.5		\$ 2,255.00
Task 2.3 Preliminary Cost Estimate		0.5		2.5			3		\$ 465.00
subtotal	0.5	2.5	0	14.5	6	1	24.5		\$ 3,553.00
Task 3 - Final Plans, Specification and Estimate									
Task 3.1 - Design Plans	0.5	4.0	0.5	36.0			41		\$ 6,238.00
Task 3.2 - Specifications	0.5	2.0	0.5	6.0		1.0	10		\$ 1,581.00
Task 3.3 Cost Estimate	0.5	0.5		2.5			3.5		\$ 572.00
subtotal	1.5	6.5	1	44.5	0	1	54.5		\$ 8,391.00
Task 4 - Construction Engineering									
Task 4.1 - Bidding Assistance		1.0		2.0			3	\$400.00	\$ 898.00
Task 4.2 - Construction Assistance	0.5	1.0		6.0			7.5		\$ 1,181.00
Task 4.3 - As-Built Plans	0.5			2.0			2.5		\$ 395.00
subtotal	1	2	0	10	0	0	13	\$ 400.00	\$ 2,474.00
TOTAL	7	13	3	69	6	2	100	\$ 400.00	\$16,122.00

CITY OF HIGHLAND
FY2021-22 CDBG Pavement Improvement Project
Cunningham Street - 9th Street to Base Line
Project No. 01A20002
FEE SCHEDULE

SUMMARY TASK	Project Manager	Civil Lead	Traffic Lead	Assistant Engineer	Utility Coordinator	Word Processing	Estimated Hours	Expenses	Estimates Cost
	\$214	\$210	\$214	\$144	\$125	\$83			
Task 1 - Project Management	4.0	2.0	2.0				8.0		\$ 1,704.00
<i>subtotal</i>	4.0	2.0	2.0	0.0	0.0	0.0	8.0		\$ 1,704.00
Task 2 - Preliminary Engineering									
Task 2.1 Utility Notification/Coordination					6.0	1.0	7		\$ 833.00
Task 2.2 Pavement Engineering	0.5	2.0		8.0			10.5		\$ 1,679.00
Task 2.3 Preliminary Cost Estimate		0.5		2.5			3		\$ 465.00
<i>subtotal</i>	0.5	2.5	0	10.5	6	1	20.5		\$ 2,977.00
Task 3 - Final Plans, Specification and Estimate									
Task 3.1 - Design Plans	0.5	4.0	0.5	32.0			37		\$ 5,662.00
Task 3.2 - Specifications	0.5	1.0	0.5	4.0		1.0	7		\$ 1,083.00
Task 3.3 Cost Estimate	0.5	0.5		2.5			3.5		\$ 572.00
<i>subtotal</i>	1.5	5.5	1	38.5	0	1	47.5		\$ 7,317.00
Task 4 - Construction Engineering									
Task 4.1 - Bidding Assistance		1.0		2.0			3	\$350.00	\$ 848.00
Task 4.2 - Construction Assistance	0.5	1.0		6.0			7.5		\$ 1,181.00
Task 4.3 - As-Built Plans	0.5			2.0			2.5		\$ 395.00
<i>subtotal</i>	1	2	0	10	0	0	13	\$ 350.00	\$ 2,424.00
TOTAL	7	12	3	59	6	2	89	\$ 350.00	\$14,422.00

CITY OF HIGHLAND
FY20-21 and FY 2022-23 CDBG PAVEMENT IMPROVEMETN PROJECTS
PROJECT NOS. ola20002 & ola22001
June 23, 2022



Project: Schedule
Date: Wed 6/22/22

Task  Split  City Task  Summary  Milestone 

Vanessa Muñoz, PE, TE, PTOE

Classification: President/Director of Engineering

Project Role: Principal-in-Charge

Profile Summary	
Education	▪ BS, Civil Engineering, California Polytechnic State University, Pomona
Registration	▪ Professional Traffic Operations Engineer ▪ Civil Engineer, California No. 67583 ▪ Traffic Engineer, California No. 2341
Experience	24 Years / 22 Years with Willdan

Ms. Vanessa Muñoz is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects and has designed over 700 signalized intersections and supervised completion of over 1,000 projects for a variety of large- to small-scale projects. Her area of expertise includes traffic impact studies, engineering and traffic surveys, design and operations, municipal engineering, and operational analyses. Ms. Muñoz is responsible for analysis, coordination, and preparation of plans, specifications, and estimate for traffic signals, signing, striping, traffic control, flashing beacons, street lighting, interconnect, parking lots, street widening and resurfacing projects. She has performed street lighting inventories for master plans, developed design plans and performed energy audits for street lighting conversions and street lighting upgrades. Ms. Muñoz serves on an on-call basis as the City Traffic Engineer for the Cities of Rolling Hills and Inglewood and has served in a traffic engineer capacity or as City Traffic Engineer for the Cities of Arcadia, Camarillo, and Fontana.

Relevant Project Experience

SRTS Schedule I & II, City of Highland, California. Principal-in-Charge/Quality Assurance Manager responsible for providing professional engineering design services to the City of Highland. Willdan assisted the City with the safe route to school (SRTS) Schedule I & Schedule II. Schedule I included the Cypress/Thomson Elementary Schools project (SRT11005) and Schedule II the Lankershim Elementary School (SRT11006). Willdan provided project management, design, geotechnical, survey, utility coordination, assistance with the federal grant program requirement advertising and bidding, and assistance during construction phases.

ATP Cycle 3 Grants, City of Rialto, California. Willdan provided professional engineering services to the City of Rialto for the initial project evaluation and preparation of an Active Transportation Program – Cycle 3 Grant Application. As part of the process Willdan reviewed the necessary documents for the project evaluation and strived to maximize evaluation rating metrics in its analysis for up to four projects that included the following: 1) Mid-block crossing at Maple Avenue for the Pacific Electric Bike Trail 2) Extension of the Pacific Electric Bike Trail from Cactus Avenue to Lilac Avenue 3) A parking lot to serve the Pacific Electric Bike Trail 4) Class II bike lane along Locus instead of Alder. Furthermore, Willdan prepared two applications one for infrastructure and one for a Non-Infrastructure application for the safe route to school program sustainability.

Pavement Rehabilitation at 14 Street Locations (55018-003) & (55017-001), City of San Bernardino, California. Willdan provided evaluation and design services for street pavement and abutting handicapped access ramps on 14 separate street segments throughout the city. Services also included replacement of broken curb & gutter, sidewalk, traffic signal detection loops, and a drainage channel water crossing on Western Avenue. Willdan conducted the field survey for design use and utility coordination while the city provided the pavement parameters and geotechnical data. Pavement rehabilitation methods included removal and replacement, grind and overlay, and slurry seal to accomplish longevity of the pavement.

Tyrone Peter, PE

Classification: Deputy Director

Project Role: Project Manager

Profile Summary

Education	▪ BS, Engineering and Civil Engineering, Tamil Nadu College of Engineering ▪ Civil Engineering, Murugappa Polytechnic
Registration	▪ Civil Engineer, California No. 81888
Experience	15 Years / 15 Years with Willdan

Mr. Tyrone Peter is an accomplished civil engineer for multi-discipline and multi-agency infrastructure projects and is known for providing innovative, quality engineering services to ensure project delivery within budget and schedule. His years of experience managing and designing all types of public works projects provide a solid foundation to understand what is needed to deliver a successful project and make him the perfect fit for overseeing the entire project as well as specific civil engineering tasks. Mr. Peter's comprehensive experience includes design of state highway, new street, street widening, street realignment, pavement rehabilitation, light rail and railroad, grade separation, flood control facility, water, and sewer projects. He has supervised feasibility study, project study report, project report, construction document preparation as well as grade certification issuance, construction administration, and construction inspection. He is proficient at managing large project teams with subconsultants and multiple technical disciplines.

Relevant Project Experience

Priority 1 Street Improvements – Phases 1, Thru 5, City of Lynwood, California. Project Manager responsible for design required for the street improvement program. The project included multiple phases for resurfacing selected local streets throughout the City. Various pavement strategies such as slurry seal, grind and overlay, and total reconstruction were incorporated into the street rehabilitations. Existing water and sanitary sewer mains and services were upsized. Willdan provided engineering design, utility coordination, advertising and bid support, and design support during construction.

Street Resurfacing/Improvements – Zone 2, City of El Monte, CA. Project Manager. The project resurfaced over 8-1/2 miles of local streets in the northwest section of the city. The adjacent properties were developed with primarily residential homes with a few churches, schools, and commercial uses. The project involved three different resurfacing strategies – grind and overlay, cape seal, and slurry seal. Including the various pavement strategies provided an advantage to monitor the construction budget during the design process and revise the pavement strategies as necessary to maximize the pavement life of the improvements while keeping costs within the City's construction budget.

Citywide Street Rehabilitation Project – Overlay and Reconstruction Improvements, City of Pico Rivera. Civil Design Lead. Willdan provided engineering design services, including preliminary engineering, surveying, and preparation of plans, specifications and estimates for assessment of the existing pavement conditions of identified streets, and provide recommendations for the Citywide Street Rehabilitation Project –Overlay and Reconstruction. Improvements for the project included pavement rehabilitation on various roadways segments, parkway improvements, such as reconstruction of existing damaged and uplifted concrete sidewalk, curb and gutter, and drive approaches.

Fredrick Wickman, PE

Classification: Principal Project Manager

Project Role: Civil Engineering Lead

Profile Summary

Education	▪ BS, Civil Engineering, Michigan Technological University, Houghton, MI		
Registration	▪ Civil Engineer, CA #C47979	▪ Civil Engineer, NM #24637	▪ Civil Engineer, WA,
	▪ Civil Engineer, TX #127997	▪ Civil Engineer, CO, #56606	#20107343
Experience	34 Years / 8 Years with Willdan		

Mr. Fred Wickman has over 34 years of municipal and public works capital improvement project and maintenance experience. He is a motivated professional skilled at building strong relationships with fellow staff, supervisors, clients, and community members. Familiar with approval and permitting procedures of federal, state, county, and local jurisdictions. Mr. Wickman is experienced with numerous funding sources, including assessment districts, enterprise funds, and various federal, state, and local programs. He has a broad experience in both the private and public sectors involving city engineering, project management, and supervision of design teams. He understands general procedures and processes for Public Works/Engineering operations in the municipal arena.

Relevant Project Experience

Fox Farm Road Widening, City of Big Bear Lake, California. Project Manager responsible for preparing plans, specifications, and estimate for widening improvements between Big Bear Boulevard and the east city limits. The project involved rehabilitating and widening the two-lane local road to provide increased lane widths and realignment where feasible. The project included storm drain and traffic signal modifications at the intersection with Big Bear Boulevard (State Highway 18 that required an encroachment permit from Caltrans District 8.

Agua Mansa Road and Market Street Intersection Improvements, County of Riverside, California. Quality Control Manager responsible for quality control reviews of deliverables. The project included pavement rehabilitation and intersection improvements at Agua Mansa Road and Market Street; intersection upgrades at Agua Mansa and Market Street with new traffic signal, signing, and striping; and construction of new curb returns with ADA-compliant ramps to accommodate greater turn movements and traffic demand. The project also included design of storm drain laterals and catch basins to complete a storm drain improvement project recently constructed by the Riverside County Flood Control and Water Conservation District.

Carnelian Street Storm Drain Improvements, City of Rancho Cucamonga, California. Project Manager responsible for preparing a hydrology/hydraulic report and PS&E for construction of 6,050 linear feet of 78-inch and 350 linear feet of 36-inch reinforced concrete pipe. At the upstream end, the project joined an existing storm drain facility constructed by Caltrans in conjunction with the Interstate 210 freeway project, which allowed for the elimination of the outlet structure at the upstream end of the project.

Priority 1 Rehabilitation Project Phase 1 – 5, City of Lynwood, CA. Civil Lead. Willdan was selected by the City of Lynwood to provide design, bidding, and construction support services for the City's Priority 1 Street Improvement Program. The project included multiple phases for resurfacing of selected local streets throughout the City. Various pavement strategies including slurry seals, grind and overlay, and total reconstruction were required. The existing signage and striping, including in-pavement lighted crosswalks, were reviewed and replaced to comply with current CA MUTCD and Caltrans Standards. Willdan also provided geotechnical analysis for recommended pavement design and field design survey for the project. Where identified in the City's master plans, the existing water and sanitary sewer mains and services were upsized to meet existing and future demand.

Jeffrey Lau, PE, TE, ENV SP

Classification: Deputy Director

Project Role: Traffic Engineering Lead

Profile Summary

Education	▪ BS, Civil Engineering, California State Polytechnic University, Pomona	
Registration/ Certification	▪ Traffic Engineer, California No. 2835	▪ Civil Engineer, Texas No. 140012
	▪ Civil Engineer, California No. 83887	▪ Civil Engineer, Nevada No. 28303
	▪ Civil Engineer, Colorado No. 56366	▪ Civil Engineer, Minnesota No. 59453
	▪ Civil Engineer, WA No. 58065	▪ Envision Sustainability Professional No. 45376
	▪ Civil Engineer, AZ No. 70072	
Experience	18 Years / 16 Years with Willdan	

Mr. Jeffrey Lau offers 18 years of traffic design and transportation planning experience. Mr. Lau provides transportation design for Willdan's traffic engineering group and manages design projects for a variety of cities and counties throughout California. He is responsible for analysis, coordination, and design of various projects, including preparation of plans, specifications and estimate (PS&E) for traffic design projects such as traffic signals, signing and striping, street lighting, and construction traffic control. He has also assisted with traffic impact studies and analyses, plan reviews, and engineering and traffic survey updates. Mr. Lau is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects and has supervised completion of a variety of large-to small-scale projects. Mr. Lau has personally designed over 200 new and modified traffic signal installations for cities and other agencies throughout California. He understands the importance of meeting schedules and developing the most cost-efficient project to meet budgetary constraints.

Relevant Project Experience

SRTS Schedule I & II. City of Highland, California. Traffic Lead. Willdan assisted the City with the safe route to school (SRTS) Schedule I & Schedule II. Schedule I included the Cypress/Thomson Elementary Schools project (SRT11005) and Schedule II the Lankershim Elementary School (SRT11006). Willdan provided design project management geotechnical survey utility coordination assistance with the federal grant program requirement advertising and bidding and assistance during construction phases.

9th Street Pavement Rehabilitation, City of Highland, CA. Traffic Lead. Willdan provided professional engineering design services to the City of Highland for the pavement rehabilitation of 9th Street between Del Rosa Drive to Palm Avenue (str11002a). The services included: surveying, pavement engineering, utility coordination, preparation of plans, specifications, and estimates (PS&E), and engineering during construction. Some locations along the project limits had cross slope grades exceeding 6% and required identification as well as alternate pavement methods to reduce the cross slopes to less than 6% where feasible. Furthermore, some portions of the project limits had been resurfaced and elimination of those areas from the project rehabilitation were identified. This project was funded through the federal Highway Safety Improvement Program (HSIP).

Pavement Rehabilitation at 14 Street Locations (55018-003) & (55017-001), City of San Bernardino, California. Traffic Lead. Willdan provided evaluation and design services for street pavement and abutting handicapped access ramps on 14 separate street segments throughout the city. Services also included replacement of broken curb & gutter, sidewalk, traffic signal detection loops, and a drainage channel water crossing on Western Avenue. Willdan conducted the field survey for design use and utility coordination while the city provided the pavement parameters and geotechnical data. Pavement rehabilitation methods included removal and replacement, grind and overlay, and slurry seal to accomplish longevity of the pavement.

Matthew Crim

Classification: Assistant Engineer II

Project Role: Civil Assistant Engineer

Profile Summary

Education	▪ BS, Civil Engineering, California Polytechnic State University, Pomona
Registration/ Certification	▪ EIT No. 2341
Experience	4 Years / 3 Years with Willdan

Mr. Matthew Crim is responsible for preparation of Micro Station and AutoCAD drawings, both for geometric plans and final construction bid documents for a variety of local street, highway and railroad projects and flood control projects and for projects on the state freeway and highway system that are subject to review by Caltrans. Mr. Crim is an experienced with AutoCAD design drafting, Standard Specifications for Public Works Construction (SSPWC), Standard Plans for Public Works Construction (SPPWC), and various local agency standards and procedures.

Relevant Project Experience

Storm Drain Master Plan Update, City of La Habra, California. Willdan was retained by the City of La Habra to prepare an updated storm drainage master plan. The services included an assessment of existing system facilities and planning capital improvements and budgets. The result was a current plan identification of projects and a basis for a fee assessment.

Alpine Pedal Path, City of Big Bear Lake, California. Assistant Engineer for the preparation of construction documents. Willdan provided design services to the City of Big Bear Lake in order to accomplish another link in the City's expanding network of bike lanes and pedestrian walking facilities in the community. This project segment (about 2050 feet in length) ran along the northerly parkway of Big Bear Blvd (SR 18) and in the easterly parkway of intersecting Sandalwood Dr. It also completed a missing link between Stanfield Cutoff to the east and two large commercial and employment centers west of Sandalwood. By providing a separated bike path and pedestrian walking path it resulted in a safer and more user inviting travel option including a walking path for local students attending the nearby elementary school site. The separate defined travel path for pedestrians and bicyclists reduced the potential for points of conflict with larger motor vehicles traveling at higher rates of speed. The work accomplished in this project segment required coordination with affected utility providers and local transit (bus) and Caltrans (Dist. 8). Once the field survey and geotechnical work was complete and the design concepts prepared the coordination with both the City and Caltrans (Dist. 8) was necessary to obtain an approved design concept before proceeding into full design. Full design included the final alignment, grade, drainage, and required retaining walls which were reviewed and discussed at the 60% 90% and 100% design levels. As the design progressed the potential need for temporary construction easements (TCE's) or more permanent property acquisition were identified and appropriate legal descriptions and exhibits were prepared for consideration.

Pavement Rehabilitation at 14 Locations, City of San Bernardino, California. Assistant Engineer for the preparation of PS&E. Willdan provided evaluation and re-design services to existing street pavement and abutting handicapped access ramps on 14 separate street segments throughout the city. Services also included replacement of broken curb & gutter, sidewalk, traffic signal detection loops, and a drainage channel water crossing on Western Avenue. Willdan conducted the field survey for design use and utility coordination while the city provided the pavement parameters and geotechnical data. Pavement rehabilitation methods included removal and replacement, grind and overlay, and slurry seal to accomplish longevity of the pavement.

Paramount Boulevard Improvement Project, City of Paramount, California. Design Engineer responsible for the preparation of PS&E. The Paramount Boulevard project consists of approximately 2700 lineal feet street improvements, including cold milling, rubberized asphalt overlay, installation of curb ramps, sign and pavement legend replacements, and miscellaneous concrete repairs.

Maryanne Truong

Classification: Assistant Engineer II

Project Role: Traffic Assistant Engineer

Profile Summary

Education	▪ BS, Civil Engineering, California Polytechnic State University, Pomona
Experience	4 Years / 4 Years with Willdan

Ms. Maryanne Truong has served as an Assistant Engineer and is involved with the preparation of plans, specifications and estimates for various type traffic engineering and transportation planning project such as traffic signal design, street lighting, signing and striping. Ms. Truong has experience using AutoCAD, and is familiar with Caltrans' Standard Plans and Specifications, California Manual on Uniform Traffic Control Devices (California MUTCD), Highway Design Manual, and California Vehicle Code.

Relevant Project Experience

Community Pavement and Parking Lots Rehabilitation and Striping, Canyon Lakes Property Owners Association, Canyon Lake, CA. Assistant Engineer. Willdan provided engineering services to implement the adopted 2011 Pavement Management Program. The pavement improvement locations include a 1,300-foot long arterial street segment and 15 parking lots within the gated community. Each parking lot was evaluated to maximize the number of usable parking spaces and improve usability by residents and guests. The project improvements conform to ADA requirements, are consistent with the Association's selected pavement management strategies and previous pavement maintenance actions, provide effective and compliant drainage, and incorporate sustainable practices and applicable standards.

Pavement Rehabilitation at 14 Street Locations (55018-003) & (55017-001), City of San Bernardino, California. Assistant Engineer. Willdan provided evaluation and design services for street pavement and abutting handicapped access ramps on 14 separate street segments throughout the city. Services also included replacement of broken curb & gutter, sidewalk, traffic signal detection loops, and a drainage channel water crossing on Western Avenue. Willdan conducted the field survey for design use and utility coordination while the city provided the pavement parameters and geotechnical data. Pavement rehabilitation methods included removal and replacement, grind and overlay, and slurry seal to accomplish longevity of the pavement.

Arterial Street Resurfacing-2019 (9930), City of Paramount, CA. Assistant Engineer. The Paramount Boulevard project consists of approximately 2,700 lineal feet street improvements, cold milling, rubberized asphalt overlay, installation of curb ramps, sign and pavement legend and striping replacements and miscellaneous concrete repairs.

Striping Phase II, Bear Valley Community Service District, Tehachapi, CA. Assistant Engineer. Willdan Engineering provided professional traffic engineering design services for the Bear Valley Community Service District for the Striping Phase II Project. The center line striping details were faded and hard to be seen during foggy conditions. Previous white edge line striping conditions varied depending on the location. A large majority of recessed reflective pavement markers (RPM's) were missing or in bad condition. Willdan provided plans, specifications and estimate (PS&E) for the restriping of approximately 12 miles (63,360 center line linear feet). The restriping consisted of repainting the center line and equestrian crosswalks for the entire project limits and repainting and/or recommending painting of edge line, if needed, as well as reviewing sight distances and recommending limits of passing/no passing lanes.

Tamara L. Boeltl

Classification: Utility Coordinator

Project Role: Utility Coordination

Profile Summary

Education	▪ General Education, Moorehead State University, Minnesota
Registration/ Certification	▪ Blueprint Reading, Fullerton Community College, Fullerton ▪ Building Construction, Pasadena Community College, Pasadena ▪ Business English, Rio Hondo College, Whittier
Experience	34 Years

Ms. Tamara Boeltl is highly skilled in the utility coordination process from preliminary design through construction. Her expertise includes identifying and resolving utility conflicts; coordinating and working with multiple utility agencies with utilities impacted by project construction; reviewing and documenting the progress of the utility relocation effort; identifying permitting requirements for both aerial and underground utility construction; and recommending construction methods that best suit the project as well as the utility being relocated. Ms. Boeltl regularly collaborates with the design team to prepare utility relocation plans that are constructible and adhere to applicable federal, state, and local requirements.

Ms. Boeltl provides permit issuance company wide and permit technician services for Willdan.

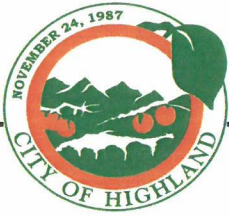
Relevant Project Experience

Pavement Rehabilitation Various Streets, City of Highland, California. Utility Coordinator. The project encompassed pavement rehabilitation of various streets located in CDBG eligible blocks, including replacement of concrete curbs, gutters, curb ramps and driveways; pavement rehabilitation by pavement removal and replacement; pavement grinding, crack sealing repairs, and asphalt pavement overlay.

Pavement Rehabilitation at 14 Locations, City of San Bernardino, California. Utility Coordinator. Willdan provided evaluation and re-design services to existing street pavement and abutting handicapped access ramps on 14 separate street segments throughout the city. Services also included replacement of broken curb & gutter, sidewalk, traffic signal detection loops, and a drainage channel water crossing on Western Avenue. Willdan conducted the field survey for design use and utility coordination while the city provided the pavement parameters and geotechnical data. Pavement rehabilitation methods included removal and replacement, grind and overlay, and slurry seal to accomplish longevity of the pavement.

Paramount Boulevard Traffic Signal Upgrades and Safety Enhancements Project, City of Downey, California. Utility Coordinator/Drafter. Willdan provided traffic engineering services for the Paramount Boulevard Traffic Signal Upgrades and Safety Enhancements Project from Gardendale Street to Telegraph Road. The project included conducting an environmental analysis, performing a traffic safety assessment, and preparation of design plans, specifications, and estimates (PS&E) for the installation of traffic signal upgrades and safety enhancements at thirteen (13) signalized intersections.

Traffic Engineering Services, City of Los Alamitos, California. Utility Coordinator. Willdan was responsible for planning, organizing, supervising, and performing a variety of field and office, professional traffic and transportation engineering work. Services included: planning, designing, and reviewing development and capital improvement projects; performing technical studies; serving as project engineer for major traffic and transportation improvement projects; coordinating traffic signal timing and maintenance with Public Works staff; and performing other related duties as required.



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 12, 2022

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Alondra Muñoz, Engineering Technician II *AM*

SUBJECT: Engineering Services/AGA Engineers, Inc.
Citywide Countdown Pedestrian Signal Head Installation Project (sig21001)

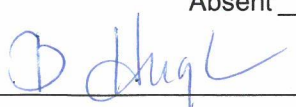
RECOMMENDATION: It is recommended that the City Council:

1. Approve Professional Services Agreement with AGA Engineers, Inc. (AGA) to provide engineering services for the Citywide Countdown Pedestrian Signal Head Installation Project (sig21001); and
2. Authorize the City Manager to approve contract amendments up to 10% of the proposal amount.
3. Authorize the Mayor to sign the Agreement.

FISCAL IMPACT: The proposed fee, not-to-exceed \$17,692 will be funded 100% by a Highway Safety Improvement Program (HSIP) grant using State funds. The 10% contingency amount of \$1,769 will be used to cover any additional services, if needed and requested by City staff, during the course of the project.

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

BACKGROUND: This project will install pedestrian countdown signal heads at 26 intersections within the City of Highland, see attached location list and vicinity map. This project will give pedestrians information about how much crossing time remains at signalized intersections.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>12</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
City Clerk		City Manager	

On March 26, 2021, the City received approval from Caltrans for a \$250,000 HSIP Cycle 10 Grant to pay for 100% of the design engineering, construction engineering and construction costs.

Since this project involves state funds, the City followed the required Caltrans procedures in obtaining professional services. In response to the City's Request for Proposals, three engineering firms submitted proposals for the City's consideration. The proposals were reviewed and ranked by City staff based on their qualifications and experience of the firm, the project manager and project staff, and their understanding and approach of the project. Staff subsequently negotiated with the top-ranked firm, AGA, an acceptable scope of work and fee that are shown in the attached Professional Services Agreement.

It is recommended that the Professional Services Agreement with AGA be approved. City staff is familiar with the firm and the services it provides.

Attachments: Location List
 Vicinity Map
 Professional Services Agreement

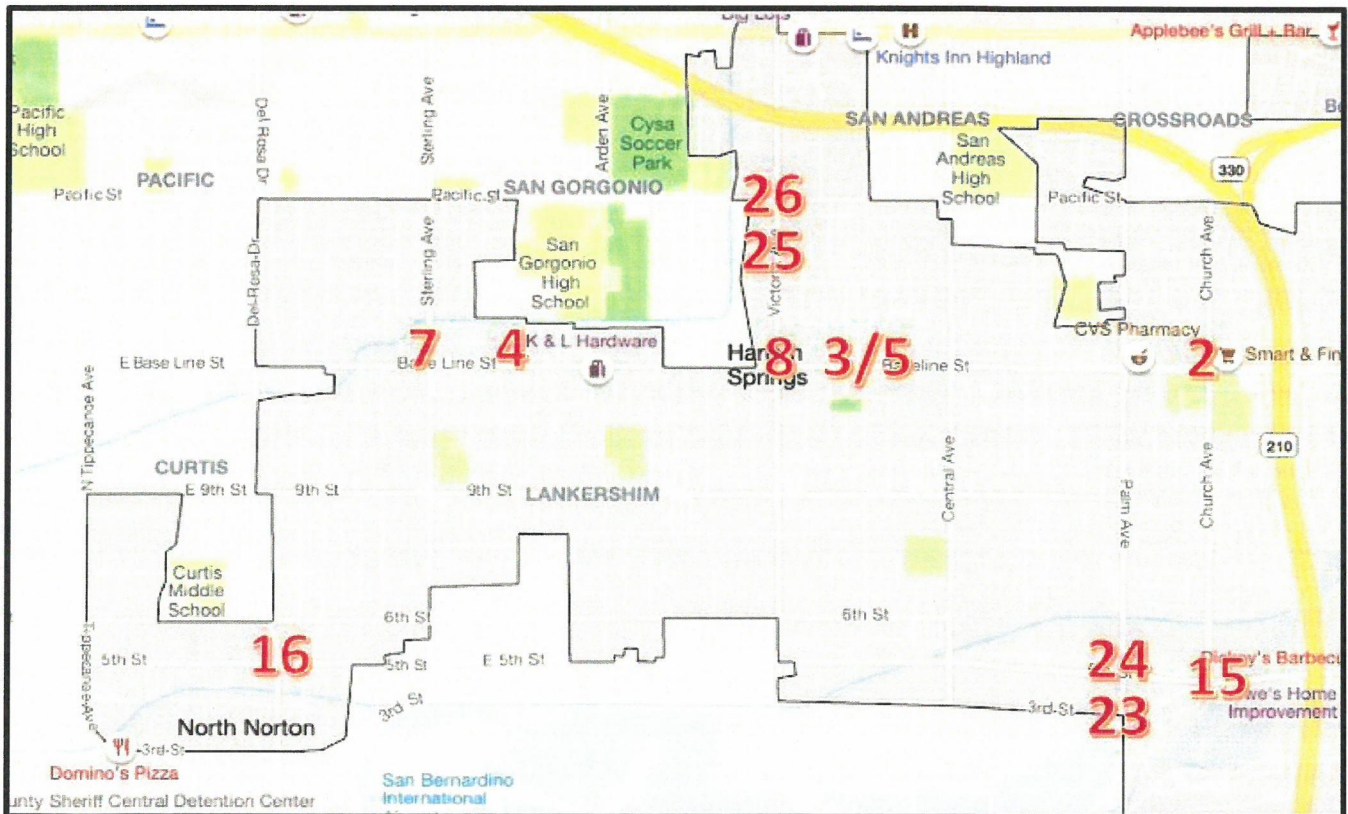
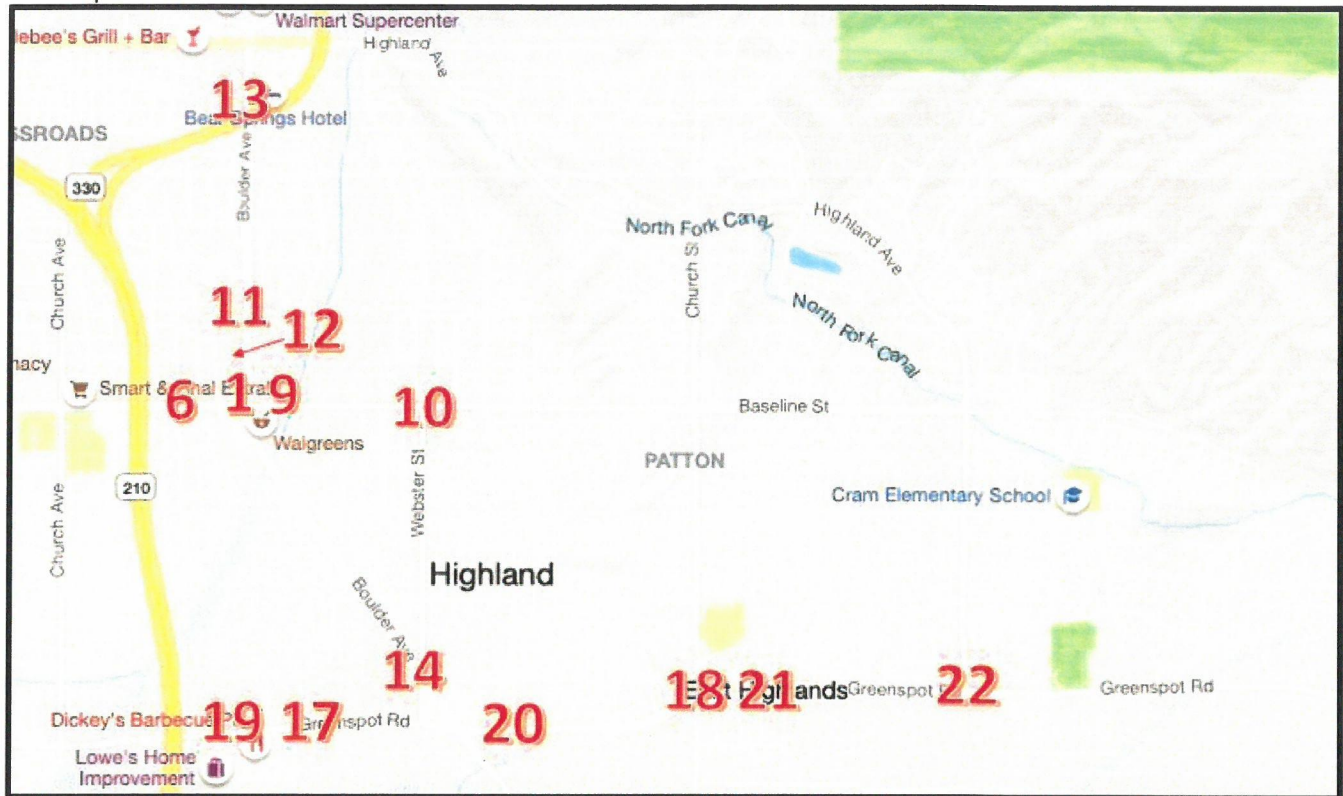
LIST OF INTERSECTION IMPROVEMENTS

The following is a list of intersections and the number of Countdown Pedestrian Signal Head's (CPSH's) to be installed at each:

Intersection No. per enclosed Vicinity Map	Intersection Location	Number of CPSH's to be Installed
1	Base Line & Boulder Avenue	7
2	Base Line & Church Avenue	1
3	Base Line & Cunningham Street	2
4	Base Line & McKinley Street	6
5	Base Line & Olive Street	2
6	Base Line & Seine Avenue	2
7	Base Line & Sterling Avenue	6
8	Base Line & Victoria Avenue	8
9	Base Line & Walgreens	8
10	Base Line & Webster Street	2
11	Boulder Avenue & Beaver Medical	6
12	Boulder Avenue & Highland Village	6
13	Boulder Avenue & San Manuel Village	2
14	Boulder Avenue & Webster Street	8
15	Church Avenue & 5th Street	6
16	Del Rosa Drive & 5th Street	8
17	Greenspot Road & Chevron	2
18	Greenspot Road & Church Street	2
19	Greenspot Road & Lowes Center	2
20	Greenspot Road & Orange Street	8
21	Greenspot Road & Village of East Highlands	4
22	Greenspot Road & Weaver Street	1
23	Palm Avenue & 3rd Street	8
24	Palm Avenue & 5th Street	5
25	Victoria Avenue & 14th Street	7
26	Victoria Avenue & Pacific Street	8
Total Number of CPSH's to be Installed at 26 Intersections:		127

See enclosed Vicinity Map.

VICINITY MAP



26 Indicates Intersection No. from enclosed List of Intersection Improvements

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, entered into the _____ day of _____, 2022, by and between **CITY OF HIGHLAND**, a Municipal Corporation (hereinafter referred to as City), and **AGA ENGINEERS, INC.** whose address is 211 Imperial Highway, Suite 208, Fullerton, CA 92835 (hereinafter referred to as CONSULTANT), is made with reference to the following:

RECITALS

- A. City is a municipal corporation duly organized and validly existing under the law of the State of California with the power to carry on its business as it is now being conducted under the statutes of the State of California and the charter of City.
- B. City is calling for Professional Engineering Services for the Citywide Countdown Pedestrian Signal Head Installation (the Project).
- C. City desires to retain CONSULTANT to provide professional Engineering Services.
- D. The principal member of CONSULTANT, for the purpose of this Agreement, is Chalap K. Sadam, P.E.
- E. City has solicited and received a Proposal from CONSULTANT dated June 13, 2022, a copy of which is attached hereto as Exhibit "A" by reference and incorporated herein (the Proposal), has reviewed the previous experience and evaluated the expertise of CONSULTANT, and desires to contract with CONSULTANT under the terms of conditions provided in the Agreement.
- F. In entering into this Agreement, City has relied on CONSULTANT'S representations and qualifications as set forth in the Proposal.

NOW, THEREFORE, it is mutually agreed by and between the undersigned Parties as follows:

1. TERM

1.1 The term of the Agreement shall commence on within ten (10) days from the date in the notice to proceed, and shall terminate upon completion of the project, unless terminated earlier as set forth in Section 26.

2. SERVICES TO BE PERFORMED

2.1 CONSULTANT shall diligently perform all of the services, as selected by the City, set forth in the scope of services, attached hereto as Exhibit "B" and incorporated herein by reference.

3. COMPENSATION TO CONSULTANT

3.1 City shall pay CONSULTANT for the services in accordance with the provisions of this Section and in accordance with the rate schedule included in this agreement as Exhibit "A". No rate changes shall be made during the term of this Agreement without prior written approval of City.

3.2 CONSULTANT shall submit monthly invoices to City payable by City within thirty (30) days of receipt of invoice, subject to the approval of City. The invoices shall be itemized as to number of hours worked, who performed the service, and what kind of service was performed. Interim billing shall not cover a period of less than a calendar month.

3.3 CONSULTANT shall not receive any compensation for extra work, without prior written authorization of City.

3.4 City shall reimburse CONSULTANT only for those costs or expenses which have been specifically approved in this Agreement, or specifically approved in writing, in advance by City. The Federal Acquisition Regulations in Title 48, CFR 31 are the governing factors regarding allowable elements of cost.

4. STANDARD OF CARE

4.1 All of the services shall be performed by CONSULTANT or under CONSULTANT supervision. CONSULTANT represents that it possesses the professional and technical personnel required to perform the services required by this Agreement, and that it shall execute the services required under this Agreement with the same care and skill ordinarily used by members of CONSULTANT's profession practicing under similar conditions at the same time and in the same locality. All services shall be performed by qualified and experienced personnel who are not employed by City nor have any conflicting contractual relationship with City. CONSULTANT represents and warrants to City that it has or shall, prior to commencing the services, obtain all licenses, permits, qualifications and approvals required of its profession. CONSULTANT further represents and warrants that it shall keep in effect all such licenses, permits and other approvals during the term of the Agreement.

4.2 CONSULTANT shall not be responsible for delay, nor shall CONSULTANT be responsible for damages or be in default or deemed to be in default by reason of strikes, lockouts, accidents, or acts of God, or the failure of City to furnish

timely information or to approve or disapprove CONSULTANT's work promptly, or delay or faulty performance by City, contractors, or governmental agencies, or any other delays beyond CONSULTANT's control or without CONSULTANT's fault.

5. INDEPENDENT PARTIES

5.1 City retains CONSULTANT on an independent contractor basis and CONSULTANT is not an employee of City. The manner and means of conducting the work are under the control of CONSULTANT, except to the extent they are limited by statute, rule or regulation and the expressed terms of this Agreement. Nothing in this Agreement shall be deemed to constitute CONSULTANT or any of CONSULTANT's employees or agents, to be the agents or employees of City. CONSULTANT shall have the responsibility for and control over the details in means of performing the work provided that CONSULTANT is in compliance with the terms of the Agreement. Anything in this Agreement which may appear to give City the right to direct measure of control over CONSULTANT shall mean that CONSULTANT shall follow the desires of City only with respect to the results of the services.

6. COOPERATION

6.1 CONSULTANT agrees to work closely and cooperate fully with City's designated Project Administrator (Carlos Zamano) and any other agencies that may have jurisdiction or interest in the work to be performed. City agrees to cooperate with the CONSULTANT on this Project.

7. PROJECT MANAGER

7.1 CONSULTANT shall assign the Project to a Project Manager, who shall coordinate all phases of the Project. The Project Manager shall be available to City at all reasonable times during the Project term. CONSULTANT has designated Mr. Ignacio Sanchez to be its Project Manager. CONSULTANT's list of key personnel for the Project is identified in Exhibit "A". CONSULTANT shall not remove or reassign any personnel designated in this Section or assign any new or replacement person to the Project without the prior written consent of City. City's approval shall not be unreasonably withheld with respect to removal or assignment or non-key personnel.

7.2 CONSULTANT, at the sole discretion of City, shall remove from the Project any of its personnel assigned to the performance of services upon written request of City. CONSULTANT warrants that it will continuously furnish the necessary personnel to complete the Project on a timely basis as contemplated by this Agreement.

8. TIME OF PERFORMANCE

8.1 Time is of the essence in the performance of the services under this Agreement and the CONSULTANT may start work on or after but no later than ten (10) days of the date of the notice to proceed provided by the City. The failure by

CONSULTANT to strictly adhere to the schedule to be established by the City for services selected by the City may result in termination of the Agreement by City, and the assessment of damages against CONSULTANT for delay. Notwithstanding the foregoing, CONSULTANT shall not be responsible for delays which are due to causes beyond CONSULTANT's reasonable control. However, in the case of any such delay in the services to be provided for the Project, each party hereby agrees to provide notice to the other party so that all delays can be addressed.

8.2 CONSULTANT shall submit all requests for extensions of time for performance in writing to the Project Administrator not later than ten (10) calendar days after the start of the condition which purportedly causes a delay, and not later than the date upon which performance is due. The Project Administrator shall review all such requests and may grant reasonable time extensions for unforeseeable delays, which the Project Administrator determines are beyond CONSULTANT's control.

8.3 For all time periods not specifically set forth herein, CONSULTANT shall respond in the most expedient and appropriate manners under the circumstances, by either telephone, fax, hand delivery, email or mail.

9. CITY POLICY

9.1 CONSULTANT will discuss and review all matters relating to policy and Project direction with the Project Administrator in advance of all critical decision points in order to ensure that the Project proceeds in a manner consistent with City goals and policies.

10. CONFORMANCE TO APPLICABLE REQUIREMENT

10.1 All work prepared by CONSULTANT shall conform to applicable city, county, state and federal law, policies, rules, regulations and permit requirements and be subject to approval of the Project Administrator. This includes compliance with prevailing wage rates and their payment in accordance with California Labor Code, Section 1775.

11. PROGRESS

11.1 CONSULTANT is responsible for keeping the Project Administrator and/or his/her duly authorized designee informed on a regular basis regarding the status and progress of the Project work, activities performed and planned, and any meetings that have been scheduled or are desired.

12. HOLD HARMLESS

12.1 CONSULTANT shall indemnify, defend, save and hold harmless City, its City Council, commissions, officers, employees, agents, CONSULTANTS and volunteers, from and against any and all loss, damages, liability, claims, allegations of

liability, suits, costs and expenses for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, property damages, or any other claims arising from any and all negligence acts or omissions of CONSULTANT, its employees, agents or subCONSULTANTS in the performance of services or work conducted or performed pursuant to this Agreement, excepting only the sole negligence or willful misconduct of City, its officers or employees, agents, CONSULTANTS and volunteers, and shall include attorney's fees and all other cost incurred by City in defending any such claims.

13. INSURANCE

13.1 CONSULTANT shall maintain and shall require all of its subcontractors, CONSULTANTS, and other agents to maintain the insurance listed below. Any requirement for insurance to be maintained after completion of the work shall survive this agreement.

13.2 The City reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this agreement or failure to identify any insurance deficiency shall not relieve CONSULTANT from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this agreement.

13.3 Workers Compensation & Employers Liability Insurance

- a) Required if CONSULTANT has employees.
- b) Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c) Employers Liability with limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d) Required Evidence of Coverage: Properly completed Certificate of Insurance.
- e) If CONSULTANT currently has no employees, CONSULTANT agrees to obtain the above-specified Workers Compensation and Employers Liability insurance should any employees be engaged during the term of this Agreement or any extensions of the term.

13.4 General Liability Insurance

- a) Commercial General Liability Insurance no less broad than Insurance Services Office (ISO) form CG 00 01.
- b) Coverage shall be on a standard Occurrence form. Claims-Made forms are not acceptable without prior written consent. Modified, limited or restricted Occurrence forms are not acceptable without prior written consent.

- c) Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Umbrella Liability Insurance. If CONSULTANT maintains higher limits than the specified minimum limits, the City requires and shall be entitled to coverage for the higher limits maintained by CONSULTANT.
- d) Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by the City. CONSULTANT is responsible for any deductible or self-insured retention and shall fund it upon the City's written request, regardless of whether CONSULTANT has a claim against the insurance or is named as a party in any action involving the City.
- e) The City, its officials, officers, employees, agents, consultants and volunteers shall be endorsed as an additional insured for liability arising out of operations by or on behalf of the CONSULTANT.
- f) The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard ("f" definition of insured contract in ISO form CG 00 01, or equivalent).
- g) The insurance provided to the City as an additional insured shall be primary to, and non-contributory with any insurance or self-insurance program maintained by the City.
- h) The policy shall cover inter-insured suits and include a "separation of Insureds" or "severability" clause which treats each insured separately.
- i) Required Evidence of Coverage: Copy of the additional insured endorsement or policy language granting additional insured status; copy of the endorsement or policy language indicating that coverage applicable to the City is primary and non-contributory; and properly completed Certificate of Insurance.

13.5 Automobile Liability Insurance

- a) Minimum Limit: \$1,000,000 combined single limit per accident.
- b) Coverage shall apply to all owned autos. If CONSULTANT currently owns no autos, CONSULTANT agrees to obtain such insurance should any autos be acquired during the term of this agreement or any extensions of the term.
- c) Coverage shall apply to hired and non-owned autos.
- d) Required Evidence of Coverage: Properly completed Certificate of Insurance.

13.6 Professional Liability/Errors & Omissions Insurance

- a) Minimum Limits: \$1,000,000 per claim or per occurrence; \$1,000,000 annual aggregate.
- b) Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by the City.
- c) If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
- d) Coverage applicable to the work performed under this agreement shall be continued for two (2) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this agreement.
- e) Required Evidence of Coverage: Properly completed Certificate of Insurance.

13.7 Standards for Insurance Companies

- a) Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

13.8 Documentation

- a) The Certificate of Insurance shall include the following reference: (Contract number or project name).
- b) The name and address for Additional Insured endorsements and Certificates of Insurance is: City of Highland, 27215 Base Line Highland. CA 92346
- c) CONSULTANT shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- d) Current Evidence of Coverage shall be provided for the entire required period of insurance.
- e) Upon written request, certified copies of required insurance policies shall be provided within thirty (30) days.

14. PROHIBITION AGAINST TRANSFERS

14.1 CONSULTANT shall not assign, sublease, hypothecate or transfer this Agreement or any of the services to be performed under this Agreement, directly or indirectly, by operation of law or otherwise without prior written consent of City. Any attempt to do so without consent of City shall be null and void.

14.2 The sale, assignment, transfer or other disposition of any of the issued and outstanding capital stock of CONSULTANT, or of the interest of any general partner or joint venturer or syndicate member or cotenant if CONSULTANT is a partnership or joint-venture or syndicate or contencancy, which shall result in changing the control of CONSULTANT, shall be construed as an assignment of this Agreement. Control means fifty percent (50%) or more of the voting power, or twenty-five percent (25%) or more of the assets of the corporation, partnership or joint-venture.

15. OWNERSHIP OF DOCUMENTS

15.1 All working papers and reports created in connection with the completion of the Project are the property of the City. All working papers and reports will remain the property of the City.

16. CONFIDENTIALITY

16.1 The information, which results from the services in this Agreement, is to be kept confidential unless the release of information is authorized by City.

17. CITY'S RESPONSIBILITIES

17.1 In order to assist CONSULTANT in the execution of his/its responsibilities under this Agreement, City agrees to provide the following:

- a) Identify a City Project Administrator who has the authority to make decisions regarding Project assumptions
- b) Have qualified staff available for questions as the project progresses.

18. ADMINISTRATION

18.1 This Agreement will be administered by the City Public Works Department, Carlos Zamano, Public Works Director/City Engineer, shall be considered the Project Administrator and shall have the authority act for City under this Agreement. The Project Administrator and/ or his/her authorized designee shall represent City in all matters pertaining to the services to be rendered pursuant to this Agreement.

19. RECORDS

19.1 CONSULTANT shall keep records and invoices in connection with the work to be performed under this Agreement. CONSULTANT shall maintain complete and accurate records with respect to the costs incurred under this Agreement. All such records shall be clearly identifiable. CONSULTANT shall allow a duly authorized representative of City, the State of California and FHWA to examine, audit and make transcripts or copies of such records during normal business hours. CONSULTANT shall allow inspection of all work, data, documents, proceedings and activities related to

the Agreement for a period of three (3) years from the date of final payment under this Agreement.

20. WITHHOLDINGS

20.1 City may withhold payment of any disputed sums until satisfaction of the dispute with respect to such payment. Such withholding shall not be deemed to constitute a failure to pay according to the terms of this Agreement. CONSULTANT shall not discontinue work as a result of such withholding. CONSULTANT shall have an immediate right to appeal to the City Manager or his designee with respect to such disputed sums. CONSULTANT shall be entitled to receive interest on any withheld sums at the rate of seven percent (3%) per annum from the date of withholding of any amounts found to have been improperly withheld.

21. ERRORS AND OMISSIONS

21.1 In the event of errors or omissions that are due to the negligence or professional inexperience of CONSULTANT which result in expense to City greater than would have resulted if there were not errors or omissions in the work accomplished by CONSULTANT, the additional expense shall be borne by CONSULTANT. Nothing in this paragraph is intended to limit City's rights under any other sections of this Agreement.

22. CITY'S RIGHT TO EMPLOY OTHER CONSULTANT(S)

22.1 City reserves the right to employ other CONSULTANT(s) in connection with this Project.

23. CONFLICTS OF INTEREST

23.1 The CONSULTANT or his/its employees may be subject to the provisions of The California Political Reform Act of 1974 (the "Act"), which (1) requires such persons to disclose financial interests that may foreseeably be materially affected by the work performed under the Agreement, and (2) prohibits such persons from making, or participating in making decisions that will foreseeably financially affect such interests.

23.2 If subject to the Act, CONSULTANT shall conform to all requirements of the Act. Failure to do so constitutes a material breach and is grounds for termination of this Agreement by City. CONSULTANT shall indemnify and hold harmless City for any and all claims for damages resulting from CONSULTANT's violation of this Section.

24. SUBCONSULTANT AND ASSIGNMENT

24.1 Except as specifically authorized under this Agreement, the services included in this Agreement shall not be assigned, transferred, contracted or subcontracted without prior written approval of City. All subcontracts exceeding \$10,000 in cost shall

incorporate all provisions of this Agreement.

25. NOTICES

25.1 All notices, demands, requests or approvals to be given under this Agreement shall be given in writing and conclusively shall be deemed served when delivered personally or on the third business day after the deposit thereof in the United States mail, postage prepaid, first class mail, addressed as hereinafter provided.

25.2 All notices, demands, requests or approvals from CONSULTANT to City shall be addressed to City at:

City of Highland
27215 Base Line
Highland, CA. 92346

Attention: Carlos Zamano, Public Works Director/City Engineer

25.3 All notices, demands, requests or approvals from City to CONSULTANT shall be addressed to CONSULTANT at:

AGA Engineers, Inc.
211 Imperial Highway, Suite 208
Fullerton, CA 92835

Attn: _____

26. TERMINATION

26.1 In the event either party hereto fails or refuses to perform any of the provisions hereof at the time and in the manner required hereunder, that party shall be deemed in default in the performance of this Agreement. If such default is not cured within a period of seven (7) days, or if more than seven (7) days are reasonably required to cure the default and the defaulting party fails to give adequate assurance of due performance within seven (7) days after receipt of written notice of default, specifying the nature of such default and the steps necessary to cure such default, the non-defaulting party may terminate the Agreement forthwith by giving to the defaulting party written notice thereof.

26.2 Notwithstanding the above, City shall have the option, at its sole discretion and without cause, of terminating this Agreement at any time by giving seven (7) days prior written notice to CONSULTANT as provided herein. Upon termination of this Agreement, City shall pay to the CONSULTANT that portion of compensation specified in this Agreement that is earned and unpaid prior to the effective date of termination.

27. COMPLIANCES

27.1 CONSULTANT shall comply with all laws, state or federal and all ordinances, rules and regulations enacted or issued by City.

27.2 The CONSULTANT shall keep himself fully informed of and shall observe and comply with, and shall cause any and all persons employed by him or under him to observe and comply with, all State, Federal, County and City, laws, ordinances, regulations, orders, and decrees which in any manner affect the conduct of the work, including, but limited to, working hours and wages, and the payment of prevailing wages. Attention is also directed to the provisions in Section 1777.5 of the Labor Code concerning the employment of apprentices by the CONSULTANT or any Sub-CONSULTANT under him/it.

27.3 The CONSULTANT shall utilize the U.S. Department of Homeland Security's E-Verify system to confirm the employment eligibility of all persons employed by the CONSULTANT during the term of the Contract to perform employment duties and all persons, including SUBCONSULTANTS, assigned by the CONSULTANT to perform work pursuant to the Agreement.

28. WAIVER

28.1 A waiver by either party or any breach, of any term, covenant or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained herein, whether of the same or a different character.

29. INTEGRATED CONTRACT

29.1 This Agreement represents the full and complete understanding of every kind or nature whatsoever between the Parties hereto, and all preliminary negotiations and agreements of whatsoever kind or natures are merged herein. No verbal agreement of an implied covenant shall be held to alter or amend the provisions herein. Any modification of this Agreement will be effective only by written execution signed by both City and CONSULTANT.

30. COVENANT AGAINST CONTINGENT FEES

30.1 The CONSULTANT warrants that he/she has not employed or retained any company or person, other than a bona fide employee working for the CONSULTANT, to solicit or secure this agreement, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or formation of this agreement. For breach or violation of this warranty, the Local Agency shall have the right to annul this agreement without liability, or at its discretion to deduct from the agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as set forth below.

CITY OF HIGHLAND

By: _____
Larry McCallon, Mayor

Date: _____, 2022

By: _____
Betty Hughes, City Clerk

Date: _____, 2022

CONSULTANT: AGA Engineers, Inc.

By: _____

Name: _____

Date: _____

By: _____

Name: _____

Date: _____

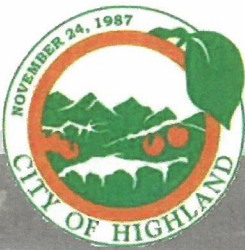
Exhibit A
CONSULTANT Proposal
(Attached by Reference)

FEE PROPOSAL

Citywide Countdown Pedestrian Signal Head Installation

City Project No. sig21001

June 13, 2022





June 13, 2022

Mr. Carlos Zamano, P.E.
Public Works Director/City Engineer
City of Highland
27215 Base Line
Highland, California 92346

**RE: Fee Proposal for Citywide Countdown Pedestrian Signal Head Installation
(City Project No. sig21001)**

Dear Mr. Zamano:

AGA Engineers, Inc. (AGA) is pleased to submit this Fee Proposal in response to the City of Highland's Request for Proposal for **Citywide Countdown Pedestrian Signal Head Installation – City Project No. sig21001**. As requested by the RFP, the fee proposal is being submitted via email in PDF format to czamano@cityofhighland.org separately from the technical proposal.

I, Chalap Sadam, President of AGA, am duly authorized to negotiate the scope and fee with the City as well as contractually bind the company.

AGA is very excited to have the opportunity to offer this Fee Proposal to the City of Highland. If you have any questions or require clarification on any aspect of this submittal, please give me a call at (714) 992-4592 or contact me via email at chalap@agaengineersinc.com.

Thank you.

Respectfully submitted,

AGA Engineers, Inc.

A handwritten signature in blue ink, appearing to read "Chalap K. Sadam", is written over a faint, larger signature that is partially obscured.

Chalap K. Sadam, P.E., T.E.
President

AGA Engineers, Inc.\Proposals\Highland\Traffic Signals\Highland Cost Cover Letter.docx

AGA Engineers, Inc.

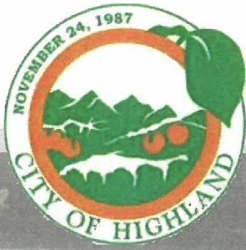
211 Imperial Highway, Suite 208, Fullerton, CA 92835
(714) 992-4592 Email: aga@agaengineersinc.com

PROPOSAL

Citywide Countdown Pedestrian Signal Head Installation

City Project No. sig21001

June 13, 2022





June 13, 2022

Mr. Carlos Zamano, P.E.
Public Works Director/City Engineer
City of Highland
27215 Base Line
Highland, California 92346

**RE: Proposal for Citywide Countdown Pedestrian Signal Head Installation
(City Project No. sig21001)**

Dear Mr. Zamano:

AGA Engineers, Inc. (AGA) is pleased to submit this proposal in response to the City of Highland's Request for Proposal (RFP) for **Citywide Countdown Pedestrian Signal Head Installation – City Project No. sig21001**. As specified in the RFP, technical proposal along with a fee proposal are being submitted separately via email in PDF format to czamano@cityofhighland.org. AGA's proposal is based on the RFP requirements, a deep understanding of the project requested by the City, and our extensive experience and familiarity of the City.

AGA Engineers, Inc. was founded in 2020 by Mr. Chalap K. Sadam, former Vice President and co-founder of Albert Grover & Associates. The new company was formed after the passing of the founder and CEO, Mr. Albert Grover. As a part of Albert Grover & Associates, the team worked together successfully providing engineering services to various cities and counties throughout Southern California. Many of the senior and professional staff members of Albert Grover & Associates are now part of AGA Engineers, bringing with them all their collective professional engineering qualifications, expertise and experience. Although AGA Engineers is technically a new company with a new name and new owner, as a team we have been established since 1993. This allows us to continue to provide the culture, policies, financial stability and appropriate work environment for our employees to continue to serve our clients successfully.

AGA is a full-service traffic engineering consulting firm whose engineering staff has been providing as-needed traffic engineering and field support services to municipalities for nearly 30 years. We have the ability to provide all traffic and transportation engineering services the City may need in an expeditious and cost-effective manner. AGA is currently providing various cities with assistance in the areas of traffic signal design, various types of traffic studies and analyses, Planning Traffic Commission report preparation, plan checking services, grant application support and project administration, traffic signal and communications design, ITS design, traffic signal timing and coordination studies, traffic counts and data collection, and other associated traffic engineering services as directed by the City Traffic Engineer.

AGA Engineers, Inc.

211 Imperial Highway, Suite 208, Fullerton, CA 92835
(714) 992-4592 Email: aga@agaengineersinc.com

The following demonstrates our capability to complete this project on time and within budget:

- AGA's proposed project design team has successfully worked together on numerous traffic signal upgrade and safety projects having completed design plans for approximately 150 traffic signals in the past year.
- Our longstanding personal relationships with key staff of the City and Caltrans Division of Local Assistance (DLA) gives the AGA team a clear understanding of the desires and expectations of the City, which is key to attaining necessary project approvals and Caltrans reimbursements.
- The City of Highland would be hard pressed to find another consulting firm more familiar with the technical complexities the project comprises as well as the political importance of its success.
- Our proposed Project Manager, **Mr. Ignacio Sanchez**, has 32 years of experience in the development of design plans and signal timing, management and construction of traffic signals, design of non-signalized traffic control intersections, and communications systems.
- AGA staff have successfully assisted many other municipalities in successfully securing federal funding for their safety projects through the Highway Safety Improvement Program (HSIP) so we know how to "package" projects and programs so they get funded. AGA staff has recently completed safety assessments to several municipalities including the cities of Fountain Valley, Placentia, Redlands, Rialto and Torrance.
- The AGA team has successfully secured \$3.5 million HSIP grants for the cities of Fountain Valley, Placentia and Redlands.
- AGA is currently providing professional engineering services for the implementation of HSIP funded projects for Fountain Valley's Left-Turn Signal Modification Upgrades and for Redland's Citywide EVP Installations. AGA recently completed Huntington Beach's Left-Turn Signal Upgrades, another HSIP funded project.
- AGA's unique combination of engineers and skilled traffic signal system and communications technicians allows us to ensure the City and its project partners a trouble-free project from the outset of design through implementation and into operations. We do more than simply prepare traffic signal modifications – *we actually make the systems work for our clients.*
- AGA is currently providing on-call traffic engineering services to the City and has worked on numerous projects in the City throughout the years.



Mr. Carlos Zamano

June 13, 2022

Page 3 of 3

AGA is very excited to have the opportunity to offer this proposal to the City of Highland and we look forward to continuing to work with you in the future. I, Chalap Sadam, President of AGA, am duly authorized to negotiate the scope and fee with the City as well as contractually bind the company. If you have any questions or require clarification on any aspect of this submittal, please don't hesitate to give me a call at (714) 992-4592 or contact me via email at chalap@agaengineersinc.com.

Respectfully submitted,

AGA Engineers, Inc.

A handwritten signature in blue ink, appearing to read 'Chalap K. Sadam'.

Chalap K. Sadam, P.E., T.E.
President

AGA Engineers, Inc.\Proposals\Highland\Traffic Signals\Highland Cover Letter.docx





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Section 1: Brief History and Description of Firm

AGA is a California S Corporation with 19 employees. Many of our employees have worked together for at least five years, and the senior staff have worked together for over 25 years, which is a respectable indication of the stability and compatibility of our team. All work performed under this contract with the City will be performed by employees located at AGA's offices in Fullerton.

The company is an independent, privately-owned firm which is financially sound. Chalap K. Sadam, President, has no plans to relocate the firm from its current offices in Fullerton, sell the company, or merge with another firm. There are no foreseen conditions that could impede AGA's ability to provide the required project services.

We are a multidiscipline engineering firm specializing in municipal and transportation engineering. Through utilization of today's most sophisticated, computer-aided equipment by highly skilled and talented professional engineers and technicians, we are able to provide clients with quality, cost-effective, professional services in a timely manner. Our success can be attributed to our commitment to provide clients with personalized, quality service. AGA's services are not just routine, but rather the application of experience and knowledge to properly identify a problem, and provide the most appropriate and cost-effective solution. Each project is unique and carried out with the highest degree of pride and professionalism with a dedication to satisfy the client's needs. We offer professional services ranging from the planning and conceptual design stage through the construction supervision and "as-built" stage, placing us among the forerunners in the full-circle service concept.

AGA's wide range of services offered can be divided into six primary areas of expertise: traffic engineering, day-to-day traffic signal operations, transportation planning, civil engineering management, communication and operational control of traffic signal systems, and actual onsite City Traffic Engineer staffing. While we are well known and respected for our work in all six of these areas, we are perhaps best known for our widespread knowledge and experience in the field of design and multijurisdictional traffic signal coordination. It should also be noted that AGA operates over 400 traffic signals on behalf of four jurisdictions in Southern California. Those traffic signals are remotely monitored and controlled from the Traffic Management Center located in AGA's Fullerton office.

AGA personnel, some of whom are former governmental employees, have provided services to clients ranging from design and construction management of full freeway interchanges at costs exceeding a million dollars, to minor traffic impact studies costing only a few thousand dollars. Whatever the project, our management approach is to complete the project to the satisfaction of the client in as quick a time frame as possible while still producing quality work products. The AGA approach to providing professional services is to do more than simply provide labor or prepare design plans and study reports – *we actually improve traffic operations and safety in everything we touch*. Our unique blend of Civil Engineers, Traffic

Official Name & Address:

AGA Engineers, Inc.
211 Imperial Highway, Suite 208
Fullerton, CA 92835

Primary Point of Contact:

Mr. Ignacio Sanchez, PE, TE
Project Manager
211 Imperial Highway, Suite 208
Fullerton, CA 92835
(714) 992-4592
ignacio@agaengineersinc.com

Type of Entity:

California S Corporation

Telephone & Fax:

T: (714) 992-4592
F: (714) 992-2883

AGA Team's Experience in Related Services:

32 years





Engineers, and skilled traffic signal system and communications technicians provides a synergy which results in successful projects beyond client expectations.

We fully understand the importance of dealing with traffic related problems. Staff at AGA have completed many tasks similar or identical to those anticipated under this contract, and have completed such tasks on time, within budget, and in a manner that meets all the requirements of the agency for which the work was completed, while at the same time placing minimal time and effort requirements on agency staff.

AGA Engineers, Inc. represents and certifies that our firm does not and will not discriminate against any employees or applicants for employment because of race, religion, gender, color, national origin, sexual orientation/preference, ancestry, marital status, physical condition, pregnancy or pregnancy-related conditions, political affiliations or opinion, age, or medical condition. AGA is an equal opportunity employer.



Section 2: Firm Experience

Firm's Experience in Performing Work for the City

While our overall experience is very important in assessing our potential for providing similar traffic engineering expertise to the City, our specific experience in the City of Highland is an even more relevant factor. Our staff are familiar with traffic conditions and infrastructure throughout the City. Our team also provided the Citywide Traffic Signal System Master Plan. The plan identified existing and proposed traffic signals, locations where new fiber optic communications needed to be added, new video detection locations, CCTV traffic surveillance camera installations, upgraded central system, and provided traffic signal coordination at various corridors. The AGA team has been providing signal monitoring services to the City since 2010. This understanding of the City's citywide traffic signal system is invaluable. Our team recently provided traffic signal modification on 9th Street and Lankershim Avenue and designed a new traffic signal at the Palm Avenue and Cypress Street intersection. Through our current On-Call contract and our familiarity with the City via previous projects, AGA will be able to cost effectively install 127 Countdown Pedestrian Signal Heads at 26 intersections within the City.

Firm's Familiarity and Experience with State Procedures

Our team has represented many cities at various state and regional transportation functions, meetings, workshops, seminars, etc., and have helped establish both operational and Capital Improvement Program (CIP) budgets. Additionally, our engineers have served on various state and federal committees which established the framework and engineering procedures and practices found in the Highway Capacity Manual and the Manual on Uniform Traffic Control Devices. Staying abreast of the latest policy activities at both the state and federal levels is an important aspect of attracting grant funding and developing successful local programs, policies, and procedures.

Firm's Experience in Performing Similar Work

AGA's engineers have extensive experience in designing federally-funded Highway Safety Improvement Project (HSIP) intersection safety improvements. As a team, we successfully completed several traffic signal design projects including nearly 150 traffic signals just in the last year. The vast majority of these projects were completed without incident and without construction change orders. We typically take an all-inclusive approach to our design efforts to not only include those improvements initially identified, but to look beyond the confines of the RFP to recommend other operational improvements that can significantly improve traffic flow and reduce maintenance costs without increasing bottom line project costs. AGA recognizes that the current project is federally funded through an HSIP grant overseen by Caltrans. Through work on our previous projects, our team understands the specific requirements of federal and state grants. We understand what project elements are grant-eligible expenses, what it takes to get the required environmental clearances, the importance of meeting the funding deadlines, and providing appropriate documentation to ensure successful reimbursement to the City.

Throughout the course of the project, our team will ensure that the project goals are met for improved safety via the successful implementation of all desired improvements at project locations, and that all appropriate Caltrans approvals are received prior to moving forward to the next step. The AGA Team will strive to achieve this with minimal burden on City staff. Additionally, during the course of the project we will not only identify all the elements that need to be upgraded to maximize grant funds usage, but also



identify additional improvements that can be implemented by the City at a later date. A successful and well-managed design project requires close coordination among all project team members and the City to ensure efficiency and thoroughness in the work being conducted. Our Team's experience working with the City on a variety of projects in the past has given us a keen understanding of the needs and desires of the City.

Highlighted below are some of the AGA Team's recent projects:

City of Downey – *HSIP Stewart & Gray Road Fiber Optic Traffic Signal Communications and Upgrades Project – FPN HSIPL-5334 (062)*

This project included the installation of fiber optic communications, traffic signal upgrades, and other safety enhancements along Stewart & Gray Road between Old River School Road and Woodruff Avenue, which included nine signalized and sixteen non-signalized intersections. Our Team was responsible for the design and preparation of PS&E for the traffic signal modifications upgrades and fiber optic communications. We were also responsible for the PS&E of cross gutter street improvements and new curb ramps to ensure ADA compliance. Construction cost of the project was \$1.9 million. Success of the project was due in part to excellent coordination between City staff and the consultant team. The consultant team's assistance during the preparation and submittals of Caltrans Local Assistance Procedures Manual (LAPM) Exhibits to Caltrans was also key to the project's success.

City of Rialto – *HSIP Cycle-8 Protected Left-Turn Signal Phasing Project – FPN HSIPL-5205 (026)*

This project included preparation of a complete PS&E package for the modification of four existing traffic signals to add protected left-turn phasing. Our Team evaluated the proposed modifications and prepared traffic signal modification plans, specifications, and estimates for upgrading poles, signal equipment, and safety lighting. We assisted the City with the environmental submittal and Caltrans E-76 Construction Authorization package. Construction cost of the project was \$990,000.

City of Huntington Beach – *HSIP Traffic Signal Modifications for Goldenwest Street/Heil Avenue, Newland Street/Slater Avenue, Newland Street/Ellis Avenue*

The project included modifying existing traffic signals at the intersections of Goldenwest Street/Heil Avenue, Newland Street/Slater Avenue, and Newland Street/Ellis Avenue to provide protected left-turn phasing. New conduit and fiber optic cabling were provided for communications between adjacent traffic signals. Our Team provided traffic signal modification plans, fiber optic communication plans, and assisted the City with preparation and approval of a Caltrans E-76 Authorization construction package. The total authorization construction package was approximately \$1.3 million. The construction of this project was completed in 2021.

City of Fountain Valley – *Fountain Valley HSIP Project*

The project involved signal improvements and modifications to eight traffic intersections. The improvements were funded through the Federal HSIP and was subject to Caltrans Local Assistance requirements. The purpose of the project was to address the high collision intersections within the City to improve intersection safety and reduce collision rates by providing protected left-turn phasing, reconstructing the key traffic signals to meet the current safety and operation standards, and improving signal hardware such as lenses, back-plates, mounting size, and number of signal indications to enhance



operational safety. The above objectives were executed within each intersection limit and right-of-way while minimizing environmental and economic impacts. The AGA Team served as prime consultant for this project and performed the required traffic engineering work.

The proposed improvements at the project intersections include the addition of protected left-turn phase arrow signal indications and comply with the current CA MUTCD, enhanced safety lighting with LED, and the construction of new curb ramps to comply with ADA requirements. The construction is currently underway. AGA is assisting the City with Construction Engineering Support Services.

Project References

Project References					
AGA Engineers, Inc.					
Agency	Project Name	Reference Name	Title	Phone Number	Email
City of Downey	HSIP Stewart & Gray Road Fiber-Optic Traffic Signal Communications and Upgrades Project – FPN HSIPL-5334 (062)	Ed Norris	Deputy Director of Public Works	(562) 904-7110	enorris@downeyca.org
City of Rialto	HSIP Cycle-8 Protected Left-Turn Signal Phasing Project – FPN HSIPL-5205 (026)	Rudy Victorio	Assistant Engineer	(909) 820-2532	rvictorio@rialtoca.gov
City of Huntington Beach	HSIP Traffic Signal Modifications for Goldenwest St/Heil Ave, Newland St/Slater Ave, Newland St/Ellis Ave	William Janusz	Principal Civil Engineer	(714) 536-5431	WJanusz@surfcity-hb.org
City of Fountain Valley	Fountain Valley HSIP Project	Temo Galvez	Deputy Director of Public Works/City Engineer	(714) 593-4517	temo.galvez@fountainvalley.org
Orange County Transportation Authority	Orange County Regional Traffic Signal Synchronization Program	Anup Kulkarni	Strategic Planning Section Manager	(714) 560-5867	akulkarni@octa.net



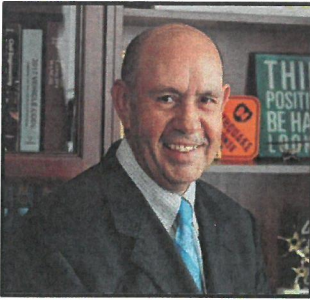
Section 3: Proposed Staffing and Project Organization



Our proposed project team will be headed by **Mr. Ignacio Sanchez, P.E., T.E.**, Senior Transportation Engineer, who will serve as the Project Manager and be the primary point of contact with the City. He will be personally in charge of managing the day-to-day activities of the project and be responsible for the submittal of all project deliverables. He is a registered Civil Engineer and Traffic Engineer with ample experience in the design of traffic signals and communications systems, specifically in the City of Highland.

Mr. Sanchez will be supported by Mr. Chalap Sadam, P.E., T.E., President, who will be a close advisor and will provide project oversight and quality assurance/quality control (QA/QC) for all project work products. Mr. Sanchez will also be supported by other dedicated members of the AGA Team.

Brief resumes for the key project team members are shown below.



Mr. Ignacio Sanchez, P.E., T.E., Senior Transportation Engineer, is a registered Civil and Traffic Engineer and has over 32 years of experience in development of design plans, management and construction of traffic signals, design of non-signalized traffic control intersections, communications systems, and development of signal timing. He has designed and/or modified hundreds of traffic signals, designed hundreds of miles of communications systems – including both fiber optic communications and wireless communications, and has prepared many signing and striping plans for municipalities throughout Southern California.

He is a “hands on” engineering manager who will be working directly with City staff to answer questions, lead meetings with the City, and make any presentations to staff, management, and the public as necessary regarding the design, operation, and construction of the proposed project improvements. He will also be intimately involved in development of the design plans, specifications, and cost estimates to ensure that the City receives quality deliverables on time. He will seek alternative design options to improve and optimize communications systems and traffic operations to reduce construction time and costs while improving intersection safety, as he has done in all his projects. Mr. Sanchez and his design team will lead the traffic design tasks to prepare traffic signal plans, specifications, and estimates. He will be responsible to ensure that all traffic signal work conforms to all Federal, State and participating agency design standards. He has ample experience overseeing preparation of PS&E packages and has provided construction engineering services for many projects.

His duties at AGA include project management for design and preparation of plans, specifications, and estimates and construction management of traffic signals, communications systems, signing and striping, and related civil intersection improvements. Mr. Sanchez has managed and prepared plans for Caltrans and other government agencies such as the Counties of Riverside, Los Angeles, San Bernardino, and Orange, the Cities of Downey, Montclair, San Dimas, Brea, Highland, Moreno Valley, Riverside, Fullerton, Fountain Valley, Yorba Linda, La Habra, Placentia, Westminster, Seal Beach, Lake Elsinore, Chino, Rialto, and Victorville, and for private developers such as Home Depot. He has extensive experience designing and managing federal HSIP funded safety improvement projects. He managed various Orange County Transportation Authority (OCTA) projects including design and construction of Regional Traffic Signal Synchronization Program (RTSSP) projects including: Lambert Road corridor, La Habra Boulevard/Central Avenue/State College Boulevard corridor, Imperial Highway/SR-90 RTSSP, which includes 33 Caltrans traffic signals.

Mr. Sanchez managed the City of Downey’s Stewart & Gray Road Fiber Optic Traffic Signal Communications and Upgrades Project, which includes modernization of eight traffic signals, installation of video detection, and the installation of three miles of new fiber optic communications. He also has successfully completed the HSIP Cycle 8 Left-Turn Phasing traffic signal safety improvement project for the City of Rialto. That project included modernization of four signalized intersections with left-turn arrows, signal equipment upgrades, and installation of new curb ramps. Mr. Sanchez is currently finalizing PS&E for left-turn phasing upgrades at eight intersections in the HSIP funded City of Fountain Valley project. Mr. Sanchez will leverage his recent experience on these similar HSIP funded projects to successfully and efficiently deliver on this project for the City of Highland.



Mr. Chalap Sadam, P.E., T.E., President, will be responsible for the Quality Assurance/Quality Control aspects of the project and ensure that work products and deliverables provided to the City are of the highest quality. He is a registered Civil and Traffic Engineer with a Master of Science, Civil Engineering (Transportation) degree from Virginia Polytechnic Institute and State University, and a Master of Business Administration degree from the University of Southern California. He will conduct an independent and objective review of the work product, ensuring that the delivery of quality project deliverables are *“right the first time.”* In addition to providing

support and assistance to staff working on engineering aspects of the project, he will provide review for constructability and implementation feasibility. He will be responsible for reviewing all submittals of construction documents prior to each submittal to the client, ensuring that the submittal is complete and that all concerns and issues raised by the client during the project development phase and progress meetings are addressed. This effective QA/QC review process will reduce costs from contractor change order (CCO) claims during the construction phase of the project.



Mr. Ruben Perales, P.E., T.E., Vice President, has ample experience overseeing the preparation and completion of HSIP funded safety improvement projects including PS&E packages, and has provided construction engineering services for many projects. He was instrumental in the competition of the City of Huntington Beach HSIP Goldenwest Street/Heil Avenue, Newland Street/Slater Avenue, Newland Street/Ellis Avenue Traffic Signal Modifications Project, City of Downey HSIP Stewart & Gray Road Fiber Optic Traffic Signal Communications and Upgrades Project, and the City of Rialto HSIP Cycle-8 Protected Left-Turn Signal Phasing Project.

He has worked extensively on signal design and signal modification plans, multiple conceptual improvement plans, intersection level of service analyses, and specifications, and intersection improvement plans to upgrade controllers and connect to existing or new fiber optic or wireless communications, often in cooperation with Caltrans. He conducts a wide variety of traffic engineering tasks, as well as providing leadership on many projects. He has prepared design plans and overseen construction of ITS system improvements for multiple OCTA-led and city-led corridor projects, has prepared plans for flashing yellow arrow conversions (FYA), and worked on multiple Traffic Signal Synchronization Projects throughout Southern California.

Mr. Perales will be assisted by Ms. Jessica Espinoza, E.I.T., Mr. Elias Sanchez, Mr. Jorge Sanchez, E.I.T., Ms. Vannessa Pedroza, and Ms. Giselle Hernandez.

Mr. Phillip Fuentes and Mr. Mando Coronado will conduct field reviews of traffic signal and utility infrastructure. They have both completed many field reviews over many years and have been instrumental in obtaining all crucial data necessary for proper design improvements. They also provide great insight on necessary improvements.

Full resumes of the project manager and other key personnel are provided in **Appendix A**.



Section 4: Project Understanding and Approach

The City of Highland is requesting a proposal from qualified firms to provide the City with professional engineering services to prepare Proposed Improvement Tables, Minor Sketches, Specifications and Estimates PS&E, bid assistance, and construction support services, to upgrade existing traffic signals at 26 intersections by replacing existing, and/or installing new countdown pedestrian signal heads and push buttons as necessary.

The intersections will be upgraded with new signal equipment as necessary such as: LED countdown pedestrian heads, pedestrian push-buttons, and signage (if necessary). In addition, AGA staff will provide recommendations for realignment of crosswalks if necessary. The project is funded through the Highway Safety Improvement Program (HSIP) and will be subject to Caltrans LAPM requirements. The proposed improvements will be made at the following 26 intersections:

1. Base Line & Boulder Avenue	14. Boulder Avenue & Webster Street
2. Base Line & Church Avenue	15. Church Avenue & 5th Street
3. Base Line & Cunningham Street	16. Del Rosa Drive & 5th Street
4. Base Line & McKinley Street	17. Greenspot Road & Chevron
5. Base Line & Olive Street	18. Greenspot Road & Church Street
6. Base Line & Seine Avenue	19. Greenspot Road & Lowes Center
7. Base Line & Sterling Avenue	20. Greenspot Road & Orange Street
8. Base Line & Victoria Avenue	21. Greenspot Road & Village of East Highlands
9. Base Line & Walgreens	22. Greenspot Road & Weaver Street
10. Base Line & Webster Street	23. Palm Avenue & 3rd Street
11. Boulder Avenue & Beaver Medical	24. Palm Avenue & 5th Street
12. Boulder Avenue & Highland Village	25. Victoria Avenue & 14th Street
13. Boulder Avenue & San Manuel Village	26. Victoria Avenue & Pacific Street

By implementing this project, the City will provide better access and enhanced signalization to pedestrians, reduce the frequency of pedestrian violations, and improve traffic signal operations which will result in fewer pedestrian/vehicle conflicts.

As stated above, our proposed project team will be headed by Mr. Sanchez who will serve as the Project Manager. He will be supported by several senior designers. Mr. Sadam will provide quality assurance/quality control (QA/QC) for all project work products.

In consideration of the various federal and state grant funding requirements, it is anticipated that the project plans will take approximately 3 months to complete. The City of Highland will secure both CEQA and NEPA environmental clearance and AGA engineers will produce improvement tables, sketches, specifications, and estimates for the construction of improvements. In addition, the City will secure the necessary Authorization to Proceed with Construction (RFA CON).



The improvements, in general, will include the replacement or new installation of pedestrian signal heads with new LED Countdown Pedestrian Signal Heads, replacement or new installation of pedestrian push buttons with either new standard Pedestrian Push Button Assembly or with new Accessible Pedestrian Signal (APS) per City standards, replacement of faded traffic signs at the existing signal poles to meet current California Manual on Uniform Traffic Control Devices (CA MUTCD) safety standards, and making recommendations for the realignment of the existing crosswalk as necessary, at selected intersections.

We are excited to discuss the pros and cons of each of the potential improvements with City representatives and look forward to assisting the City in the successful design and implementation of the project. Supplementary items that are not specified in the grant will be discussed with City staff to obtain approval before proceeding with design of these items.

Project Development Process

AGA recognizes that the City will need to take the project through the environmental process. The project, in general, falls into the three phases below. Additional details of project scope of services are provided in a separate section.

- **Phase I:** The City will obtain CEQA environmental clearance for the project.
- **Phase II:** Final Improvement Tables, Sketches, Specifications and Estimate (PS&E). This phase includes draft and final improvement tables, estimate of construction costs and project specifications, bid items, meetings with City staff and agency coordination.
- **Phase III:** Construction Support. This phase includes responding to bidder inquiries, attending pre- construction meeting, responding to requests for information, and preparation of record drawings.

A successful and well-managed design project requires close coordination among all project team members and the City to ensure efficiency and thoroughness in the work being conducted. With this understanding AGA staff can hit the ground running without creating an undue burden on City staff to explain how things are done. Likewise, we at AGA have worked closely with the City of Highland on a number of projects over the years, so the staffs from both AGA and the City are familiar with each other. We believe that the level of expertise, familiarity, and comfort with these types of projects uniquely positions AGA to deliver the best possible project outcome for the City.

Development of Improvement Tables, Specifications, & Estimates (PS&E)

In determining the best approach to complete the work, the AGA Team considered standards, practices, perspectives, and desires of both the City and Caltrans. In order to expedite the project, AGA proposes conducting field review and signal equipment inventory simultaneously with collecting as-built plans and signal timing sheets from the City. This will allow us to immediately commence project design work once



Caltrans and the City approve their respective environmental documents. It may even be possible for AGA to begin design work prior to approval of the environmental documentation as long as we don't complete a 30% level of design effort before the environmental approvals are obtained. AGA proposes to coordinate our design work closely with the City and Caltrans to ensure that the project continues to move forward efficiently while not compromising the City's ability to seek full reimbursement for all project expenses.

AGA's engineers have extensive experience in designing intersection safety improvements. As stated earlier, we typically take an all-inclusive approach to our design efforts to not only include those improvements initially identified but to look beyond the confines of the RFP to recommend other operational improvements that can significantly improve operations and reduce maintenance costs. It is the "innovative extras" that we provide through the design process that have little to no impact on overall project cost, but tend to elevate a good project to a great project. It's not just a job for us at AGA, your traffic safety project is our passion!

As an additional service to the City and at no extra cost, the AGA Team will, while conducting the field review, will evaluate existing conditions of signal equipment, signs, and crosswalk alignment at each project intersection. AGA will provide a list of recommendations detailing what is needed to update the Project related traffic signal equipment, which will be very helpful to the City. The AGA Team has extensive experience in designing, constructing, implementing signal timing, and upgrading multiple traffic signals.

It is our understanding that all the construction work will be conducted within the City's right-of-way; therefore, land acquisition and/or temporary construction easements on private property will not be required. We will discuss with the City the pros and cons of each of the additional improvements, their feasibility, safety and operational benefit, and their costs and then seek appropriate approvals prior to preparing detailed design plans.

As previously discussed, the AGA team has extensive experience in designing the improvements identified for the project intersections.



Section 5: Scope of Work

Task 1: Project Management/Administration

The engineers and technicians at AGA have extensive experience working with municipal engineers, superintendents, and technical field staff in the completion of traffic signal improvement projects. Of course, we at AGA will take primary direction from the City's Project Manager; however, we will also endeavor to develop a close positive working relationship with the City's signal systems technicians as well as the superintendents and field support staff that will be tasked with overseeing and integrating traffic signal improvements and modifications to traffic signal timing if necessary.

Project Kick-off Meeting and Additional Meetings

The project kick-off meeting and all subsequent progress meetings will be led by our Project Manager, Mr. Sanchez. Meeting agendas will be prepared and distributed to attendees prior to each meeting. Before the kick-off meeting, AGA will present the City's Project Manager with a listing of desired information and documents to assist in the completion of the project. At the kick-off meeting, it is anticipated that the discussion will center on the project requirements, project schedule, and key City goals and objectives. AGA's Project Manager is prepared to lead monthly project meetings with City staff related to project progress, and discussion on 90% improvement tables and specifications.

The AGA Project Manager will submit a detailed project schedule to the City at the kick-off meeting. The Schedule will indicate the timeline for completion of project tasks and key dates for the completion of milestones and deliverables. The schedule will also highlight any interdependencies between tasks and provide the City with a clear understanding of the workflow by time taking into consideration the implementation schedule outlined in the grant application.

Progress Reports and Invoicing

Serving as AGA's Project Manager, Mr. Sanchez will do everything necessary to ensure that the project is completed on time, within budget, and in a manner that fulfills the goals and objectives of the City, its grant funding partners, and the public that travel the City streets every day. Additionally, Mr. Sanchez will fully leverage AGA's administrative team to help manage the project, including project budget control, invoicing, project schedule tracking, project status updates, grant funding documentation, document controls, and filing. He will prepare monthly invoices and progress reports, which will include an explanation of the work accomplished, status of the various tasks and deliverables, identification of any contractual or technical issues, and discussion of pending or upcoming work items.

Deliverables:

- ✓ Monthly Invoices and Progress Reports and Document Logs
- ✓ Kick-off Meeting Agenda and Minutes with Action Item List
- ✓ Progress Meeting Agendas and Minutes
- ✓ Project Schedule and Updates





Task 2: Field Review

For the development of traffic signal improvement tables, it is imperative to have appropriate intersection equipment inventory, geometrics, signal phasing, understanding of the existing traffic signal system, communication equipment and its capabilities, and identification of operational deficiencies.

AGA engineers will conduct a thorough field review of each of the 26 project intersections for the specific purpose of confirming field conditions relating to each traffic signal. AGA will confirm and/or note as typical the crosswalk alignment, curb, gutter, traffic signal poles, traffic signal equipment, controller assemblies, that will have an impact on the traffic signal improvements design. AGA's field reviews are key to the preparation of detailed project documents. During the field review, special attention will be taken to each pedestrian head housing to identify the extent of equipment required to complete the pedestrian head upgrade. The AGA Team has worked on multiple projects involving pedestrian head upgrades and can quickly identify if the entire pedestrian housing needs to be replaced or if the housing may be reused and only replace the pedestrian module.

AGA engineers and technicians will also review existing as-built plans and other relevant documentation pertaining to the design of the traffic signals and communications systems to ensure that there isn't anything that is overlooked in relation to the proposed improvements. The field review team will also document and/or record any existing conditions in the proposed project construction area that might be unusual or create special conditions that may affect the project design, construction, or operation.

Utilizing information gathered during the field review as well as available record drawings, AGA will prepare the necessary project documents.

Deliverables:

- ✓ Field Review Notes, Traffic Signal Inventory Logs, Notes of Conflicts (if necessary)
- ✓ Digital Photographs
- ✓ Preliminary Improvements Table

Task 3: 90% and 100% Complete PS&E

After completing all field review and site assessments necessary, and after discussions with the City on what improvements will be completed as part of the project, the AGA team will prepare and submit 90% complete improvement tables, specifications, and estimate.

After City review, discussions at the 90% design meeting, the AGA design team will finalize all improvement tables, and specifications for the 100% submittal and approval signatures.

Deliverables:

- ✓ 90%, and 100% Traffic Signal Improvement Tables, Specifications, and Estimate PS&E



Task 4: Bidding Assistance

As part of this task, AGA will attend a Pre-Bid Meeting as requested by the City to answer any questions relative to the design plans and specifications. During the bidding process, AGA will assist the City in answering any additional bidder's questions and prepare Addendums as necessary. The AGA team will provide responses to any RFIs within three working days of receiving the City-provided RFI log.

Deliverables:

- ✓ Responses to bidder questions

Task 5: Construction Engineering Support Services

Upon award of the construction contract, AGA will attend the pre-construction meeting and review all submittals, shop drawings, and any contract change orders. Additionally, at the City's request we will respond to written Requests for Information (RFI) from the contractor within three working days of receiving the RFI from the City. While full-time inspection of all construction components will be the responsibility of the City, AGA will support the City inspection staff during construction both over the phone and through on-site field reviews/meetings as needed. When reviewing contractor work in the field, we will report any defects or deficiencies in work to the City inspection and engineering staff.

AGA will update the improvement tables as necessary upon completion of construction in a format that is acceptable to the City to serve as Record Drawings. The tables will be updated to show any modifications made in the field not originally reflected on the approved tables. The AGA Team will provide documentation, information, and any submittals necessary for project closeout with Caltrans and the City.

Deliverables:

- ✓ Responses to RFI's
- ✓ Updated Improvement Tables to Serve as Record Drawings



Section 6: Project Schedule

The RFP includes a Preliminary Delivery Schedule identifying key completion dates, which the AGA team intends to follow. If selected as the project consultant, a detailed project schedule will be prepared at the commencement of the project. The AGA team understands the expected completion of design and preparation of bid specifications is three months from the date of Notice to Proceed of July 13, 2022. AGA staff will consult with the City of Highland and Caltrans Local Assistance if any adjustments to the preliminary schedule are necessary to ensure that grant funding is not jeopardized.

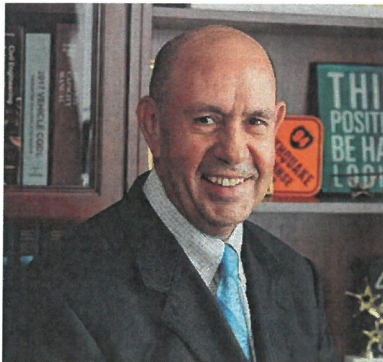
APPENDIX A

Resumes of Key Personnel



Ignacio Sanchez Hernandez, PE, TE

Senior Transportation Engineer



Education

Universidad de Guadalajara
Bachelor of Science, Civil
Engineering, 1986

Fullerton College
Computer-aided Design,
AutoCAD and Customization,
1988, 1989

Environmental Systems
Research Institute (ESRI)
Geographic Information
Systems, 1994

Professional Registrations

CA Registered Civil Engineer –
CE #72073

CA Registered Traffic Engineer –
TE #2344

Mexico Registered Civil Engineer
– Cédula Profesional #3806180

Professional Associations

Institute of Transportation
Engineers

Mr. Sanchez is a registered Civil and Traffic Engineer. He started his career in 1989 with Mohle, Grover & Associates (MGA). He has over 31 years of experience in development of signal timing, traffic control plans, and design, management and construction of traffic signals, and communications systems. He joined Albert Grover & Associates in 2005 and has since designed and/or modified hundreds of traffic signals, designed hundreds of miles of communications systems, and has prepared many signing and striping plans for municipalities throughout Southern California. His duties include project management of design and construction, preparation of plans, specifications and estimates (PS&E), communications systems, signing and striping, and civil improvement plans. He has managed and prepared plans for Caltrans and other government agencies such as the Counties of Riverside, Los Angeles, San Bernardino, and Orange, the Cities of Downey, Montclair, San Dimas, Brea, Highland, Moreno Valley, Riverside, Fullerton, Yorba Linda, La Habra, Placentia, Westminster, Seal Beach, Lake Elsinore, Chino, Rialto, and Victorville, and for private developers such as Home Depot.

Mr. Sanchez have been managed various Orange County Transportation Authority (OCTA) projects including design, Bid assistance, and construction management support, such Regional Traffic Signal Synchronization Program (RTSSP) projects are: Lambert Rd RTSSP (2012-2013), La Habra Blvd/Central Ave/State College Blvd RTSSP (2014-2015), Imperial Hwy/SR-90 RTSSP (2016-currently in construction). Mr. Sanchez provides important assistance in the field including construction inspection, generation of change directives and change orders on behalf of City clients, coordination with Caltrans and Southern California Edison, review and approval of equipment quantities during construction for progress payments, and preparation of as-built plans.

Mr. Sanchez is also responsible for ensuring compliance with all current regulations and standards, such as California Vehicle Code (CVC) Section 21400, and the most recent California Manual on Uniform Traffic Control Devices (California MUTCD), the Caltrans Highway Design Manual (HDM), Americans with Disabilities Act (ADA) compliance requirements, etc.

Prior to be part of Albert Grover & Associates, he worked for Mohle, Grover & Associates, Hank Mohle & Associates, and Rick Engineering, where he coordinated projects between Caltrans and many Southern California government agencies, was responsible for development of traffic signal design and construction, coordination of timing, signal modifications, plan checking for city Capital Improvement Projects (CIP), development of signing and striping plans, traffic control plans, and preparing plans, specifications and engineer's estimates (PS&E).

Relevant Experience

Orange County

Regional Traffic Signal Synchronization Projects—Mr. Sanchez has been a key participant in managing, preparing PS&E, Bid Assistance, and construction management support, along several interjurisdictional corridors throughout Orange County such as:

AGA Engineers, Inc.

211 Imperial Hwy, Ste 208, Fullerton, CA 92835
(714) 992-4592 email: aga@agaengineersinc.com

Lambert Rd RTSSP (2012-2013), La Habra Blvd/Central Ave/State College Blvd RTSSP (2014-2015), Imperial Hwy/SR-90 RTSSP (2016-currently in construction).

HSIP Federal Funded Projects— Mr. Sanchez has extensive experience designing and managing HSIP Federal funded safety improvement projects for Cities such as: City of Downey's Stewart & Gray Transportation Improvement Project, and the City of Rialto's Left-turn phase and intersection improvement upgrades of four signalized intersections.

Traffic Control Technology Improvement Program, City of Brea—Mr. Sanchez provided PS&E, bid assistance, and construction management for Emergency Pre-emption System upgrades and traffic signal modifications, including controllers and cabinets, communication hardware (fiber optic cables, switches, Ethernet radios, etc.), video detection, CCTV surveillance cameras, etc.

Los Angeles County

Traffic Signal Signing and Striping Modifications—Mr. Sanchez has prepared designs for modifications along San Gabriel Boulevard for the City of San Gabriel and the County of Los Angeles; for the City of West Hollywood along the Sunset Boulevard Corridor from Doheny Road/Cory Avenue to Harper Avenue/Roxbury Road; and for the City of South Gate at Firestone Boulevard/Otis Street.

Intersection Improvements, City of Compton—Mr. Sanchez provided signing & striping plans, new traffic signals and signal modification plans, signal interconnect and street lighting plans for the following roads and corridors:

- Signing & Striping at Towne Center Drive from Alameda Street to Commercial Center
- Signing & Striping at the loop ramp connector between Artesia and Alameda
- New traffic signal designs and modifications along Alameda Street, Greenleaf Boulevard, Towne Center Drive, Plaza Drive and Tamarind Avenue
- Signal Interconnect plan for Alameda Street from Greenleaf Boulevard to Artesia Boulevard Connector Road
- Street lighting plans for Greenleaf Boulevard from Willowbrook Avenue to Alameda Street
- Plans for private developer (Prism-IQ Partners LLC)
- Plans for Home Depot



Chalap K. Sadam, PE, TE

President



Education

University of Southern California
Master of Business
Administration, 2002

Virginia Polytechnic Institute
and State University
Master of Science, Civil
Engineering (Transportation),
1990

Jawaharlal Nehru Technological
University
Bachelor of Engineer, Civil
Engineering, 1988

Professional Registrations

CA Registered Civil Engineer –
CE #74080
CA Registered Traffic Engineer –
TE #1813

Professional Associations

American Society of Civil
Engineers
Institute of Transportation
Engineers
Intelligent Transportation
System Council
Transportation Planning Council

Mr. Sadam started his career in 1990 as a Transportation Engineer with MGA, a municipal and traffic/transportation engineers. In 1993 he joined Albert Grover & Associates, Inc., as a Senior Transportation Engineer and founding member of the company. He provides our team with an extensive educational background in Civil, Traffic, and Transportation Engineering, as well as a Master's degree in Business Administration. In 2002, he began serving as Vice President of the firm, focusing on business development, client management, team leadership, and project management. *"Do the right thing—provide value to the client—be passionate about projects"* are standards which guide his business and project decisions. In 2020, Mr. Sadam founded AGA Engineers, Inc.

During his tenure, Mr. Sadam has performed traffic studies, feasibility studies, safety studies, Major Investment Studies, long-term roadway improvement studies, and transportation-related Master Plan studies for countless cities and counties throughout Southern California. Under his direction, plans for a Major Investment Study and subsequent PSR/PDS and PA/ED for the I-405 Freeway (SR-73 to I-605) were completed with significant attention to detail. Those plans were subsequently used to implement the freeway widening and interchange improvements.

More recently, he has become well-known for his studies involving Regional Traffic Signal Synchronization Programs (RTSSP), working effectively to promote multijurisdictional cooperation between State (Caltrans), county, and city entities to synchronize traffic signals for multiple major corridors in Orange County, Los Angeles County and the San Bernardino Valley. Mr. Sadam is a recognized expert of traffic signal communications, Intelligent Transportation Systems (ITS), Traffic Management Centers, centralized traffic signal systems and video management systems.

Mr. Sadam's ability to bring together diverse governmental agencies was demonstrated in 2016 during OCTA's Antonio Parkway Regional Traffic Signal Synchronization Project. Under his direction, AGA engineers and technicians provided plans and expertise for a multi-agency agreement to share infrastructure, communications, and operational expenses between the City of Rancho Santa Margarita, the County of Orange, and Caltrans' District 12, saving each entity millions of dollars in installation and operational costs. In addition to his expertise and technical acumen, which ensure successful projects, our clients most appreciate his commitment to establish the most effective and interactive systems possible for both large and small projects. Whether facilitating award-winning, multi-million dollar, multi-jurisdictional transportation communications projects, or applying his expertise to single intersection traffic operations, Mr. Sadam stands out as a meticulous, innovative planner/designer, and an outstanding leader of the AGA team.

Relevant Experience

Citywide Traffic Operation and Traffic Management Study, City of Irvine— Mr. Sadam was Project Manager for this critical 130 intersection project in the City of Irvine. This project included the analyses and identification of any capacity constraints, excessive queuing and available storage, approving near term developments (project trip generation impacts), evaluation of the appropriate signal operation and coordination signal timing. Improvements were developed and ranged from low cost solutions (adding protected/permissive-Flashing

Yellow Arrow traffic signal phasing) to major improvements of widening an arterial.

Citywide Traffic Study, City of Torrance— Mr. Sadam was Project Manager for this 184 intersection project within the City of Torrance that included review of the traffic signal infrastructure, level-of-service analyses for existing, near term and long term

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conditions, comparison of historical traffic volumes, traffic index (TI) calculations for all truck routes, and traffic safety analysis of the City's high collision intersections. Detailed cost estimates were also conducted for the traffic signal and communication, intersection capacity improvements and traffic safety improvements.

Master Plan Projects

OCTA, Orange County Traffic Signal Coordination Program—Mr. Sadam was assistant project manager for the development of a master plan for signal coordination to improve Orange County arterial signal progression (a study which included 34 cities, the County, and Caltrans District 12). Many of the multijurisdictional traffic signal timing projects that have been completed or are underway now in Orange County are a direct result of recommendations of the master plan promoted by AGA.

SBCTA, San Bernardino Valley Coordinated Traffic Signal System Plan Tier 1 & 2—Mr. Sadam was project manager of the federally funded valley-wide project to interconnect and coordinate more than 1,200 traffic signals. The first two tiers involved interconnect and coordination of 652 signalized intersections on about 150 miles of arterial highway.

Orange County I-405 Freeway (SR-73 to I-605) Major Investment Study and subsequent Project Study Report/Project Development Support (PSR/PDS) and Project Approval/Environmental Document (PA/ED) —Mr. Sadam was project manager for AGA's evaluation of arterial related issues on this multijurisdictional project to improve arterial mobility.

Traffic Signal Synchronization Projects

OCTA Euclid Street Signal Synchronization Demonstration Project—Mr. Sadam led the AGA team on a project to improve traffic flow operations along the 15-mile corridor of Euclid Street in Orange County from Imperial Highway to I-405 Freeway coordinating 66 traffic signals to enhance arterial roadway capacity via traffic signal synchronization.

Synchronization of 260 signals on 22 crossing arterials in the Cities of Huntington Beach, Fountain Valley, Westminster, Garden Grove and Seal Beach—As project manager, Mr. Sadam has extensive experience successfully managing and delivering grant funded multi-agency traffic signal synchronization projects.

Studies/Reports

Safety Studies — Systemic Safety Analysis Report Program for the Cities of Fountain Valley, Placentia and Redlands. Office of Traffic Safety funded citywide safety improvements for the cities of La Habra, Montclair, Palm Springs, Downey and Inglewood. Preparation of Highway Safety Improvement Project (HSIP) grant applications, and design/implementation of multiple State funded projects. He assisted multiple agencies in successful re-imbursements of local, State and Federal funds.

Developer Fee Program Nexus Study Report, City of Montclair — Mr. Sadam directed our team in this nexus study report reviewing and updating the City of Montclair's developer fee program to be consistent with the latest approved regional transportation mitigation project list and cost estimates.

Papers & Presentations

"San Bernardino Valley Coordinated Traffic Signal System—Implementation of Tiers 1 & 2" Presented at ITE Annual Conference, Anaheim, California

"Orange County, California's Traffic Signal Coordination Program" Presented at ITE District 6 Meeting in Portland, Oregon

"Measures to Mitigate Impacts Associated with Temporary Closure of a Major Intersection in Orange County" Presented at ITE District 6 Annual Meeting, Honolulu, Hawaii

"Strategies to Recapture Lost Arterial Traffic Carrying Capacities" Presented at ITE Annual Conference, South Dakota

"Developing Coordination Signal Timing Using Software as a Tool" Presented at ITE Southern California and RSBTEA Seminars

"Quantification of Air Quality Benefits Achieved Through Traffic Signal Coordination" Presented at ITE District 6 Annual Conference, Salt Lake City, Utah

"A Successful Multijurisdictional Traffic Signal Coordination Project" Presented at ITE Annual Conference, Dana Point, CA

"Multijurisdictional Traffic Signal Coordination—A Pleasant Experience" Presented at the 65th ITE Annual Meeting, Denver





Ruben Perales, PE, TE

Senior Design Engineer



Education

California State Polytechnic
University, Pomona
Bachelor of Science, Civil
Engineering, 2005

Professional Registrations

CA Registered Civil Engineer –
CE #83169

CA Registered Traffic Engineer –
TE #2838

Professional Associations

American Society of Civil
Engineers
Institute of Transportation
Engineers
Orange County Traffic
Engineering Council

Mr. Perales performs a wide variety of traffic engineering tasks, as well as providing leadership on many projects. Whether he is coordinating large interjurisdictional projects which include working with Caltrans and multiple cities or counties or patiently mentoring junior staff, he is known for his ability to see through complex problems, promote positive working relationships, and provide clarity for successful projects.

Mr. Perales' projects include a variety of innovative intersection design and improvements. This includes providing design for new or updating communication (wires or wireless), detection, signal phasing, controllers, CCTV, pedestrian and bicycle access, etc. He has prepared numerous specification, cost estimates and provided bid and construction support and has developed a great working relationship with many City staff, vendors and contractors. He has prepared plans for multiple protected permissive left turn phasing (PPLT), flashing yellow arrow (FYA) conversions and Traffic Signal Synchronization Projects (RTSSP) throughout Southern California. He physically inspects actual conditions in the field to provide time- and cost-saving mitigations which might not be apparent to others.

Mr. Perales utilizes multiple traffic engineering software programs, including AutoCAD, MicroStation, Crossroads, and Synchro. He conducts intersection Level of Service (LOS) analysis to identify geometric improvements needed to achieve acceptable LOS and prepares geometric conceptual plans to illustrate required improvements and their impacts to adjacent properties. In addition, he is proficient at signal design and modification planning, fiber optic communications, signal coordination, signing, striping, and street lighting. Mr. Perales previously worked at Albert Grover & Associates providing engineering and project management functions. Prior to that he worked for the City of Upland in the Traffic Division—preparing street improvement, striping and traffic control plans, initiating work orders for removal and installation of traffic signs, preparing striping modification plans, and retrieving accident reports and collision diagrams utilizing the Crossroads software program. He did field work, including setting up traffic counters and compiling the count data. He calculated traffic volumes, conducted traffic signal warrant analyses, and interfaced with the public.

Relevant Experience

OCTA Traffic Signal Improvement & Synchronization Programs—Mr. Perales provided plans for intersection equipment upgrades to enhance communication and provide signal timing and coordination in projects involving cooperation with multiple municipalities along Chapman Avenue (through Garden Grove and Orange), Orangethorpe Avenue (through La Palma, Buena Park, Fullerton, Anaheim and Placentia), Alicia Pafsrkway (through Aliso Viejo, Laguna Hills, Laguna Niguel, and Mission Viejo) as well as cooperation with the County of Orange and Caltrans District 12. He provided fiber optic plans, specifications, and estimates (PS&E), Caltrans controller upgrades and a fiber integration to the Caltrans TMC; he applied for Caltrans Encroachment Permits and procured required equipment (controllers, GPS units, traffic signal cabinets, service cabinets, etc.) from vendors and from Caltrans.

City Traffic Signal Improvement & Synchronization Projects—As task leader, Mr. Perales provided implementation and monitoring of signals along Harbor Blvd., Chapman Avenue and State College Blvd., additionally developing traffic signal interconnect plans for the **City of Costa Mesa** on the Harbor corridor—a project which included fiber optic cable installation and integration of fiber related equipment. **City of Indio**, Mr. Perales managed the Jackson Street and Monroe Street Signal Improvement and Synchronization

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projects. The projects included preparing traffic signal interconnect plans to establish communication, preparing traffic signal improvement plans for installation of video/radar detection systems and controller units, and providing updated local timing and signal synchronization.

Citywide Traffic Operation and Traffic Management Study, City of Irvine—Mr. Perales was the Task Leader for the intersection mitigation/recommendation and reporting efforts for the City. Recommended improvements ranged from low cost solutions (adding protected/permissive-Flashing Yellow Arrow traffic signal phasing) to major improvements of widening an arterial.

Citywide Traffic Study, City of Torrance— Mr. Perales was the Task Leader for the intersection mitigation/ recommendation and reporting efforts for this 184 intersection project within the City of Torrance. This project included review of the traffic signal infrastructure, level-of-service analyses for existing, near term and long term conditions, comparison of historical traffic volumes, traffic index (TI) calculations for all truck routes, and traffic safety analysis of the City's high collision intersections. Detailed cost estimates were also conducted for the traffic signal and communication, intersection capacity improvements and traffic safety improvements.

Level of Service Analysis and Geometric Conceptual Plans, City of Huntington Beach—Mr. Perales conducted LOS analysis to identify geometric improvements required and their impact to adjacent properties.

Citywide Improvements, City of Seal Beach—Mr. Perales provided plans for traffic signal modifications, intersection equipment upgrades and signal interconnect plans along Seal Beach Blvd.; he also coordinated with Caltrans to install GPS time source units at three Caltrans intersections using Caltrans Encroachment Permits.

Highway Safety Improvement Program Projects (HSIP) — Mr. Perales provided design plans including PS&E packages, and construction support and was instrumental in the competition of the following HSIP projects: City of Huntington Beach HSIP Goldenwest St/Heil Ave, Newland St/Slater Ave, Newland St/Ellis Ave Traffic Signal Modifications Project, City of Downey HSIP Stewart & Gray Road Fiber-Optic Traffic Signal Communications and Upgrades Project – FPN HSIPL-5334 (062), and the City of Rialto HSIP Cycle-8 Protected Left-Turn Signal Phasing Project.

Traffic Signal System Master Plan, Cities of Costa Mesa and Rancho Cucamonga—Mr. Perales led our team in detailing existing infrastructure and future infrastructure requirements for several corridors throughout these cities in anticipation of local grant funding.

Traffic Signal Plans, Signing and Striping Plans, Street Lighting Plans—Mr. Perales has provided plans for cities throughout the Southland, including the cities of Buena Park, Burbank, Calimesa, Carson, Cerritos, Chino, Claremont, Costa Mesa, Fountain Valley, Fullerton, Garden Grove, Highland, Huntington Beach, Indio, Irvine, La Habra, Manhattan Beach, Montclair, Ontario, Orange, Palm Springs, Pomona, Redondo Beach, Rialto, Thousand Oaks, Upland, Victorville, and Yucca Valley.

LA County Traffic Signal Synchronization Projects—For this multijurisdictional project, Mr. Perales developed plans for traffic signal modifications along Artesia Blvd, Wilmington Ave., Studebaker Road, and Vincent/Glendora/ Hacienda Blvd.

Signal Synchronization Project, City of Buena Park—Mr. Perales provided field inventory of existing signal and controller cabinet equipment along Valley View Street, Knott Avenue and La Palma; he coordinated with Caltrans for installation of GPS time source receiver units and made application for a Caltrans Encroachment Permit.

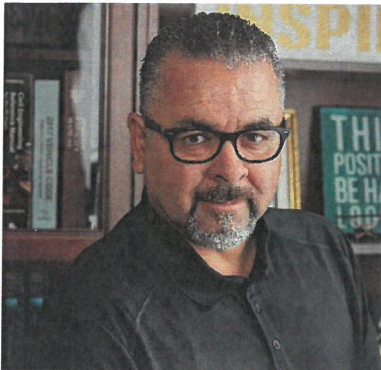
Signal Synchronization, City of Placentia—Mr. Perales provided traffic signal cabinet inventory to identify equipment required to provide upgrades on the Rose Drive corridor; he also led our team in preparing a Citywide Traffic Signal System Map to identify existing signal interconnect, traffic signal cabinet and controller types.

Citywide Traffic Engineering, Speed Surveys, Speed Zone Maps and Traffic Volume Maps—Along with the AGA team, Mr. Perales has provided these services for innumerable cities, including Palm Springs, Buena Park, Chino, Cerritos, Lancaster, Santa Ana, Long Beach and Fountain Valley.



Phillip Fuentes

Senior Signal Systems Specialist



Education

Signal Technician
IMSA Level III Training

Signal Technician
IMSA Level III Training and Safety

Professional Registrations

Certified General Electrician
(DIR-NEC) No. 1219960

Contractor's State License
C-10 Electrical #984491

Mr. Fuentes brings his invaluable experiences to AGA with technical skills and understanding that include everything from installing detector loops and conducting preventative maintenance to installing traffic signal equipment (i.e., signal traffic poles, intersection cabinets, Opticom, controllers), from troubleshooting and supervising to overseeing contractors on a day-to-day basis.

Prior to joining AGA, he worked over thirteen years for Albert Grover & Associates, Inc. His previous experience includes eighteen years working with Computer Service Co. (CSC) and with Team Econolite (the last two years as a Lead Man). At both CSC and Team Econolite, Mr. Fuentes supervised and trained signal technicians in all phases of troubleshooting, maintenance, repairs, and record keeping for thousands of traffic signal installations. He was also responsible for coordination between CSC and Team Econolite office personnel and City maintenance and engineering forces.

Mr. Fuentes' experience in the field, and his familiarity with CSC and Team Econolite procedures and personnel means that projects have superior support in the implementation, fine-tuning, operation, and monitoring of a wide variety of signal systems. He routinely monitors signal operations and coordination – from both our Traffic Management center and in the field – looking for both hardware-related and timing-related problems, and he quickly responds to municipal clients on an as-needed basis.

Mr. Fuentes is highly proficient in all types of communications systems, including QuicNet, CTNET, Actra and Aries software, making him an extremely valuable member of the AGA team and a welcome support to our municipal clients.

Relevant Experience

- Mr. Fuentes regularly observes the operation of intersections and fine-tunes signal timing and provides daily monitoring of signal systems in the Cities of La Habra, Loma Linda, Highland, Montclair and for the San Bernardino County Cedar Avenue Signal System.
- Mr. Fuentes assisted in the preparation and implementation of improvements and timing for the Regional Traffic Signal Synchronization Programs for the OCTA Projects throughout Orange County; the improvement projects for Jackson Street, Monroe Street and Highway 111 in the City of Indio; City of Huntington Beach HSIP Goldenwest St/Heil Ave, Newland St/Slater Ave, Newland St/Ellis Ave Traffic Signal Modifications Project; City of Downey HSIP Stewart & Gray Road Fiber-Optic Traffic Signal Communications and Upgrades Project; and the City of Rialto HSIP Cycle-8 Protected Left-Turn Signal Phasing Project. He was depended on to provide detailed field inventory, prepare local timing (including pedestrian and bicycle timing), implement, fine-tune and monitor the signal operation for these projects.
- Mr. Fuentes participated AGA's multijurisdictional SBCTA project, which included the installation and maintenance of central traffic systems throughout San Bernardino County.

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- He provides both onsite and remote support, administration, repair, hardware implementation and product maintenance for AGA clients throughout the Inland Empire, Orange County and Los Angeles County.
- Mr. Fuentes provides citywide assessments and inventory of infrastructure and communications.
- He assists in overseeing the construction of signal and roadway improvement projects.
- He creates complex signal timing charts for new intersections.

Exhibit B
COST Proposal
(Attached by Reference)

"EXHIBIT B"

Citywide Countdown Pedestrian Head Installation
City of Highland
City Project No. sig21001
AGA Engineers, Inc.
Hours and Cost Per Task

	Staffing & Hours									
	Ignacio Sanchez Senior Transportation Engineer/Project Manager	Chalap Sadam QA/QC Manager President	Ruben Perales Vice President	Phillip Fuentes Senior Signal System Specialist	Mando Coronado Signal System Specialist	Jessica Espinoza Transportation Engineer I	Elias Sanchez Associate Engineer II	Jorge Sanchez Associate Engineer I	Giselle Hernandez & Vanessa Pedroza Associate Engineer I	TOTAL Hour/Cost
Hourly Rate	\$199	\$241	\$205	\$154	\$119	\$157	\$106	\$99	\$96	
Tasks										
Task 1: Project Management/Administration	8 \$1,592	2 \$482	5 \$1,025							15 / \$3,099
Task 2: Field Review	2 \$398		2 \$410	8 \$1,232	10 \$1,190	8 \$1,256	7 \$742	9 \$891		46 / \$6,119
Task 3: 90% & 100% PS&E	2 \$398	1 \$241	1 \$205		5 \$595	26 \$4,082		4 \$396	4 \$384	43 / \$6,301
Task 4: Bidding Assistance	1 \$199					6 \$942				7 / \$1,141
Task 5: Construction Engineering Support Services	1 \$199		1 \$205			4 \$628				6 / \$1,032
TOTALS (Hours/Cost)	14/\$2,786	3/\$723	9/\$1,845	8/\$1,232	15/\$1,785	44/\$6,908	7/\$742	13/\$1,287	4/\$384	117 / \$17,692



STAFF REPORT

TO THE CITY COUNCIL

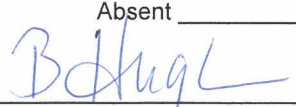
DATE: July 12, 2022

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



STAFF REPORT

TO THE CITY COUNCIL

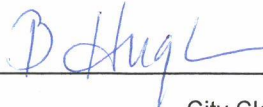
DATE: July 12, 2022

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>14</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	