CITY OF HIGHLAND
CITY COUNCIL
AGENDA

REGULAR MEETING

March 12, 2024
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

CITY COUNCIL MEMBERS

Penny Lilburn, Mayor
Larry McCallon, Mayor Pro Tem
Jesse Chavez-Cordova, Council Member
Anaeli Solano, Council Member
John P. Timmer, Council Member

STAFF

Chuck Dantuono - Interim City Manager/Director of Administrative Services/City Treasurer
Alondra Muñoz - 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

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.

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.

Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of $250 in the past 12 months. This disclosure requirement incudes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but not later than the beginning of the proceeding.

Submission of Public Comments: For those wishing to make public comments by email to be read aloud at the meeting, please submit your comments by 5:00 p.m. on March 12, 2024, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the March 12, 2024 agenda, please identify the agenda item number in the subject line.

All email comments shall be subject to the same rules as would otherwise govern speaker comments at the City Council meeting. Members of the public will be permitted to make public comments in person.

CITY COUNCIL REGULAR MEETING
MARCH 12, 2024 - 6:00 p.m.

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Introduction
Carlos Haynie, Firefighter Paramedic

Introduction
Juan Aguirre, Sergeant

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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

Comments received via email by March 12, 2024, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Emailed comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

CITY COUNCIL CONSENT CALENDAR

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

2. Minutes - February 13, 2024 City Council Special Meeting
   RECOMMENDATION: Approve the Minutes as submitted.

3. Minutes - February 13, 2024 City Council Special Meeting
   RECOMMENDATION: Approve the Minutes as submitted.

4. Minutes - February 13, 2024 City Council Regular Meeting
   RECOMMENDATION: Approve the Minutes as submitted.

5. Warrant Register
   RECOMMENDATION: Approve Warrant Register No. 763 for March 12, 2024, in the amount of $990,727.65 and Payroll of $225,305.08.

6. Treasurer's Report for January 2024
   RECOMMENDATION: That the City Council receive and file Treasurer's Report for January 2024.

7. Claim Consideration - Anthony Aquino
   RECOMMENDATION: George Hills Company recommends the City Council reject the claim.

8. Claim Consideration - Luis Munguia
   RECOMMENDATION: George Hills Company recommends the City Council reject the claim.

9. Code of Ethics
   RECOMMENDATION: That the City Council review the current Code of Ethics and make any recommendations or changes, if needed.

10. Consideration to Approve Amendment No. 4 to the Joint Powers Authority Agreement with San Bernardino Council of Governments Services Including an Increase to the Member Dues by $18,124
RECOMMENDATION: That the City Council approve Amendment No. 4 to the Joint Powers Authority Agreement with San Bernardino Council of Governments.

11. Amendment No. 1 to the Contract Maintenance Agreement with San Bernardino County Department of Public Works - Transportation
RECOMMENDATION: That the City Council:
    1) Approve Amendment No. 1 to the Contract Maintenance Agreement for another term; up to five years, with San Bernardino County Department of Public Works – Transportation; and
    2) Authorize the Mayor to execute Amendment No. 1.

12. 28th Annual Highland Community Trails Day Event
RECOMMENDATION: That the City Council approve Saturday, June 1, 2024, as the date for the 28th Annual Highland Community Trails Day Event.

13. Equipment Purchase for Public Works
RECOMMENDATION: That the City Council:
    1) Waive formal contract procedures per Municipal Code Section 2.40.100;
    2) Approve the purchase of a new skip loader via a contract through Sourcewell (Formerly known as the National Joint Power Alliance) Contract No. 11723-JDC between Sourcewell and John Deere;
    3) Approve a proposal in the amount of $127,166.65 from RDO Equipment Company; and
    4) Declare existing equipment 1985 Massey Fergusson 50E (Equipment No. 101) surplus and to be auctioned by the Auction Company of Perris, CA.

14. Review of the City's 2023 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588
RECOMMENDATION: That the City Council receive and file the 2023 General Plan Annual Report.

CITY COUNCIL PUBLIC HEARING

The order of business for Public Hearings shall be:

1) Mayor opens Public Hearing;
2) Staff presentation;
3) Applicant/Representative presentation;
4) Speakers in favor of proposal;
5) Speakers in opposition to proposal;
6) Applicant rebuttal;
7) Mayor closes Public Hearing;
8) Council discussion, motion and vote.

ONCE THE PUBLIC HEARING IS CLOSED NO FURTHER TESTIMONY IS TAKEN.

15. Request For an Extension of Time for Tentative Parcel Map 19958, Tentative Tract Map 20090, the East Highlands Ranch Planned Unit Development (EHR PUD) Development Agreement, Impact Fees Development Agreement, and Make a Finding that no Further Environmental Review is Required Pursuant to CEQA Guidelines Section 15162 Related to the Blossom Trails 137-unit Single-Family Residential Subdivision on 25.5 Acres Generally Located at the Southwest Corner of Greenspot Road and Church Street
RECOMMENDATION: The Planning Commission recommends that the City Council:
1) Adopt Resolution No. 2024- ____ to approve a two-year Extension of Time for Tentative Tract Map No. 20090 (TTM 17-001/EXT 24-002);
2) Adopt Resolution No. 2024- ____ to approve a two-year Extension of Time for Tentative Parcel Map No. 19958 (TPM 17-002/EXT 24-002);
3) Introduce and conduct first reading of Ordinance No. ____ to amend the East Highlands Ranch Development Agreement, extending the term by five (5) years (EXT 24-001); and
4) Introduce and conduct first reading of Ordinance No. ____ to amend the East Highlands Ranch Impact Fees Development Agreement, extending the term by five (5) years (EXT 24-001).

CITY COUNCIL LEGISLATIVE

16. Final Action on Employment Agreement between Carlos Zamano and the City of Highland
RECOMMENDATION: That the City Council authorize the Mayor to execute the City Manager Employment Agreement between Carlos Zamano and the City of Highland.

17. Development Impact Fee Reimbursement for Greenspot Road Improvements - Tentative Tract Map 18893
RECOMMENDATION: That the City Council approve the Greenspot Road improvement reimbursement to Sunland, LLC in the amount of $63,237.

18. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.

19. 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.

2024
April 9; May 14; June 11; July 9; August 13; September 10; October 8; November 12; December 10

I, Alondra Muñoz, City Clerk, certify I caused to be posted this Agenda on or before March 7, 2024, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: March 7, 2024

Alondra Muñoz
City Clerk

STAFF REPORT

TO THE CITY COUNCIL

DATE: February 13, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, 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. 1

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Minutes - February 13, 2024 Special Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____ Motion _____ Second _____ Agenda Item No. 2

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

MINUTES
CITY COUNCIL SPECIAL MEETING
February 13, 2024

CALL TO ORDER

The special meeting of the City Council of the City of Highland was called to order at 5:02 p.m. by Mayor Lilburn.

PUBLIC COMMENT

None

ROLL CALL

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

CLOSED SESSION

At 5:02 p.m., Mayor Lilburn read the City Council into closed session regarding the following:

Public Employee Appointment Pursuant to Government Code Section 54957
Title: City Manager

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 5:27 p.m.

Submitted By:

Alondra Muñoz
City Clerk

Approved By:

Penny Lilburn
Mayor

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Minutes - February 13, 2024 Special Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____ Motion _____ Second _____ Agenda Item No. 3

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

MINUTES
CITY COUNCIL SPECIAL MEETING
February 13, 2024

CALL TO ORDER

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

PUBLIC COMMENT

None

ROLL CALL

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

CLOSED SESSION

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

CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6 regarding the following:

Unrepresented Employee:	City Manager
City Negotiators:	Fred Wilson, Ralph Andersen and Associates
Under Negotiation:	The City Council will meet in closed session regarding the salary, salary schedule, and compensation to be paid in the form of fringe benefits to the City Manager for the purpose of instructing the City's designated negotiators. Final action on these issues will take place in an open session.

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 5:50 p.m.

Submitted By:

Alondra Muñoz
City Clerk

Approved By:

Penny Lilburn
Mayor

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Minutes - February 13, 2024 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____ Motion _____ Second _____ Agenda Item No. 4

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

MINUTES
CITY COUNCIL REGULAR MEETING
February 13, 2024

CALL TO ORDER

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

The invocation was given by Pastor Tyler Perry, Immanuel Baptist Church, and the Pledge of Allegiance was led by Council Member Solano.

ROLL CALL

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

REPORT FROM CLOSED SESSION

City Attorney Marroquin stated the City Council met in closed session pursuant to Government Code Section 54957, regarding the appointment of the City Manager. The City Council voted unanimously to appoint Public Works Director/City Engineer Zamano as the City Manager pending a successful negotiation of his contract. The formal contract and action will take place at the next City Council meeting in March. The City Council met in a second closed session regarding the terms of the contract pursuant to Government Code Section 54957.6. Instructions were given to the negotiator. The terms of the contract will be formalized and brought to the next City Council meeting for consideration in March.

SPECIAL PRESENTATIONS

Pat Sommerville, past President and Awards Committee Chair for the Southern California Chapter of the American Public Works Association (APWA) presented an award for the 2023 APWA Best Award for State Route 210 City of Highland Identity Enhancements Project.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Fred Yauger stated he is concerned with vehicles parked on the sidewalk. He commended Public Works for the requested sidewalk repairs.

Chris Nielsen and Jane Bouch spoke about upcoming Highland Chamber of Commerce events.

CITY COUNCIL CONSENT CALENDAR

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

1. Waive the Reading of All Ordinances

   Waived the reading of all Ordinances in their entirety and read by title only.

2. Minutes - January 9, 2024 City Council Regular Meeting

   Approved the Minutes as submitted.

3. Minutes - January 30, 2024 City Council Special Meeting

   Approved the Minutes as submitted.

4. Warrant Register

   Approved Warrant Register No. 762 for February 13, 2024, in the amount of $2,667,650.23 and Payroll of $329,544.81.

5. Treasurer's Report for December 2023

   Received and filed Treasurer's Report for December 2023.

6. Claim Consideration - Daniel Galvan (Plaza Oro Produce)

   Rejected claim.

7. Preparation of Annual Engineer's Report for 2024/2025 Assessments

   1) Adopted Resolution No. 2024-003 ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and
   2) Adopted Resolution No. 2024-004 ordering the preparation of an Engineer's Report for Street and Drainage Maintenace District 96-1.

RESOLUTION NO. 2024-003
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ORDERING THE PREPARATION OF ENGINEER'S REPORT FOR CONSOLIDATED LANDSCAPE AND LIGHTING DISTRICT NO. 96-1 FOR FISCAL YEAR 2024/2025

RESOLUTION NO. 2024-004
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ORDERING THE PREPARATION OF AN ENGINEER'S REPORT FOR STREET AND DRAINAGE MAINTENANCE DISTRICT 96-1 FOR FISCAL YEAR 2024/2025

CITY COUNCIL PUBLIC HEARING

8. Allocation of the City of Highland's Community Development Block Grant Fund for Fiscal Year 2024/2025

Mayor Lilburn stated she would abstain from this item due to a conflict of interest; she is employed at the Highland Senior Center and asked Mayor Pro Tem McCallon to open the public hearing.

Mayor Pro Tem McCallon opened the public hearing for the allocation of the City of Highland's Community Development Block Grant Funds (CDBG).

Assistant Community Development Director Stater highlighted this year's United States Department of Housing and Urban Development (HUD) allocation for CDBG is two percent lower than last year. The prioritization includes allocating $406,082, with a maximum of $60,912 for public service projects and a minimum of $345,170 for construction-related projects. The city has received six eligible applications vetted through the county, with two being city projects and four from external agencies. To stay within the county's public service limit, staff presented recommendations outlined on page two of the staff report as options one and two. Additionally, spreadsheets on pages 13 and 14 are available to assist in managing the allocated amounts. Apart from the $406,000, the city also has unprogrammed funds totaling $58,004, which staff proposes be allocated to a 2023 Fiscal Year project for construction improvements on Union Street and Elmwood Street.

Mayor Pro Tem McCallon thanked Assistant Community Development Director Stater and asked if there were any questions from staff? Seeing there were none, he referred to several speaker slips that were submitted.

Michelle Williamson spoke in support of Central Little League resources.

Sara Bartlett spoke in support of the San Bernardino County Library.

Jason Waitschies spoke in support of the Highland YMCA.

Brittani Streit spoke in support of the Highland YMCA.

Shila Griffin spoke in support of the Highland YMCA.

Linda Sowell-Mollenkopf spoke in support of the Highland Senior Center.

Cathy Fischer spoke in support of the Highland Senior Center.

Kelly Malloy spoke in support of the Highland Senior Center.

Mayor Pro Tem McCallon confirmed there were no additional speaker slips and asked the audience if there was further public comment. Seeing no response, Mayor Pro Tem McCallon closed the public hearing and brought it back to City Council for deliberation.

Council Member Timmer stated funds were reduced this year and decisions became difficult each year. It would be appropriate to approve the funding for enhanced Code Enforcement in the amount of $120,000 and $225,170 for street construction projects. This will come up to the total amount of $345,170 which is allocated and recommended City Council make a motion and continue with the recommendations.

Mayor Pro Tem McCallon confirmed if the amounts were correct?

Assistant Community Development Director Stater confirmed.

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem McCallon, to fund the Community Development Block Grant FY 2024/2025 construction and community improvement project applications in the following allocation amounts: Application Number HIGH24CN-001 Enhanced Code Enforcement within the low – and moderate – income target areas for $120,000; Application Number HIGH24CN-002 Street Improvements in Target Areas including Cunningham Street, Flemming Street, 7th Street, and Colwyn Avenue for $225,170. Motion carried, 4-0 with Mayor Lilburn abstaining.

Mayor Pro Tem McCallon moved forward with the second motion for the public service projects/programs.

Council Member Timmer stated there is a reduction in funds. Among the options provided by the staff, option two appears to be reasonable in terms of distribution. It is recommended to proceed with option two proposed by staff, amounting to $60,912. Additionally, there are reserved funds, totaling $58,004.79, he suggested for allocation to the ongoing Highland Project 23-1-03K/0280-0. This allocation aims to address the common issue of project budget shortfalls and expedite the completion of the Highland project.

Mayor Pro Tem McCallon stated option two includes $14,770 for Central Little League, $9,216 for the San Bernardino County Library, $13,856 for the Highland YMCA, and $23,070 for the Highland Senior Center.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to move forward with FY 2024/2025 Community Development Block Grant application funding for public service projects/programs in the following amounts:

Application Number HIGH24PS-024 San Bernardino County Library, Highland Branch Adult Literacy Program for $9,216; HIGH24PS-037 Highland Family YMCA, improve accessibility, resources for health, youth development, and social responsibility programs for $13,856; HIGH24PS-042 Highland Senior Center, senior programs, activities and services to improve quality of life, physical fitness, social programs, daily interaction, and nutrition for $23,070; HIGH24PS-002 Central Little League, scholarships for youth baseball and softball for $14,770. Motion carried, 4-0 with Mayor Lilburn abstaining.

CITY COUNCIL LEGISLATIVE

9. Project Improvement Agreement Associated with the Revision to Engineering Conditions of Approval for Design Review Application 20-006 (REV 23-001/DRA 20-006A), Approved by the City Council on January 9, 2024. The Agreement Established Guidelines for the Construction of a Traffic Signal at the Intersection of Greenspot Road and Calhoun Road related to the Development of a 200-unit Residential Complex at the Northwest Corner of Greenspot Road and Webster Street, Known as San Carlo I, Highland Townhome Apartments

Public Works Director/City Engineer Zamano stated on January 9, the City Council approved a request from Rexco Development. This approval allowed the occupancy of all buildings except the eight-unit building, provided the applicant agreed to certain conditions. These conditions included implementing interim safety traffic control measures, installing a no U-turn movement at Greenspot Road and Webster Street, and bonding for traffic signal improvements. The initial agreement with revised Engineering Conditions was outlined in agenda packet No. 9. Shortly after, the applicant proposed revisions, detailed in a memo provided, which were deemed reasonable and not significant. The modifications aimed to clarify the scope and insurance coverage, as evidenced in the second version of the attached document. Another revision suggested removing the hold on the last building's occupancy and proposed that the traffic signal and Calhoun Road improvements be completed six months after the agreement execution. The agreement also allowed for a potential extension if the applicant faced construction issues but had completed at least 50 percent of the work within six months. Staff supported these changes and requested the City Council's consideration of the applicant's proposal. Applicant Patrick Tritz, the developer, is present to address any questions. This adjustment would facilitate progress on the project.

Mayor Lilburn asked if anyone had any questions.

Council Member Timmer stated at the last City Council meeting, there was a discussion on the traffic signal and some of the delays were due to the potential Costco project coming in. That prompted a redesign of the traffic signal movements. Are we still looking at the same delays getting that through the system or where is staff with that?

Director of Public Works/City Engineer Zamano stated he has confirmed that the design plans were approved back in January, eliminating any delays in that aspect. Progress is being made, but uncertainties remain regarding potential construction issues. For instance, if during the process of potholing for the new poles, the developer encounters any unexpected utility conflicts, design revisions might be necessary, potentially causing delays. Furthermore, certain equipment like poles and mast arms have extended lead times of up to twenty weeks for procurement. Approval of material submittals by staff is a precondition before procurement can commence, ensuring compliance with the city's standards. Submittals have already been made for the City Council to review. Additionally, the developer has initiated the process by submitting an encroachment permit through their contractor to kickstart a pre-construction meeting, signifying progress. This process will facilitate the developer in completing the necessary work, with the option of granting additional time if at least 50 percent of the work is finished within six months.

Mayor Lilburn asked if there were any other questions?

Council Member Timmer asked if staff was comfortable with the two changes?

Director of Public Works/City Engineer Zamano stated that he is comfortable with these changes and discussions were made with City Attorney Marroquin.

Mayor Pro Tem McCallon asked how many units have been leased?

Director of Public Works/City Engineer Zamano directed the question to Applicant Tritz.

Applicant Tritz stated 102 units have been leased. Unfortunately, four of them have been lost today as some individuals withdrew. However, with twelve more tours scheduled for tomorrow, things are progressing quite well.

Mayor Lilburn asked if there were any other questions.

City Attorney Marroquin stated that she wanted to confirm the motion will be for version three of the agreement, which allows for the Certificate of Occupancy now, without having to delay it, but having a six month time period to actually construct the traffic signal, with an additional six month time period at the discretion of the City Engineer, assuming progress is being made.

A MOTION was made by Council Member Chavez-Cordova, seconded by Council Member Solano, to:

1) Adopt Resolution No. 2024-005, directing the Mayor to execute the Project Improvement Agreement. Motion carried, 5-0.

RESOLUTION NO. 2024-005
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A PROJECT IMPROVEMENT AGREEMENT FOR SAN CARLO I, HIGHLAND TOWNHOME APARTMENTS SECURING FUTURE IMPROVEMENT OF A TRAFFIC SIGNAL AT THE INTERSECTION OF CALHOUN ROAD AND GREENSPOT ROAD, ASSOCIATED WITH A 200-UNIT MULTI-FAMILY APARTMENT COMPLEX AT THE NORTHWEST CORNER OF GREENSPOT ROAD AND WEBSTER STREET IN PLANNING AREA 3 OF THE GREENSPOT VILLAGE AND MARKETPLACE SPECIFIC PLAN
(APN NO. 1200-041-02)

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

Interim City Manager Dantuono stated the Highland Sheriff's Department for the period of January 8 through February 11, received a total of 3,682 calls, made 322 reports and 148 arrests.

The Fire Department for the month of January received 673 calls for service which include: 524 medical, 33 traffic collisions, eight structure fires, and 15 vehicle fires.

On Saturday, February 24, from 8:00 a.m. to 12:00 p.m., the Highland Improvement Team (HIT) will conduct a cleanup. The project place has yet to be determined.

For the month of January, Burrtec completed 185 illegal dumping work orders.

On February 6, the Planning Commission approved TREH Partner's Design Review Application for an Ono Hawaiian BBQ restaurant located on the north side of Greenspot Road.

Tractor Supply company is staging to commence work. Grading activity is already visible.

City Clerk Hughes announced her retirement for Thursday, February 29. Deputy City Clerk Muñoz will be the new City Clerk effective March 1.

Mayor Pro Tem McCallon asked when Cuca's Mexican Food restaurant will open?

Mayor Lilburn responded she anticipates March 1.

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

Mayor Pro Tem McCallon stated earlier in the week he was in Washington, DC. It was a historic moment as the South Coast Air Quality Management District (AQMD), Los Angeles and Long Beach ports, Department of Labor, and the Sierra

Club united to advocate for grants for the ports. The Environmental Protection Agency (EPA) has three upcoming grants, and the group expressed their support. After lobbying in Washington, DC, the local Southern California delegation brought the message to the EPA and the White House. The combined effort towards a common goal was seen as a successful initiative.

Mayor Lilburn thanked Mayor Pro Tem McCallon for going and representing the cities at various meetings. She mentioned her attendance at the Omnitrans, San Bernardino County Transportation Authority (SBCTA), and San Bernardino International Airport Authority (SBIAA) meetings. SBIAA operates a new program called Good Neighbor, where individuals can voice complaints by calling a specific number. She plans to attend the Highland Chamber of Commerce Installation Dinner to introduce the City Staff Employee Award and pass on the Highland Citizen of the Year title to this year's Volunteer of the Year. She also acknowledged City Clerk Hughes for her dedicated work for the city and expressed that she will be missed.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:52 p.m.

Submitted By:

Alondra Muñoz
City Clerk

Approved By:

Penny Lilburn
Mayor

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager/City Treasurer

REVIEWED BY: Chuck Dantuono, Interim City Manager/City Treasurer

PREPARED BY: Leticia Nava-Cruz, Assistant Director of Administrative Services LNC

SUBJECT: Warrant Register #763

RECOMMENDATION: City Council to approve Warrant Register #763; Warrants in the amount of $990,727.65 and Payroll in the amount of $225,305.08

FISCAL IMPACT: The total of Cash and Expenditures is $1,216,032.73

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: See Printouts Attached.

Approved _____ Motion _____ Second _____ Agenda Item No. 5

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

CITY OF HIGHLAND

WARRANT REGISTER #763

March 12, 2024

Warrants:

2/6/2024	Ck#88730-88787 & Wire#1002572118	246,994.81
2/9/2024	Payroll Wire #873-876 & Ck #88788-88789	68,003.10
2/13/2024	Ck#88790-88835	314,356.40
2/20/2024	Ck#88836-88860	117,964.45
2/23/2024	Payroll Wire #877-880 & Ck #88861-88862	67,784.27
2/27/2024	Ck#88863-88888	175,624.62
	Total Warrants	$ 990,727.65

Payroll:

2/9/2024	Direct Deposits #13701-13744	112,733.62
2/9/2024	Ck #714	281.90
2/23/2024	Direct Deposits #13745-13788	112,007.66
2/23/2024	Ck #715	281.90
	Total Payroll	$ 225,305.08
	Total Warrants & Payroll	**$ 1,216,032.73**

APPROVED BY:

Larry McCallon
Finance Subcommittee

Chuck Dantuono
Interim City Manager/City Treasurer

John Timmer
Finance Subcommittee

Leticia Nava-Cruz
Assistant Director of Administrative Services

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88730	2/6/2024	005737 AGA ENGINEERS, INC.	ON CALL TRAFFIC SVC-DEC		
			ON CALL TRAFFIC SVC-DEC		
			020.8440.4550		2,100.00
			TS MONITORING-DEC		
			TS MONITORING-DEC		
			020.8440.4550		3,200.00
				Total :	**5,300.00**
88731	2/6/2024	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SVC 1/7-1/20/24		
			CROSSING GUARD SVC 1/7-1/20/24		
			002.8200.4530		3,433.32
				Total :	**3,433.32**
88732	2/6/2024	005771 AMAZON CAPITAL SERVICES	CHF: SUPPLIES		
			CHF: SUPPLIES		
			051.1471		55.50
			NIGHT LIGHTS		
			NIGHT LIGHTS		
			042.9510.4200		9.69
			100% RECYCLE POST-IT/OFFICE SUPPLIES		
			100% RECYCLED POST IT NOTES		
			001.4100.4200		25.22
			EXEMPT CLASSIFICATION FOLDERS		
			001.4100.4200		122.42
				Total :	**212.83**
88733	2/6/2024	000165 AT&T	POLICE DEPT-FEB		
			POLICE DEPT-FEB		
			001.2000.4060		2,594.50
				Total :	**2,594.50**
88734	2/6/2024	000165 AT&T	BASELINE LITTLE LEAGUE-FEB		
			BASELINE LITTLE LEAGUE-FEB		
			001.6000.4060		1,256.09
				Total :	**1,256.09**
88735	2/6/2024	000165 AT&T	CITY HALL-		
			CITY HALL-FINAL		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88735	2/6/2024	000165 AT&T	(Continued)		
			042.9510.4060		832.21
				Total :	**832.21**
88736	2/6/2024	005516 BASE HILL, INC.	JANITORIAL SERVICE-JAN		
			CITY HALL-JAN		
			042.9510.4504		1,562.00
			COUNCIL CHAMBERS-JAN		
			042.9510.4504		311.00
			AURANTIA PARK-JAN		
			001.6000.4504		1,454.00
			COMM PARK-JAN		
			001.6000.4504		1,950.00
			PD-JAN		
			001.2000.4504		1,080.00
				Total :	**6,357.00**
88737	2/6/2024	005926 CALIFORNIA INTERGOVERNMENTAL	JEHAD CLAIM 7 W/C BENNET-OCT-DEC		
			JEHAD CLAIM-OCT-DEC		
			041.9500.4390		4,333.87
			W/C: BENNET OCT-DEC		
			041.9500.4370		46.19
				Total :	**4,380.06**
88738	2/6/2024	004234 CEMEX	SAND FOR SANDBAGS		
			SAND FOR SANDBAGS		
			004.8310.4206		1,026.76
				Total :	**1,026.76**
88739	2/6/2024	006099 CHARTER COMMUNICATIONS	PD TELE/INT-JAN		
			PD TELE/INT-JAN		
			001.2000.4065		829.85
				Total :	**829.85**
88740	2/6/2024	006099 CHARTER COMMUNICATIONS	CORP YARD: TELE/INT SVC-JAN		
			CORP YARD: TELE/INT SVC-JAN		
			004.8310.4060		629.75
				Total :	**629.75**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88741	2/6/2024	005553 CLARK PEST CONTROL OF STOCKTON	FS#2 PEST CONTROL		
			FS#2 PEST CONTROL		
			028.2050.4589		26.50
			FS#2 PEST CONTROL		
			029.2100.4589		26.50
				Total :	**53.00**
88742	2/6/2024	000143 COMMUNITY WORKS DESIGN GROUP	SB1383 MULCH & COMPOST-DEC		
			SB1383 MULCH & COMPOST-DEC		
			027.8490.4349		976.25
				Total :	**976.25**
88743	2/6/2024	004845 COMPRESSED AIR SPECIALTIES INC	FS#3: COMPRESSOR MAINT		
			FS#3: COMPRESSOR MAINT		
			028.2050.4243		289.79
			FS#3: COMPRESSOR MAINT		
			029.2100.4243		289.79
				Total :	**579.58**
88744	2/6/2024	005859 COUNTY OF SAN BERNARDINO DEPT	RADIO ACCESS-OCT		
			RADIO ACCESS-OCT		
			028.2050.4209		509.01
			RADIO ACCESS-OCT		
			029.2100.4209		509.01
			RADIO ACCESS-APR		
			RADIO ACCESS-APR OVERCHARGE		
			028.2050.4209		-1,319.55
			RADIO ACCESS-APR OVERCHARGE		
			029.2100.4209		-1,319.55
			RADIO ACCESS-NOV		
			RADIO ACCESS-NOV		
			028.2050.4209		509.01
			RADIO ACCESS-NOV		
			029.2100.4209		509.01
			RADIO ACCESS-DEC		
			RADIO ACCESS-DEC		
			028.2050.4209		509.01
			RADIO ACCESS-DEC		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88744	2/6/2024	005859 COUNTY OF SAN BERNARDINO DEPT	(Continued)		
			029.2100.4209		509.01
				Total :	**414.96**
88745	2/6/2024	004860 CRIME SCENE STERI-CLEAN, LLC	BASELINE X OLIVE: BIOHAZARD CLEAN UP		
			BASELINE X OLIVE: BIOHAZARD CLEAN UP		
			001.2000.4240		900.00
				Total :	**900.00**
88746	2/6/2024	006209 CXTEC INC	NETWORK SWITCHES(VOIP PHONES)		
			NETWORK SWITCHES(VOIP PHONES)		
			042.9510.4203		51.11
				Total :	**51.11**
88747	2/6/2024	000213 DAILY JOURNAL CORPORATION	DRA23-015 NEWSPAPER PUBLICATIONS		
			DRA23-015 NEWSPAPER PUBLICATIONS		
			001.1200.4300		266.80
				Total :	**266.80**
88748	2/6/2024	000421 DFM ASSOCIATES	2024 CALIFORNIA ELECTIONS CODE BOOK		
			2024 CALIFORNIA ELECTIONS CODE BOOK		
			001.1200.4335		93.31
				Total :	**93.31**
88749	2/6/2024	000085 EAST VALLEY WATER DISTRICT	BOULDER MEDIAN-JAN		
			BOULDER MEDIAN-JAN		
			004.8310.4030		184.26
			BOULDER MEDIAN-JAN		
			BOULDER MEDIAN-JAN		
			004.8310.4030		337.21
			BEATTIE-IRRIGATION-JAN		
			BEATTIE-IRRIGATION-JAN		
			001.6000.4030		238.55
			LMD 02 E-JAN		
			LMD 02 E-JAN		
			012.8500.4030		883.66
			LMD 48C-JAN		
			LMD 48C-JAN		
			012.8500.4030		123.30

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88749	2/6/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 48C-JAN	
			LMD 48C-JAN	
			012.8500.4030	447.46
			LMD 48-JAN	
			LMD 48-JAN	
			012.8500.4030	1,392.30
			LMD 48-JAN	
			LMD 48-JAN	
			012.8500.4030	956.16
			LMD 31-JAN	
			LMD 31-JAN	
			012.8500.4030	249.03
			LMD 00 BASELINE-JAN	
			LMD 00 BASELINE-JAN	
			012.8500.4030	695.25
			LMD 22-JAN	
			LMD 22-JAN	
			012.8500.4030	234.99
			LMD 03 YARNELL-JAN	
			LMD 03 YARNELL-JAN	
			012.8500.4030	31.78
			LMD 02A	
			LMD 02A-JAN	
			012.8500.4030	79.45
			LMD 03 BASELINE-JAN	
			LMD 03 BASELINE-JAN	
			012.8500.4030	178.79
			LMD 20 BASELINE-JAN	
			LMD 20 BASELINE-JAN	
			012.8500.4030	484.44
			LMD 01A-	
			LMD 1A-JAN	
			012.8500.4030	77.30
			LMD 70	
			LMD 70-JAN	
			012.8500.4030	137.33
			LMD 35-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88749	2/6/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 35-JAN	
			012.8500.4030	173.79
			LMD 06-JAN	
			LMD 06-JAN	
			012.8500.4030	45.86
			LMD 01B-JAN	
			LMD 01B-JAN	
			012.8500.4030	96.12
			LMD 30-JAN	
			LMD 30-JAN	
			012.8500.4030	968.30
			LMD 39-JAN	
			LMD 39-JAN	
			012.8500.4030	553.24
			CANYON OAKS PARK-JAN	
			CANYON OAKS PARK-JAN	
			016.8540.4030	638.26
			LMD 02B-JAN	
			LMD 02B-JAN	
			012.8500.4030	335.01
			LMD 13-JAN	
			LMD 13-JAN	
			012.8500.4030	130.84
			LMD 02D-JAN	
			LMD 02D-JAN	
			012.8500.4030	154.42
			LMD 02C-JAN	
			LMD 02C-JAN	
			012.8500.4030	620.18
			LMD 08-JAN	
			LMD 08-JAN	
			012.8500.4030	104.64
			LMD 20 STREATER-JAN	
			LMD 20 STREATER-JAN	
			012.8500.4030	163.28
			LMD 70 IRRIGATION-JAN	
			LMD 70 IRRIGATION-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88749	2/6/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)		
			012.8500.4030		445.56
			LMD 79-JAN		
			LMD 79-JAN		
			012.8500.4030		40.36
				Total :	**11,201.12**
88750	2/6/2024	000085 EAST VALLEY WATER DISTRICT	LMD 36-JAN		
			LMD 36-JAN		
			012.8500.4030		262.17
				Total :	**262.17**
88751	2/6/2024	002190 ENGINEERING RESOURCES OF SO CA	OLA23002 DE MSRI-DEC		
			OLA23002 DE MSRI-DEC		
			017.8350.6550		21,194.20
				Total :	**21,194.20**
88752	2/6/2024	004956 FIDELITY SECURITY	VISION-FEB		
			VISION-FEB		
			001.1160		185.75
			VISION-FEB		
			004.1160		38.88
			VISION-FEB		
			010.1160		19.03
			VISION-FEB		
			012.1160		5.18
			VISION-FEB		
			016.1160		5.18
			VISION-FEB		
			024.1160		0.41
			VISION-FEB		
			041.1160		1.64
			VISION-FEB		
			042.1160		10.36
			VISION-FEB		
			070.1160		3.59
				Total :	**270.02**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88753	2/6/2024	005018 FLYERS ENERGY, LLC	FUEL-JAN	
			FUEL-JAN	
			001.2000.4220	3,509.93
			FUEL-JAN	
			001.4200.4220	73.48
			FUEL-JAN	
			001.4600.4220	111.82
			FUEL-JAN	
			001.6000.4220	76.52
			FUEL-JAN	
			004.8310.4220	286.94
			FUEL-JAN	
			028.2050.4220	581.26
			FUEL-JAN	
			029.2100.4220	581.26
			FUEL-JAN	
			042.9510.4220	19.13
			Total :	**5,240.34**
88754	2/6/2024	004939 GUARDIAN	DENTAL-FEB	
			DENTAL-FEB	
			001.1160	960.33
			DENTAL-FEB	
			004.1160	247.49
			DENTAL-FEB	
			010.1160	125.01
			DENTAL-FEB	
			070.1160	12.34
			DENTAL-FEB	
			041.1160	8.45
			DENTAL-FEB	
			016.1160	10.61
			DENTAL-FEB	
			024.1160	1.86
			DENTAL-FEB	
			042.1160	21.23
			DENTAL-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88754	2/6/2024	004939 GUARDIAN	(Continued)	
			012.1160	10.61
			Total :	1,397.93
88755	2/6/2024	000108 HIGH TECH SECURITY	BURG SYST & MONIT-FEB	
			CORP YARD BURG SYST & MONIT-FEB	
			004.8310.4066	55.00
			CITY HALL BURG SYST & MONIT-FEB	
			042.9510.4066	100.00
			COMM PARK SYST & MONIT-FEB	
			001.6000.4066	55.00
			FIRE SYST & MONIT-FEB	
			LIBRARY/YMCA FIRE SYST & MONIT-FEB	
			001.6000.4066	135.00
			CITY HALL FIRE SYST & MONIT-FEB	
			042.9510.4066	50.00
			FS#3 FIRE SYST & MONIT-FEB	
			028.2050.4066	42.50
			FS#3 FIRE SYST & MONIT-FEB	
			029.2100.4066	42.50
			PD FIRE SYST & MONIT-FEB	
			001.2000.4066	85.00
			CORP YARD FIRE SYST & MONIT-FEB	
			004.8310.4066	85.00
			CCTV SYST & MONIT-FEB	
			AURANTIA & COMM PK CCTV SYST & MONIT-FEB	
			001.6000.4066	75.00
			CANYON OAK CCTV SYS & MONIT-FEB	
			016.8540.4066	25.00
			CITY HALL CCTV SYST & MONIT-FEB	
			042.9510.4066	25.00
			CORP YARD CCTV SYST & MONIT-FEB	
			004.8310.4066	25.00
			Total :	800.00
88756	2/6/2024	000105 HIGHLAND CHAMBER OF COMMERCE	LUNCHEON: FLORES/WILSON/MAINEZ-JAN	
			LUNCHEON: FLORES/WILSON-JAN	
			001.4200.4330	50.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88756	2/6/2024	000105 HIGHLAND CHAMBER OF COMMERCE	(Continued)		
			LUNCHEON: MORENO/MORGAN-JAN		
			001.6020.4330		50.00
			LUNCHEON: MAINEZ-JAN		
			001.4100.4320		25.00
				Total :	**125.00**
88757	2/6/2024	001996 HINDERLITER DE LLAMAS & ASSOC	SALES TAX AUDIT-JAN-MAR 24		
			SALES TAX AUDIT-JAN-MAR 24		
			001.1450.4505		450.00
				Total :	**450.00**
88758	2/6/2024	002664 INLAND LIGHTING SUPPLIES, INC.	YMCA: LIGHTING SUPPLIES		
			YMCA: LIGHTING SUPPLIES		
			001.6000.4070		88.09
				Total :	**88.09**
88759	2/6/2024	000127 K & L HARDWARE	PD: SUPPLIES		
			PD: SUPPLIES		
			001.6000.4206		30.12
			PD: KEYS		
			PD: KEYS		
			001.2000.4206		32.22
			FS#2: BLDG MAINT		
			FS#2: BLDG MAINT		
			028.2050.4070		29.05
			FS#2: BLDG MAINT		
			029.2100.4070		29.04
			FS#2: BLDG MAINT		
			FS#2: BLDG MAINT		
			028.2050.4070		94.45
			FS#2: BLDG MAINT		
			029.2100.4070		94.45
				Total :	**309.33**
88760	2/6/2024	000207 KONICA MINOLTA	IT MONTHLY CONTRACT-FEB		
			IT MONTHLY CONTRACT-FEB		
			042.9510.4627		5,004.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88760	2/6/2024	000207 000207 KONICA MINOLTA	(Continued)	Total :	5,004.00
88761	2/6/2024	000207 KONICA MINOLTA	COPIER LEASE-FEB		
			COPIER LEASE-FEB		
			001.2000.4205		603.40
			COPIER LEASE-FEB		
			042.9510.4205		1,698.14
				Total :	2,301.54
88762	2/6/2024	005285 LA VERNE POWER EQUIPMENT INC	FS#2: EQUIP MAINT		
			FS#2: EQUIP MAINT		
			028.2050.4245		47.14
			FS#2: EQUIP MAINT		
			029.2100.4245		47.13
			FS#1: EQUIP MAINT		
			FS#1: EQUIP MAINT		
			028.2050.4245		36.02
			FS#1: EQUIP MAINT		
			029.2100.4245		36.01
			FS#1: EQUIP MAINT		
			FS#1: EQUIP MAINT		
			028.2050.4245		32.04
			FS#1: EQUIP MAINT		
			029.2100.4245		32.03
			FS#2: EQUIP MAINT		
			FS#2: EQUIP MAINT		
			028.2050.4245		130.72
			FS#2: EQUIP MAINT		
			029.2100.4245		130.72
				Total :	491.81
88763	2/6/2024	001193 LIFE ASSIST, INC.	FS#1: ARPA1 PPE SUPPLIES		
			FS#1: ARPA1 PPE SUPPLIES		
			030.8495.4349		172.40
				Total :	172.40
88764	2/6/2024	006222 NEC CLOUD COMMUNICATIONS	VOIP-FEB		
			VOIP-FEB		

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Voucher	Date	Vendor	Description/Account		Amount
88764	2/6/2024	006222 NEC CLOUD COMMUNICATIONS	(Continued)		
			042.9510.4533		2,267.90
				Total :	**2,267.90**
88765	2/6/2024	000155 NEW YORK LIFE	NEW YORK LIFE-FEB		
			NEW YORK LIFE-FEB		
			001.1180		9.75
			NEW YORK LIFE-FEB		
			004.1180		0.65
			NEW YORK LIFE-FEB		
			041.1180		1.95
			NEW YORK LIFE-FEB		
			070.1180		0.65
				Total :	**13.00**
88766	2/6/2024	006233 NOCH, LISSETTE	MILEAGE REIMB-JAN		
			MILEAGE REIMB-JAN		
			001.1200.4332		60.17
				Total :	**60.17**
88767	2/6/2024	005677 PARAGON PARTNERS LTD	SWK19-001 R/W MSRI-DEC		
			SWK19-001 R/W MSRI-DEC		
			017.8350.6545		2,921.98
				Total :	**2,921.98**
88768	2/6/2024	000176 PRINCIPAL LIFE INSURANCE CO	PRINCIPAL-FEB		
			PRINCIPAL-FEB		
			001.1200.3590		33.09
			PRINCIPAL-FEB		
			001.1450.3590		3.25
			PRINCIPAL-FEB		
			001.1600.3590		6.95
			PRINCIPAL-FEB		
			001.1700.3590		108.76
			PRINCIPAL-FEB		
			001.3200.3590		53.24
			PRINCIPAL-FEB		
			001.4100.3590		146.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88768	2/6/2024	000176 PRINCIPAL LIFE INSURANCE CO	(Continued)	
			PRINCIPAL-FEB	
			001.4200.3590	79.18
			PRINCIPAL-FEB	
			001.4500.3590	57.02
			PRINCIPAL-FEB	
			001.4600.3590	85.76
			PRINCIPAL-FEB	
			001.6000.3590	20.54
			PRINCIPAL-FEB	
			001.6010.3590	21.33
			PRINCIPAL-FEB	
			001.6020.3590	12.75
			PRINCIPAL-FEB	
			004.8310.3590	139.37
			PRINCIPAL-FEB	
			010.3830.3590	44.82
			PRINCIPAL-FEB	
			012.8500.3590	10.16
			PRINCIPAL-FEB	
			016.8540.3590	10.14
			PRINCIPAL-FEB	
			023.3890.3590	8.08
			PRINCIPAL-FEB	
			024.8470.3590	1.06
			PRINCIPAL-FEB	
			041.9500.3590	1.84
			PRINCIPAL-FEB	
			042.9510.3590	16.42
			PRINCIPAL-FEB	
			070.7000.3590	29.66
			Total :	**889.42**
88769	2/6/2024	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDING-JAN	
			DOCUMENT RECORDING-JAN	
			001.1200.4506	60.00
			Total :	**60.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88770	2/6/2024	005326 RP LANDSCAPE & IRRIGATION	PARKS LANDSCAPING-JAN	
			MEMORIAL PARK LANDSCAPING-JAN	
			001.6000.4585	400.00
			PD LANDSCAPING-JAN	
			001.2000.4585	500.00
			CITY HALL LANDSCAPING-JAN	
			042.9510.4585	500.00
			LIBRARY LANDSCAPING-JAN	
			001.6000.4585	600.00
			YMCA LANDSCAPING-JAN	
			001.6000.4585	600.00
			CORP YARD LANDSCAPING-JAN	
			004.8310.4585	400.00
			AURANTIA PARK LANDSCAPING-JAN	
			001.6000.4585	933.00
			COMMUNITY PARK LANDSCAPING-JAN	
			001.6000.4585	3,691.00
			CANYON OAK PARK LANDSCAPING-JAN	
			016.8540.4585	356.00
			CUNNINGHAM PARK LANDSCAPING-JAN	
			016.8540.4585	453.00
			SEELEY PARK LANDSCAPING-JAN	
			016.8540.4585	299.00
			OAK CREEK PARK LANDSCAPING-JAN	
			016.8540.4585	556.00
			BOULDER MEDIANS LANDSCAPING-JAN	
			004.8310.4585	2,476.00
			LMD LANDSCAPING-JAN	
			LMD 00 BASELINE LANDSCAPING MAINT-JAN	
			012.8500.4585	283.00
			LMD 03 YARNELL LANDSCAPING MAINT-JAN	
			012.8500.4585	173.00
			LMD 01A LANDSCAPING MAINT-JAN	
			012.8500.4585	148.00
			LMD 01B LANDSCAPING MAINT-JAN	
			012.8500.4585	148.00
			LMD 02 LANDSCAPING MAINT-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88770	2/6/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			012.8500.4585 LMD 03A LANDSCAPING MAINT-JAN	683.00
			012.8500.4585 LMD 03B LANDSCAPING MAINT-JAN	133.00
			012.8500.4585 LMD 04 LANDSCAPING MAINT-JAN	133.00
			012.8500.4585 LMD 05 LANDSCAPING MAINT-JAN	40.00
			012.8500.4585 LMD 07 LANDSCAPING MAINT-JAN	83.33
			012.8500.4585 LMD 08 LANDSCAPING MAINT-JAN	73.00
			012.8500.4585 LMD 09 LANDSCAPING MAINT-JAN	165.00
			012.8500.4585 LMD 10 LANDSCAPING MAINT-JAN	1,005.00
			012.8500.4585 LMD 11 LANDSCAPING MAINT-JAN	1,959.00
			012.8500.4585 LMD 13 LANDSCAPING MAINT-JAN	469.00
			012.8500.4585 LMD 15 LANDSCAPING MAINT-JAN	123.00
			012.8500.4585 LMD 16 LANDSCAPING MAINT-JAN	453.00
			012.8500.4585 LMD 17 LANDSCAPING MAINT-JAN	48.00
			012.8500.4585 LMD 20 BASELINE LANDSCAPING MAINT-JAN	609.00
			012.8500.4585 LMD 20 STREATER LANDSCAPING MAINT-JAN	189.00
			012.8500.4585 LMD 21 LANDSCAPING MAINT-JAN	147.00
			012.8500.4585 LMD 22 LANDSCAPING MAINT-JAN	147.00
			012.8500.4585 LMD 24 LANDSCAPING MAINT-JAN	173.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88770	2/6/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			012.8500.4585 LMD 25 LANDSCAPING MAINT-JAN	65.00
			012.8500.4585 LMD 29 LANDSCAPING MAINT-JAN	183.00
			012.8500.4585 LMD 30 LANDSCAPING MAINT-JAN	183.00
			012.8500.4585 LMD 31 LANDSCAPING MAINT-JAN	743.00
			012.8500.4585 LMD 34 LANDSCAPING MAINT-JAN	493.00
			012.8500.4585 LMD 35 LANDSCAPING MAINT-JAN	283.00
			012.8500.4585 LMD 36 LANDSCAPING MAINT-JAN	205.00
			012.8500.4585 LMD 37 LANDSCAPING MAINT-JAN	303.00
			012.8500.4585 LMD 39 LANDSCAPING MAINT-JAN	373.00
			012.8500.4585 LMD 43 LANDSCAPING MAINT-JAN	478.00
			012.8500.4585 LMD 44 LANDSCAPING MAINT-JAN	173.00
			012.8500.4585 LMD 47 LANDSCAPING MAINT-JAN	2,565.00
			012.8500.4585 LMD 48 LANDSCAPING MAINT-JAN	199.00
			012.8500.4585 LMD 54 LANDSCAPING MAINT-JAN	2,093.00
			012.8500.4585 LMD 55 LANDSCAPING MAINT-JAN	535.00
			012.8500.4585 LMD 59 LANDSCAPING MAINT-JAN	473.00
			012.8500.4585 LMD 61 LANDSCAPING MAINT-JAN	59.00
			012.8500.4585 LMD 63 LANDSCAPING MAINT-JAN	333.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88770	2/6/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			012.8500.4585 LMD 70 LANDSCAPING MAINT-JAN	123.00
			012.8500.4585 LMD 76 LANDSCAPING MAINT-JAN	573.00
			012.8500.4585 LMD 68 LANDSCAPING MAINT-JAN	173.00
			012.8500.4585 LMD 69 LANDSCAPING MAINT-JAN	513.00
			012.8500.4585 LMD 73 LANDSCAPING MAINT-JAN	118.00
			012.8500.4585	268.00
			Total :	**30,655.33**
88771	2/6/2024	000487 SMART & FINAL	BREAKROOM SUPPLIES BREAKROOM SUPPLIES	
			042.9510.4200	40.57
			Total :	**40.57**
88772	2/6/2024	000203 SOUTHERN CALIFORNIA EDISON	POLICE STATION-JAN POLICE STATION-JAN	
			001.2000.4010 CITY HALL & EV-JAN CITY HALL-JAN	5,878.85
			042.9510.4010 EV-JAN	401.64
			042.9510.4012 CITY HALL-JAN CITY HALL-JAN	6,330.87
			042.9510.4010 CORP YARD-JAN CORP YARD-JAN	1,417.70
			004.8310.4010 LIBRARY/ELC-JAN LIBRARY/ELC-JAN	1,429.34
			001.6000.4010	4,467.92
			Total :	**19,926.32**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88773	2/6/2024	000203 SOUTHERN CALIFORNIA EDISON	FS#3-JAN		
			FS#3-JAN		
			028.2050.4010		706.93
			FS#3-JAN		
			029.2100.4010		706.93
			FS#1-JAN		
			028.2050.4010		318.76
			FS#1-JAN		
			029.2100.4010		318.76
			FS#2-JAN		
			028.2050.4010		311.12
			FS#2-JAN		
			029.2100.4010		311.11
				Total :	2,673.61
88774	2/6/2024	000203 SOUTHERN CALIFORNIA EDISON	LMD 48 & UPLIGHTING-JAN-OCT		
			LMD 48 & UPLIGHTING-JAN		
			013.8510.4011		37.00
			LMD 48 & UPLIGHTING-JAN		
			012.8500.4010		2.86
			LMD 55-JAN		
			012.8500.4010		17.65
			LMD 70-JAN		
			012.8500.4010		15.60
			LMD 48B-JAN		
			012.8500.4010		16.99
			LMD 48C-JAN		
			012.8500.4010		17.51
			LMD 76-JAN		
			012.8500.4010		15.58
			LMD 13-JAN		
			012.8500.4010		16.99
			LMD 48 & UPLIGHTING-DEC		
			012.8500.4010		2.86
			LMD 48 & UPLIGHTING-DEC		
			013.8510.4011		32.98
			LMD 55-DEC		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88774	2/6/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			012.8500.4010 LMD 70-DEC	16.32
			012.8500.4010 LMD 48B-DEC	16.34
			012.8500.4010 LMD 48C-DEC	16.05
			012.8500.4010 LMD 76-DEC	16.57
			012.8500.4010 LMD 13-DEC	16.98
			012.8500.4010 LMD 48 & UPLIGHTING-NOV	16.05
			012.8500.4010 LMD 48 & UPLIGHTING-NOV	-1.12
			013.8510.4011 LMD 55-NOV	-38.24
			012.8500.4010 LMD 70-NOV	-54.68
			012.8500.4010 LMD 48B-NOV	15.40
			012.8500.4010 LMD 48C-NOV	-54.95
			012.8500.4010 LMD 76-NOV	-54.68
			012.8500.4010 LMD 13-NOV	15.11
			012.8500.4010 LMD 48 & UPLIGHTING-OCT	-54.95
			012.8500.4010 LMD 48 & UPLIGHTING-OCT	2.86
			013.8510.4011 LMD 55-OCT	26.00
			012.8500.4010 LMD 70-OCT	16.10
			012.8500.4010 LMD 48B-OCT	-56.50

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88774	2/6/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)		
			012.8500.4010 LMD 48C-OCT		15.86
			012.8500.4010 LMD 76-OCT		16.33
			012.8500.4010 LMD 13-OCT		-55.65
			012.8500.4010		16.00
				Total :	**27.22**
88775	2/6/2024	001527 STERICYCLE INC.	SHREDDING SERVICE-JAN SHREDDING SERVICE-JAN		
			001.1200.4626		144.59
				Total :	**144.59**
88776	2/6/2024	004920 TKE ENGINEERING	FIXED FEE MISC PERMITS/INSP-OCT-DEC FIXED FEE MISC PERMITS/INSP-OCT-DEC		
			001.3200.4551 SWC23001 MISC PERMITS/INSP-NOV-DEC		1,339.00
			SWC23001 MISC PERMITS/INSP-NOV-DEC 001.3200.4551 FIN23007 & PGC23009 MISC PERMITS/INSP-NO		285.00
			FIN23007 MISC PERMITS/INSP-NOV-DEC 001.3200.4551 PGC23009 MISC PERMITS/INSP-NOV-DEC		385.00
			001.3200.4551 STI21003 MISC PERMITS/INSP-NOV-DEC		2,255.00
			STI21003 MISC PERMITS/INSP-NOV-DEC 001.3200.4551 FIXED FEE MISC PERMITS/INSP-NOV-DEC		106.00
			FIXED FEE MISC PERMITS/INSP-NOV-DEC 001.3200.4551 LDR23008 MISC PERMITS/INSP-NOV-DEC		106.00
			LDR23008 MISC PERMITS/INSP-NOV-DEC 001.3200.4551 STI23007 MISC PERMITS/INSP-SEP-DEC		55.00
			STI23007 MISC PERMITS/INSP-SEP-DEC 001.3200.4551		212.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88776	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			PGI23008 MISC PERMITS/INSP-NOV-DEC	
			PGI23008 MISC PERMITS/INSP-NOV-DEC	
			001.3200.4551	1,007.00
			FIN22002 & STC22001 MISC PERMITS/INSP-NO	
			FIN22002 MISC PERMITS/INSP-NOV-DEC	
			001.3200.4551	660.00
			STC22001 MISC PERMITS/INSP-NOV-DEC	
			001.3200.4551	220.00
			EXE21009 MISC PERMITS/INSP-OCT-DEC	
			EXE21009 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	212.00
			STI23008 & PGI21001 MISC PERMITS/INSP-OC	
			STI23008 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,550.00
			PGI21001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	3,250.00
			STI23001 & EXE23004 MISC PERMITS/INSP-OC	
			STI23001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	2,523.50
			EXE23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	875.50
			STI23004 & PGI22007 MISC PERMITS/INSP-OC	
			STI23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	257.50
			PGI22007 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	875.50
			FIN23001 MISC PERMITS/INSP-OCT-DEC	
			FIN23001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	227.50
			FIN23004/STC23003/PGC23003 MISC PERMITS/	
			FIN23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	75.00
			STC23003 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	27.50
			PGC23003 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	115.00
			FIXED FEE MISC PERMITS/INSP-OCT	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88776	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			FIXED FEE MISC PERMITS/INSP-OCT	
			001.3200.4551	412.00
			Total :	**17,031.00**
88777	2/6/2024	004920 TKE ENGINEERING	LDR23009 MISC PERMITS/INSP-OCT-DEC	
			LDR23009 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	145.00
			STC23004 MISC PERMITS/INSP-OCT-DEC	
			STC23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	870.00
			HYD23006 MISC PERMITS/INSP-OCT-DEC	
			HYD23006 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	580.00
			PGC23007 MISC PERMITS/INSP-OCT-DEC	
			PGC23007 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	546.50
			353-23-004 SCE PERMITS/INSP-OCT-DEC	
			353-23-004 SCE PERMITS/INSP-OCT-DEC	
			001.3200.4551	159.00
			353-23-127 SCE PERMITS/INSP-OCT-DEC	
			353-23-127 SCE PERMITS/INSP-OCT-DEC	
			001.3200.4551	2,014.00
			FIXED FEE SCE PERMITS/INSP -OCT-DEC	
			FIXED FEE SCE PERMITS/INSP -OCT-DEC	
			001.3200.4551	4,611.00
			STI22008 MISC PERMITS/INSP-OCT-DEC	
			STI22008 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	309.00
			STI22009 MISC PERMITS/INSP-OCT-DEC	
			STI22009 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	206.00
			SDI22001 MISC PERMITS/INSP-OCT-DEC	
			SDI22001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	154.50
			SDI22002 MISC PERMITS/INSP-OCT-DEC	
			SDI22002 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	257.50

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Voucher	Date	Vendor	Description/Account	Amount
88777	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			RGI22001 MSIC PERMITS/INSP-OCT-DEC	
			RGI22001 MSIC PERMITS/INSP-OCT-DEC	
			001.3200.4551	206.00
			PGI23004 MISC PERMITS/INSP-OCT-DEC	
			PGI23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	206.00
			WIN23002 MISC PERMITS/INSP-OCT-DEC	
			WIN23002 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	978.50
			STI23005 MISC PERMITS/INSP-OCT-DEC	
			STI23005 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	309.00
			SDI23001 MISC PERMITS/INSP-OCT-DEC	
			SDI23001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,133.00
			STI23006 MISC PERMITS/INSP-OCT-DEC	
			STI23006 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,751.00
			PGC23008 MISC PERMITS/INSP-OCT-DEC	
			PGC23008 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,205.00
			RGI22003 MISC PERMITS/INSP-OCT-DEC	
			RGI22003 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	206.00
			WIN23003 MISC PERMITS/INSP-OCT-DEC	
			WIN23003 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,648.00
			WIN23004 MISC PERMITS/INSP-OCT-DEC	
			WIN23004 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	824.00
			STC23005 MISC PERMITS/INSP-OCT-DEC	
			STC23005 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	907.50
			SDC23001 MISC PERMITS/INSP-OCT-DEC	
			SDC23001 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	495.00
			HYD23008 MISC PERMITS/INSP-OCT-DEC	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88777	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			HYD23008 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	880.00
			PGC23005 MISC PERMITS/INSP-OCT-DEC	
			PGC23005 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	1,182.50
			PGC23010 MISC PERMITS/INSP-OCT-DEC	
			PGC23010 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	605.00
			FIN23006 MISC PERMITS/INSP-OCT-DEC	
			FIN23006 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	275.00
			HYD23005 MISC PERMITS/INSP-OCT-DEC	
			HYD23005 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	220.00
			PGC23006 MISC PERMITS/INSP-OCT-DEC	
			PGC23006 MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	605.00
			342-22-001 EVWD PERMITS/INSP-OCT-DEC	
			342-22-001 EVWD PERMITS/INSP-OCT-DEC	
			001.3200.4551	103.00
			342-22-003 EVWD PERMITS/INSP-OCT-DEC	
			342-22-003 EVWD PERMITS/INSP-OCT-DEC	
			001.3200.4551	515.00
			342-23-004 EVWD PERMITS/INSP-OCT-DEC	
			342-23-004 EVWD PERMITS/INSP-OCT-DEC	
			001.3200.4551	257.50
			342-23-006 EVWD PERMITS/INSP-OCT-DEC	
			342-23-006 EVWD PERMITS/INSP-OCT-DEC	
			001.3200.4551	206.00
			Total :	**24,570.50**
88779	2/6/2024	004920 TKE ENGINEERING	BRG07001 PM NON PART RDA07-DEC	
			BRG07001 PM NON PART RDA07-DEC	
			010.3830.6813	690.00
			BRG12001 PE PM HBP -DEC	
			BRG12001 PE PM HBP -DEC	
			030.8495.6813	57.50

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88779	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			GENERAL ENG SRVS CAPITAL PROJECTS-DEC	
			GENERAL ENG SRVS CAPITAL PROJECTS-DEC	
			023.3890.4550	330.00
			OLA23001 PM GCF-DEC	
			OLA23001 PM GCF-DEC	
			023.3890.4550	230.00
			SDR17001 PM NON PART DIF LOC-DEC	
			SDR17001 PM NON PART DIF LOC-DEC	
			007.8330.6600	345.00
			STR07004A PM NON PART RDA07-DEC	
			STR07004A PM NON PART RDA07-DEC	
			010.3830.6600	230.00
			STR17002 PM CCF 2017-DEC	
			STR17002 PM CCF 2017-DEC	
			027.8490.6550	1,552.50
			STR18001 PM NON PART RDA07-DEC	
			STR18001 PM NON PART RDA07~	
			010.3830.6550	402.50
			STR22002 PM GCF-DEC	
			STR22002 PM GCF-DEC	
			023.3890.4550	862.50
			STR23003 PM NON PART MSRI-DEC	
			STR23003 PM NON PART MSRI-DEC	
			017.8350.6550	287.50
			STR20002 DE RDA-NOV-DEC	
			STR20002 DE RDA-NOV-DEC	
			010.3830.6550	409.96
			STR20002 DE DIF LOC-NOV-DEC	
			STR20002 DE DIF LOC-NOV-DEC	
			007.8330.6550	198.93
			STR20002 DE COSB-NOV-DEC	
			STR20002 DE COSB-NOV-DEC	
			027.8490.6550	426.11
			BRG07001 PM NON PART RDA07-OCT	
			BRG07001 PM NON PART RDA07-OCT	
			010.3830.6813	920.00
			BRG12001 PM NON PART DIF LOC-OCT	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88779	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			BRG12001 PM NON PART DIF LOC-OCT	
			007.8330.6813	517.50
			GENERAL ENG SRVS CAPITAL PROJECTS-OCT	
			GENERAL ENG SRVS CAPITAL PROJECTS-OCT	
			023.3890.4550	896.00
			OLA23001 PM GCF-OCT	
			OLA23001 PM GCF-OCT	
			023.3890.4550	287.50
			OLA23002 PM MSRI-OCT	
			OLA23002 PM MSRI-OCT	
			017.8350.6550	115.00
			SDR17001 PM NON PART DIF LOC-OCT	
			SDR17001 PM NON PART DIF LOC-OCT	
			007.8330.6600	287.50
			STR07004A PM NON PART RDA07-OCT	
			STR07004A PM NON PART RDA07-OCT	
			010.3830.6600	287.50
			STR17001 NON PART ARPA -OCT	
			STR17001 NON PART ARPA -OCT	
			030.8495.6550	230.00
			STR17002 PM CCF 2017-OCT	
			STR17002 PM CCF 2017-OCT	
			027.8490.6550	1,092.50
			STR18001 PM NON PART RDA07-OCT	
			STR18001 PM NON PART RDA07-OCT	
			010.3830.6550	862.50
			STR19001 PM GCF-OCT	
			STR19001 PM GCF-OCT	
			023.3890.6550	57.50
			STR20002 PM COSB-OCT	
			STR20002 PM COSB-OCT	
			027.8490.6550	71.00
			STR20002 PM DIF LOC-OCT	
			STR20002 PM DIF LOC-OCT	
			007.8330.6550	101.50
			STR22002 PM GCF-OCT	
			STR22002 PM GCF-OCT	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88779	2/6/2024	004920 TKE ENGINEERING	(Continued)	
			023.3890.4550 STR23002 PM NON PART RDA07-OCT	345.00
			STR23002 PM NON PART RDA07-OCT 023.3890.4550 BRG07001 PM NON PART RDA07-NOV	345.00
			BRG07001 PM NON PART RDA07-NOV 010.3830.6813 BRG12001 PE PM HBP -NOV	402.50
			BRG12001 PE PM HBP -NOV 030.8495.6813 GENERAL ENG SRVS CAPITAL PROJECTS-NOV	345.00
			GENERAL ENG SRVS CAPITAL PROJECTS-NOV 023.3890.4550 OLA23001 PM GCF-NOV	82.50
			OLA23001 PM GCF-NOV 023.3890.4550 OLA23002 PM MSRI-NOV	172.50
			OLA23002 PM MSRI-NOV 017.8350.6550 SDR06002 NON PART RDA07-NOV	172.50
			SDR06002 NON PART RDA07-NOV 010.3830.6600 SDR17001 PM NON PART DIF LOC-NOV	57.50
			SDR17001 PM NON PART DIF LOC-NOV 007.8330.6600 STR07004A PM NON PART RDA07-NOV	632.50
			STR07004A PM NON PART RDA07-NOV 010.3830.6600 STR17002 PM CCF 2017-NOV	345.00
			STR17002 PM CCF 2017-NOV 027.8490.6550 STR18001 PM NON PART RDA07-NOV	1,092.50
			STR18001 PM NON PART RDA07-NOV 010.3830.6550 STR22002 PM GCF-NOV	632.50
			STR22002 PM GCF-NOV 023.3890.4550	172.50

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88779	2/6/2024	004920 TKE ENGINEERING	(Continued)		
			STR23002 PM NON PART RDA07-NOV		
			STR23002 PM NON PART RDA07-NOV		
			023.3890.4550		172.50
			STR23003 PM NON PART MSRI-NOV		
			STR23003 PM NON PART MSRI-NOV		
			023.3890.4550		287.50
				Total :	**17,006.00**
88780	2/6/2024	003689 TPX COMMUNICATIONS	CITY HALL/CORP YARD PHONES-DEC		
			CITY HALL PHONES-DEC		
			042.9510.4060		1,406.21
			CORP YARD PHONES-DEC		
			004.8310.4060		295.02
				Total :	**1,701.23**
88781	2/6/2024	005839 TRUSTED TECH TEAM	MICROSOFT 365 LIC-FEB		
			MICROSOFT 365 LIC-FEB		
			042.9510.4533		1,484.45
				Total :	**1,484.45**
88782	2/6/2024	004323 UNITED RENTALS (NORTH AMERICA)	VEH#132: REPAIRS		
			VEH#132: REPAIRS		
			004.8310.4245		1,533.66
				Total :	**1,533.66**
88783	2/6/2024	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-FEB		
			LONG TERM DISABILITY-FEB		
			001.1180		700.15
			LONG TERM DISABILITY-FEB		
			004.1180		51.80
			LONG TERM DISABILITY-FEB		
			010.1180		40.70
			LONG TERM DISABILITY-FEB		
			023.1180		11.10
			LONG TERM DISABILITY-FEB		
			041.1180		3.67
			LONG TERM DISABILITY-FEB		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88783	2/6/2024	000226 UNUM LIFE INSURANCE	(Continued)		
			070.1180		48.07
				Total :	**855.49**
88784	2/6/2024	000231 VISTA PAINT CORP	GRAFFITI ABATEMENT		
			GRAFFITI ABATEMENT		
			001.6010.4206		431.96
				Total :	**431.96**
88785	2/6/2024	000233 WAXIE SANITARY SUPPLY	PD: JANITORIAL SUPPLIES		
			PD: JANITORIAL SUPPLIES		
			001.2000.4055		531.62
			PD: JANITORIAL SUPPLIES		
			PD: JANITORIAL SUPPLIES		
			001.2000.4055		79.11
			FS#2: JANITORIAL SUPPLIES		
			FS#2: JANITORIAL SUPPLIES		
			028.2050.4055		124.37
			FS#2: JANITORIAL SUPPLIES		
			029.2100.4055		124.37
			FS#3: JANITORIAL SUPPLIES		
			FS#3: JANITORIAL SUPPLIES		
			028.2050.4055		123.47
			FS#3: JANITORIAL SUPPLIES		
			029.2100.4055		123.47
				Total :	**1,106.41**
88786	2/6/2024	003535 WEST COAST ARBORISTS, INC.	SDR17001 CON DIF-DEC		
			SDR17001 CON DIF-DEC		
			007.8330.6600		16,800.00
				Total :	**16,800.00**
88787	2/6/2024	006001 YUNEX LLC	GREENSPOT & SAN BENITO-STL INSTALL		
			GREENSPOT & SAN BENITO-STL INSTALL		
			013.8510.4664		4,600.00
				Total :	**4,600.00**
1002572118	2/6/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH-FEB		
			PERS HEALTH-FEB		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
1002572118	2/6/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			041.9500.3515 PERS HEALTH-FEB	1,200.00
			001.1150 PERS HEALTH-FEB	14,459.55
			004.1150 PERS HEALTH-FEB	2,343.02
			010.1150 PERS HEALTH-FEB	1,586.75
			012.1150 PERS HEALTH-FEB	206.61
			016.1150 PERS HEALTH-FEB	206.61
			041.1150 PERS HEALTH-FEB	283.29
			070.1150 PERS HEALTH-FEB	338.15
			001.1450.3511	74.69
			Total :	**20,698.67**

58 Vouchers for bank code : wfb **Bank total : 246,994.81**

58 Vouchers in this report **Total vouchers : 246,994.81**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
873	2/9/2024	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment 042.1170	121.48
			ICMA DEFERRED COMP 457: Payment 001.1170	10,469.26
			ICMA DEFERRED COMP 457: Payment 004.1170	2,133.29
			ICMA DEFERRED COMP 457: Payment 010.1170	931.52
			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	27.50
			ICMA DEFERRED COMP 457: Payment 024.1170	12.01
			ICMA DEFERRED COMP 457: Payment 041.1170	196.46
			ICMA DEFERRED COMP 457: Payment 070.1170	253.90
			Total :	**14,170.42**
874	2/9/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment 023.1145	7.96
			PERS SURVIVOR: Payment 041.1145	0.17
			PERS SURVIVOR: Payment 042.1145	1.82
			PERS SURVIVOR: Payment 070.1145	0.66
			EPMC: Payment 001.1145	546.08
			EPMC: Payment 004.1145	146.35

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
874	2/9/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			010.1145	55.68
			EPMC: Payment	
			012.1145	2.84
			EPMC: Payment	
			016.1145	2.84
			EPMC: Payment	
			024.1145	0.68
			PERS SURVIVOR: Payment	
			024.1145	0.03
			EPMC: Payment	
			041.1145	18.94
			EPMC: Payment	
			042.1145	13.86
			EPMC: Payment	
			070.1145	59.35
			PERS: Payment	
			001.1145	16,489.64
			PERS: Payment	
			004.1145	3,383.30
			PERS: Payment	
			010.1145	1,258.30
			PERS: Payment	
			012.1145	228.76
			PERS: Payment	
			016.1145	228.75
			PERS: Payment	
			023.1145	259.89
			PERS: Payment	
			024.1145	24.69
			PERS: Payment	
			041.1145	270.66
			PERS: Payment	
			042.1145	700.96
			PERS: Payment	
			070.1145	848.08

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
874	2/9/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS SURVIVOR: Payment	
			001.1145	25.44
			PERS SURVIVOR: Payment	
			004.1145	4.56
			PERS SURVIVOR: Payment	
			010.1145	1.14
			PERS SURVIVOR: Payment	
			012.1145	0.55
			PERS SURVIVOR: Payment	
			016.1145	0.55
			PERS SURVIVOR: Payment	
			023.1145	0.42
			Total :	**24,582.95**
875	2/9/2024	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			010.1140	220.50
			MEDICARE: Payment	
			012.1140	52.48
			MEDICARE: Payment	
			016.1140	52.46
			MEDICARE: Payment	
			023.1140	51.56
			MEDICARE: Payment	
			024.1140	5.68
			MEDICARE: Payment	
			041.1140	41.74
			MEDICARE: Payment	
			042.1140	145.40
			MEDICARE: Payment	
			070.1140	133.12
			MEDICARE: Payment	
			008.1140	25.52
			FEDERAL TAXES: Payment	
			001.1120	11,584.99
			FEDERAL TAXES: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
875	2/9/2024	000119 INTERNAL REVENUE SERVICE	(Continued)	
			004.1120 FEDERAL TAXES: Payment	2,314.66
			010.1120 FEDERAL TAXES: Payment	980.36
			012.1120 FEDERAL TAXES: Payment	119.11
			016.1120 FEDERAL TAXES: Payment	119.11
			023.1120 FEDERAL TAXES: Payment	145.70
			024.1120 FEDERAL TAXES: Payment	17.10
			041.1120 FEDERAL TAXES: Payment	223.26
			042.1120 FEDERAL TAXES: Payment	327.23
			070.1120 SOCIAL SECURITY: Payment	726.16
			001.1140 SOCIAL SECURITY: Payment	625.36
			008.1140 MEDICARE: Payment	109.12
			001.1140 MEDICARE: Payment	3,254.34
			004.1140	648.18
			Total :	**21,923.14**
876	2/9/2024	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130 STATE TAXES: Payment	4,849.10
			004.1130 STATE TAXES: Payment	928.76
			010.1130 STATE TAXES: Payment	402.87
			012.1130	47.78

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
876	2/9/2024	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			016.1130	47.77
			STATE TAXES: Payment	
			023.1130	61.41
			STATE TAXES: Payment	
			024.1130	6.42
			STATE TAXES: Payment	
			041.1130	97.44
			STATE TAXES: Payment	
			042.1130	113.90
			STATE TAXES: Payment	
			070.1130	245.64
			Total :	**6,801.09**
88788	2/9/2024	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC DENTAL: Payment	
			070.1181	0.55
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.98
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.48
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.48
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	98.25
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.97
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.81
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.27
			AFLAC ACCIDENT INSURANCE: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88788	2/9/2024	003804 AFLAC WWHQ	(Continued)	
			042.1181 AFLAC DISABILITY INSURANCE: Payment	4.17
			001.1181 AFLAC DISABILITY INSURANCE: Payment	128.14
			004.1181 AFLAC DISABILITY INSURANCE: Payment	24.70
			012.1181 AFLAC DISABILITY INSURANCE: Payment	6.31
			016.1181 AFLAC DISABILITY INSURANCE: Payment	6.31
			024.1181 AFLAC HOSPITAL INSURANCE: Payment	0.50
			001.1181 AFLAC HOSPITAL INSURANCE: Payment	157.65
			012.1181 AFLAC HOSPITAL INSURANCE: Payment	6.70
			016.1181 AFLAC HOSPITAL INSURANCE: Payment	6.70
			023.1181 AFLAC HOSPITAL INSURANCE: Payment	12.32
			042.1181 AFLAC DENTAL: Payment	4.97
			001.1181 AFLAC DENTAL: Payment	27.89
			004.1181 AFLAC DENTAL: Payment	0.56
			041.1181	1.66
			Total :	**520.50**
88789	2/9/2024	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT ARROWHEAD UNITED WAY: Payment	
			001.1180 ARROWHEAD UNITED WAY: Payment	3.78
			004.1180 ARROWHEAD UNITED WAY: Payment	0.25
			041.1180	0.75

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88789	2/9/2024	000433 ARROWHEAD UNITED WAY	(Continued) ARROWHEAD UNITED WAY: Payment 070.1180	0.22
			Total :	5.00
6 Vouchers for bank code : wfb			Bank total :	68,003.10
6 Vouchers in this report			Total vouchers :	68,003.10

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88790	2/13/2024	005295 AB FENCE COMPANY, INC.	TRAIL: MAINT MATERIALS		
			TRAIL: MAINT MATERIALS		
			001.6100.4592		1,110.00
				Total :	**1,110.00**
88791	2/13/2024	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD 11/26-12/9/23		
			CROSSING GUARD 11/26-12/9/23		
			002.8200.4530		3,806.85
			CROSSING GUARD SVC 12/10-12/23/23		
			CROSSING GUARD SVC 12/10-12/23/23		
			002.8200.4530		1,621.29
			CROSSING GUARD SVC 1/21-2/3/24		
			CROSSING GUARD SVC 1/21-2/3/24		
			002.8200.4530		3,814.80
				Total :	**9,242.94**
88792	2/13/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	2024 ELECTION SUPPLIES		
			2024 ELECTION SUPPLIES		
			001.1200.4335		400.84
			NATIONAL NOTARY ASSOC: NOCK		
			NATIONAL NOTARY ASSOC: NOCK		
			001.1200.4310		968.03
			DRI CRASH PLAN-JAN		
			DRI CRASH PLAN-JAN		
			042.9510.4533		19.98
			PLANNING COMM ACADEMY HILTON: THOMAS, MI		
			PLANNING COMMISSIONER: THOMAS		
			001.4100.4320		675.00
			PLANNING COMMISSIONER: MILLER		
			001.4100.4320		675.00
			PLANNING COMMISSIONER: SARAN		
			001.4100.4320		675.00
			ACCESSTOOLKIT.COM ANNUAL SUBSCRIPTION		
			ACCESSTOOLKIT.COM ANNUAL SUBSCRIPTION		
			051.1493		199.00
				Total :	**3,612.85**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88793	2/13/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	CM INTERVIEW PANEL LUNCH		
			CM INTERVIEW PANEL LUNCH		
			001.1600.4330		76.14
			CM INTERVIEW PANEL LUNCH		
			CM INTERVIEW PANEL LUNCH		
			001.1600.4330		111.10
				Total :	**187.24**
88794	2/13/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	ZOOM MEETING-JAN		
			ZOOM MEETING-JAN		
			042.9510.4533		110.00
				Total :	**110.00**
88795	2/13/2024	001072 AUTO ZONE	VEH#124: MAINT		
			VEH#124: MAINT		
			042.9510.4240		39.45
			VEH#124: MAINT		
			VEH#124: MAINT		
			042.9510.4240		14.01
				Total :	**53.46**
88796	2/13/2024	000043 BALLARD PLUMBING HEATING & AIR	FS#1: PLUMBING SERVICE CALL		
			FS#1: PLUMBING SERVICE CALL		
			028.2050.4070		24.50
			FS#1: PLUMBING SERVICE CALL		
			029.2100.4070		24.50
				Total :	**49.00**
88797	2/13/2024	004241 BLICHARSKI, TONY	UNIFORM REIMB: BLICHARSKI		
			UNIFORM REIMB: BLICHARSKI		
			001.2000.4561		289.53
				Total :	**289.53**
88798	2/13/2024	004705 CALIFORNIA SCHOOL BOARDS ASSOC	GASB AMM REPORT 22/23		
			GASB AMM REPORT 22/23		
			001.1700.4510		1,500.00
				Total :	**1,500.00**
88799	2/13/2024	002756 CENTRAL LITTLE LEAGUE	CDBG LITTLE LEAGUE-JAN		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88799	2/13/2024	002756 CENTRAL LITTLE LEAGUE	(Continued)		
			CDBG LITTLE LEAGUE-JAN		
			006.8400.4348		1,050.00
			CDBG LITTLE LEAGUE-JAN		
			CDBG LITTLE LEAGUE-JAN		
			006.8400.4348		4,050.00
			CDBG LITTLE LEAGUE-JAN		
			CDBG LITTLE LEAGUE-JAN		
			006.8400.4348		1,350.00
			CDBG LITTLE LEAGUE-JAN		
			CDBG LITTLE LEAGUE-JAN		
			006.8400.4348		2,100.00
			CDBG LITTLE LEAGUE-FEB		
			CDBG LITTLE LEAGUE-FEB		
			006.8400.4348		2,400.00
			CDBG LITTLE LEAGUE-FEB		
			CDBG LITTLE LEAGUE-FEB		
			006.8400.4348		3,300.00
			CDBG LITTLE LEAGUE-FEB		
			CDBG LITTLE LEAGUE-FEB		
			006.8400.4348		300.00
				Total :	**14,550.00**
88800	2/13/2024	006099 CHARTER COMMUNICATIONS	CITY HALL TELE/INT-FEB		
			CITY HALL TELE/INT-FEB		
			042.9510.4065		1,758.76
				Total :	**1,758.76**
88801	2/13/2024	000213 DAILY JOURNAL CORPORATION	BID NOTICE COBB NEWSPAPER PUBLICATIONS		
			BID NOTICE COBB NEWSPAPER PUBLICATIONS		
			001.1200.4300		276.00
			APP 23.001 NEWSPAPER PUBLICATIONS		
			APP 23.001 NEWSPAPER PUBLICATIONS		
			001.1200.4300		266.80
			CDBG KS NEWSPAPER PUBLICATIONS		
			CDBG KS NEWSPAPER PUBLICATIONS		
			001.1200.4300		147.20

Bank code : wfb

Voucher	Date	Vendor		Description/Account		Amount
88801	2/13/2024	000213	000213 DAILY JOURNAL CORPORATION	(Continued)	Total :	690.00
88802	2/13/2024	005875	DRIVERS LICENSE GUIDE COMPANY	ID BOOK-PASSPORT		
				ID BOOK-PASSPORT		
				001.1200.4200		36.92
					Total :	36.92
88803	2/13/2024	000085	EAST VALLEY WATER DISTRICT	ATHLETIC CTR-JAN		
				ATHLETIC CTR-JAN		
				001.6000.4030		293.77
				COMMUNITY PARK-JAN		
				COMMUNITY PARK-JAN		
				001.6000.4030		3,687.39
				LMD 34-JAN		
				LMD 34-JAN		
				012.8500.4030		138.42
				CUNNINGHAM PARK-JAN		
				CUNNINGHAM PARK-JAN		
				016.8540.4030		512.86
				COMM CTR-JAN		
				COMM CTR-JAN		
				001.6000.4030		54.81
				LMD 30-JAN		
				LMD 30-JAN		
				012.8500.4030		243.01
				LMD 10-JAN		
				LMD 10-JAN		
				012.8500.4030		1,092.24
				OAK CREEK PARK-JAN		
				OAK CREEK PARK-JAN		
				016.8540.4030		598.94
				LMD 10-JAN		
				LMD 10-JAN		
				012.8500.4030		666.32
				LIBRARY/ELC-JAN		
				LIBRARY/ELC-JAN		
				001.6000.4030		70.27
				CORP YARD-JAN		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88803	2/13/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			CORP YARD-JAN	
			004.8310.4030	72.38
			STR & STRM DRN #21-JAN	
			STR & STRM DRN #21-JAN	
			024.8470.4030	51.90
			CORP YARD-JAN	
			CORP YARD-JAN	
			004.8310.4030	154.88
			CORP YARD-JAN	
			CORP YARD-JAN	
			004.8310.4030	782.74
			COMM CTR IRRIGATION-JAN	
			COMM CTR IRRIGATION-JAN	
			001.6000.4030	344.33
			LIBRARY/ELC-JAN	
			LIBRARY/ELC-JAN	
			001.6000.4030	216.10
			YMCA COMMUNITY PARK-JAN	
			YMCA COMMUNITY PARK-JAN	
			001.6000.4030	183.92
			LIBRARY/ELC-JAN	
			LIBRARY/ELC-JAN	
			001.6000.4030	205.24
			ATHLETIC CTR-JAN	
			ATHLETIC CTR-JAN	
			001.6000.4030	35.14
			COMM PARK-JAN	
			COMM PARK-JAN	
			001.6000.4030	52.70
			Total :	**9,457.36**
88804	2/13/2024	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	33.29
			Total :	**33.29**
88805	2/13/2024	006146 FM THOMAS AIR CONDITIONING	LIBRARY: WATER TREATMENT CHEM-NOV-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88805	2/13/2024	006146 FM THOMAS AIR CONDITIONING	(Continued)	
			LIBRARY: WATER TREATMENT CHEM-NOV-JAN	
			001.6000.4588	619.56
			YMCA: WATER TREATMENT CHEM-NOV-JAN	
			YMCA: WATER TREATMENT CHEM-NOV-JAN	
			001.6000.4588	92.93
			LIBRARY: WATER TREATMENT-NOV-JAN	
			LIBRARY: WATER TREATMENT-NOV-JAN	
			001.6000.4588	1,293.00
			YMCA: WATER TREATMENT-NOV-JAN	
			YMCA: WATER TREATMENT-NOV-JAN	
			001.6000.4588	200.00
			Total :	**2,205.49**
88806	2/13/2024	002710 HERNANDEZ, KROONE & ASSOCIATES	STR18001 CM IVDA-DEC	
			STR18001 CM IVDA-DEC	
			027.8490.6550	3,572.68
			STR18001 CM RDA07-DEC	
			STR18001 CM RDA07-DEC	
			010.3830.6550	3,572.67
			STR18001 CM SMBMI-DEC	
			STR18001 CM SMBMI-DEC	
			027.8490.6550	3,572.68
			STR18001 CM EDA-DEC	
			STR18001 CM EDA-DEC	
			030.8495.6550	7,791.81
			STR18001 CNTG IVDA-DEC	
			STR18001 CNTG IVDA-DEC	
			027.8490.6550	129.56
			STR18001 CNTG RDA07-DEC	
			STR18001 CNTG RDA07-DEC	
			010.3830.6550	129.56
			STR18001 CNTG SMBMI-DEC	
			STR18001 CNTG SMBMI-DEC	
			027.8490.6550	129.56
			STR18001 CNTG EDA-DEC	
			STR18001 CNTG EDA-DEC	
			030.8495.6550	282.57

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88806	2/13/2024	002710 002710 HERNANDEZ, KROONE & ASSOCIA	(Continued)	Total :	19,181.09
88807	2/13/2024	000662 HI WAY SAFETY INC	GUARDRAIL REPAIR: GREENSPOT RD GUARDRAIL REPAIR: GREENSPOT RD 004.8310.4570		3,498.40
			CITY HALL: SIGNAGE CITY HALL: SIGNAGE 042.9510.4070		593.69
				Total :	4,092.09
88808	2/13/2024	001320 HIGHLAND SENIOR CENTER	CDBG REIMB-JAN CDBG REIMB-JAN 006.8400.4348		2,000.00
				Total :	2,000.00
88809	2/13/2024	002221 HUMANE SOCIETY OF	VOUCHER 24-0006 VOUCHER 24-0006 001.2200.4344		50.00
				Total :	50.00
88810	2/13/2024	002664 INLAND LIGHTING SUPPLIES, INC.	PD: FLAG POLE LIGHT MAINT PD: FLAG POLE LIGHT MAINT 001.2000.4070		12.83
				Total :	12.83
88811	2/13/2024	000127 K & L HARDWARE	COMM PARK: LIGHTING MAINT COMM PARK: LIGHTING MAINT 001.6000.4206		6.27
			FS#1: PLUMBING SUPPLIES FS#1: PLUMBING SUPPLIES 028.2050.4070		30.80
			FS#1: PLUMBING SUPPLIES 029.2100.4070		30.79
			CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4206		112.02
				Total :	179.88
88812	2/13/2024	000207 KONICA MINOLTA	PRINTER MAINT CONTRACT-JAN		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88812	2/13/2024	000207 KONICA MINOLTA	(Continued)		
			PRINTER MAINT CONTRACT-JAN		
			042.9510.4631		703.68
				Total :	**703.68**
88813	2/13/2024	002266 LARRY JACINTO CONSTRUCTION INC	PREVENTIVE VEGETATION CLEARING IN LINE C		
			PREVENTIVE VEGETATION CLEARING IN LINE		
			004.8310.4576		6,040.00
				Total :	**6,040.00**
88814	2/13/2024	001193 LIFE ASSIST, INC.	FS#1-3-ARPA1 PPE SUPPLIES		
			FS#1-3-ARPA1 PPE SUPPLIES		
			030.8495.4349		150.31
				Total :	**150.31**
88815	2/13/2024	005677 PARAGON PARTNERS LTD	SWK19001 R/W MSRI-JUL		
			SWK19001 R/W MSRI-JUL		
			017.8350.6545		150.00
			SWK19001 R/W MSRI-AUG		
			SWK19001 R/W MSRI-AUG		
			017.8350.6545		3,925.00
			SWK19001 R/W MSRI-SEP		
			SWK19001 R/W MSRI-SEP		
			017.8350.6545		1,431.66
			SWK19001 R/W MSRI-OCT		
			SWK19001 R/W MSRI-OCT		
			017.8350.6545		1,539.16
				Total :	**7,045.82**
88816	2/13/2024	003361 PRECISION CONCRETE CUTTING	COMM PARK: UNEVEN SIDEWALK REPAIRS		
			COMM PARK: UNEVEN SIDEWALK REPAIRS		
			041.9500.4591		17,399.86
				Total :	**17,399.86**
88817	2/13/2024	001414 RICHARDS, WATSON & GERSHON	CODE ENFORCEMENT GEN-DEC		
			CODE ENFORCEMENT GEN-DEC		
			001.4600.4520		683.50
			PERSONNEL & LABOR RELATIONS-DEC		
			PERSONNEL & LABOR RELATIONS-DEC		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88817	2/13/2024	001414 RICHARDS, WATSON & GERSHON	(Continued)	
			001.1450.4520 CODE ENFORCEMENT CASE#9042-DEC CODE ENFORCEMENT CASE#9042-DEC	82.50
			001.4600.4520 CODE ENFORCEMENT CASE#4744-DEC CODE ENFORCEMENT CASE#4744-DEC	5,811.00
			001.4600.4520 SWK19001 R/W MSRI - DEC SWK19001 R/W MSRI - DEC	1,621.89
			017.8350.6545 GENERAL-DEC GENERAL-DEC	4,946.00
			001.1450.4520 DRA23009-DEC DRA23009-DEC	20,178.41
			001.3200.4551 SWK19001 PM MSRI NON PART - DEC SWK19001 PM MSRI NON PART - DEC	209.00
			017.8350.6545 CODE ENFORCEMENT CASE-DEC CODE ENFORCEMENT CASE-DEC	418.00
			001.4600.4520	2,883.00
			Total :	**36,833.30**
88818	2/13/2024	001070 SAFETY-KLEEN SYSTEMS, INC.	PD: WASHING SVC PD: WASHING SVC	
			001.2000.4245	265.47
			Total :	**265.47**
88819	2/13/2024	003713 SATCOM GLOBAL LTD.	SATTELITE PHONE-JAN SATTELITE PHONES-JAN	
			028.2050.4061 SATTELITE PHONES-JAN	21.38
			029.2100.4061 SATTELITE PHONES-JAN	21.37
			042.9510.4061 SATTELITE PHONES-JAN	42.75

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88819	2/13/2024	003713 SATCOM GLOBAL LTD.	(Continued)		
			001.2000.4061		42.75
				Total :	**128.25**
88820	2/13/2024	000022 SB CO AUDITOR/CONTROLLER	PARKING FINE VIOLATIONS-OCT		
			PARKING FINE VIOLATIONS-OCT		
			051.1490		223.50
			PARKING FINE VIOLATIONS-NOV		
			PARKING FINE VIOLATIONS-NOV		
			051.1490		157.50
			PARKING FINE VIOLATIONS-DEC		
			PARKING FINE VIOLATIONS-DEC		
			051.1490		197.00
				Total :	**578.00**
88821	2/13/2024	002149 SB CO DEPT OF PUBLIC HEALTH	ANIMAL CONTROL-7/1-9/30/23		
			ANIMAL CONTROL-7/1-9/30/23		
			001.2200.4565		89,743.00
				Total :	**89,743.00**
88822	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	AURANTIA PARK-JAN		
			AURANTIA PARK-JAN		
			001.6000.4010		111.65
			LS2-JAN		
			LS2-JAN		
			013.8510.4011		90.44
			LS3-JAN		
			LS3-JAN		
			013.8510.4011		480.47
			CANYON OAK PARK-JAN		
			CANYON OAK PARK-JAN		
			016.8540.4010		26.81
			SIGNALS-JAN		
			SIGNALS-JAN		
			004.8310.4580		65.76
			SALE AQUISITION PH 1-JAN		
			SALE AQUISITION PH 1-JAN		
			013.8510.4011		16,141.33

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88822	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			SIGNALS-JAN	
			SIGNALS-JAN	
			004.8310.4580	3,461.98
			SIGNALS & LS1-JAN	
			SIGNALS-JAN	
			004.8310.4580	209.33
			LS1-JAN	
			013.8510.4011	72.63
			LS2-JAN	
			LS2-JAN	
			013.8510.4011	1,182.80
			LS2/3 & SIGNALS-JAN	
			LS2/3 -JAN	
			013.8510.4011	964.19
			SIGNALS-JAN	
			004.8310.4580	89.93
			LS1-JAN	
			LS1-JAN	
			013.8510.4011	9,479.82
			BOULDER MEDIAN-JAN	
			BOULDER MEDIAN-JAN	
			004.8310.4010	661.61
			LS2-JAN	
			LS2-JAN	
			013.8510.4011	19.92
				Total : **33,058.67**
88823	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	SIGNALS & LS3-FEB	
			SIGNALS-FEB	
			004.8310.4580	99.72
			LS3-FEB	
			013.8510.4011	1,291.41
			LS3-FEB	
			LS3-FEB	
			013.8510.4011	82.76
			LS3-FEB	
			LS3-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88823	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			013.8510.4011 SIGNALS-FEB SIGNALS-FEB	32.73
			004.8310.4580 LMDS & COMM PARK-JAN LMD 10-JAN	82.02
			012.8500.4010 LMD 22-JAN	17.31
			012.8500.4010 LMD 03-JAN	15.12
			012.8500.4010 LMD 16-JAN	14.67
			012.8500.4010 LMD 20-JAN	14.67
			012.8500.4010 LMD 02-JAN	15.12
			012.8500.4010 LMD 35-JAN	15.12
			012.8500.4010 LMD 01-JAN	14.86
			012.8500.4010 LMD 31-JAN	15.12
			012.8500.4010 LMD 21-JAN	15.12
			012.8500.4010 LMD 00-JAN	15.12
			012.8500.4010 LMD 15-JAN	15.12
			012.8500.4010 LMD 02-JAN	30.24
			012.8500.4010 LMD 04-JAN	29.98
			012.8500.4010 LMD 07-JAN	15.12
			012.8500.4010 LMD 06-JAN	14.41

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88823	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			012.8500.4010 LMD 05-JAN	14.00
			012.8500.4010 LMD 11-JAN	14.67
			012.8500.4010 LMD 02-JAN	15.12
			012.8500.4010 LMD 34-JAN	15.12
			012.8500.4010 LMD 36-JAN	15.12
			012.8500.4010 LMD 44-JAN	30.24
			012.8500.4010 LMD 17-JAN	15.12
			012.8500.4010 LMD 47-JAN	63.43
			012.8500.4010 LMD 08-JAN	15.12
			012.8500.4010 COMM PARK-JAN	15.12
			001.6000.4010 LMD 09-JAN	297.26
			012.8500.4010 LMD 29-JAN	15.12
			012.8500.4010	15.12
			Total :	**2,386.30**
88824	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	LMD'S-JAN	
			LMD 37-JAN	
			012.8500.4010 LMD 30-JAN	15.12
			012.8500.4010 LMD 10-JAN	15.38
			012.8500.4010 LMD 20-JAN	34.66
			012.8500.4010 LMD'S-OCT	15.12

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88824	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			LMD 30-OCT	
			012.8500.4010	-54.43
			LMD 10-OCT	
			012.8500.4010	-34.18
			LMD 37-OCT	
			012.8500.4010	-54.95
			LMD 20-OCT	
			012.8500.4010	-54.95
			LMD'S-NOV	
			LMD 10-NOV	
			012.8500.4010	33.70
			LMD 20-NOV	
			012.8500.4010	16.05
			LMD 37-NOV	
			012.8500.4010	16.05
			LMD 30-NOV	
			012.8500.4010	16.57
			LMD'S-DEC	
			LMD 30-DEC	
			012.8500.4010	18.09
			LMD 20-DEC	
			012.8500.4010	16.99
			LMD 10-DEC	
			012.8500.4010	33.35
			LMD 37-DEC	
			012.8500.4010	16.99
			Total :	**49.56**
88825	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	CUNNINGHAM, OAK CREEK, SEELEY PARKS-JAN	
			CUNNINGHAM PK-JAN	
			001.6000.4010	16.99
			OAK CREEK PK-JAN	
			016.8540.4010	17.34
			SEELEY PK-JAN	
			016.8540.4010	26.01
			CUNNINGHAM, OAK CREEK, SEELEY PARKS-OCT	
			CUNNINGHAM PK-OCT	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88825	2/13/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)		
			001.6000.4010 OAK CREEK PK-OCT		16.10
			016.8540.4010 SEELEY PK-OCT		-55.38
			016.8540.4010 CUNNINGHAM, OAK CREEK, SEELEY PARKS-NOV CUNNINGHAM PK-NOV		24.83
			001.6000.4010 OAK CREEK PK-NOV		-54.68
			016.8540.4010 SEELEY PK-NOV		18.08
			016.8540.4010 CUNNINGHAM, OAK CREEK, SEELEY PARKS-DEC CUNNINGHAM PK-DEC		-44.35
			001.6000.4010 OAK CREEK PK-DEC		16.32
			016.8540.4010 SEELEY PK-DEC		15.85
			016.8540.4010		27.18
				Total :	**24.29**
88826	2/13/2024	005501 SUNPOWER CORPORATION	REFUND BP#20230671 REFUND BP#20230671		
			001.1450.7600		325.00
				Total :	**325.00**
88827	2/13/2024	003044 THOMSON REUTERS WEST	CODE BOOKS-FEB CODE BOOKS-FEB		
			001.1200.4626		1,577.67
				Total :	**1,577.67**
88828	2/13/2024	004920 TKE ENGINEERING	350-23-003 ATT MISC PERMITS/INSP-OCT-DEC 350-23-003 ATT MISC PERMITS/INSP-OCT-DEC		
			001.3200.4551 BRG07001 PM NON PART RDA07-OCT-DEC BRG07001 PM NON PART RDA07-OCT-DEC		103.00
			010.3830.6813		824.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88828	2/13/2024	004920 TKE ENGINEERING	(Continued)	
			FIXED FEE ATT MISC PERMITS/INSP-OCT-DEC	
			FIXED FEE ATT MISC PERMITS/INSP-OCT-DEC	
			001.3200.4551	875.50
			358-23-016 SPECTRUM MISC	
			358-23-016 SPECTRUM MISC	
			001.3200.4551	978.50
			BRG07001 PM NON PART RDA07-OCT-DEC	
			BRG07001 PM NON PART RDA07-OCT-DEC	
			010.3830.6813	1,339.00
			FIXED FEE SPECTRUM MISC	
			FIXED FEE SPECTRUM MISC	
			001.3200.4551	412.00
			Total :	**4,532.00**
88829	2/13/2024	003689 TPX COMMUNICATIONS	CITY HALL/CORP YARD PHONES-JAN	
			CITY HALL PHONES-JAN	
			042.9510.4060	1,405.65
			CORP YARD PHONES-JAN	
			004.8310.4060	345.39
			Total :	**1,751.04**
88830	2/13/2024	000197 U.S. BANK	2017 TARB 10/23-9/24	
			2017 TARB 10/23-9/24	
			089.8090.4554	2,420.00
			Total :	**2,420.00**
88831	2/13/2024	000222 UNDERGROUND SERVICE ALERT	MONTHLY DIG ALERT-JAN	
			MONTHLY DIG ALERT-JAN	
			004.8310.4553	1,068.75
			REGULATORY COST-JAN	
			REGULATORY COST-JAN	
			004.8310.4553	307.21
			Total :	**1,375.96**
88832	2/13/2024	000979 VERIZON WIRELESS	AIR CARDS-JAN	
			AIR CARDS-JAN	
			001.2000.4062	38.01
			CELL PHONE/AIR CARDS-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88832	2/13/2024	000979 VERIZON WIRELESS	(Continued)	
			CELL PHONES-JAN	
			001.2000.4061	169.68
			AIR CARDS-JAN	
			001.2000.4062	1,064.28
			CELL PHONES-JAN	
			001.6000.4061	63.80
			CELL PHONES-JAN	
			001.6010.4061	32.53
			CELL PHONES-JAN	
			004.8310.4061	161.60
			AIR CARDS-JAN	
			004.8310.4062	38.01
			CELL PHONES-JAN	
			028.2050.4061	145.50
			AIR CARDS-JAN	
			028.2050.4062	304.08
			AIR CARDS-JAN	
			042.9510.4062	40.01
			CELL PHONES-JAN	
			042.9510.4061	808.17
			AIR CARDS-JAN	
			042.9510.4062	194.05
			AIR CARDS-JAN	
			004.8310.4062	71.01
			Total :	**3,130.73**
88833	2/13/2024	000233 WAXIE SANITARY SUPPLY	FS#1: JANITORIAL SUPPLIES	
			FS#1: JANITORIAL SUPPLIES	
			028.2050.4055	27.13
			FS#1: JANITORIAL SUPPLIES	
			029.2100.4055	27.13
			CITY HALL: JANITORIAL SUPPLIES	
			CITY HALL: JANITORIAL SUPPLIES	
			042.9510.4055	1,175.00
			FS#1: JANITORIAL SUPPLIES	
			FS#1: JANITORIAL SUPPLIES	
			028.2050.4055	27.26

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88833	2/13/2024	000233 WAXIE SANITARY SUPPLY	(Continued)	
			FS#1: JANITORIAL SUPPLIES	
			029.2100.4055	27.26
			Total :	**1,283.78**
88834	2/13/2024	000237 WILLDAN ASSOCIATES	BUILDING & SAFETY PLAN CHECK-JAN	
			BUILDING & SAFETY PLAN CHECK-JAN	
			001.4500.4540	5,275.00
			BUILDING & SAFETY INSP-JAN	
			BUILDING & SAFETY INSP-JAN	
			001.4500.4540	18,360.00
			SIG2301A DE DEV. AGMT-DEC	
			SIG2301A DE DEV. AGMT-DEC	
			027.8490.6550	1,411.20
			SIG23001 DE RDA07-DEC	
			SIG23001 DE RDA07-DEC	
			010.3830.6550	352.80
			Total :	**25,399.00**
88835	2/13/2024	006001 YUNEX LLC	STR18001 IVDA PM NON PART-DEC	
			STR18001 IVDA PM NON PART-DEC	
			027.8490.6550	450.40
			STR18001 PM NON PART RDA07-DEC	
			STR18001 PM NON PART RDA07-DEC	
			010.3830.6550	450.40
			STR18001 SMBMI PM NON PART-DEC	
			STR18001 SMBMI PM NON PART-DEC	
			027.8490.6550	450.40
			SIGNAL LIGHT MAINT-DEC	
			SIGNAL LIGHT MAINT-DEC	
			013.8510.4664	2,528.50
			NEWSPAPER PUBLICATIONS	
			TRAFFIC SIGNAL MAINT-DEC	
			004.8310.4580	3,872.28
			Total :	**7,751.98**
46	**Vouchers for bank code :**	wfb	**Bank total :**	**314,356.40**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
46	Vouchers in this report		Total vouchers :	314,356.40

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88836	2/20/2024	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			100% RECYCLED POCKET FOLDERS	
			001.1200.4200	19.20
			EXEMPT QUALITY PARK ENVELOPES	
			001.1200.4200	31.00
			OFFICE SUPPLIES	
			001.1200.4200	8.92
			OFFICE SUPPLIES	
			100% RECYCLED FOLDERS	
			001.4100.4200	128.69
			OFFICE SUPPLIES	
			001.4100.4200	14.26
				Total : **202.07**
88837	2/20/2024	005258 ATLAS FORKLIFT TRUST	CORP YARD: FORKLIFT CERTIFICATION	
			CORP YARD: FORKLIFT CERTIFICATION	
			004.8310.4330	700.00
				Total : **700.00**
88838	2/20/2024	000043 BALLARD PLUMBING HEATING & AIR	FS#3: QTRLY FILTER SERVICE	
			FS#3: QTRLY FILTER SERVICE	
			028.2050.4588	112.50
			FS#3: QTRLY FILTER SERVICE	
			029.2100.4588	112.50
				Total : **225.00**
88839	2/20/2024	002960 BURRTEC WASTE INDUSTRIES INC	SOLID WASTE PROG 1/13-2/2/24	
			SOLID WASTE PROG 1/13-2/2/24	
			051.1496	50,241.12
				Total : **50,241.12**
88840	2/20/2024	005324 CHARLES ABBOTT ASSOCIATES, INC	FIRE MARSHALL-JAN	
			FIRE MARSHALL-JAN	
			029.2100.4540	4,547.50
				Total : **4,547.50**
88841	2/20/2024	006099 CHARTER COMMUNICATIONS	FS#3: TELE/INT-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88841	2/20/2024	006099 CHARTER COMMUNICATIONS	(Continued)		
			FS#3: TELE/INT-FEB		
			028.2050.4065		222.99
			FS#3: TELE/INT-FEB		
			029.2100.4065		222.97
				Total :	**445.96**
88842	2/20/2024	006099 CHARTER COMMUNICATIONS	FS#1: TELE/INT-FEB		
			FS#1: TELE/INT-FEB		
			028.2050.4065		183.32
			FS#1: TELE/INT-FEB		
			029.2100.4065		183.31
				Total :	**366.63**
88843	2/20/2024	006099 CHARTER COMMUNICATIONS	FS#2: TELE/INT-FEB		
			FS#2: TELE/INT-FEB		
			028.2050.4065		106.74
			FS#2: TELE/INT-FEB		
			029.2100.4065		106.74
				Total :	**213.48**
88844	2/20/2024	000213 DAILY JOURNAL CORPORATION	EXT24001 NEWSPAPER PUBLICATIONS		
			EXT24001 NEWSPAPER PUBLICATIONS		
			001.1200.4300		361.10
				Total :	**361.10**
88845	2/20/2024	005394 DATA TICKET, INC.	PARKING CITATIONS-JAN		
			PARKING CITATIONS-JAN		
			001.1700.4516		60.84
				Total :	**60.84**
88846	2/20/2024	001764 DEPENDABLE COFFEE & WATER SVC.	COUNCIL: COOLER RENTAL 1/2-1/30/24		
			COUNCIL: COOLER RENTAL 1/2-1/30/24		
			042.9510.4200		23.37
			CITY HALL: COOLER RENTAL/COFFEE		
			CITY HALL: COOLER RENTAL/COFFEE		
			042.9510.4200		92.82
				Total :	**116.19**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88847	2/20/2024	000085 EAST VALLEY WATER DISTRICT	LMD17-B-FEB	
			LMD17-B-FEB	
			012.8500.4030	189.80
			LMD 11-FEB	
			LMD 11-FEB	
			012.8500.4030	248.62
			LMD 55-FEB	
			LMD 55-FEB	
			012.8500.4030	317.24
			LMD 17-D-FEB	
			LMD 17-D-FEB	
			012.8500.4030	62.22
			LMD 25-FEB	
			LMD 25-FEB	
			012.8500.4030	120.14
			LMD 17-C-FEB	
			LMD 17-C-FEB	
			012.8500.4030	68.84
			LMD 76-FEB	
			LMD 76-FEB	
			012.8500.4030	95.92
			LMD 17-A-FEB	
			LMD 17-A-FEB	
			012.8500.4030	67.40
			SEELEY PARK-FEB	
			SEELEY PARK-FEB	
			016.8540.4030	82.34
			LMD 43-FEB	
			LMD 43-FEB	
			012.8500.4030	109.42
			LMD 47-FEB	
			LMD 47-FEB	
			012.8500.4030	106.72
			LMD 16-FEB	
			LMD 16-FEB	
			012.8500.4030	46.50
				Total : **1,515.16**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88848	2/20/2024	006202 EVER FENCE CORPORATION	PRK23001 PPE#3 CON PROP 68-OCT	
			PRK23001 PPE#3 CON PROP 68-OCT	
			027.8490.6020	9,425.10
			PRK23001 PPE#3 CON PROP 68 RET-OCT	
			PRK23001 PPE#3 CON PROP 68 RET-OCT	
			027.1350	-471.26
			PRK23001 PPE#4 CON PROP 68 NOV-DEC	
			PRK23001 PPE#4 CON PROP 68 NOV-DEC	
			027.8490.6020	35,569.15
			PRK23001 PPE#4 CON PROP 68 RET NOV-DEC	
			PRK23001 PPE#4 CON PROP 68 RET NOV-DEC	
			027.1350	-1,778.46
			Total :	**42,744.53**
88849	2/20/2024	002845 GRAINGER INC	CORP YARD: RAIN GEAR	
			CORP YARD: RAIN GEAR	
			004.8310.4206	444.61
			CORP YARD: RAIN GEAR	
			CORP YARD: RAIN GEAR	
			004.8310.4206	470.45
			CORP YARD: RAIN GEAR	
			CORP YARD: RAIN GEAR	
			004.8310.4206	124.08
			YMCA: BLDG MAINT	
			YMCA: BLDG MAINT	
			001.6000.4070	110.33
			Total :	**1,149.47**
88850	2/20/2024	000108 HIGH TECH SECURITY	CITY HALL: ANNUAL FIRE INSP	
			CITY HALL: ANNUAL FIRE INSP	
			042.9510.4066	180.00
			CORP YARD: ANNUAL FIRE INSP	
			CORP YARD: ANNUAL FIRE INSP	
			004.8310.4066	180.00
			LIBRARY: ANNUAL FIRE INSP	
			LIBRARY: ANNUAL FIRE INSP	
			001.6000.4066	360.00
			PD: ANNUAL FIRE INSP	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88850	2/20/2024	000108 HIGH TECH SECURITY	(Continued) PD: ANNUAL FIRE INSP 001.2000.4066 YMCA: ANNUAL FIRE INSP YMCA: ANNUAL FIRE INSP 001.6000.4066		180.00 180.00
				Total :	**1,080.00**
88851	2/20/2024	005353 IDC CONSULTING ENGINEERS, INC.	BRG12001 DE HBP JUL-SEP BRG12001 DE HBP JUL-SEP 030.8495.6813 BRG12001 DE DIF REG JUL-SEP BRG12001 DE DIF REG JUL-SEP 007.8330.6813		3,155.82 408.87
				Total :	**3,564.69**
88852	2/20/2024	000541 IIMC	MEMBERSHIP APPLICATION: NOCK MEMBERSHIP APPLICATION: NOCK 001.1200.4310		125.00
				Total :	**125.00**
88853	2/20/2024	000127 K & L HARDWARE	PD: BLDG MAINT PD: BLDG MAINT 001.2000.4070 CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4206		5.76 9.89
				Total :	**15.65**
88854	2/20/2024	000169 PITNEY BOWES GLOBAL FINANCIAL	POSTAGE METER 1/24-3/24 POSTAGE METER 1/24-3/24 042.9510.4248		579.93
				Total :	**579.93**
88855	2/20/2024	000170 PITNEY BOWES INC - SUPPLIES	POSTAGE METER SUPPLIES POSTAGE METER SUPPLIES 042.9510.4200		491.82
				Total :	**491.82**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88856	2/20/2024	001848 SB CO ASSESSORS OFFICE	PARCEL MAP REVISIONS-FEB		
			PARCEL MAP REVISIONS-FEB		
			001.4100.4310		2.00
				Total :	**2.00**
88857	2/20/2024	006072 TRENCH SHORING COMPANY	PERMA PATCH		
			PERMA PATCH		
			004.8310.4206		2,070.31
				Total :	**2,070.31**
88858	2/20/2024	004323 UNITED RENTALS (NORTH AMERICA)	PD: GENERATOR REPAIRS		
			PD: GENERATOR REPAIRS		
			001.2000.4222		1,273.78
				Total :	**1,273.78**
88859	2/20/2024	004543 WEX BANK	FUEL-FEB		
			FUEL-FEB		
			028.2050.4220		50.76
			FUEL-FEB		
			029.2100.4220		50.75
				Total :	**101.51**
88860	2/20/2024	006001 YUNEX LLC	TRAFFIC SIGNAL CALL OUT-DEC		
			TRAFFIC SIGNAL CALL OUT-DEC		
			004.8310.4580		5,770.71
				Total :	**5,770.71**
	25 Vouchers for bank code :	wfb		**Bank total :**	**117,964.45**
	25 Vouchers in this report			**Total vouchers :**	**117,964.45**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
877	2/23/2024	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment 001.1170	10,469.25
			ICMA DEFERRED COMP 457: Payment 004.1170	2,133.28
			ICMA DEFERRED COMP 457: Payment 010.1170	931.54
			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	27.50
			ICMA DEFERRED COMP 457: Payment 024.1170	12.01
			ICMA DEFERRED COMP 457: Payment 041.1170	196.45
			ICMA DEFERRED COMP 457: Payment 042.1170	121.49
			ICMA DEFERRED COMP 457: Payment 070.1170	253.90
			Total :	**14,170.42**
878	2/23/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			PERS SURVIVOR: Payment 024.1145	0.05
			PERS SURVIVOR: Payment 041.1145	0.17
			PERS SURVIVOR: Payment 042.1145	1.80
			PERS SURVIVOR: Payment 070.1145	0.68
			EPMC: Payment 024.1145	0.68
			EPMC: Payment 041.1145	18.94

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
878	2/23/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			042.1145	13.87
			EPMC: Payment	
			070.1145	59.41
			PERS: Payment	
			001.1145	16,668.41
			PERS: Payment	
			004.1145	3,381.37
			PERS: Payment	
			010.1145	1,258.24
			PERS: Payment	
			012.1145	228.74
			PERS: Payment	
			016.1145	228.73
			PERS: Payment	
			023.1145	259.88
			PERS: Payment	
			024.1145	24.68
			PERS: Payment	
			041.1145	270.65
			PERS: Payment	
			042.1145	664.30
			PERS: Payment	
			070.1145	848.09
			PERS SURVIVOR: Payment	
			001.1145	25.43
			PERS SURVIVOR: Payment	
			004.1145	4.57
			PERS SURVIVOR: Payment	
			010.1145	1.12
			PERS SURVIVOR: Payment	
			012.1145	0.56
			PERS SURVIVOR: Payment	
			016.1145	0.54
			EPMC: Payment	
			001.1145	546.03

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
878	2/23/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			004.1145	146.34
			EPMC: Payment	
			010.1145	55.68
			EPMC: Payment	
			012.1145	2.84
			EPMC: Payment	
			016.1145	2.84
			EPMC: Payment	
			023.1145	7.95
			PERS SURVIVOR: Payment	
			023.1145	0.42
			Total :	**24,723.01**
879	2/23/2024	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			070.1140	133.10
			FEDERAL TAXES: Payment	
			070.1120	726.18
			SOCIAL SECURITY: Payment	
			001.1140	625.36
			SOCIAL SECURITY: Payment	
			008.1140	109.12
			MEDICARE: Payment	
			001.1140	3,274.98
			MEDICARE: Payment	
			004.1140	615.98
			MEDICARE: Payment	
			008.1140	25.52
			MEDICARE: Payment	
			010.1140	206.36
			MEDICARE: Payment	
			012.1140	52.44
			MEDICARE: Payment	
			016.1140	52.46
			MEDICARE: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
879	2/23/2024	000119 INTERNAL REVENUE SERVICE	(Continued)	
			023.1140 MEDICARE: Payment	51.62
			024.1140 MEDICARE: Payment	5.46
			041.1140 MEDICARE: Payment	41.74
			042.1140 FEDERAL TAXES: Payment	142.34
			001.1120 FEDERAL TAXES: Payment	11,698.90
			004.1120 FEDERAL TAXES: Payment	2,089.35
			010.1120 FEDERAL TAXES: Payment	872.40
			012.1120 FEDERAL TAXES: Payment	119.24
			016.1120 FEDERAL TAXES: Payment	119.23
			023.1120 FEDERAL TAXES: Payment	145.68
			024.1120 FEDERAL TAXES: Payment	15.31
			041.1120 FEDERAL TAXES: Payment	223.26
			042.1120	335.85
			Total :	**21,681.88**
880	2/23/2024	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment 042.1130 STATE TAXES: Payment	122.03
			001.1130 STATE TAXES: Payment	4,882.46
			004.1130 STATE TAXES: Payment	820.89
			010.1130	352.73

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
880	2/23/2024	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			012.1130	47.64
			STATE TAXES: Payment	
			016.1130	47.63
			STATE TAXES: Payment	
			023.1130	61.39
			STATE TAXES: Payment	
			024.1130	5.58
			STATE TAXES: Payment	
			041.1130	97.44
			STATE TAXES: Payment	
			070.1130	245.67
			Total :	6,683.46
88861	2/23/2024	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC DENTAL: Payment	
			070.1181	0.57
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	98.23
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.97
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.81
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.27
			AFLAC ACCIDENT INSURANCE: Payment	
			042.1181	4.18
			AFLAC DISABILITY INSURANCE: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88861	2/23/2024	003804 AFLAC WWHQ	(Continued)	
			001.1181 AFLAC DISABILITY INSURANCE: Payment	128.16
			004.1181 AFLAC DISABILITY INSURANCE: Payment	24.69
			012.1181 AFLAC DISABILITY INSURANCE: Payment	6.30
			016.1181 AFLAC DISABILITY INSURANCE: Payment	6.30
			024.1181 AFLAC HOSPITAL INSURANCE: Payment	0.51
			001.1181 AFLAC HOSPITAL INSURANCE: Payment	157.65
			012.1181 AFLAC HOSPITAL INSURANCE: Payment	6.71
			016.1181 AFLAC HOSPITAL INSURANCE: Payment	6.70
			023.1181 AFLAC HOSPITAL INSURANCE: Payment	12.31
			042.1181 AFLAC DENTAL: Payment	4.97
			001.1181 AFLAC DENTAL: Payment	27.88
			004.1181 AFLAC DENTAL: Payment	0.55
			041.1181 AFLAC SPECIFIED HEALTH INS: Payment	1.66
			001.1181	2.96
			Total :	**520.50**
88862	2/23/2024	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT ARROWHEAD UNITED WAY: Payment	
			001.1180 ARROWHEAD UNITED WAY: Payment	3.76
			004.1180 ARROWHEAD UNITED WAY: Payment	0.25
			041.1180	0.75

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88862	2/23/2024	000433 ARROWHEAD UNITED WAY	(Continued) ARROWHEAD UNITED WAY: Payment 070.1180	0.24
			Total :	5.00

6 Vouchers for bank code : wfb — Bank total : 67,784.27

6 Vouchers in this report — Total vouchers : 67,784.27

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88863	2/27/2024	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SVC-2/4-2/17/24		
			CROSSING GUARD SVC-2/4-2/17/24		
			002.8200.4530		3,528.69
				Total :	**3,528.69**
88864	2/27/2024	001271 ALLSTAR FIRE EQUIPMENT INC	FS#3: MAINT SUPPLIES		
			FS#3: MAINT SUPPLIES		
			029.2100.4204		180.97
				Total :	**180.97**
88865	2/27/2024	005771 AMAZON CAPITAL SERVICES	PD: GARMIN DRIVESMART		
			PD: GARMIN DRIVESMART		
			001.2000.4250		3,624.97
				Total :	**3,624.97**
88866	2/27/2024	005577 AMERICAN RENTALS, INC.	COMM PK: EQUIP RENTAL		
			COMM PK: EQUIP RENTAL		
			001.6000.4248		334.51
				Total :	**334.51**
88867	2/27/2024	005345 CALIFORNIA ASSOCIATION OF CODE	PROFESSIONAL MEMBERSHIPS: OWENS		
			PROFESSIONAL MEMBERSHIPS: OWENS		
			001.4600.4330		100.00
			PROFESSIONAL MEMBERSHIPS: CHAMBERS		
			PROFESSIONAL MEMBERSHIPS: CHAMBERS		
			001.4600.4330		100.00
				Total :	**200.00**
88868	2/27/2024	002912 CHAMPION ELECTRIC, INC.	YMCA: TROUBLESHOT & REPAIR PARKING LOT L		
			YMCA: TROUBLESHOT & REPAIR PARKING LOT		
			001.6000.4070		6,747.00
				Total :	**6,747.00**
88869	2/27/2024	000068 CITY CLERK'S ASSOCIATION OF CA	2024 CCAC ANNUAL CONF REGISTRATION: MUNO		
			2024 CCAC ANNUAL CONF REGISTRATION:		
			001.1200.4320		650.00
				Total :	**650.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88870	2/27/2024	002106 CODE PUBLISHING, INC.	MUNI CODE CODIFICATION-FEB		
			MUNI CODE CODIFICATION-FEB		
			001.1200.4625		282.00
				Total :	**282.00**
88871	2/27/2024	001873 CRRA	CRRA MEMBERSHIP 2024-MORGAN		
			CRRA MEMBERSHIP 2024-MORGAN		
			001.4200.4310		200.00
			CRRA MEMBERSHIP 2024-FLOREZ		
			CRRA MEMBERSHIP 2024-FLOREZ		
			001.4200.4310		200.00
				Total :	**400.00**
88872	2/27/2024	000085 EAST VALLEY WATER DISTRICT	LMD 04-FEB		
			LMD 04-FEB		
			012.8500.4030		52.64
			POLICE STATION-FEB		
			POLICE STATION-FEB		
			001.2000.4030		202.66
			POLICE STATION-FEB		
			POLICE STATION-FEB		
			001.2000.4030		311.03
			LMD 29-FEB		
			LMD 29-FEB		
			012.8500.4030		81.34
			FACILITY RENTAL FEES - STATE OF THE CITY		
			FACILITY RENTAL FEES - STATE OF THE CITY		
			001.1000.4336		480.00
			CITY HALL-FEB		
			CITY HALL-FEB		
			042.9510.4030		104.18
			LMD 15-A-FEB		
			LMD 15-A-FEB		
			012.8500.4030		143.30
			LMD 07-FEB		
			LMD 07-FEB		
			012.8500.4030		61.00
			BASELINE MEDIAN-FEB		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88872	2/27/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			BASELINE MEDIAN-FEB	
			004.8310.4030	113.86
			FS#1-FEB	
			FS#1-FEB	
			028.2050.4030	72.05
			FS#1-FEB	
			029.2100.4030	72.04
			LMD 21-B	
			LMD 21-D-FEB	
			012.8500.4030	102.76
			FS#2-FEB	
			FS#2-FEB	
			028.2050.4030	119.76
			FS#2-FEB	
			029.2100.4030	119.76
			CITY HALL-FEB	
			CITY HALL-FEB	
			042.9510.4030	35.14
			AURANTIA PARK-FEB	
			AURANTIA PARK-FEB	
			001.6000.4030	453.70
			LMD 44-FEB	
			LMD 44-FEB	
			012.8500.4030	541.28
			LMD 15-B-FEB	
			LMD 15-B-FEB	
			012.8500.4030	324.12
			FS#3 FS-FEB	
			FS#3 FS-FEB	
			028.2050.4030	26.35
			FS#3 FS-FEB	
			029.2100.4030	26.35
			FS#2 FS-FEB	
			FS#2 FS-FEB	
			028.2050.4030	17.57
			FS#2 FS-FEB	
			029.2100.4030	17.57

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88872	2/27/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			BASELINE MEDIAN-FEB	
			BASELINE MEDIAN-FEB	
			004.8310.4030	147.04
			LMD 73-FEB	
			LMD 73-FEB	
			012.8500.4030	65.18
			LMD 37-FEB	
			LMD 37-FEB	
			012.8500.4030	47.24
			FS#3 DOM-FEB	
			FS#3 DOM-FEB	
			029.2100.4030	229.42
			FS#3 DOM-FEB	
			028.2050.4030	229.43
			LMD 21-A-FEB	
			LMD 21-A-FEB	
			012.8500.4030	71.58
			POLICE STATION FS-FEB	
			POLICE STATION FS-FEB	
			001.2000.4030	52.70
			FS#3 IRR-FEB	
			FS#3 IRR-FEB	
			028.2050.4030	35.16
			FS#3 IRR-FEB	
			029.2100.4030	35.16
			BOULDER MEDIAN-FEB	
			BOULDER MEDIAN-FEB	
			004.8310.4030	668.46
			POLICE STATION FS-FEB	
			POLICE STATION FS-FEB	
			001.2000.4030	52.70
				Total : 5,112.53
88873	2/27/2024	002190 ENGINEERING RESOURCES OF SO CA	OLA23002 DE MSRI-JAN	
			OLA23002 DE MSRI-JAN	
			017.8350.6550	15,755.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88873	2/27/2024	002190 002190 ENGINEERING RESOURCES OF SO (Continued)		Total :	15,755.00
88874	2/27/2024	005018 FLYERS ENERGY, LLC	FUEL-FEB		
			FUEL-FEB		
			001.2000.4220		3,541.58
			FUEL-FEB		
			001.4200.4220		66.98
			FUEL-FEB		
			001.4600.4220		246.01
			FUEL-FEB		
			001.6000.4220		140.57
			FUEL-FEB		
			004.8310.4220		527.14
			FUEL-FEB		
			028.2050.4220		851.60
			FUEL-FEB		
			029.2100.4220		851.60
			FUEL-FEB		
			042.9510.4220		35.16
				Total :	6,260.64
88875	2/27/2024	003947 HDR ENGINEERING, INC.	STR17002 PE CCF 2017-JAN		
			STR17002 PE CCF 2017-JAN		
			027.8490.6550		9,711.00
				Total :	9,711.00
88876	2/27/2024	000105 HIGHLAND CHAMBER OF COMMERCE	CHAMBER INST DINNER-COUNCIL /		
			CHAMBER INST DINNER-COUNCIL /		
			001.1000.4330		251.09
			CHAMBER INST DINNER-DANTUONO/CRUZ		
			001.1700.4330		125.56
			CHAMBER INST DINNER-ZAMANO		
			001.3200.4330		62.78
			CHAMBER INST DINNER-HUGHES		
			001.1200.4330		62.79
			CHAMBER INST DINNER-NOCK		
			001.1450.4330		62.78

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88876	2/27/2024	000105 000105 HIGHLAND CHAMBER OF COMMER	(Continued)	Total :	565.00
88877	2/27/2024	002221 HUMANE SOCIETY OF	VOUCHER 24-0008		
			VOUCHER 24-0008		
			001.2200.4344		50.00
				Total :	50.00
88878	2/27/2024	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-JAN		
			PROFESSIONAL SERVICES-JAN		
			023.3890.4554		4,555.18
				Total :	4,555.18
88879	2/27/2024	000127 K & L HARDWARE	FS#2: PLUMBING MAINT		
			FS#2: PLUMBING MAINT		
			028.2050.4070		7.54
			FS#2: PLUMBING MAINT		
			029.2100.4070		7.53
				Total :	15.07
88880	2/27/2024	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH-FEB		
			PETTY CASH-FEB		
			001.0020		153.26
				Total :	153.26
88881	2/27/2024	001404 LOWE'S	CORP YARD: PRESSURE WASHER SUPPLIES		
			CORP YARD: PRESSURE WASHER SUPPLIES		
			004.8310.4206		81.87
			COMM PK: DIGITAL TIMER		
			COMM PK: DIGITAL TIMER		
			001.6000.4206		127.95
				Total :	209.82
88882	2/27/2024	001439 OFFICE SOLUTIONS	30% RECYCLED COLOR COPY PAPER		
			30% RECYCLED COLOR COPY PAPER - GREEN		
			042.9510.4200		18.49
			30% RECYCLED COLOR COPY PAPER - BLUE		
			042.9510.4200		18.49
			30% RECYCLED COLOR COPY PAPER -		
			042.9510.4200		73.96

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88882	2/27/2024	001439 OFFICE SOLUTIONS	(Continued)	
			30% RECYCLED COLOR COPY PAPER - GALAXY	
			042.9510.4200	52.22
			30% RECYCLED COLOR COPY PAPER - LUNAR	
			042.9510.4200	26.11
			30% RECYCLED COLOR COPY PAPER - CANARY	
			042.9510.4200	21.58
			30% RECYCLED 11X17 COPY PAPER	
			30% RECYCLED 11X17 COPY PAPER	
			042.9510.4200	174.82
			30% RECYCLED COPY PAPER	
			30% RECYCLED COPY PAPER	
			042.9510.4200	634.29
			OFFICE SUPPLIES	
			30% RECYCLED COPY COPER	
			042.9510.4200	631.33
			TONER	
			042.9510.4200	254.97
			OFFICE SUPPLIES	
			001.0500	105.23
			OFFICE SUPPLIES	
			30% RECYCLED COPY PAPER 11 X 17	
			042.9510.4200	257.79
			EXEMPT THERMAL PRINTING PAPER	
			001.0500	24.68
			OFFICE SUPPLIES	
			30% RECYCLED COPY PAPER	
			042.9510.4200	789.17
			SELF-INKING DATE STAMP	
			001.1700.4200	28.46
			CUSTOM STAMP	
			CUSTOM STAMP	
			001.4500.4200	477.06
			HP26X TONER	
			HP26X TONER	
			001.1700.4200	257.93
			PERK POINTS REDEEMED	
			PERK POINTS REDEEMED	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88882	2/27/2024	001439 OFFICE SOLUTIONS	(Continued)	
			042.9510.4200 PERK POINTS REDEEMED PERK POINTS REDEEMED	-1,000.00
			042.9510.4200 PERKS POINTS REDEEMED PERKS POINTS REDEEMED	-1,900.00
			042.9510.4200 PERK POINTS REDEEMED PERK POINTS REDEEMED	-250.00
			042.9510.4200	-250.00
			Total :	**446.58**
88883	2/27/2024	005677 PARAGON PARTNERS LTD	SWK19001 ROW GF-JUL SWK19001 ROW GF-JUL	
			001.3200.4550 SWK19001 RW MSRI CORRECTION-JUL SWK19001 RW MSRI CORRECTION-JUL	150.00
			017.8350.6545 SWK19001 ROW GF-AUG SWK19001 ROW GF-AUG	-150.00
			001.3200.4550 SWK19001 RW MSRI CORRECTION-AUG SWK19001 RW MSRI CORRECTION-AUG	3,925.00
			017.8350.6545 SWK19001 ROW GF-SEP SWK19001 ROW GF-SEP	-3,925.00
			001.3200.4550 SWK19001 RW MSRI CORRECTION-SEP SWK19001 RW MSRI CORRECTION-SEP	1,431.66
			017.8350.6545 SWK19001 ROW GF-OCT SWK19001 ROW GF-OCT	-1,431.66
			001.3200.4550 SWK19001 RW MSRI CORRECTION-OCT SWK19001 RW MSRI CORRECTION-OCT	1,539.16
			017.8350.6545 SWK19001 ROW GF	-1,539.16

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
88883	2/27/2024	005677 PARAGON PARTNERS LTD	(Continued)		
			SWK19001 ROW GF		
			001.3200.4550		1,887.50
			SWK19001 RW MSRI CORRECTION-NOV		
			SWK19001 RW MSRI CORRECTION-NOV		
			017.8350.6545		-1,887.50
			SWK19001 ROW GF-DEC		
			SWK19001 ROW GF-DEC		
			001.3200.4550		2,921.98
			SWK19001 RW MSRI CORRECTION-DEC		
			SWK19001 RW MSRI CORRECTION-DEC		
			017.8350.6545		-2,921.98
			SWK19001 ROW GF- JAN		
			SWK19001 ROW GF- JAN		
			001.3200.4550		1,497.77
				Total :	**1,497.77**
88884	2/27/2024	000024 SB CO DEPT OF PUBLIC WORKS	SHARED TRAFFIC SIGNAL-10/23-12/23		
			SHARED TRAFFIC SIGNAL-10/23-12/23		
			004.8310.4580		3,692.39
				Total :	**3,692.39**
88885	2/27/2024	000482 SB CO FLOOD CONTROL DISTRICT	STR07004A CE RDA07-FLOOD CONTROL PERMIT		
			STR07004A CE RDA07-FLOOD CONTROL PERMIT		
			010.3830.6600		1,931.88
			STR07004A CE APRA-FLOOD CONTROL PERMIT		
			STR07004A CE APRA-FLOOD CONTROL PERMIT		
			030.8495.6550		4,868.12
				Total :	**6,800.00**
88886	2/27/2024	004920 TKE ENGINEERING	HOUSING AUTHORITY-JUL-AUG		
			HOUSING AUTHORITY-JUL-AUG		
			070.7000.4611		647.50
			HOUSING AUTHORITY-SEP-JAN		
			HOUSING AUTHORITY-SEP-JAN		
			070.7000.4611		1,387.50
				Total :	**2,035.00**
88887	2/27/2024	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-DEC		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
88887	2/27/2024	001677 YMCA OF THE EAST VALLEY	(Continued)	
			MONTHLY REIMB-DEC	
			001.6000.4526	65,070.00
			MONTHLY REIMB-JAN	
			MONTHLY REIMB-JAN	
			001.6000.4526	35,312.00
			Total :	**100,382.00**
88888	2/27/2024	004298 ZOLL MEDICAL CORPORATION	FS#3: PARAMEDIC SUPPLIES	
			FS#3: PARAMEDIC SUPPLIES	
			028.2050.4207	2,435.24
			Total :	**2,435.24**
26	**Vouchers for bank code :**	wfb	**Bank total :**	**175,624.62**
26	**Vouchers in this report**		**Total vouchers :**	**175,624.62**

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager/City Treasurer

REVIEWED BY: Chuck Dantuono, Interim City Manager/City Treasurer

PREPARED BY: Leticia Nava-Cruz, Assistant Director of Administrative Services LNC

SUBJECT: Treasurer's Report for January 2024

RECOMMENDATION: City Council to receive and file the Treasurer's Report for January 2024

FISCAL IMPACT: Cash and Investments:

General Fund	$ 13,091,984.64
Special Revenue Funds	$37,351,992.44
Internal Service Funds	$ 5,615,590.24
Capital Projects Funds	$23,322,768.79
Agency Funds	$ 1,928,987.37
Housing Authority Fund	$ 3,711,191.86
SARDA Funds	$ 3,941,308.02

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: 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 $75M.

Approved _____ Motion _____ Second _____ Agenda Item No. 6

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

CITY OF HIGHLAND
Treasurer's Report
as of January 31, 2024

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking Account (reconciled book balance)	9,838,261.04

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
California Treasurer's Local Agency Investment Fund (LAIF)	n/a	4.012%		
General Fund			11,945,626.67	
Special Revenue Funds			23,033,480.00	
Internal Service Funds			5,326,820.00	
Capital Projects Funds			20,182,860.00	
Total City LAIF Funds				60,488,786.67
Housing Authority Fund			3,717,843.62	
Total Housing Authority LAIF Funds				3,717,843.62
Total LAIF Funds				64,206,630.29

1) Maximum limits on accounts are $75M City and $75M Housing Authority.
2) Market Value is based on the December 31, 2023 applicable percentage of 0.993543131
3) Market Value is $63,792,056.49 ($64,206,630.29 x 0.993543131).

California Asset Management Program (CAMP)	n/a	5.540%		
General Fund			3,266,040.85	
Special Revenue Funds			1,832,359.00	
Capital Projects Funds			6,134,408.00	
Total CAMP Funds				11,232,807.85
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 #60934N872	n/a	4.98%	104,867.99	104,867.99
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	277,910.43	277,910.43
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	102,788.75	102,788.75
Community Facilities District (CFD) 2001-1				
Special Tax Fund #217795000				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	190,346.55	190,346.55
Interest Account #217795001				
US Bank Money Market Account CUSIP #60934N872	n/a	0.00%	-	-
Principal Account #217795002				
US Bank Money Market Account CUSIP #60934N872	n/a	0.00%	-	-
Administrative Expense Account #217795003				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	20,065.97	20,065.97
Surplus Fund #217795004				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	29,445.24	29,445.24
Community Facilities District (CFD) 2007-1				
Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	8,313.48	8,313.48
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	13,914.81	13,914.81
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #60934N872	n/a	4.98%	5,146.53	5,146.53
TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				752,799.75

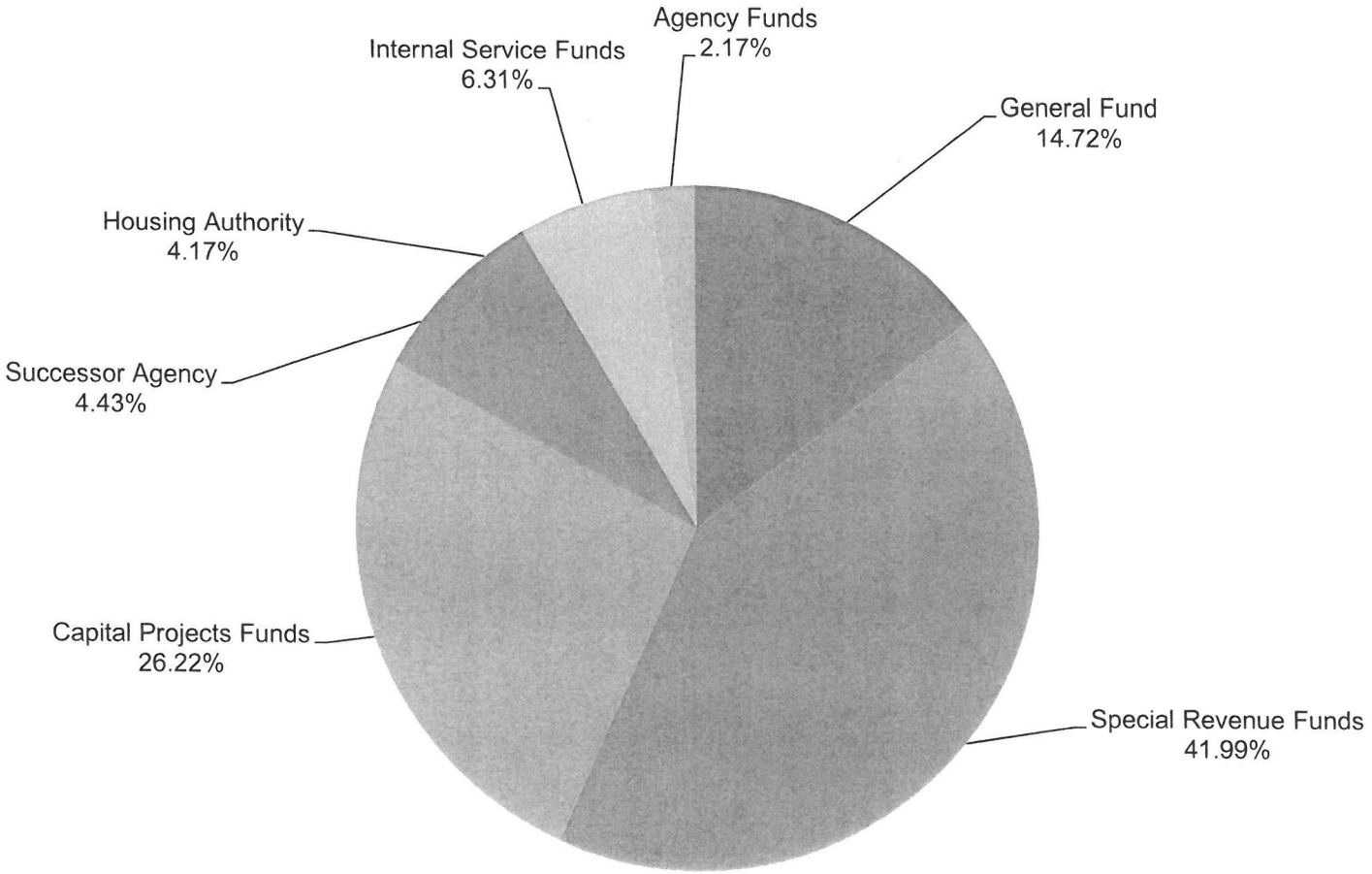
DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
US Bank Corporate Trust Services (SARDA)				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	2,881.94	2,881.94
Interest Fund 786709002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 786709003				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 786709004				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	173,909.14	173,909.14
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	1,539.22	1,539.22
Interest Fund 268777001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	93.94	93.94
Principal Fund 268777002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 268777004				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	970,875.15	970,875.15
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	14,338.42	14,338.42
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.91%	2.24	2.24
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	468,534.38	468,534.38
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.98%	1,300,000.00	1,300,000.00
Reserve Fund 259928004				
Assured Guaranty Municipal Bond Insurance	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				2,932,174.43
TOTAL CASH AND INVESTMENTS				**88,963,823.36**

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.

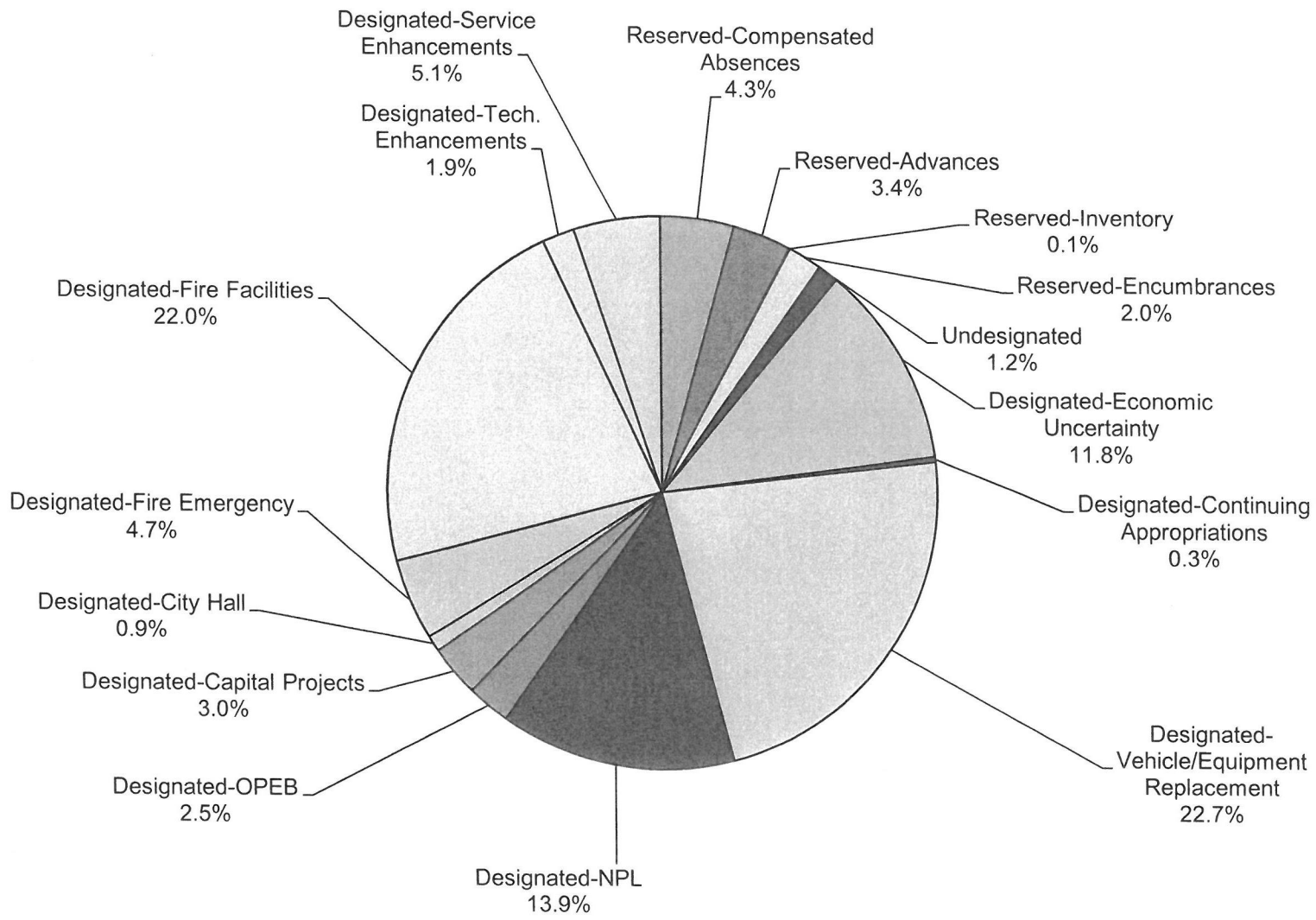
SIGNED: _____
Chuck Dantuono
INTERIM CITY MANAGER/CITY TREASURER

SIGNED: _____
Tish Nava-Cruz
ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES

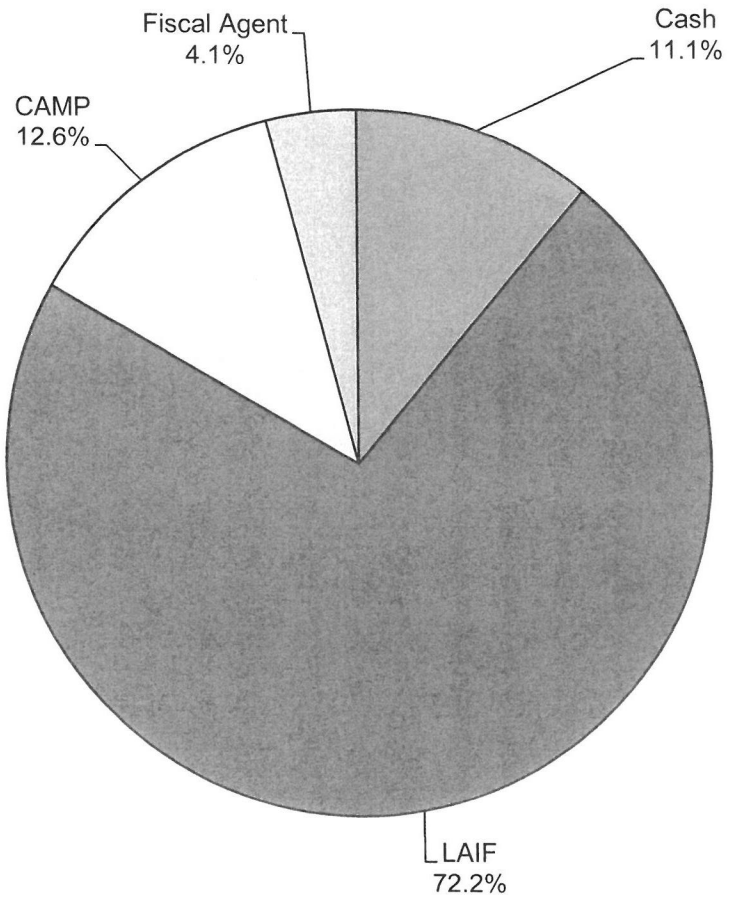
Cash & Investments



General Fund Reserves



Treasurer's Report



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

REVIEWED BY: Dana Calkins, George Hills Company, Claims Adjuster

SUBJECT: Claim Consideration – Anthony Aquino

RECOMMENDATION: George Hills Company recommends the City Council reject the claim.

BACKGROUND: The Claim was received in the City Clerk's Office on January 31, 2024. It was then sent to the City's claim adjuster, George Hills Company, who is recommending the claim be rejected.

Approved _____ Motion _____ Second _____ Agenda Item No. 7

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

GEORGE HILLS
Our minds over your matters.

February 13, 2024

Betty Hughes
City of Highland

RE:		
	Client:	City of Highland
	Claim Number:	GHC0067726
	Date of Loss:	08/05/2023
	Claimant:	Anthony Aquino

Dear Ms. Hughes:

We have reviewed the above captioned claim and request that you take the action indicated below:

- **Please issue standard rejections to commence the statute of limitations.**

Please provide us with a copy of the notice sent.

Should you have any questions, please feel free to contact the undersigned.

Kindest Regards,
George Hills Company, Inc.

Dana Calkins

Dana Calkins
Sr. Claims Adjuster
Direct Dial: (916) 333-0575
Email: dana.calkins@georgehills.com

PO BOX 278, RANCHO CORDOVA, CA 95741

City of
HIGHLAND
Inc. 1987

January 31, 2024

Patti Schneiders
Claims Processor
Rancho Cordova Office
PO Box 278
Rancho Cordova, CA 95741

Re: Claimant(s): Anthony Aquino
Incident Date: August 5, 2023

Dear Patti:

Enclosed is a copy of a Claim received and filed in the Office of the City Clerk on January 31, 2024, by the above referenced claimant(s). Note: The location stated in the attachment indicates that he was in the City of San Bernardino. I attached a vicinity map for reference. Please review and advise this office on the appropriate action to be taken. This item will be tentatively scheduled for the City Council regular meeting of Tuesday, March 12, 2024, pending your recommendation. All correspondence will be required from George Hills no later than February 29.

If you have any questions, please contact Chuck Dantuono at (909) 864-6861, ext. 224 or myself at ext. 260.

Sincerely,

Alondra Muñoz
Deputy City Clerk

cc: Chuck Dantuono, Interim City Manager/Director of Administrative Services
Maricela Marroquin, City Attorney
Betty Hughes, City Clerk

g:\clerk\betty\claims\george hills letters\gh aquino ltr.docx

Mayor Penny Lilburn | **Mayor Pro Tem** Larry McCallon | **City Council** Jesse Chavez-Cordova | **City Council** Anaeli Solano | **City Council** John P. Timmer | **Interim City Manager** Chuck Dantuono

27215 Base Line • Highland, CA 92346
Tel: 909.864.6861 • Fax: 909.862.3180 • www.cityofhighland.org

RECEIVED
JAN 31 2024
CITY OF HIGHLAND

Do not write in this space.
For office use only:

Received:_____

By: Lissette Nock

☐ Mail ☒ In person

CLAIM AGAINST THE CITY OF HIGHLAND

(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

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

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Anthony Aquino

   a. Complete Address of Claimant, including City, State and Zip Code:

   [redacted]

   [redacted]

   b. Phone Number [redacted]

   c. Date of Birth [redacted]

d. Driver's License/State Identification Card Number:

n/a

Issued by which State:

_____ Driver's License _____ Identification Card

Expiration Date:

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

McCune Law Group, APC, 3281 E. Guasti Road, Suite 100

Ontario, CA 91761

3. Occurrence or event from which the claim arises:

a. Date of occurrence August 5, 2023

b. Time of occurrence In the afternoon

c. Place of occurrence (Exact and specific location)

East side of Del Rosa Avenue, south of Highland Avenue

See attachment and photographs.

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

See attachment and photographs.

e. What particular action by the City, or its employees, caused the alleged damage or injury?

See attachment and photographs.

4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

Broken neck and paralysis from the neck down. See attachment.

5. Give the name(s) of the City employee(s) causing the damage or injury:

See attachment.

6. Name and address of any other person injured:

n/a

7. Name and address of the owner of any damaged property:

Unknown.

8. Damages Claimed:

a. Amount claimed as of this date: $ Exceeds $35,000

b. Estimate amount of future costs: $ Exceeds $35,000

c. Total amount claimed: $ Exceeds $60,000

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.**:

Catastrophic injuries, including paralysis from neck down.

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. Yolanda DOE, address unknown

b. San Bernardino Fire Department

c. Ambulance/Paramedic personnel

d.

e.

10. Any additional information which might be helpful in considering this claim:

See attachment

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

Signed at: Redlands, CA
City and State

Date: 1/31/2024

Signature of Claimant

Cory R. Weck
Printed name of person signing above

ATTACHMENT TO CLAIM AGAINST THE CITY OF HIGHLAND

Aquino v. City of Highland, et al.

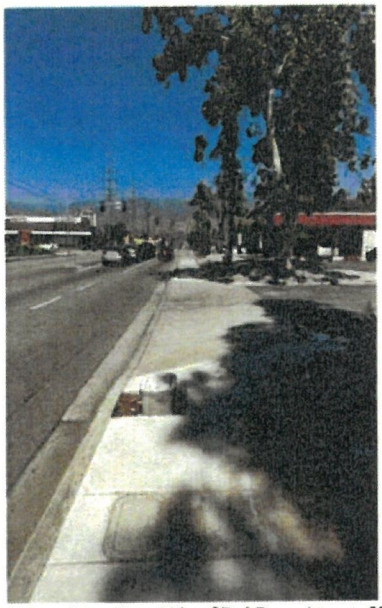
Anthony Aquino hereby makes this claim for personal injuries against the City of Highland and makes the following statements in support of such claim.

1. Claimant Information:
   Anthony Aquino

2. Notices concerning the claims should be sent to:
   Cory R. Weck, Esq.
   McCune Law Group, McCune Wright Arevalo Vercoski Kusel Weck Brandt APC
   3281 E. Guasti Road, Suite 100
   Ontario, CA 91761

3. Circumstances giving rise to this claim are:

On August 5, 2023, Anthony Aquino was riding his bicycle on the sidewalk on the east side of Del Rosa Avenue, just south of Highland Avenue and adjacent to the dd's Discounts store parking lot in the County of San Bernardino, State of California. While riding his bicycle, Claimant hit a concrete box in the sidewalk. The concrete box, which appears to be an electric box, was obscured as there was no color differential or any warning, creating a dangerous condition and constituted a trap to persons like Claimant, using the sidewalk. As a result of the dangerous condition, Anthony Aquino sustained catastrophic injuries, including but not limited to, head injury, paralysis from the neck down, and fractures.



Sidewalk on East Side of Del Rosa Ave s/o Highland Ave and adjacent to DD's parking lot

Given the concrete box, including the location, the height, the lack of warnings or color cues, the sidewalk was rendered a dangerous and defective condition as defined by Government Code §835. Furthermore, the dangerous nature of the sidewalk, including the concrete box for which there was no warning or color cues to alert persons of its presence, constituted a trap for persons like Claimant using the sidewalk. The City of Highland either created the dangerous condition, or had actual or constructive notice of the dangerous condition a sufficient time prior to the injury to have taken measures to protect against the dangerous condition.

The City of Highland negligently, unreasonably and improperly owned, operated, designed, planned, engineered, maintained, inspected, repaired, failed to repair or controlled the sidewalk on Del Rosa Avenue, thereby creating or allowing dangerous conditions to exist and exposing the general public, like Claimant, to dangerous conditions. The City of Highland, a governmental entity, undertook to control the sidewalk, invited reliance on the sidewalk and is liable as it created a dangerous condition or otherwise allowed the condition to exist in doing so.

The dangerous conditions created a reasonably foreseeable risk of the kind of personal injuries suffered, and (a) negligent or wrongful act or omission of the employee of the City of Highland created the dangerous conditions and/or (b) it had actual or constructive notice of the dangerous conditions a sufficient time prior to the personal injuries to have taken measures to protect against the dangerous conditions.

These dangerous conditions and these acts and omissions of the City of Highland (and its management, administrative, designers, planners, engineers, maintenance personnel, inspectors and/or other employees, staff, agents or contractors, acting within the course and scope of their duties) proximately caused the personal injuries to Anthony Aquino.

Further, these dangerous conditions were directly attributable wholly or in substantial part to a negligent or wrongful act of these employees of the City of Highland and these employees had the authority and the funds and other means available to take alternative action which would not have created the dangerous condition, and/or these employees had the authority and it was his/her/their responsibility to take adequate measures to protect against the dangerous condition at the expense of the public entity and the funds and other means for doing so were immediately available to him/her/them, and he/she/they had actual or constructive notice of the dangerous condition a sufficient time prior to the injury to have taken measures to protect against the dangerous condition.

Further, the City of Highland and its employees acting within the scope of their employment undertook, gratuitously or for consideration, to avoid, remedy and/or abate these dangerous conditions. These undertakings and promises were the kind that they recognized as necessary for the protection of third persons. The City of Highland and its employees acting within the scope of their employment failed to exercise reasonable care in the performance of these undertakings and promises, the failure to exercise reasonable care resulted in physical harm to the third persons, and either (a) their carelessness increased the risk of such harm, or (b) the

undertaking or promises were to perform a duty that the other owed to the third persons, or (c) the harm was suffered because either the other or the third persons relied on the undertaking.

Claimant Anthony Aquino seeks damages for past and future non-economic damages as well as past and future medical expenses, economic loss, and loss of earnings and earning capacity.

Date: January 31, 2024

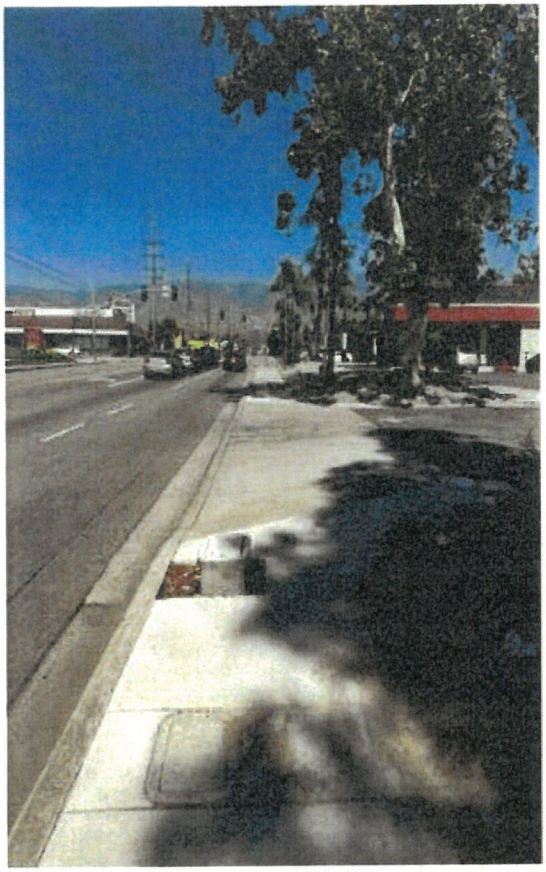
By: _____
Cory R. Weck, Attorney for Claimant



Sidewalk on East Side of Del Rosa Ave s/o Highland Ave and adjacent to DD's parking lot.

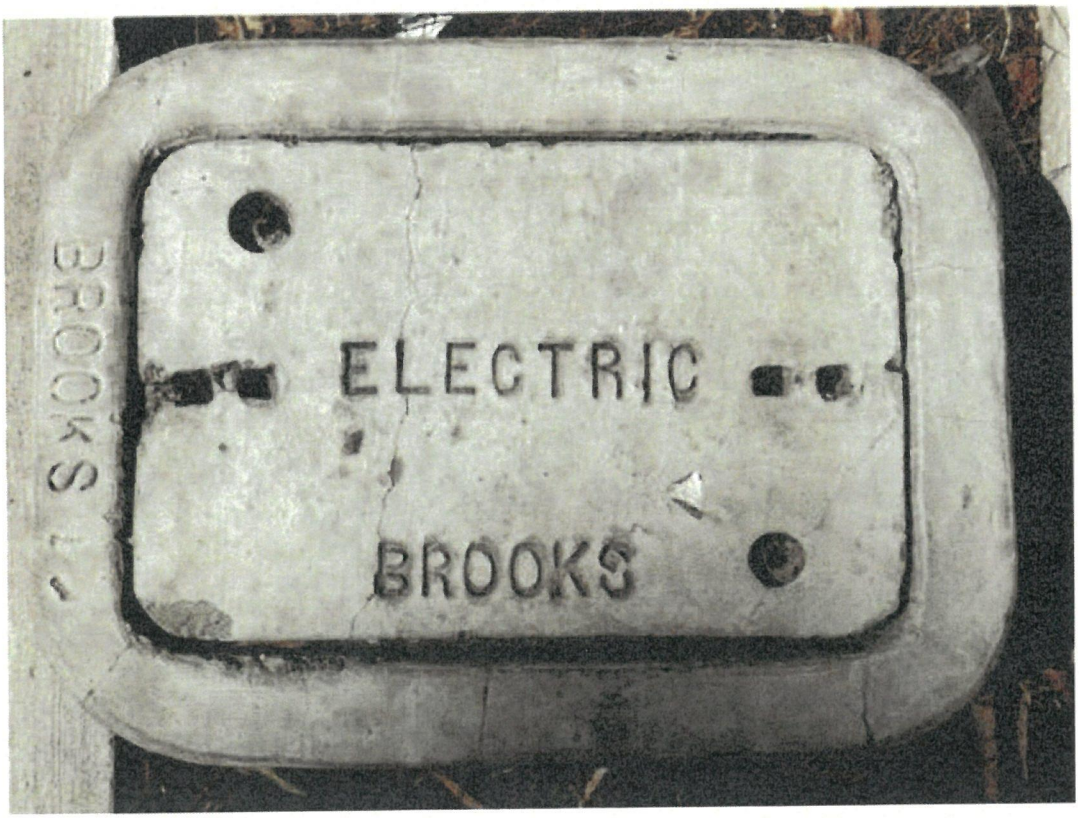


Sidewalk on East Side of Del Rosa Ave s/o Highland Ave and adjacent to DD's parking lot.



Sidewalk on East Side of Del Rosa Ave s/o Highland Ave and adjacent to DD's parking lot.




ELECTRIC
BROOKS
BROOKS

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

REVIEWED BY: Dana Calkins, George Hills Company, Claims Adjuster

SUBJECT: Claim Consideration – Luis Munguia

RECOMMENDATION: George Hills Company recommends the City Council reject the claim.

BACKGROUND: The Claim was received in the City Clerk's Office on February 26, 2024. It was then sent to the City's claim adjuster, George Hills Company, who is recommending the claim be rejected.

Approved _____ Motion _____ Second _____ Agenda Item No. 8

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

GEORGE HILLS
Our minds over your matters.

March 04,2024

Alondra Muñoz
City of Highland

RE:		
	Client:	City of Highland
	Claim Number:	GHC0068731
	Date of Loss:	02/15/2024
	Claimant:	Luis Munguia

Dear Ms. Hughes:

We have reviewed the above captioned claim and request that you take the action indicated below:

- **Please issue a rejection to commence the statute of limitations.**

Please provide us with a copy of the notice once sent.

Should you have any questions, please feel free to contact the undersigned.

Kindest Regards,
George Hills Company, Inc.
Shawna Bryant

Shawna Bryant
Claims Adjuster
Direct Dial: (916) 352-7799
Email: Shawna.bryant@georgehills.com

PO BOX 278, RANCHO CORDOVA, CA 95741

RECEIVED

FEB 26 2024

CITY OF HIGHLAND
CITY CLERK

Do not write in this space.
For office use only:

Received: 2/26/2024

By: Betty H.

☐ Mail ☐ In person ☑ Email

CLAIM AGAINST THE CITY OF HIGHLAND

(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

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

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Luis Munguia

   a. Complete Address of Claimant, including City, State and Zip Code:

   [redacted]

   b. Phone Number ([redacted])

   c. Date of Birth [redacted]

d. Driver's License/State Identification Card Number:

[redacted]7

Issued by which State: California

Yes Driver's License _____ Identification Card

Expiration Date: [redacted]

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

[redacted]

[redacted]

3. Occurrence or event from which the claim arises:

a. Date of occurrence Feb 15 2024

b. Time of occurrence 5:30 am

c. Place of occurrence (Exact and specific location)

Del Rosa and 5th. Front passenger tire blowout by street pothole

Del Rosa and 5th. Front passenger tire blowout by street pothole

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

Del Rosa and 5th. Front passenger tire blowout by street pothole

Del Rosa and 5th. Front passenger tire blowout by street pothole

e. What particular action by the City, or its employees, caused the alleged damage or injury?

/

/

4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

_____

_____

_____

5. Give the name(s) of the City employee(s) causing the damage or injury:

/ _____

_____

6. Name and address of any other person injured:

_____

_____

7. Name and address of the owner of any damaged property:

_____

_____

8. Damages Claimed:

a. Amount claimed as of this date: $2,246.95

b. Estimate amount of future costs: $_____

c. Total amount claimed: $2,246.95

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.**:

_____

_____

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. _____

b. _____

c. _____

d. _____

e. _____

10. Any additional information which might be helpful in considering this claim:

_____

_____

_____

_____

_____

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

Signed at: San Bernardino
City and State

Date: 2/24/24

Luis
Signature of Claimant

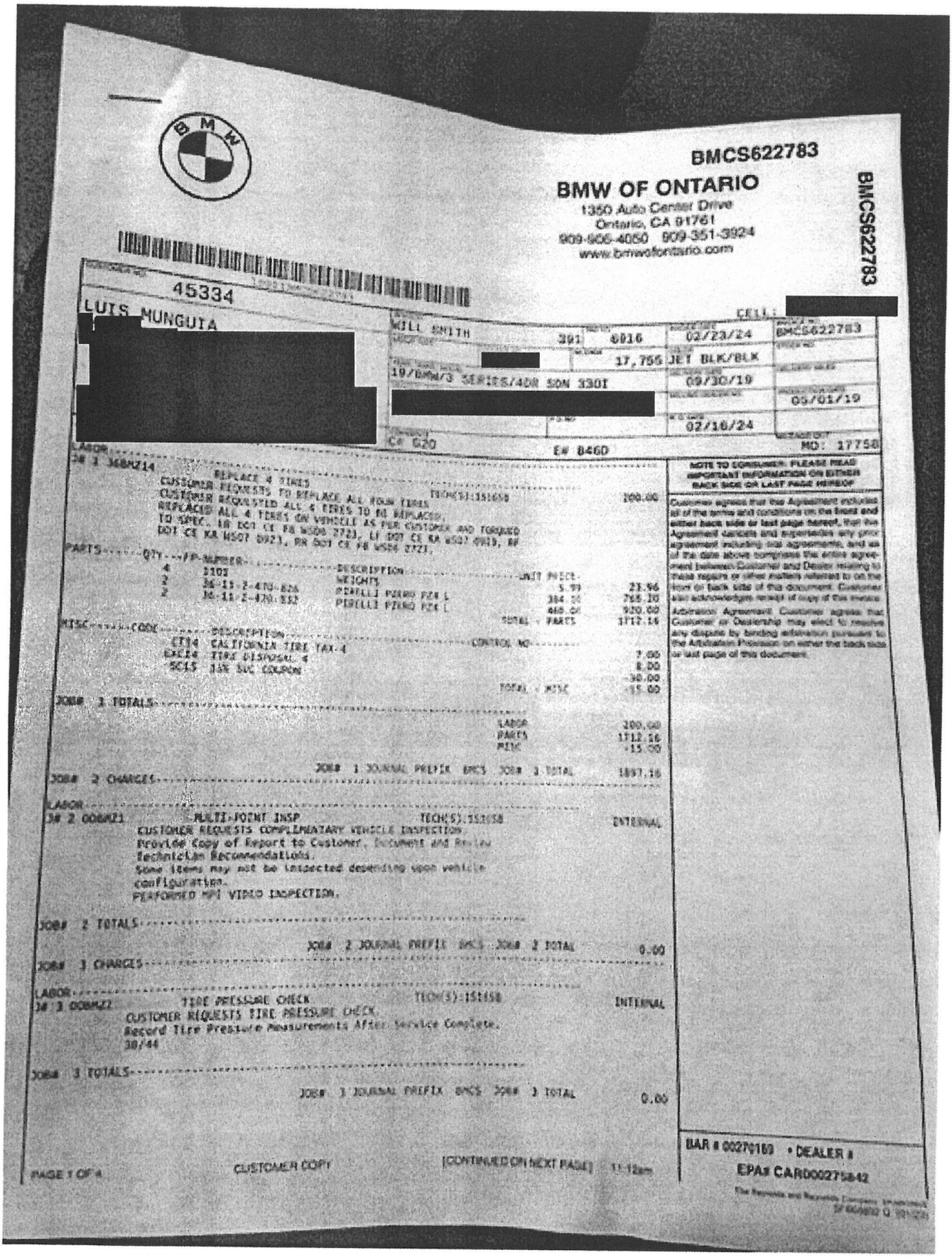
Luis
Printed name of person signing above

Alondra Munoz

From: Luis Munguia <[redacted]>
Sent: Saturday, February 24, 2024 10:00 AM
To: Betty Hughes
Subject: Claim-Form-PDF.pdf
Attachments: Claim-Form-PDF.pdf

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

Sent from my iPhone



BMCS622783

BMW OF ONTARIO
1350 Auto Center Drive
Ontario, CA 91761
909-906-4050 909-351-3924
www.bmwofontario.com

BMCS622783

45334

LUIS MUNGUIA
[redacted]

CELL: [redacted]

WILL SMITH	391 0016	02/23/24	BMCS622783	
[redacted]	17,755	JET BLK/BLK		
19/BMW/3 SERIES/4DR SDN 330I		09/30/19		
[redacted]		09/01/19		
		02/16/24		
C# 020	E# 846D		MD: 17758	

LABOR----------
J# 3 36BMZ14 REPLACE 4 TIRES
CUSTOMER REQUESTS TO REPLACE ALL FOUR TIRES. TECH(S):151658 200.00
CUSTOMER REQUESTED ALL 4 TIRES TO BE REPLACED.
REPLACED ALL 4 TIRES ON VEHICLE AS PER CUSTOMER AND TORQUED
TO SPEC. LR DOT CE FB W5D6 2723, LF DOT CE KA W5D7 0919, RF
DOT CE KA W5D7 0921, RR DOT CE FB W5D6 2723.

PARTS----------

QTY	P-NUMBER	DESCRIPTION / WEIGHTS	UNIT PRICE	
4	3103		5.99	23.96
2	36-11-2-470-826	PIRELLI PZRO PZ4 L	384.50	769.00
2	36-11-2-470-832	PIRELLI PZRO PZ4 L	460.00	920.00
		TOTAL - PARTS		1712.16

MISC----------

CODE	DESCRIPTION / CONTROL NO	
CT14	CALIFORNIA TIRE TAX-4	7.00
EXC14	TIRE DISPOSAL 4	8.00
SC15	15% SVC COUPON	-30.00
	TOTAL - MISC	-15.00

JOB# 3 TOTALS----------

LABOR	200.00
PARTS	1712.16
MISC	-15.00

JOB# 3 JOURNAL PREFIX BMCS JOB# 3 TOTAL 1897.16

JOB# 2 CHARGES----------

LABOR----------
J# 2 00BMZ1 MULTI-POINT INSP TECH(S):151658 INTERNAL
CUSTOMER REQUESTS COMPLIMENTARY VEHICLE INSPECTION.
Provide Copy of Report to Customer, Document and Review
Technician Recommendations.
Some items may not be inspected depending upon vehicle
configuration.
PERFORMED MPI VIDEO INSPECTION.

JOB# 2 TOTALS----------

JOB# 2 JOURNAL PREFIX BMCS JOB# 2 TOTAL 0.00

JOB# 3 CHARGES----------

LABOR----------
J# 3 00BMZ2 TIRE PRESSURE CHECK TECH(S):151658 INTERNAL
CUSTOMER REQUESTS TIRE PRESSURE CHECK.
Record Tire Pressure Measurements After Service Complete.
38/44

JOB# 3 TOTALS----------

JOB# 3 JOURNAL PREFIX BMCS JOB# 3 TOTAL 0.00

NOTE TO CONSUMER: PLEASE READ IMPORTANT INFORMATION ON EITHER BACK SIDE OR LAST PAGE HEREOF

Customer agrees that the Agreement includes all of the terms and conditions on the front and either back side or last page hereof, that the Agreement contains and supersedes any prior agreement including oral agreements, and as of the date above comprises the entire agreement between Customer and Dealer relating to these repairs or other matters referred to on the front or back side of this document. Customer also acknowledges receipt of copy of this invoice.

Arbitration Agreement: Customer agrees that Customer or Dealership may elect to resolve any dispute by binding arbitration pursuant to the Arbitration Provision on either the back side or last page of this document.

BAR # 00270180 • DEALER # EPA# CAR000275842

PAGE 1 OF 4 CUSTOMER COPY [CONTINUED ON NEXT PAGE] 11:12am

www.bmwvolontario.com

CELL: [redacted]

45334	WILL SMITH	391	6916	02/23/24	BMCS622783
[redacted]	[redacted]		17,755	JET BLK/BLK	
[redacted]	19/BMW/3 SERIES/4DR SDN 330I			09/30/19	
	[redacted]				05/01/19
				02/16/24	
[redacted]	C# 620	E# B46D			RO: 17758

TOTAL LABOR....	495.00
TOTAL PARTS....	1737.16
TOTAL SUBLET...	0.00
TOTAL G.O.G....	0.00
TOTAL MISC CHG.	15.00
TOTAL MISC DISC	-125.02
TOTAL TAX.....	149.81
TOTAL INVOICE $	2246.95

NOTE TO CONSUMER: PLEASE READ IMPORTANT INFORMATION ON EITHER BACK SIDE OR LAST PAGE HEREOF

Customer agrees that this Agreement includes all of the terms and conditions on the front and either back side or last page hereof, that this Agreement cancels and supersedes any prior agreement including oral agreements, and as of the date above comprises the entire agreement between Customer and Dealer relating to these repairs or other matters referred to on the front or back side of this document. Customer also acknowledges receipt of copy of this invoice. Arbitration Agreement. Customer agrees that Customer or Dealership may elect to resolve any dispute by binding arbitration pursuant to the Arbitration Provision on either the back side or last page of this document.

CUSTOMER SIGNATURE

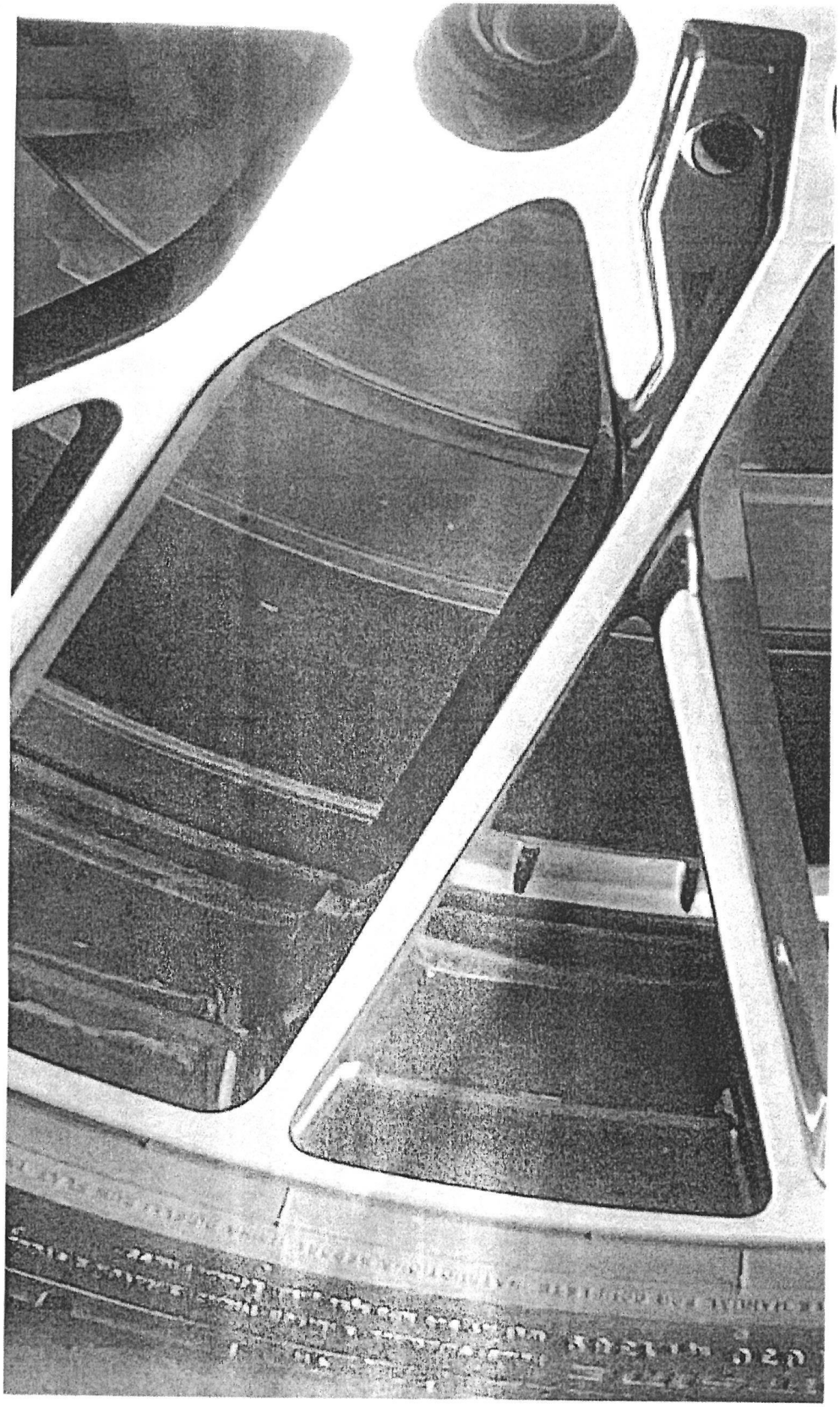
CASH
2.23.24
P.B.

BAR # 00270103 • DEALER #
EPA#: CAR000275842

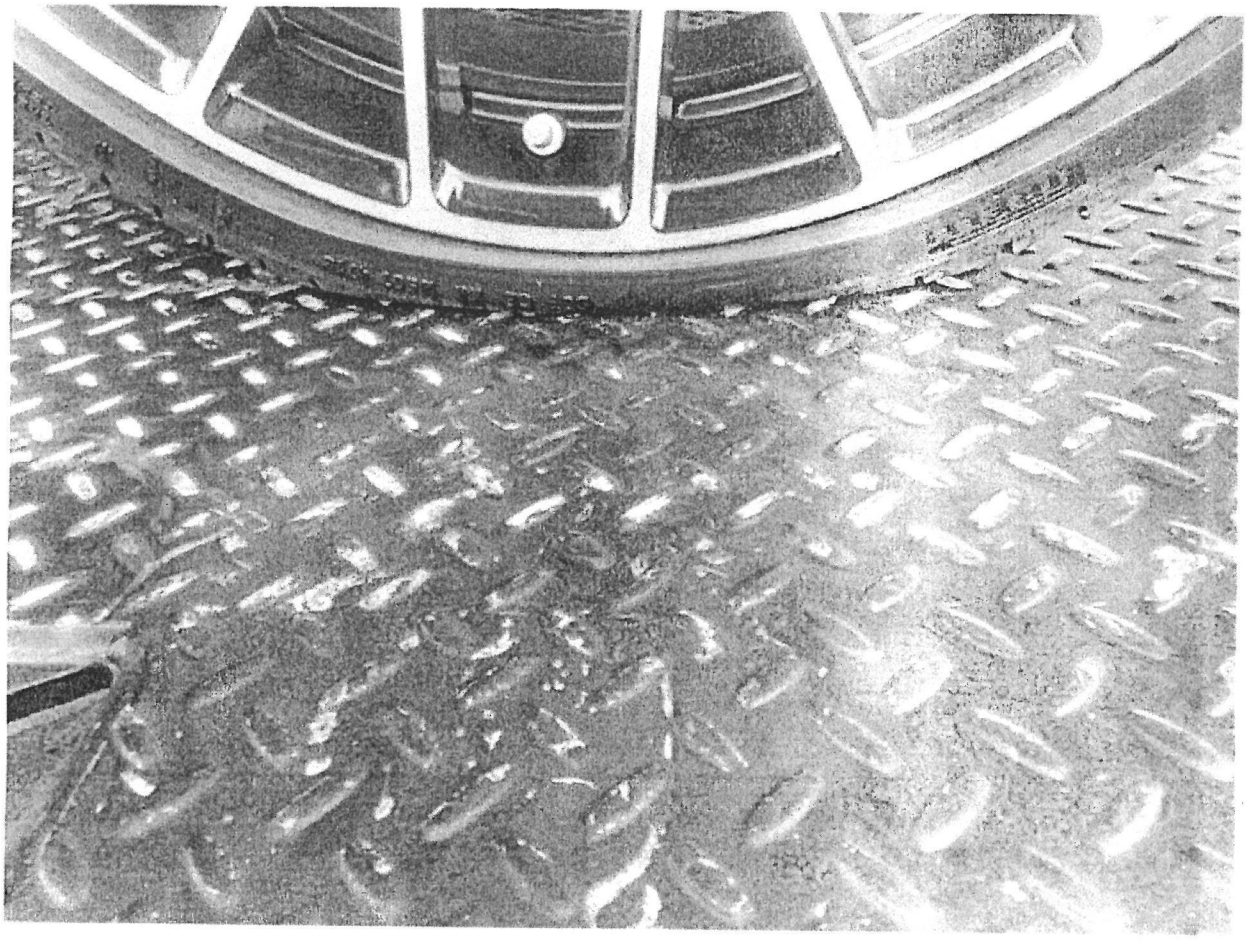
PAGE 4 OF 4 CUSTOMER COPY [END OF INVOICE] 11/1997

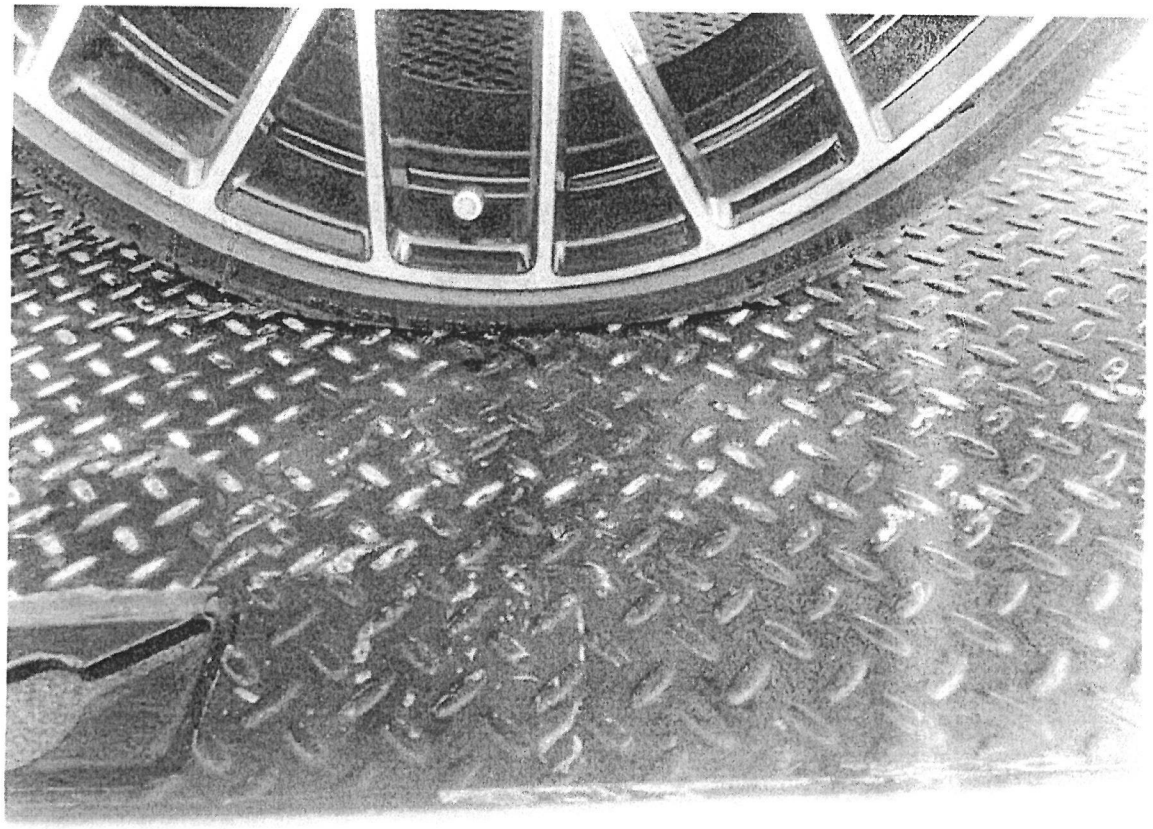


11:59
LTE
Map
Grid
ada Towing
E FIFTH ST
E THIRD ST
VINE ST
STERLING AVE
ELM ST
Luxivair SBD
SIXTH ST
EL ROSA AVE
E FOURTH ST
COURT ST
SIXTH ST
E FIFTH ST
E THIRD ST
TIPPECANOE AVE
Show Nearby Photos



mktext3.com

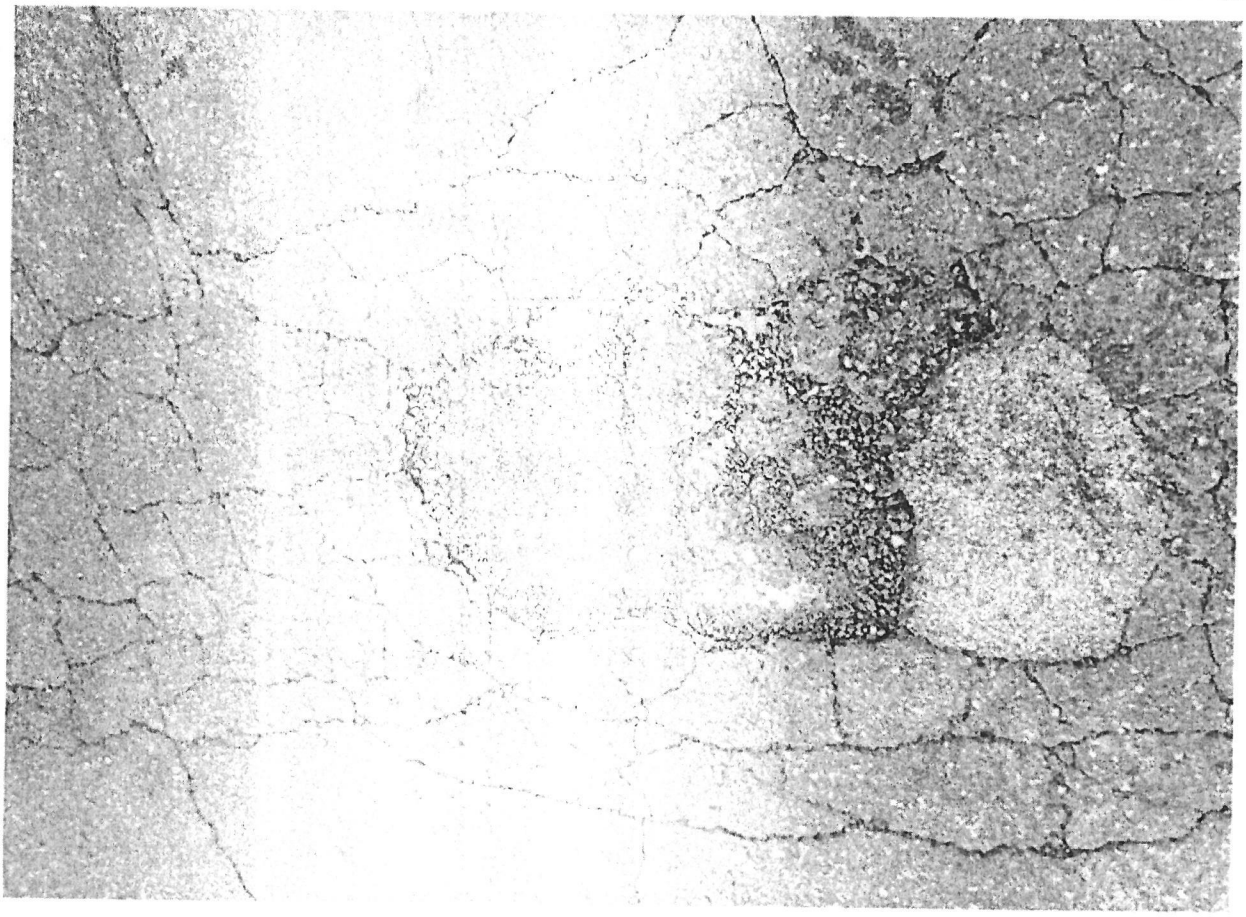


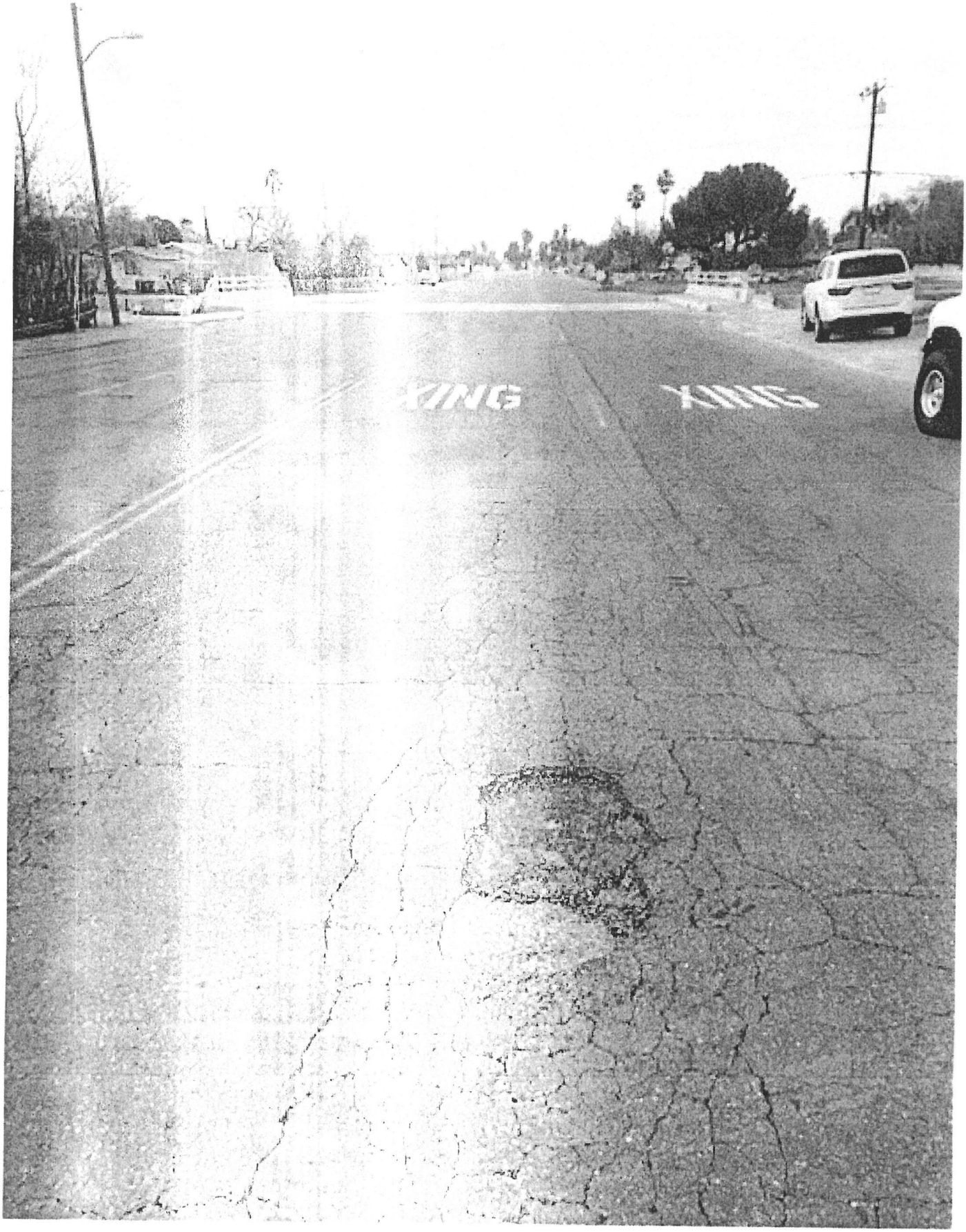











XING

Today 8:59 AM

On February 15, 2024, while driving to work, I encountered a severe pothole which caused my car to nearly spin out of control. After pulling over, I discovered that my right tire had been punctured by the pothole. I had to arrange for my car to be towed to BMW and subsequently had to replace all four tires. As a result of this incident, I was also late to work as I had to wait for the tow truck to arrive. I am requesting reimbursement for the expenses incurred due to this unforeseen and uncontrollable event.

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Code of Ethics

RECOMMENDATION: That the City Council review the current Code of Ethics and make any recommendations or changes, if needed.

FISCAL IMPACT: None

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

BACKGROUND: The Code of Ethics was adopted by the City Council in January, 2004, and is being brought forward for its annual review. The Code of Ethics has been reviewed by all Boards, Committees, and Commission and did not receive any comments.

g:\clerk\betty\staff reports\2024 staff reports\2024 code of ethics cc.doc

Approved _____ Motion _____ Second _____ Agenda Item No. 9

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

CITY OF HIGHLAND
CODE OF ETHICS

PREAMBLE

The citizens and businesses of Highland are entitled to have fair, ethical and accountable local government which has earned the public's full confidence for integrity. In keeping with the City of Highland's commitment to excellence, the effective functioning of democratic government therefore requires that:

- ✓ public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- ✓ public officials be independent, impartial and fair in their judgement and actions;
- ✓ public office be used for public good, not for personal gain; and
- ✓ public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Highland City Council has adopted a Code of Ethics for members* of the City Council and of the City's boards, commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation.

PRINCIPLES

1. Act in the Public Interest

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Highland and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Highland City Council, boards, commissions and committees.

2. Comply with the Law

Members shall comply with the laws of the nation, the State of California and the City of Highland in the performance of their public duties. These laws include, but are not limited to: the United States and California constitutions; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and City ordinances and policies.

3. Conduct of Members

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, boards, commissions and committees, the staff or public.

4. Respect for the Process

Members shall perform their duties in accordance with the processes and rules or order established by the City Council, boards, commissions and committees governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.

5. Conduct of Public Meetings

Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Members shall publicly share substantive information that is relevant to a matter under consideration by the Council or boards and commissions, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest. In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts, and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

9. Gifts and Favors

Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office, that are not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgement or action or give the appearance of being compromised.

10. Confidential Information

Members shall respect the confidentiality of information concerning the property, personnel or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

11. Use of Public Resources

Members shall not use public resources not available to the public in general, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of Council shall not appear on behalf of the private interests of third parties before the Council or any board, commission or proceeding of the City, nor shall members of boards and commissions appear before their own bodies or before the Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

13. Advocacy

Members shall represent the official policies or positions of the City Council, board or commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Highland, nor shall they allow the inference that they do.

14. Policy Role of Members

Members shall respect and adhere to the council-manager structure of Highland City government. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, boards and commissions, and City staff. Members therefore shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions.

15. Independence of Boards and Commissions

Because of the value of the independent advice of boards and commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

16. Positive Work Place Environment

Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

17. Implementation

As an expression of the standards of conduct for members expected by the City, the Highland Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions. For this reason, ethical standards shall be included in the regular orientations for candidates for City Council, applicants to boards and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they read and understand the City of Highland Code of Ethics. In addition, the Code of Ethics shall be annually reviewed by the City Council, boards and commissions, and the City Council shall consider recommendations from boards and commissions and update it as necessary.

18. Compliance and Enforcement

The Highland Code of Ethics expresses standards of ethical conduct expected for members of the Highland City Council, boards and commissions. Members themselves have the primary responsibility to assure that the ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of boards and commissions and the Mayor have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

The City Council may impose sanctions on members whose conduct does not comply with the City's ethical standards, such as reprimand, formal censure, or loss of committee assignments. The City Council also may remove members of boards and commissions from office.

A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a Council, board or commission decision.

Adopted by the Highland City Council
January 27, 2004

* For ease of reference in the Code of Ethics, the term "member" refers to any member of the Highland City Council or any of the City's boards, commissions and committees established by City ordinance or Council policy.

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager/City Treasurer

REVIEWED BY: Chuck Dantuono, Interim City Manager/City Treasurer

PREPARED BY: Leticia Nava-Cruz, Assistant Director of Administrative Services

SUBJECT: Consideration to Approve Amendment Number 4 to Joint Powers Authority Agreement with the San Bernardino Council of Governments Services including an Increase to the Member Dues by $18,124.

RECOMMENDATION: Staff recommends the City Council approve amendment number 4 to the Joint Powers Authority Agreement with San Bernardino Council of Governments.

FISCAL IMPACT: No fiscal impact to 2023/2024 budget; however, if approved, the new assessment will increase City dues by an additional $18,124 for a new total assessment of $34,304 for FY 2024/2025.

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

BACKGROUND: The San Bernardino Council of Governments (SBCOG) is a Joint Powers Authority made up of representatives from 24 cities and towns, as well as the San Bernardino County Board of Supervisors, and is responsible for cooperative regional planning. Since 2018, SBCOG has relied on funds from the Property Assessed Clean Energy / Home Energy Renovation Opportunity program to supplement SBCOG dues and has implemented several programs through its 2018 work plan. Programs from the 2018 work plan include the development and implementation of an Emergency Communication Nurse System, the establishment of a Housing Trust, and various grant research and writing proposals.

At the July 5, 2023, SBCOG Board of Directors meeting, an Ad Hoc Committee was established to discuss expanding the capacity of the Council of Governments (COG) and increasing dues paid by its member agencies to pay for additional service offerings. Since August 2023, the Ad Hoc

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

Committee has met monthly, analyzing programs, services, and budgets of other similar organizations such as the San Gabriel Valley Council of Governments (SGVCOG), Western Riverside Council of Governments (WRCOG), and the Coachella Valley Association of Governments (CVAG). Based on its findings, and the desire to expand COG services, the Ad Hoc Committee recommended increasing the budget from $658,000 and 1.3 staff to $1.5 million, 3 staff, and consultant support.

To assess member fees, the existing JPA Agreement uses a formula of 50% population / 50% assessed valuation. In addition to the original assessment, the Board approved an additional assessment of $5,337 per jurisdiction in Fiscal Year (FY) 2015/2016 and another assessment of $8,000 per jurisdiction in FY 2021/2022 (collectively, "Total Current Assessments"). However, this method is outdated and inequitable to agencies across the region. To update the assessment

method, the Ad Hoc Committee established a baseline increase from $658,000 to $1.5 million as a starting point for consideration and evaluated the following three cost allocation scenarios to provide greater funding to the JPA entity in a more equitable manner:

- 100% Population
- 100% Fund Sales and Property Tax Revenues Received
- 50% Population / 50% Fund Sales and Property Tax Revenues Received

Ultimately, the Ad Hoc Committee recommended option 3, a 50% Population / 50% General Fund Tax Revenues. Under this assessment (Attachment 2), the total current assessment would be added to the new formula and includes an increase based on the lesser of the Consumer Price Index or 2% annual adjustment to cover the regular increases in costs beginning in FY 2024/2025 and every year thereafter. Further, Amendment Number 4 (Attachment 1) to the Agreement for the Joint Exercise of Powers amends the language on the method by which member agency dues are assessed and provides the Board the authority to adjust the method for assessing member agency dues as needed without needing to amend the JPA Agreement.

At the January 3, 2024, Board of Directors (Board) meeting, the Board accepted the COG Ad Hoc Committee recommendation for option 3, establishing a new assessment method and increased dues to each agency and approving Amendment Number 4. Following the approval by all member agencies, the new dues will go into effect on July 1, 2024, at the start of FY 2024/2025. Once implemented, the Ad Hoc Committee and the City/County Managers' Technical Advisory Committee will work to identify program and project priorities and amend the approved work plan.

ATTACHMENTS:
Attachment 1 - Joint Powers Authority Amendment No. 4
Attachment 2 - SBCOG General Assessment Dues & Potential Increase

Attachment 1

Amended Agreement for the Joint Exercise of PowersRelative to the San Bernardino Associated Governments, SANBAG JPA Amendment #4 01/03/2024

This Amendment No. 4 to the Agreement for the Joint Exercise of Powers ("Agreement") Relative to the San Bernardino Associated Governments is entered into by and between San Bernardino County, a political subdivision of the State of California; the City of Adelanto, a charter city; the Town of Apple Valley, a municipal corporation; the City of Barstow, a municipal corporation; the City of Big Bear Lake, a charter city; the City of Chino, a municipal corporation; the City of Chino Hills, a municipal corporation; the City of Colton, a municipal corporation; the City of Fontana, a municipal corporation; the City of Grand Terrace, a municipal corporation; the City of Hesperia, a municipal corporation; the City of Highland, a municipal corporation; the City of Loma Linda, a charter city; the City of Montclair, a municipal corporation; the City of Needles, a charter city; the City of Ontario, a municipal corporation; the City of Rancho Cucamonga, a municipal corporation; the City of Redlands, a municipal corporation; the City of Rialto, a municipal corporation; the City of San Bernardino, a charter city; the City of Twentynine Palms, a municipal corporation; the City of Upland, a municipal corporation; the City of Victorville, a charter city; the City of Yucaipa, municipal corporation; and the Town of Yucca Valley, a municipal corporation.

RECITALS

1. WHEREAS, each party to the Agreement is a public agency and is authorized to enter into this Amendment No. 4;

2. WHEREAS, each party to the Agreement entered into and executed a Joint Powers Agreement creating an organization (San Bernardino Associated Governments) to explore and study countywide, subregional and regional problems and to effect improved intergovernmental cooperation; and

3. WHEREAS, the parties have previously amended the Agreement three times, the last time being in 1975; and

4. WHEREAS, the parties desire to amend the Agreement to rename the entity formed by the Agreement to be San Bernardino Council of Governments; and

5. WHEREAS, the Agreement's funding mechanism is outdated, and as such, the parties desire to amend the Agreement to provide greater funding to the joint powers entity in a more equitable manner.

NOW, THEREFORE, the parties hereto agree as follows:

1. The joint powers entity formed by the Agreement shall be known as the San Bernardino Council of Governments ("SBCOG"). All instances of "San Bernardino Associated Governments" in the Agreement are replaced with "San Bernardino Council of Governments." All instances of "SANBAG" are replaced with "SBCOG." All instances of "the Association" or "the association" in reference to the joint powers entity are replaced with "the COG."

2. The article titled "ASSESSMENTS" is removed and replaced in its entirety with the following:

   ASSESSMENTS

   10. In reviewing the budget, the Board of Directors shall determine what assessments are necessary. Such assessments shall be calculated in accordance with SBCOG policy adopted by the Board of Directors. The policy will identify a particular method or formula specifying how member agency dues shall be assessed, and will also allow for optional, subscription

assessments that member agencies may opt in to on a voluntary basis, based on a Board-adopted budget or budget amendment and a subscription work program.

Each party shall be informed of its estimated assessment by April 1. After the final budget becomes effective, the Board of Directors shall determine the precise amount of the assessment, if any may be necessary, and the parties shall be so informed. Assessments shall be payable on or before August 1 for the fiscal year starting July 1.

In addition to the assessments referenced in the preceding paragraphs, advances from the public funds of the parties hereto may be made for the purposes set forth in this Agreement. When such advances are made, they shall be repaid from the first available funds.

The Board of Directors shall have the power to authorize utilization of personnel, equipment, or property of one or more of the parties to this Agreement in complete or partial satisfaction of such party's obligations to pay assessments or make advances.

All assessments or other monetary obligations hereunder shall be paid to the COG and shall be authorized for expenditure by a majority vote of the Board of Directors in connection with the adoption of the annual budget."

3. This Amendment No. 4 shall become binding upon each party hereto upon that party's execution.

Signed and attested by the following:

Jurisdiction	Date
City of Adelanto	
City of Apple Valley	
City of Barstow	
City of Big Bear Lake	
City of Chino	
City of Chino Hills	
City of Colton	
City of Fontana	
City of Grand Terrace	
City of Hesperia	

City of Highland	
City of Loma Linda	
City of Montclair	
City of Needles	
City of Ontario	
City of Rancho Cucamonga	
City of Redlands	
City of Rialto	
City of San Bernardino	
City of Twentynine Palms	
City of Upland	
City of Victorville	
City of Yucaipa	
Town of Yucca Valley	
County of San Bernardino	

Board Adopted: January 3, 2024

Attachment 2

SBCOG General Assessment Dues & Potential Increase

Jurisdiction	Population 2022	Assessed Value Fiscal Year 2022/2023	Base Sales Tax + Property Tax Revenues (1)	Original Assessment (2)	2016 Assessment (3)	2022 Assessment (4)	Total Current Assessments (2)+(3)+(4)	New Assessment 50% Population/ 50% Revenue	Total Current Assessments + New Assessment (5)	New Assessment 50% Population/ 50% Revenue	Total Current Assessments + New Assessment (6)
Adelanto	36,357	$3,011,709,510	8,290,201	$1,856	$5,337	$8,000	$15,193	$5,254	20,447	$10,379	$25,572
Apple Valley	75,628	$7,557,490,866	25,206,081	$4,166	$5,337	$8,000	$17,503	$11,818	29,321	$23,345	$40,848
Barstow	25,202	$1,724,738,920	19,590,846	$1,200	$5,337	$8,000	$14,537	$5,187	19,724	$10,247	$24,784
Big Bear Lake	5,041	$4,416,276,035	18,299,262	$1,204	$5,337	$8,000	$14,541	$2,643	17,184	$5,221	$19,762
Chino	91,998	$17,295,592,739	75,528,060	$6,985	$5,337	$8,000	$20,322	$19,384	39,706	$38,292	$58,614
Chino Hills	77,964	$14,639,278,992	32,696,782	$5,915	$5,337	$8,000	$19,252	$12,932	32,184	$25,546	$44,798
Colton	53,617	$5,016,940,896	31,398,593	$2,873	$5,337	$8,000	$16,210	$9,889	26,099	$19,534	$35,744
Fontana	212,809	$27,019,267,552	108,183,439	$13,084	$5,337	$8,000	$26,421	$37,413	63,834	$73,906	$100,327
Grand Terrace	13,042	$1,347,509,349	5,765,052	$729	$5,337	$8,000	$14,066	$2,196	16,262	$4,339	$18,405
Hesperia	100,324	$8,075,905,550	23,814,083	$5,065	$5,337	$8,000	$18,402	$14,603	33,005	$28,847	$47,249
Highland	56,546	$4,500,367,999	21,881,584	$2,843	$5,337	$8,000	$16,180	$9,175	25,355	$18,124	$34,304
Loma Linda	25,349	$2,827,789,573	12,255,309	$1,466	$5,337	$8,000	$14,803	$4,386	19,189	$8,664	$23,467
Montclair	37,846	$4,280,071,001	31,424,075	$2,203	$5,337	$8,000	$15,540	$8,014	23,554	$15,830	$31,370
Needles	4,876	$495,248,695	8,921,710	$270	$5,337	$8,000	$13,607	$1,576	15,183	$3,114	$16,721
Ontario	179,516	$36,223,657,090	243,176,826	$14,216	$5,337	$8,000	$27,553	$48,517	76,070	$95,842	$123,395
Rancho Cucamonga	174,476	$32,965,855,079	87,561,737	$13,287	$5,337	$8,000	$26,624	$30,547	57,171	$60,344	$86,968
Redlands	72,585	$12,032,086,055	66,216,730	$5,129	$5,337	$8,000	$18,466	$16,033	34,499	$31,673	$50,139
Rialto	103,954	$13,115,586,958	111,985,260	$6,372	$5,337	$8,000	$19,709	$24,877	44,586	$49,142	$68,851
San Bernardino	220,840	$19,097,789,522	129,701,848	$11,462	$5,337	$8,000	$24,799	$40,771	65,570	$80,540	$105,339
Twentynine Palms	27,685	$1,137,526,790	10,674,796	$1,139	$5,337	$8,000	$14,476	$4,488	18,964	$8,865	$23,341
Upland	79,139	$11,532,952,948	41,173,743	$5,217	$5,337	$8,000	$18,554	$14,018	32,572	$27,692	$46,246
Victorville	136,561	$11,444,656,207	65,149,801	$7,001	$5,337	$8,000	$20,338	$23,531	43,869	$46,484	$66,822
Yucaipa	54,494	$5,524,015,696	19,954,046	$3,020	$5,337	$8,000	$16,357	$8,715	25,072	$17,217	$33,574
Yucca Valley	21,813	$2,270,934,302	11,976,891	$1,223	$5,337	$8,000	$14,560	$3,934	18,494	$7,771	$22,331
County	300,003	$42,962,663,648	1,122,622,000	$19,598	$5,330	$8,000	$32,928	$161,029	193,957	$318,100	$351,028
	2,187,665	**$290,515,911,972**	**2,333,448,755**	**$137,523**	**$133,418**	**$200,000**	**$470,941**	**$520,932**	**991,873**	**$1,029,059**	**$1,500,000**

NOTES:

(1) Base sales tax (7.75%) and property tax amounts obtained from financial statements for FY 2022, except for Town of Apple Valley FY 2021 and City of Adelanto FY 2020. Additional local tax is deducted for Barstow, Montclair, Redla

(2) Original assessment based on 50% population and 50% assessed value. Amounts are adjusted every fiscal year.

(3) In FY2015/2016, the Board of Directors approved an additional $133,418 every fiscal year for Council of Government (COG) activities.

(4) In FY2021/2022, the Board of Directors approved additional monetary obligations for COG activities: $66,675 for FY22-23, $133,350 for FY23-24, $200,000 for FY24-25 and escalation every fiscal year thereafter of the lower of CPI fa

(5) $991,873 total sum of current assessments plus the net amount of $520,932 distributed based on 50% Population/50% Revenue.

(5) $1.5M total sum of current assessments plus the net amount of $1,029,059 distributed based on 50% Population/50% Revenue.

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

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

SUBJECT: Amendment No. 1 to Contract Maintenance Agreement with San Bernardino County (Public Works-Transportation)

RECOMMENDATION: It is recommended that the City Council approve Amendment No. 1 to the Contract Maintenance Agreement for another term up to five years with San Bernardino County (Public Works- Transportation), and (2) Authorize the Mayor to execute Amendment No. 1.

FISCAL IMPACT: Amendment No.1 has a not-to-exceed amount of $100,000 per year for Transportation related maintenance and emergency work, to be expended on an as-needed basis. Funding is available in the current City budget for Public Works "Contract Maintenance".

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

BACKGROUND: On January 22, 2019, the City Council approved a contract maintenance agreement with San Bernardino County. This agreement expires on June 30, 2024.

San Bernardino County staff has approached City staff to enter into Amendment No. 1 to perform maintenance and emergency services on City roads through June 30, 2029, as requested and reimbursed by the City. Work will be performed on an as-needed basis. The original provisions in the agreement will remain in effect, and as a reminder provide for reciprocal arrangement for the City to perform maintenance on County facilities as requested and reimbursed by the County. Amendment No. 1 has been reviewed by the City Attorney, and staff recommends approval.

M:\Agreements\SB County\Cooperative Agreements\Public Works - Transportation\Mutual Aid Agreements Stf Rpt 03.12.24.doc

Approved _____ Motion _____ Second _____ Agenda Item No. 11

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, CALIFORNIA AND RECORD OF ACTION

March 12, 2019

FROM: **KEVIN BLAKESLEE, Director**
Department of Public Works - Transportation

SUBJECT: **COOPERATIVE AGREEMENT WITH CITY OF HIGHLAND FOR CONTRACT MAINTENANCE AND EMERGENCY WORK**

RECOMMENDATION(S)

Approve **Cooperative Agreement No. 19-115** with the City of Highland (City) for street repairs, maintenance and emergency work within the incorporated area of the City and the surrounding unincorporated area, for approximately five years, from March 12, 2019 until June 30, 2024, in an amount not to exceed $60,000 per project and $100,000 per fiscal year.
(Presenter: Kevin Blakeslee, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS AND OBJECTIVES

Improve County Government Operations.
Provide for the Safety, Health and Social Service Needs of County Residents.
Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Costs and reimbursement revenue for this work will vary depending upon the maintenance or repair needs related to the proposed cooperative agreement (Agreement). Costs to the County are unknown because future maintenance and repair needs related to the Agreement, are unforeseeable. All work requested by the City will be performed by County staff or contractors and will be 100% reimbursable by the City, up to a total of $60,000 per project, and not to exceed $100,000 per fiscal year. All work requested by the County will be performed by the City staff or contractors and will be 100% reimbursable by the County, up to a total of $60,000 for each project, and not to exceed $100,000 per fiscal year. Sufficient appropriation and revenue have been included in the Road Operations budget (6650002000 – H14936) up to $100,000, and will be included in future recommended budgets to accommodate the requested projects.

The City shall reimburse the County upon completion of each work assignment and receipt of an invoice. In accordance with the Agreement, after the County completes each work assignment, the City will resume the responsibility of maintenance and operations of the subject roads and drainage facilities.

cc: PW/Trans-Walker w/ agree
Contractor c/o PW/Trans w/ agree
PW/Trans-Blakeslee
CAO-Hernandez-Barker
File - w/ agree
mb 03/21/19

ITEM 42

Record of Action of the Board of Supervisors

APPROVED (CONSENT CALENDAR)
COUNTY OF SAN BERNARDINO
Board of Supervisors

MOTION	MOVE	AYE	SECOND	AYE	ABSENT
	1	2	3	4	5

LAURA H. WELCH, CLERK OF THE BOARD

BY _____

DATED: March 12, 2019

Rev 7-12-16

BACKGROUND INFORMATION

The Agreement will allow the County and the City to provide maintenance and emergency work within the unincorporated area of the County and the incorporated area of the City in an amount not to exceed $60,000 per project, up to $100,000 per fiscal year. The City and County have determined that occasionally utilizing each other's labor and equipment resources can be the most cost-effective and timely process for maintenance and repairs of roadways within City and County jurisdictions. It is anticipated at this time that requested work assignments may include, but are not limited to, maintenance or emergency repair of streets/highways, appurtenant fencing, culvert or drainage facilities, grading and application of soil stabilization product on dirt roads, as well as providing heavy equipment for storm debris cleanup, striping, chip sealing, maintenance or emergency paving.

Approval of this item aligns with the County and Chief Executive Officer's goals of improving County government operations, providing for the safety, health and social service needs of County residents, and pursuing County goals and objectives by working with other agencies by providing a streamlined approach to the maintenance and repairs within the incorporated City, within the County's jurisdiction.

According to the terms of the Agreement, the requesting agency will prepare and submit to the agency performing the work a work assignment request that outlines the work requested within the scope and budget limitations of the Agreement. The performing agency will then prepare a cost estimate and a project schedule prior to start of work. The requesting agency will be invoiced based on actual costs incurred by the agency performing the maintenance and/or emergency work. Under the Agreement, the Director of Public Works is delegated the authority to identify specific County projects in which the City may take the lead utilizing City forces or City contractors. With respect to work provided to City, the Agreement states that the Director of Public Works has the authority to approve or disapprove an individual project and provide specific services to City. In addition, the Agreement provides that the performing agency is under no obligation to perform the work tasks.

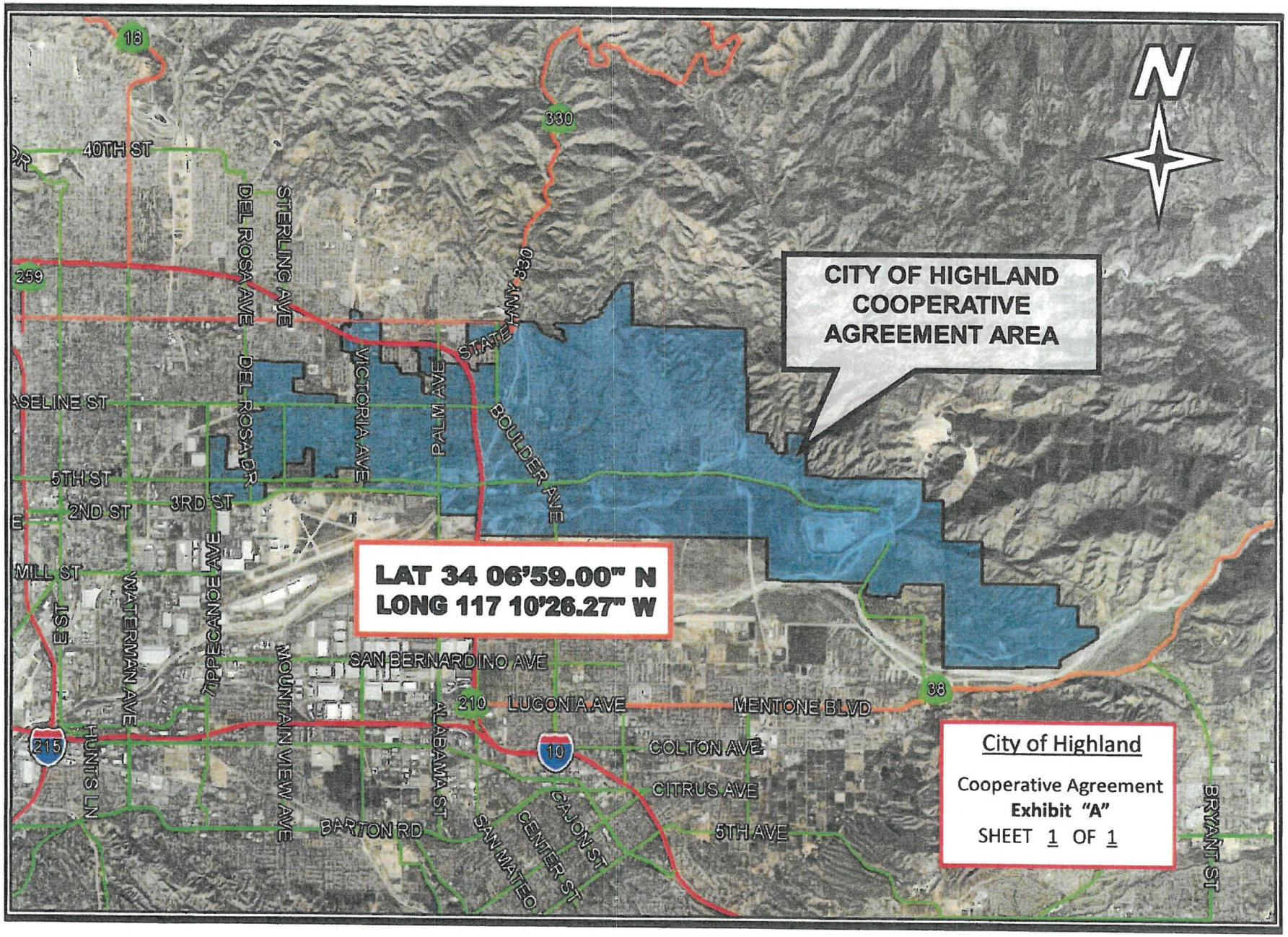
After completion of all requested work, receipt of an invoice and acceptance by the requesting agency of the work, the requesting agency shall reimburse the performing agency. Also, the requesting agency shall be responsible for all future maintenance and repair work, unless the requesting agency submits a future request to the performing agency to provide additional maintenance and repair work under the Agreement.

The Agreement shall expire on June 30, 2024, or it may be terminated by either party upon providing the other party a 30-day advance written notice. The City Council approved this item at their meeting on January 22, 2019.

The County has similar agreements in place with the cities of Fontana, Chino Hills, Rialto, and Yucaipa.

PROCUREMENT
Not applicable.

REVIEW BY OTHERS
This item has been reviewed by County Counsel (Scott M. Runyan, Deputy County Counsel, 387-5455) on February 1, 2019; Finance (Paloma Hernandez-Barker, Administrative Analyst, 387-5426) on February 20, 2019; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on February 27, 2019.


CITY OF HIGHLAND
COOPERATIVE
AGREEMENT AREA
LAT 34 06'59.00" N
LONG 117 10'26.27" W
N
City of Highland
Cooperative Agreement
Exhibit "A"
SHEET 1 OF 1
40TH ST
DEL ROSA AVE
STERLING AVE
VICTORIA AVE
PALM AVE
STATE HWY 330
BOULDER AVE
5TH ST
2ND ST
3RD ST
MILL ST
WATERMAN AVE
APPLECANOE AVE
MOUNTAIN VIEW AVE
SAN BERNARDINO AVE
LUGONIA AVE
MENTONE BLVD
COLTON AVE
CITRUS AVE
5TH AVE
BARTON RD
HUNTS LN
ALABAMA ST
CAJON ST
CENTER ST
SAN MATEO
BRYANT ST
330
259
210
215
10
38

SAN BERNARDINO COUNTY

Contract Number
19-115

SAP Number

San Bernardino County
Public Works – Transportation

Department Contract Representative	Melissa L. Walker
Telephone Number	(909) 387-7997
Contractor	City of Highland
Contractor Representative	Ernest Wong
Telephone Number	(909) 864-8732
Contract Term	Approximately 5 years ending June 30, 2024
Original Contract Amount	$60,000 per project not to exceed $100,000 for each party per fiscal year
Amendment Amount	
Total Contract Amount	
Cost Center	6650002000

IT IS HEREBY AGREED AS FOLLOWS:
(Use space below and additional bond sheets. Set forth service to be rendered, amount to be paid, manner of payment, time for performance or completion, determination of satisfactory performance and cause for termination, other terms and conditions, and attach plans, specifications, and addenda, if any.)

WHEREAS, City of Highland (**CITY**) has observed that many of its street facilities and related appurtenances within its jurisdictional area need occasional maintenance and repair; and

WHEREAS, Streets and Highways Code sections 1685 and 1803 authorize **CITY** to contract with the County of San Bernardino (**COUNTY**) for the maintenance, construction or repair of **CITY** streets, if the legislative body of **CITY** determines that it is necessary for the more efficient maintenance, construction, or repair of said streets; and

WHEREAS, **COUNTY** and **CITY** are sometimes individually referred to in this Agreement as **PARTY** and collectively referred to as **PARTIES**; and

WHEREAS, the legislative body of **CITY** determines that it is necessary for the more efficient maintenance and repair of its street facilities and related appurtenances within **CITY** to contract with **COUNTY** for **COUNTY** to sometimes perform said work, including emergency work, on **CITY** street facilities and related appurtenances located within the incorporated area of **CITY** (hereinafter referred to as "**CONTRACT WORK**"); and

WHEREAS, **CONTRACT WORK** will be performed by **COUNTY** staff and/or **COUNTY** contractors; and

WHEREAS, **CONTRACT WORK** will not exceed sixty thousand dollars ($60,000) per project and **CITY** will reimburse **COUNTY** for all costs incurred by **COUNTY** in performing such **CONTRACT WORK** requested by **CITY** and completed by **COUNTY**; and

WHEREAS, Streets and Highways Code section 1710 authorizes **COUNTY** to contract with **CITY** for the **CITY's** maintenance, construction or repair of **COUNTY** highways; and

WHEREAS, **COUNTY** has determined that it is necessary for the more efficient maintenance and repair of its highway facilities and related appurtenances to contract with **CITY** for **CITY** to sometimes perform **CONTRACT WORK**, which includes emergency work, on **COUNTY** highway facilities and related appurtenances located within **CITY's** sphere of influence as defined by the San Bernardino County Local Agency Formation Commission; and

WHEREAS, **CONTRACT WORK** will be performed by **CITY** staff and/or **CITY** contractors; and

WHEREAS, **CONTRACT WORK** will not exceed sixty thousand dollars ($60,000) per project and **COUNTY** will reimburse **CITY** for all costs incurred by **CITY** in carrying-out **CONTRACT WORK** requested by **COUNTY** and completed by **CITY**; and

WHEREAS, **COUNTY** and **CITY** desire to set forth the responsibilities and obligations of each as they pertain to the work described in this Agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED as follows:

SECTION I

1.0 For CONTRACT WORK provided to CITY:

COUNTY AGREES TO:

1.1 Schedule requested work upon receipt of a written "Notice to Proceed" from **CITY** and to provide to **CITY** a schedule of work days anticipated for the work for **CITY** concurrence. **COUNTY**, through its authorized representative identified in Paragraph 4.5 and in its sole discretion, shall decide whether to approve or disapprove an individual "Notice to Proceed" and provide specific services to **CITY**.

1.2 Utilize **COUNTY's** Department of Public Works labor force and/or contractors in providing services under this Agreement.

1.3 Obtain a no-cost permit from **CITY** for any **CONTRACT WORK** to be performed within **CITY's** right-of-way. **COUNTY's** Director of Public Works, or the Director's designee, shall have the authority to obtain a permit from **CITY** for **CONTRACT WORK**.

1.4 Upon completion of each individual work assignment, submit to **CITY** an itemized accounting of actual **CONTRACT WORK** costs incurred by **COUNTY** and an invoice for such costs.

1.5 **COUNTY** shall require all contractors and vendors providing **CONTRACT WORK** to have appropriate and adequate insurance coverage for the mutual protection and benefit of the **PARTIES**.

1.6 Enforce **COUNTY's** contractors to comply with all applicable laws and regulations, including Labor Code sections 1720 et seq. and 1770 et seq. that concern the payment of prevailing wages. When applicable, **COUNTY** shall fill out and submit to the California Department of Industrial Relations a PWC-100 form.

CITY AGREES TO:

1.7 Provide **COUNTY** a written "Notice to Proceed" for any authorized work requested by **CITY**.

1.8 Provide a no-cost permit to **COUNTY** for its work within **CITY's** right-of-way.

1.9 After **COUNTY** completes each individual **CONTRACT WORK** assignment and submits an itemized accounting of actual **CONTRACT WORK** costs incurred by **COUNTY** along with an invoice, to reimburse **COUNTY** for **CONTRACT WORK** costs within sixty (60) calendar days after receipt of invoice.

1.10 Provide a qualified representative who shall have the authority to discuss and attempt to resolve any issues or disputes which may arise concerning the **CONTRACT WORK** with the **COUNTY**.

1.11 Comply with any applicable California Environmental Quality Act (CEQA) requirements as well as completing the required CEQA documents.

1.12 When applicable, fill out and submit to the California Department of Industrial Relations a PWC-100 form.

SECTION II

2.0 For CONTRACT WORK provided to COUNTY:

CITY AGREES TO:

2.1 Schedule the **COUNTY** requested **CONTRACT WORK** upon receipt of a written "Notice to Proceed" from the **COUNTY** and provide to **COUNTY** a schedule of work days anticipated for the **CONTRACT WORK** for **COUNTY's** concurrence. **CITY**, through its authorized representative identified in Paragraph 4.5 and in its sole discretion, shall decide whether to approve or disapprove an individual "Notice to Proceed" and provide specific services to **COUNTY**.

2.2 Utilize **CITY's** labor force and/or contractors in providing services under this Agreement.

2.3 Obtain a no-cost permit from **COUNTY** for work within **COUNTY's** right-of-way.

2.4 Upon completion of each **CONTRACT WORK** assignment, submit to **COUNTY** an itemized accounting of **CONTRACT WORK** costs incurred by **CITY** and an invoice for such costs.

2.5 Enforce **CITY's** contractors to comply with all applicable laws and regulations, including Labor Code sections 1720 et seq. and 1770 et seq. that concern the payment of prevailing wages.

2.6 Accept all payments from **COUNTY** via electronic funds transfer (EFT) directly deposited into the **CITY's** designated checking or other bank account. **CITY** shall promptly comply with directions and accurately complete forms provided by **COUNTY** required to process EFT payments.

2.7 When applicable, **CITY** shall fill out and submit to the California Department of Industrial Relations a PWC-100 form.

COUNTY AGREES TO:

2.8 Provide **CITY** a written "Notice to Proceed" for any authorized work requested by **COUNTY**.

2.9 Provide a no-cost permit to **CITY** for its work within **COUNTY's** right-of-way.

2.10 After **CITY** completes each individual **CONTRACT WORK** assignment and submits an itemized accounting of actual **CONTRACT WORK** costs incurred by **CITY** along with an invoice, to reimburse **CITY** for **CONTRACT WORK** costs within sixty (60) calendar days after receipt of invoice.

2.11 Provide a qualified representative who shall have the authority to discuss and attempt to resolve any issues or disputes which may arise concerning the **CONTRACT WORK** with the **CITY**.

2.12 Comply with any applicable CEQA requirements as well as completing the required CEQA documents.

2.13 When applicable, fill out and submit to the California Department of Industrial Relations a PWC-100 form.

SECTION III

3.0 IT IS MUTUALLY AGREED:

3.1 The types of **CONTRACT WORK** shall include, but not be limited to: maintenance or emergency repair of streets/highways, appurtenant fencing, culvert or drainage facilities, grading and application of soil stabilization product on dirt roads, as well as providing heavy equipment for storm debris cleanup, striping, chip sealing, maintenance or emergency paving.

3.2 **COUNTY** and **CITY** will accept payment from each other for **CONTRACT WORK** requested by **CITY** or **COUNTY** for up to sixty thousand dollars ($60,000) per project.

3.3 The cost for each project shall not exceed sixty thousand dollars ($60,000).

3.4 The total cost for all work performed pursuant to Section 1.0 shall not exceed one hundred thousand dollars ($100,000) per fiscal year, absent a prior written amendment to this Agreement. The total cost for all work performed pursuant to Section 2.0 shall not exceed one

hundred thousand dollars ($100,000) per fiscal year, absent a prior written amendment to this Agreement.

3.5 **CITY** or **COUNTY** is only responsible to provide the **CONTRACT WORK** of facilities identified in the "Notice to Proceed" from the requesting party (**CITY** or **COUNTY**) and agreed to by the non-requesting party (**CITY** or **COUNTY**). After completion of **CONTRACT WORK** on any particular facility, the requesting party (**CITY** or **COUNTY**) shall be responsible for all future maintenance and repair work associated with the **CONTRACT WORK**, unless the non-requesting party (**CITY** or **COUNTY**) receives a future request to provide additional **CONTRACT WORK** under this Agreement, followed by an approval of a written "Notice to Proceed."

3.6 The **PARTIES** shall comply with all applicable laws and regulations, including, but not limited to, all applicable Public Contract Code (e.g. bidding requirements), Labor Code (e.g. prevailing wage requirements), Business and Professions Code (e.g. licensing requirements), and Civil Code requirements (e.g. payment bond requirements).

SECTION IV

4.0 IT IS FURTHER UNDERSTOOD AND AGREED:

4.1 The requesting party (**CITY** or **COUNTY**) shall prepare and submit to the non-requesting party (**CITY** or **COUNTY**) a "Notice to Proceed" that outlines the work requested within the scope and budget limitations of this Agreement. The Notice to Proceed shall include the location (street(s) or highway(s)) the work shall take place on, the scope of the work, the requested schedule, the level of service required (if necessary), and other pertinent terms and details for the project within the scope of this Agreement. The **COUNTY** Director of Public Works and the **CITY** Director of Public Works/City Engineer shall have the authority to prepare and submit a "Notice to Proceed," as well as provide estimates and approve **CONTRACT WORK** projects up to $60,000 each. The non-requesting party shall develop cost estimates and project schedules for review by the requesting party using **COUNTY/CITY**-approved labor and equipment rates that include fringe and overhead for actual employee classifications, equipment rates that will recover the depreciation expenses and the maintenance and repair cost of the equipment used for the proposed work assignment and estimated material costs. If requested, the estimate of cost will be provided to the requesting party prior to the commencement of work. The non-requesting party is under no obligation to perform work tasks and the non-requesting party's representative identified in Paragraph 4.5 may decline to perform the requested work for any reason or for no reason.

4.2 The Effective Date of this Agreement shall be the first date on which all of the following has occurred: (1) the **CITY's** Council and **COUNTY's** Board have approved the Agreement; and (2) the authorized representative of each has signed the Agreement.

4.3 Insurance and Indemnification

COUNTY and **CITY** are authorized self-insured or partially self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Worker's Compensation and warrant that through their respective programs of self-insurance and insurance, they have adequate coverage or resources to protect against liabilities arising out of performance of the terms, conditions or obligations of this Agreement.

Neither **CITY** nor any officer, employee, agent, or volunteer of **CITY** shall be responsible for any damage or liability arising out of, pertaining to, or relating to any acts or omissions on the part of **COUNTY** or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by **COUNTY** or its contractors under this Agreement. It is also understood and agreed that, pursuant to Government Code section 895.4, **COUNTY** shall fully indemnify, defend (with counsel approved by **CITY**) and hold **CITY** and its officers, employees, agents, and volunteers harmless from any liability imposed for injury (as defined by Government Code section 810.8) arising out of, pertaining to, or relating to any acts or omissions on the part of **COUNTY** or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by **COUNTY** or its contractors under this Agreement.

Neither **COUNTY** nor any officer, employee, agent or volunteer of **COUNTY** shall be responsible for any damage or liability arising out of, pertaining to, or relating to any acts or omissions on the part of **CITY** or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by **CITY** or its contractors under this Agreement. It is also understood and agreed that, pursuant to Government Code section 895.4, **CITY** shall fully indemnify, defend (with counsel approved by **COUNTY**) and hold **COUNTY** and its officers, employees, agents, and volunteers harmless from any liability imposed for injury (as defined by Government Code section 810.8) arising out of, pertaining to, or relating to any acts or omissions on the part of **CITY** or its contractors under or in connection with any work, authority or jurisdiction delegated to and performed by **CITY** or its contractors under this Agreement.

In the event **COUNTY** and/or **CITY** is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, **COUNTY** and/or **CITY** shall indemnify the other to the extent of its comparative fault.

CITY and **COUNTY** agree to waive all rights of subrogation against each other.

4.4 No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by **CITY** and **COUNTY**.

4.5 All notices, approvals, consents or other documents required or permitted under this Agreement shall be in writing and, except as otherwise provided herein, shall be effective upon personal delivery or three calendar days after deposit in the United States mail, certified, with first class postage, fully prepaid, addressed as follows:

City of Highland
27215 Baseline Street
Highland, CA 92346
Authorized Representative:
City Engineer

County of San Bernardino
825 East Third Street
San Bernardino, CA 92415
Authorized Representative:
Director of Public Works

4.6 No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a **PARTY** shall give the other **PARTY** any contractual rights by custom, estoppel, or otherwise.

4.7 This Agreement shall be governed by the laws of the State of California. If a court of competent jurisdiction declares any portion of this Agreement invalid, illegal, or otherwise unenforceable, the remaining provisions shall continue in full force and effect, unless the purpose of this Agreement is frustrated. Any dispute or action to enforce any obligation under this Agreement shall be filed and resolved in the appropriate Superior Court in the County of San Bernardino, California. In the event of litigation arising from this Agreement, each **PARTY** to the Agreement shall bear its own costs, including attorney's fees. This provision concerning costs shall not apply to costs or attorney's fees relative to paragraphs 4.3.

4.8 This Agreement contains the entire Agreement of the **PARTIES** with respect to subject matter hereof, and supersedes all other prior negotiations, understandings or contracts. This Agreement may only be modified in writing, signed by authorized representatives of both **CITY** and **COUNTY**.

4.9 This Agreement may be terminated, with or without cause, by either **CITY** or **COUNTY** upon thirty (30) calendar days advance written notice by the party wishing to terminate, provided however, that any such cancellation shall not be effective as to any existing obligations pursuant to any **CONTRACT WORK** authorized prior to notice of cancellation. In the event of cancellation as provided herein, all **CONTRACT WORK** costs required to be paid by the **PARTIES** prior to the effective date of cancellation shall be paid by the **PARTIES** as provided in this Agreement.

4.10 Except with respect to the indemnification obligations contained herein which shall survive the termination of this Agreement, this Agreement shall commence on the date it is approved by both PARTIES, and shall terminate on June 30, 2024, unless it is terminated early as provided in Paragraph 4.9.

4.11 This Agreement may be signed in counterparts, each of which shall constitute an original.

4.12 The Recitals preceding the terms of this Agreement are incorporated into the terms hereof by this reference and constitute constructive terms of this Agreement.

4.13 Since the **PARTIES** or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for any or against any party.

IN WITNESS WHEREOF, **COUNTY** and **CITY** have each caused this Agreement to be subscribed by its respective duly authorized officers on its behalf.

COUNTY OF SAN BERNARDINO

▶ _____
Curt Hagman, Chairman, Board of Supervisors

Dated: MAR 12 2019

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

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

By _____
(Authorized signature - sign in blue ink)

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

Title Mayor
(Print or Type)

Dated: January 24, 2019

Address 27215 Base Line

Highland, CA 92346

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
▶ _____	▶ _____	▶ _____
Scott M. Runyan, Deputy County Counsel	Mohammad Ali, P.E., Chief – Contracts	Kevin B. Blakeslee, P.E., Director, Department of Public Works
Date 2-5-19	Date 2-14-19	Date 2/20/19

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

SAN BERNARDINO COUNTY

Contract # 19-115 A-1

SAP Number

Public Works

Department Contract Representative	**Johnny D. Gayman, P.E. Engineering Manager**
Telephone Number	**(909) 387-7997**
Contractor	City of Highland
Contractor Representative	**Carlos Zamano, P.E.**
Telephone Number	**(909) 864-6861**
Contract Term	03/12/2019-06/30/2029
Original Contract Amount	$60,000 per project not to exceed $100,000 for each party per fiscal year
Amendment Amount	
Total Contract Amount	$100,000 annually
Cost Center	

IT IS HERBY AGREED AS FOLLOWS:

Amendment No. 1 to
Cooperative Agreement No. 19-115
Between San Bernardino County And
City of Highland

San Bernardino County ("County") and City of Highland ("City"), hereby seek to enter into Amendment No. 1 to amend Cooperative Agreement No. 19-115 as follows:

1. DELETE paragraph 4.10 and REPLACE with revised paragraph 4.10 that shall now read as follows:

   4.10. Except with respect to the indemnification obligations contained herein which shall survive the termination of this Agreement, this Agreement shall commence on the date it is approved by both PARTIES, and shall terminate on June 30, 2029, unless it is terminated early as provided in Paragraph 4.9

2. All terms and conditions of Cooperative Agreement No. 19-115 shall remain unchanged.

3. This Amendment No. 1 shall take effect on the date it is last signed by both parties.

4. This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signatures shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

IN WITNESS WHEREOF, the San Bernardino County and the City have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

►
Dawn Rowe, Chair, Board of Supervisors

Dated: _____
SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIR OF THE BOARD
Lynna Monell Clerk of the Board of Supervisors of San Bernardino County

By: _____
Deputy

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

By ►
(Authorized signature - sign in blue ink)

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

Title: Mayor
(Print or Type)

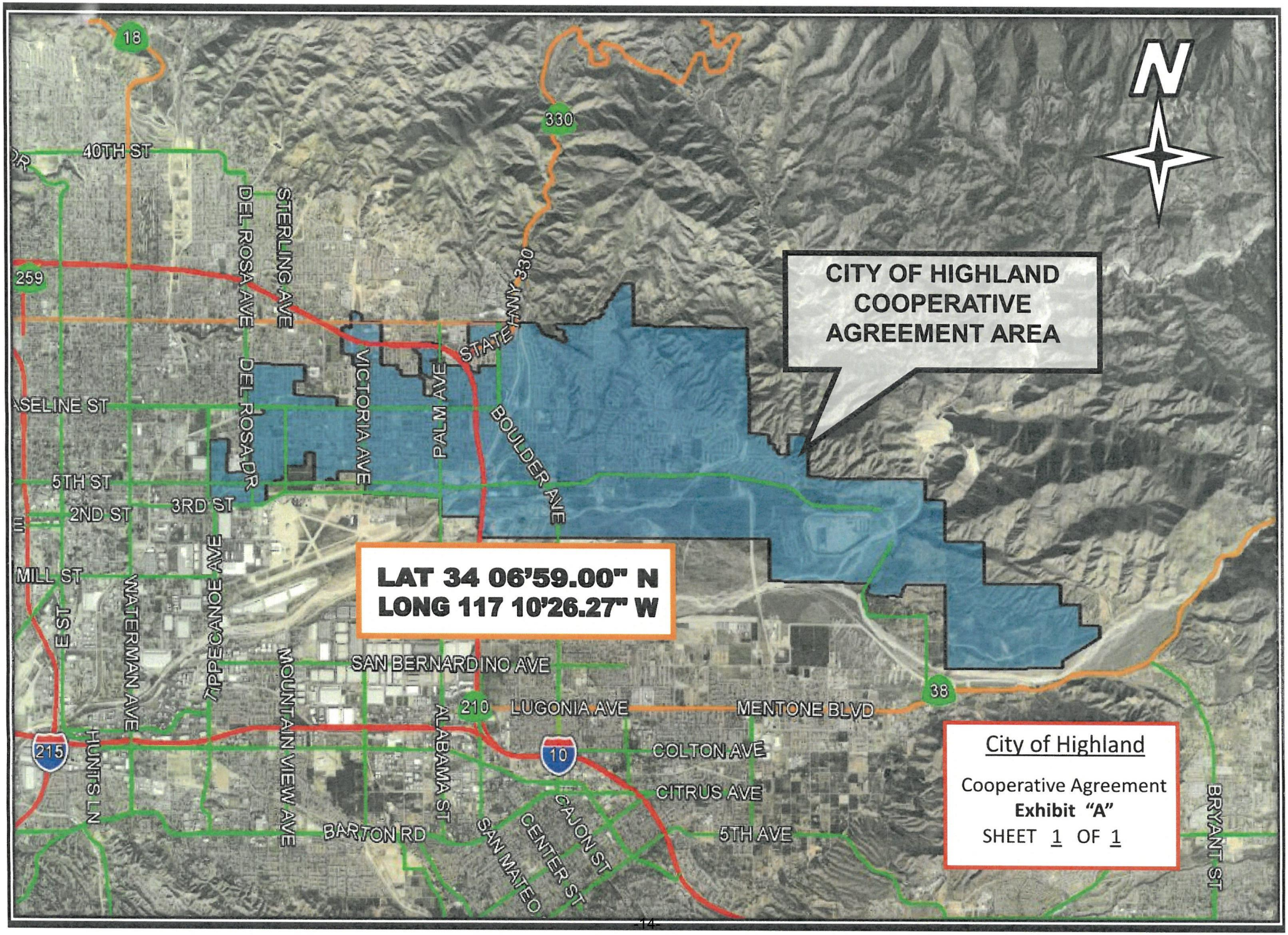
Dated: _____

Address: _____

_____

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
►	►	►
Aaron Gest, Deputy County Counsel	Andy Silao, P.E.	Noel Castillo, Director
Date _____	Date _____	Date _____


CITY OF HIGHLAND
COOPERATIVE
AGREEMENT AREA
LAT 34 06'59.00" N
LONG 117 10'26.27" W
N
City of Highland
Cooperative Agreement
Exhibit "A"
SHEET 1 OF 1
18
330
259
215
10
210
38
40TH ST
5TH ST
2ND ST
3RD ST
MILL ST
E ST
DEL ROSA AVE
DEL ROSA DR
STERLING AVE
VICTORIA AVE
PALM AVE
STATE
BOULDER AVE
WATERMAN AVE
PEPPERCANOE AVE
MOUNTAIN VIEW AVE
HUNTS LN
SAN BERNARDINO AVE
LUGONIA AVE
MENTONE BLVD
COLTON AVE
CITRUS AVE
5TH AVE
ALABAMA ST
BARTON RD
SAN MATEO
CENTER ST
CAJON ST
BRYANT ST

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director

PREPARED BY: Travis Trejo, Assistant Planner

SUBJECT: 28th Annual Highland Community Trails Day Event

RECOMMENDATION: The Community Trails Committee (CTC) recommends the City Council approve Saturday, June 1st , 2024, as the date for the 28th Annual Highland Community Trails Day Event.

FISCAL IMPACT: The Community Trails Committee has an approved Budget of $1,200.00 to sponsor this year's Event. The funds come from the City's 2023/2024 Fiscal Year Planning Division Budget for Community Events.

PUBLIC NOTICE: As required by City Council Resolution, notice of the Agenda was posted at the City's designated posting locations and the Agenda was also posted on the City's website. No further notice is required.

BACKGROUND/ANALYSIS: The Trails Day Event is used annually to promote the establishment and use of Highland's growing trail system. The CTC recommends we utilize Aurantia Park for the location of the 28th Annual Trails Day Event. The Committee recommends two routes. The first will be a loop starting and ending at Aurantia Park utilizing Plunge Creek and City Trails. The second will be a more relaxed route utilizing the trails located within the park.

The recommended June 1st, 2024 date was selected to coincide with National Trails Day and to give staff sufficient time to prepare for the event, send out letter to sponsors, and get the word out to the community and local schools.

Approved _____ Motion _____ Second _____ Agenda Item No. 12

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

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

PREPARED BY: Jim Richardson, Public Works Manager JR

SUBJECT: Equipment Purchase for Public Works

RECOMMENDATION: That the City Council (1) waive formal contract procedures per Municipal Code Section 2.40.100, (2) approve the purchase of a new skiploader via a contract through Sourcewell (Formerly known as NJPA) Contract No. 11723-JDC between Sourcewell and John Deere, (3) approve proposal in the amount of $127,166.65 from RDO Equipment Company; and (4) declare existing equipment #101 1985 Massey Fergusson 50E surplus to be auctioned by the Auction Company of Perris, CA.

FISCAL IMPACT: This equipment purchase, in the amount of $127,166.65, is being funded from Senate Bill 1383 Local Assistance Grant Program ($49,680.10) and Gas Tax ($77,486.55). Sufficient funding is included in the current 2023-2025 budget.

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: John Deere was selected by Sourcewell and awarded a contract through its competitive bid process, which allows the City of Highland to take advantage of the competitive pricing and quality product through Sourcewell contract #11723-JDC. Attached is a quote for a new skiploader to be used by Public Works.

The proposed equipment (Skiploader) is being purchased to replace ageing and outdated equipment. It is used for material handling and spreading, debris removal, and is a key piece of equipment used daily for various city operations. The city currently owns two Skiploaders; Unit #101 is a 1985 Massey Furguson 50E housed at Fire Station #542, and Unit #115 is a 2002 John Deere 210 Skiploader used daily at the Corporate Yard. Upon the purchase of this new equipment, unit #115 will replace unit #101 at Fire Station #542 for emergency use.

Approved _____ Motion _____ Second _____ Agenda Item No. 13

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

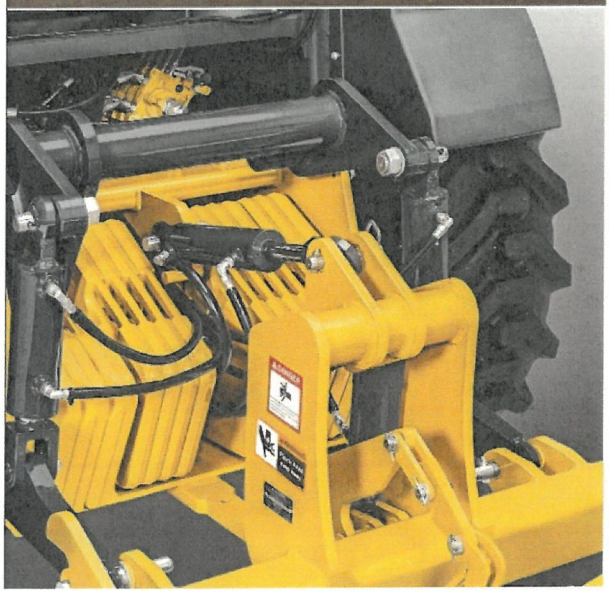
City Clerk

City Manager



210 P-TIER TRACTOR LOADER





Precision Construction
From grade management and obstacle detection to product automation features and jobsite intelligence, this suite of construction technology delivers productivity solutions to help you get more done, more efficiently.

John Deere construction equipment comes with in-base connectivity — free from subscriptions or annual renewals. Analyze critical machine data, track utilization, review diagnostic alerts, and more from **the John Deere Operations Center™.** The Operations Center also enables **John Deere Connected Support™,** which uses data from thousands of connected machines to proactively address issues before they arise. Your dealer can also remotely monitor machine health, diagnose problems, and even update machine software without a trip to the jobsite.*

*Availability varies by region and product. Options not available in every country.

Investment Proposal (Quote)

RDO Equipment Co.
20 Iowa Avenue
Riverside CA, 92507
Phone: (951) 778-3700 - Fax: (951) 778-3746

⚠ WARNING
Warning: Cancer and Reproductive Harm.
For more information go to
www.P65Warnings.ca.gov

Proposal for:
CITY OF HIGHLAND
27215 BASELINE ST
HIGHLAND, CA, 923463113
SAN BERNARDINO

Investment Proposal Date:	2/8/2024
Pricing Valid Until:	2/22/2024
Deal Number:	1743316
Customer Account#:	6861013
Sales Professional:	Mark Skye
Phone:	(951) 778-3700
Fax:	
Email:	mskye@rdoequipment.com

Comments

John Deere Sourcewell Contract #011723-JDC
Member ID: 97402

Current Sourcewell Pricing expires on 2-29-24.

Price includes a John Deere Comprehensive Warranty 48/2000. Sourcewell Discount is shown and a pay as you go PM Program for the same time period.

Equipment Information

Quantity	Serial Number / Stock Number	Hours (approx.)	Status / Year / Make / Model / Additional Items	Cash Price
1	TBD TBD	0	New 2024 JOHN DEERE 210P	$183,529.00
			Customer Discount Sourcewell Discount: Contract #011723-JDC | Member ID 97402 | 39% Off Deere List Price	($68,586.91)
			Warranty -John Deere Comprehensive-48 Months, 2000 Hours,Deductible: 0, Exp Date: 2/8/2028	$3,080.00
			Item Subtotal:	**$118,020.09**
			Equipment Subtotal:	**$118,020.09**

Purchase Order Totals

Balance:	$118,020.09
CA STATE TAX:	$7,081.21
CA COUNTY TAX:	$295.05
CA SPECIAL TAX:	$1,770.30
Sales Tax Total:	$9,146.56
Sub Total:	$127,166.65
Cash with Order:	$0.00
Balance Due:	**$127,166.65**

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	TBD	2024 JOHN DEERE 210P	17J0T 210 P-tier Tractor Loader 0202 United States 0259 English 8030 Fire Extinguisher Mounting Bracket 8159 Machine Security (Software Installed) 8283 Hand Throttle 183E JDLink™ 3006 Powershift Transmission - Mechanical Front Wheel Drive (MFWD) with Open Differential 6151 Single Battery 6522 Dual Tilt Cylinders 8272 Rear Weight - 1,500 lb. 8273 Wheel Weights 7040 Three-Function Loader Hydraulics, Single Lever with EH Control 8202 Manual Ride Control 7856 86 in. (2.18 m.) Multi-Purpose Bucket, 1.22 cu. yd. (0.93 cu. m.) 8278 88 in. (2.24 m.) Box Blade 8282 Single Position Drawbar 8115 MFWD Driveshaft Guard 8284 Transmission Guard 8126 Heavy Duty Grille Frame 1002 Canopy (ROPS/FOPS) 1054 Seat - Suspension Vinyl Enhanced with Tilt Steering for Canopy

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director

PREPARED BY: Kim Stater, Assistant Community Development Director

SUBJECT: Review of the City's 2023 General Plan Implementation Annual Report in accordance with Government Code Section 65400 and 65588.

RECOMMENDATION: Staff recommends the City Council receive and file the 2023 General Plan Annual Report.

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

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

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

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

Approved _____ Motion _____ Second _____ Agenda Item No. 14

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

The Planning Commission reviewed the reports on March 5, 2024. They provided comments on the General Plan which were incorporated into a revised draft. Staff recommends the Council receive and file the reports.

Attachment: 2023 General Plan Implementation Annual Report
2023 Housing Element Implementation Annual Report

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
Chapter 2 – Land Use Element				
Land Use	GOAL 2.1 Create opportunities for a diverse population to interact, exchange ideas, and establish and realize common goals as a unified community.			
		1) Actively plan and promote the development of the Town Center, Golden Triangle and other designated mixed-use areas.		Two Compass Blueprint Grants: 1. Town Center Implementation Project (3/31/08) – SCAG, SANBAG; 2. Base Line Corridor Study – VMT to BRT (7/2011). Each site promoted heavily during the City's annual participation at the International Council of Shopping Centers (ICSC) convention. 2021 - Collaborated with Woodcrest Companies to develop a Mixed-Use Plan that includes retail, restaurant, multi-family and single family development at the northwest corner of Base Line and Church Avenue in the Town Center. Collaborated with KZ Devco to develop the second phase of a mixed-use project (grocery and residential) at the northeast corner of Base Line and Church Avenue. Collaborated with TREH Partners to develop 21 acres a 105-acre mixed use project at the northeast corner of the 210 Freeway and Greenspot Road. 2022 - Worked with Alliance Group, REXCO and Greenspot Investors to revise the Greenspot Village & Marketplace Specific Plan. Appx 746 housing units approved and future commercial development analyzed and planned for. 2023 – Approval of REXCO's San Carlo II project to construct an additional 272 medium-density units in the Greenspot Village & Marketplace as well as a new Costco Warehouse retail store. Design Review was conducted for a number of TREH's Greenspot Crossing's development. Promotions ongoing with the City's "Economic Development Activity" map and contact list made available on the City's website, at Chamber of Commerce events and various economic development conferences.
		2) Ensure that the Town Center and Golden Triangle promote safe and convenient pedestrian environments for residents, employees and visitors through the implementation of Land Use and Community Design Element policies and guidelines and Development Code standards.		On-going 2015 - The "Base Line Improvement Project" between the 210 Freeway and Cole Street completed. Installed landscaped medians and parkways, decorative lighting, decoratively paved intersections, class II bike lanes and wayfinding signs, upgrade sidewalks and streets within the Town Center. It implemented the existing design policies established by the City to meet this goal. A new retail store (Family Dollar) in the Town Center completed construction in 2014 and grocery store (Smart & Final) in 2017. Pedestrian and vehicular traffic movements were designed to promote a cohesive, walkable center, connecting with the adjacent restaurants, pharmacy, churches, daycare and elementary school. The Greenspot Village and Market Place Specific Plan, located within the Golden Triangle, was approved in June 2013. The 104-acre plan comprehensively coordinates pedestrian and vehicular movements throughout the mixed-use project. Commercial site approvals to accommodate nearly. 500,000 square feet of commercial development approved in May 2014. City/RDA and State Local Partnership Program-funded street and storm drain improvements were completed along Greenspot Road in 2017, fronting development along the north and south sides of the road. These improvements included, among other things, class II bike lanes and wayfinding signs, a bio-swale for water quality management, sidewalks, and lighting which dramatically improved safe pedestrian and bicycling environments. Improvements at the southwest corner of Greenspot Road and Boulder Avenue are anticipated in 2019 with the development of a new retail project that

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
				will also greatly benefit pedestrian movement for residents, elementary and middle school students nearby. In the Town Center at Base Line and Church Avenue these features were installed in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses. In 2021 the City continued work with this developer to add a 34-unit residential project to the north. Entitlement applications were submitted in January 2022. 2020 – City Public Works and Planning Staff worked closely with Caltrans, development partners, and existing businesses at the northeast corner of Base Line and Buckeye Street to improve the pedestrian environment immediately west of the 210/Base Line interchange. The City and Caltrans began construction of vehicular, pedestrian, and bicycling improvements in conjunction with the 210 and Base Line interchange widening. This project ~~is anticipated to be completed in the 3rd quarter of 2022.~~ was completed, less some final artwork, in 2023. 2021 – The Tractor Supply Co. mixed-use project was approved, and its design incorporated pedestrian and bike friendly features to draw residents from the corner onto the site and have safe internal movements. Construction commenced in early 2024. 2022 – City-initiated redesign of the intersection of Base Line midblock between SR 210 and Buckeye to facilitate development of two restaurants at the NWC of Base Line and SR 210. An Agreement between all interested parties was executed in 2023. Construction anticipated in 2024
		3) Retain and provide a hierarchy of community gathering places, including the Town Center, park lands, a community center and plaza areas within new commercial, office and industrial complexes.		On-going. A new pedestrian plaza was constructed at the northeast corner of Base Line and Church Avenue in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses. In 2018, the Highland Historic District and the Highland Town Center were both included in the San Bernardino County Transportation Authority's Points of Interest Pedestrian Plan (PIPP). In preparation of the PIPP, SBCTA has analyzed the existing pedestrian environment and has recommended improvements for safety and comfort of pedestrians, including improved pedestrian gathering places. 2021 – The developers of both projects in the Town Center (Woodcrest & Marinita) have prepared preliminary development plans that include community gathering spaces and plazas compliant with the vision of the General Plan. The Woodcrest plans were approved in late 2021 and Marinita shortly thereafter. 2022 – Designs for the Marinita project approved including Town Center elements recommended by the General Plan with complimentary architectural treatments and outdoor dining. 2023 – REXCO's San Carlo I completed a pedestrian plaza at the intersection of Greenspot Road and Webster Street and Calhoun Road. This feature will be carried through for the Costco project to the west.
		4) Encourage future development to provide functional public spaces that foster social interaction.		On-going The Greenspot Village and Marketplace contains several open plaza areas throughout its Specific Plan within the multi-tenant shopping areas. These areas will be furnished to encourage outdoor dining and gathering for the public. The Specific Plan also contains a landscaped walking paseo that will connect commercial, residential and off-site pedestrian movements through the project and into the City's Master Trail System. Incorporated pedestrian plaza at the corner of Church Avenue and Base Line as part of the Smart & Final

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
				development in 2017. Outdoor dining and gathering opportunities were provided at the most recent restaurant developments within the Golden Triangle at Jersey Mikes, Jamba Juice and Wing Stop in 2018. In 2019 outdoor seating and plazas were included in conjunction with the expansion of the Highland Crossings center (Mountain Mike's Pizza) on the south side of Greenspot Road, east of the 210 Freeway at the City's request. In 2021, TREH Partner's project on the north side of the street was approved with a public plaza located at the center of the commercial activity that will encourage outdoor dining and gathering. The Highland Historic District is included in a current grant application to the ATP. When funded, it is envisioned that the improvements within the Historic District will include improved parking with landscape fingers, improved sidewalks, improved handicap access, benches, trash receptacles, pedestrian level lighting, bikeways and wayfinding signs, bicycle racks, bulb-outs, a round-about, and a pedestrian Plaza, much of which is included in recommendations of SBCTA's PIPP. In April of 2021, the City was informed that it's application for Active Transportation Program (ATP) Cycle 5 was not successful. The City of San Bernardino, a partner to the application, informed City staff they no longer wish to purse joint improvements within their jurisdiction. Highland will need to seek other grant fund opportunities to construct improvements in the Historic District. 2021/2022 – The developers of both current projects in the Town Center (Woodcrest & Maranita) have prepared preliminary development plans that include community gathering spaces and plazas compliant with the vision of the General Plan. The Woodcrest plans were approved in 2021 and Marinita followed in 2022. 2023 – TREH prepares for the construction of the commercial aspect of Greenspot Crossings including a plaza designed for community gathering.
Land Use	GOAL 2.2 Preserve and enhance the quality and character of Highland's existing residential neighborhoods.			
		1) Maintain the integrity of existing residential neighborhoods by preventing through traffic wherever possible, prohibiting encroachment by incompatible uses, and providing appropriate buffers between residential and nonresidential uses, as well as between single- and multiple-family areas.		On-going with case-by-case consideration of each design review application. 2020 – The most current example of this practice is the design of the REXCO 200-unit apartment development at Greenspot Road and Webster Street. This community is wholly enclosed to vehicular traffic utilized by the project, but still contains several pedestrian connections to future commercial development in the mixed-use Specific Plan. 2021 – The TREH mixed-use project was well-designed to protect the northerly multi-family residential uses from the southerly commercial uses. The circulation and boundaries are well defined by attractive wrought iron fencing and landscape buffers. Noise and circulation were accounted for in the design and mitigation measures for the project. 2021 – The Woodcrest mixed-use project is adjacent to single family homes along Foster Street to the west and Villa Avenue to the north. Woodcrest was sensitive to its neighbors and proposed additional single family along Villa and a buffer of multi-family between the existing single family and the new commercial uses. Adequate setbacks and landscape buffers are provided. 2022 – The KZ Devco project was approved for 34 single family homes midblock between Church Avenue and Buckeye Street. Its entries were planned south of the existing neighborhood and situated to not conflict with existing driveways and it avoids through traffic altogether. It's single family gated community design is an appropriate buffer between the existing single family and grocery store to the south.

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General Plan Element:	Goals:	Policies:	Actions:	
		2) Where conversion of a residential area to nonresidential uses is proposed, ensure that such conversion occurs in an orderly manner with minimal disruption to adjacent residential areas.		A General Plan Amendment and Zone Change on the east side of Palm Avenue, south of Base Line was approved in 2017, converting Single Family Residential to Office Professional land use designations. One conversion from residential to a land surveyor office has been approved. The appropriate setbacks, land use intensity, lighting, parking and circulation were required to ensure no negative effect to the adjacent residential uses occurred. The Zone Change effectuated 2018 included the rezoning of low-density residential to the permanent preservation of open space along Greenspot Road for biological resources. This will not conflict with future residential uses. ~~2022 – No such conversions took place.~~ 2023 – conversion of non-conforming residential neighborhoods took place with the construction of a new 306,000 sf distribution center at the northwest corner of Victoria Avenue and 6th Street. The project had environmental mitigation measures and conditions of approval to protect the remaining and nearby residential uses including issues related to traffic, noise, aesthetics, etc.
		3) Ensure that all new development is designed in a manner that preserves the quality of life in existing neighborhoods.		On-going. -Approximately 35 of the approved single-family residential projects were for Accessory Dwelling Units. Review of these plans were ministerial, but ensured that the new development was architecturally compatible, had the minimum setbacks, maximum height and contained the appropriate access that would not negatively affect the surrounding existing neighborhoods. The large Alliance multi-family project of 546 units required buffering elements such as block wall fencing to the north where it converges with an established single family neighborhood. Parking, landscaping, and lighting were adjusted accordingly. There will be no through traffic between the project and existing neighborhood. Approved in 2021 and began construction in 2022 was the DR Horton Mediterra housing tract. This was thoroughly vetted to ensure its consistency with the existing residential development to the west, Entrada Ventana as was the Beazer Homes project on Santa Ana Canyon Road. Public notices were circulated, several homeowners responded and their comments resulted in substantive changes to the plans for the betterment of the project's compatibility. The Kiel/Beazer single family neighborhood will connect similar single-family neighborhoods east to west on Cabo Del Oeste Street. This connection will improve neighborhood mobility to local schools and shopping.
		4) Continue to implement the City's neighborhood improvement efforts in working with neighborhood stakeholders to create and implement long-term plans.		Ongoing. Code Enforcement Residential Rental Inspection Program. Neighborhood Watch Programs. CPF for Multi-family Housing Program. CDBG Code Enforcement Enhancement Program.
Land Use	GOAL 2.3 Provide a variety of urban, suburban and rural housing opportunities that are adequate to meet the City's share of regional housing needs.			
		1) Provide a broad range of, and encourage innovation in, housing types that incorporate high quality design and construction.		On-going 2022 – Thirty-five (35) Accessory dwelling units were approved as well as a 546-unit multi-family (Alliance) project that incorporates very high-quality design and construction. Two mixed use projects are preparing for construction (TREH & Woodcrest). These exemplify a broad range of housing types and quality design. 2023 – Approval of San Carlo II, 272 medium density townhome style apartments at Greenspot Road and Wesbster Street and the Halcyon Apartments at Sterling and 9th Street for 220 apartments with income-restricted density bonus units.
		2) Maintain residential areas that provide for and protect rural lifestyles and protect natural resources and hillsides in the rural areas of the City.		2022/2023 – The Medieterra Specific Plan/DR Horton commenced completed construction of 66 homes. Phase 1 and 2 dedicated natural open space to be preserved in perpetuity. It will be transferred to a conservation organization with the appropriate endowment. The Beazar tract under construction will

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General Plan Element:	Goals:	Policies:	Actions:	
				preserve a large slope and City Trail to it north complianet with this goal
		3) Maintain residential areas that provide for a suburban lifestyle, including ownership of single-family housing.		On-going as listed in Policy 1 above.
		4) Ensure that new residential development provides appropriate community amenities, including common open space.		Examples of approved entitlements include Woodcrest Development, Greenspot Village and Marketplace Rexco and TREH, Mastercraft Base Line, and Blossom Trails which all incorporated open space and shared community amenities at the cost of the developer that in most cases will be available to the entire community. Some of these will provide continuing maintenance by the development.
		5) Continue the innovative use of land resources and development of a variety of housing types and sizes within the City by using the Planned Development designation.		Greenspot Village & Marketplace Specific Plan approved is a Planned Development approved in 6/11/2013. The recently approved Rexco 200-unit project represents the first residential construction within the Plan beginning in 2022. The Mediterra Planned Development began construction of its first phase and will provide a 3 different housing types, densities, open space, trails, private and public recreation and amenities. KZ Devco's 34-unit single family homes has an innovative small light design and is considering utilizing the units a for-rent product. Mastercraft 42 is also utilizing a popular small lot design to provide space for a neighborhood park open to the public and accessible from Base Line and the City's trail system.
		6) Require the preparation of a specific plan, planned unit development, conditional use permit or similar mechanism for residential development within areas designated Planned Development.		Examples: 11/2005 Glen Rose Ranch PD. 6/11/2013 Greenspot Village and Marketplace Specific Plan. 2016 - Mediterra and MasterCraft Planned Development. 2017 - Hispano Planned Development 2018 - Crestwood Communities 49 condos approved with a CUP. 2021 – Woodcrest / Tractor Supply Company CUP approved for a mixed use Commercial/Residential Project. 2022 – Alliance Apartments, Mastercraft 42 2023 – Rexco San Carlo II Townhome Apartments
		7) Require that Planned Development projects provide a greater level of community amenities and cohesiveness, achieve superior design and create a more desirable living environment than could be achieved through conventional subdivision design and requirements.		Glenrose Ranch PD Greenspot Village and Marketplace Specific Plan Mediterra PD MasterCraft Base Line PD Hispano PD Each of these projects demonstrated a high level of amenities including multi-use trails, parklets, parks, pool, tot lots, and open space. 2021 – Woodcrest / Tractor Supply project was approved with superior landscaping, pedestrian connectivity and exterior architecture as a result of its PD standards. 2022 – Alliance Apartments, KZ Devco, Mastercraft 42 2023 – Rexco San Carlo II – 272 medium density units
		8) Encourage provision of low- and moderate-cost housing, as well housing for other identified special housing needs groups, consistent with the other provisions of the General Plan and the City's Redevelopment Agency Plan and housing goals.		In 2014, the Highland Housing Authority purchased 2 acres of land adjacent to an existing 2-acre ownership that will accommodate an affordable senior housing project. In 2021 the City's Housing Authority declared this property surplus in order to stimulate plan development and partnership opportunities. In 2022 the City began negotiations with Wakeland Community to develop and operate an 89-unit senior affordable housing project. The City also continues to collect Inclusionary Housing Fees to fund future low-and moderate income projects. The City fast tracks all ADU applications. In 2022, all applications submitted were approved. 2023 – Halcyon's 220 units with affordable, density bonus units with long-term covenants
		9) Review the zoning and subdivision codes and include clear incentives for the provision of housing to meet the needs identified above, including, but not limited to, density bonuses of up to 25 percent over the densities indicated in the Land Use Element.		2022 - More recent state law will require a new update. The City Council adopted an updated Housing Element in January 2022, and is currently considering amendments based on comments from State HCD.
Land Use	Goal 2.4 Provide lands for retail and service			

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
	commercial uses in sufficient quantity to meet the needs of Highland residents.			
		1) Maximize sales-tax-generating uses through the strategic location of commercial areas, particularly at freeway interchanges, at major intersections, and within the Town Center and Golden Triangle (see also Town Center, Golden Triangle and Victoria Avenue Corridor Community Policy Areas).		7/2006 San Manuel Village & SR330/SR210 (Highland Ave/Boulder Ave). 2018 - Acquisition of San Bernardino County Flood Control District prop. @ n/e corner of SR210 & Greenspot Road. Continued negotiations of ENA with the SBCFCD and TREH Partners. In 2019 additional environmental studies were performed and escrow opened on the property in question. ENA executed. 2021 – Development plans approved for TREH including commercial aspects adjacent to the 210 Freeway and Greenspot Road. 2022 – Marinita Development was approved for two restaurants at the NWC of Base Line and SR 210. The City facilitated this development with partnership in constructing a new intersection and signal for traffic safety at the project entry. 2023 – Costco Warehouse retail store, Ono Hawaiian Barbecue, Starbucks and Chipotle whin the GVMP.
		2) Consistent with maintaining an image of the City of Highland as a quality residential community, reserve vacant lands at heavily traveled locations that are not appropriate for residential use for commercial, office, mixed-use or other nonresidential uses.		On-going through the City's zoning policies.
		3) Prevent future strip commercial development by encouraging lot consolidation within commercially designated areas and by limiting commercial designations to areas of sufficient size to accommodate larger scale, quality development.		On-going, case-by-case. Most recent example is the Helo Property at Base Line between Seine and Stoney Creek. The property owner is working to acquire additional land to create an appropriately sized commercial development.
		4) Establish minimum increments for the design of commercial development, permitting individual commercial lots to be developed while ensuring that the benefits of large-scale, high quality developments are realized.		Standard condition of approval requiring reciprocal access and parking with contiguous parcels (i.e. Implemented with the Family Dollar/Bakers/CVS project on Base Line. In 2020 – with plans proposed by Woodcrest and KZ Holdings). Also discussed with Lowe's center and easterly ownership on Greenspot Road). 2023 – Approval of the Costco Warehouse project within GVMP, with the appropriate transitions to commercial and residential developments on each side and generating interest in available commercial sites.
		5) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Standard condition of approval and applied to Highland Crossings as well as CVS/Bakers and project north of City Hall (Highland Plaza). 2021 – Approval of the Woodcrest / Tractor Supply project that involved all 9+ acres at the corner of Base Line and Church Ave. instead of piecemealing the commercial and residential portions.
		6) Designate areas for Planned Commercial uses to provide a means for the development of mixed-use commercial/office projects that recognize the site-specific constraints of designated parcels.		Completed.
		7) Require that development within areas designated Planned Commercial be through use of a specific plan pursuant to Government Code Section 65450, a planned unit development, conditional use permit or similar mechanism.		Helo Property – Base Line (between Seine & Stoney Creek) 2021 - Woodcrest Companies Property – Base Line & Church Avenue
		8) Ensure that uses and development intensities within Planned Commercial areas provide appropriate transitions to adjacent land uses and are consistent with the provisions of the Highland General Plan.		Aysar Helo Property – Base Line (between Seine & Stoney Creek) 2021 – Rewed interest in wash expansion and circulation improvements that were part of a 2015 Extension of Time approval
		9) Require development in areas designated Village Commercial to establish commercial and office-related land use types that recognize and are compatible with the historical, small town nature of the original Highland townsite.		Renovation and reestablishment of the "Belle" tavern in 2014. Adjacent hair salon renovation in 2015. Ceramics studio approved and renovations completed in 2017. Conversion of smog shop to landscaping design/installation business office approved with significant improvements to the circulation, parking, fencing and exterior paint. 2018/2019 review proposed coffee shop and office uses at the northwest corner of Palm Ave and Main Street. Modifications made to the plans to keep the uses in compliance with this goal of having a small town feel to the District. 2021 – Approval of auto body and repair shop at the southeast corner of Pacific Street & Palm Avenue in keeping with the historic automotive repair use and upgrading the interior and exterior to accentuate the architecture and prominent location. "Shorty's Auto Shop" coming to this location in 2022 that will restore

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				and display classic and vintage automobiles. 2022 – Extension discussions with future buyers of the "Pacific Electric Railway Depot" to ensure it stays commercial and accessible to the public and is not converted to a single family home which would be inappropriate for its location and historic prominence. 2023 – beginning restoration of the Highland "Bank Building", a contributing structure that will transform a prior institutional commercial use to an office use compatible with its historic character and surrounding commercial and institutional uses.
		10) Establish a clear preservation plan for the Village area, along with a historic preservation ordinance.		Completed. Currently the City has an Historic Preservation Plan & Design Guidelines for exterior paint, fencing & roofing. US Secretary of the Interior's Guidelines utilized for more complicated projects. The City maintains its status as a state Certified Local Government by maintaining these regulations and standards.
Land Use	Goal 2.5 Promote a mix of attractive employment-generating areas with a mix of uses that provide a sound and diversified economic base and that are compatible with the community's overall residential character.			
		1) Require development in areas designated for Office Professional uses to provide areas for the establishment of office-based working environments for general, professional and administrative offices, as well as necessary support uses.		On-going on Palm Avenue including 2017 rezoning. New office projects include Precision Engineering and Champion Plumbing both of which underwent a design review process and made significant site improvements and interior upgrades. 2022 – worked with the new owner of a two-story Craftsman building in the OP zoning to ensure it is appropriately remodeled and reoccupied as a medical office use (dentist office). It is transitioning from a tax accountant and the new owner has commenced an interior and exterior restoration.
		2) Require development in areas designated for Business Park uses to provide for light industrial, research and development, and/or office-based firms seeking a pleasant and attractive working environment, as well as for business support services and commercial uses requiring extensive land areas.		Work Program item to establish a "High Tech Highland" program to promote this policy. 2019 – A new light industrial building was constructed by Transition Properties at the northwest corner of 5th Street and Church Ave. It had upgraded architectural amenities and landscaping to enhance the use and its important gateway location adjacent to the 210 Freeway. 2020 - A second, complimentary building was approved began construction. It will replace an aged mid-century office building and storage yard, significantly upgrading the site. 2020/2021 Construction complete. 2022 - Approved high-quality projects for Patriot Partners, Crow Holdings and American Rentals with the Business Park Zone. These have superior architectural designs, treatments and gateway enhancements. 2023 – Additional Patriot Partner projects approved along 6th Street, 5th and 3rd Streets, and ongoing review of the Crow Holdings site at Central and 5th Street. All were held to stringent architectural and engineering standards.
		3) Require development in areas designated for Industrial uses to provide for light industrial, research and development, and office based firms seeking an attractive and pleasant working environment and a prestige location.		2012 - H&H Contractors business park project at Palm and 5th; BP Development at Northwest corner of 5th St. & Church Ave; 2017-2020 - Transition Properties. 2020/2021 – Dan More Contractor's Storage Yard approved in the industrial zone with high-quality design and finishes. Constructed and occupied. 2022 – Approval of permits for Mike & Gina Roquet's Contractor's Storage Yard to support their asphalt paving business. Ongoing construction. 2023 – Approval of the Lovett 300,000+ square foot distribution facility at Palm/Meines Street in the Industrial zone.
		4) Work with the San Bernardino International Airport Authority to ensure that future airport planning activities promote Highland's economic development objectives.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343 2016-2021 - Airport Gateway Specific Plan currently being drafted. Multi-agency effort. 2022 – Public review period commenced for the Plan's Program EIR. 2023 – New Inland Valley Infrastructure Corridor plan.
Land Use	Goal 2.6 Maintain an organized pattern of land use that minimizes conflicts between adjacent land uses.			

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		1) Require that new development be at an appropriate density or intensity based upon compatibility with surrounding existing and planned land uses.		On-going. 2020 – An example would be the Mastercraft 13-lot tract currently under construction at Greenspot Road and Blossom Trail Drive. This new development was required to be compatible with the density of the existing adjacent tract 15252 and 11613. 2020/2021 – the Mediterra DR Horton project matched the density of the adjacent "Entrada Ventana" project with 10,000 square foot los at its westerly end and will match the area's single family home design and densities found to the north and the west. The same applies to the approved Diversified / Beazer project at Santa Ana Canyon Road, west of Alta Vista. 2022 – KZ Holdings infill project was appropriately sized with 11 units/acre between a traditional neighborhood at 6 units/acre and an existing grocery store. Hispano Tract 18013 completed construction of 15 new single family homes, 3 with ADUs. It was a well placed infill project completely surrounded by a traditional 6 unit/acre neighborhood. Also the Alliance Apartment 546-unit project was approved only after great care in the design and buffering were discussed at multiple meetings with the adjacent existing neighborhood. The project is a good infill transition between a traditional single family neighborhood and a multi-tenant commercial development. 2023 – An amendment to the GVMP Specific Plan for additional units to accommodate the Rexco San Carlo II Townhome Apartments. The process ensured that the new development was in keeping with residential developments being constructed to the south (San Carlo I) and to the north (Alliance 546 unti medium density project). The approval of the Halcyon medium density apartment development of 220 units was approved in compliance with the City's R-4 standards as well as State Density Bonus law that permits the proposed intensity.
		2) Where a question of compatibility exists, require the new use to conform to the lower intensity use.		On-going. Mediterra and Beazar projects currently under construction are good examples. Beazar maintained the 10,000 sf minimum lot size, compatible with the surrounding development and Mediterra created a community with larger lots (10,000 sf) adjacent to existing projects and smaller lots (6500 sf) as it diverges away to the east.
		3) Ensure that residential infill development respects the design character of the surrounding neighborhood by balancing the provision of density incentives with appropriate design concepts.		On-going Post-flood Reconstruction of single family homes in the East Highlands Village required to compliment the density, massing and architecture of the existing homes by meeting the design criteria established for this distinctive neighborhood. Single home completed in between 2012 and 2020. Mastercraft Highland Hills anticipated soon. Infill density incentives were carefully considered when the City rezoned property on Greenspot Road. The permanent set-aside of environmentally sensitive habitat was balanced with a slight increase in density on either side so that the City's housing balance would not be compromised. 2022 – The Hispano 18013 Tract complimented the surrounding neighborhoods' density but also constructed a number of ADUs new with the homes. 2023 – Rexco San Carlo II Townhomes
		4) Ensure that land uses develop in accordance with the Land Use Plan and Development Code in an effort to attain land use compatibility.		On-going, a finding of consistency with the General Plan is made with every approved project.
		5) Promote compatible development through adherence to Community Design Element policies and guidelines.		On-going. 2016/2020 - Standards established along Greenspot Road and Base Line with the City's construction of median and right-of-way improvements in the Golden Triangle and Town Center policy areas. Most current example are the industrial projects approved along 3rd, 5th and 6th Street Corridors for Patriot Partners, Crow Holdings and American Rentals.
		6) Require developers to consider and address project impacts upon surrounding neighborhoods during the design and development process.		On-going Coordinate with owners/developers at the mandatory pre-application meetings and throughout the entitlement process. Neighbors receive two notices from the City; a Project Notice when the City accepts a project and a Public Hearing Notice given 10 days in advance of the meeting it is considered. There is a significant period of time available between the two notices to make adjustments to a project in advance of its approval.
		7) Require new or expanded uses to provide mitigation or buffers, including greenbelts or		On-going Implemented in the Rexco project provided in the

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		landscaping, between dissimilar uses or existing uses where potential adverse impacts could occur.		Greenspot Village & Marketplace Specific Plans to buffer between commercial and residential uses. Other examplse included the residential buffer behind new Smart & Final and Tractor Supply/Woodcrest.
		8) Prohibit future multiple-family development in existing single family designated neighborhoods.		On-going as needed. 2023 – Halcyon Apartments were required to provide physical distancing and landscape buffers to address the adjacent single family neighbors.
		9) Require landscape and/or open space buffers to maintain a natural edge for proposed private development directly adjacent to natural, public open space areas.		On-going Implemented in the Greenspot Village & Marketplace Specific Plan and Mediterra Specific Plan. 2023 – Halcyon Apartments were required to provide physical distancing and landscape buffers to address the adjacent single family neighbors.
		10) Aggressively review planning efforts of other jurisdictions to minimize potential incompatibilities with City land uses and preserve economic vitality.		On-going. This policy was discussed with the City of San Bernardino during their potential rezoning of a residential property to industrial at 6th Street that could negatively affect an existing single family neighborhood in Highland. Some recommendations were taken.
Land Use	Goal 2.7 Encourage natural resource and open space preservation through appropriate land use policies that recognize their value and through the conservation of areas required for the protection of public health and safety.			
		1) Within the eastern portions of the City, utilize lower densities to protect agricultural lands, scenic resources and topographic features.		Being implemented as part of the Mediterra Planned Development. 2020 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the project's Mitigation Measure to preserve agricultural lands in Highland.
		2) Preserve agricultural lands within the eastern portions of the City as commercial operations if possible, or within residential developments if not. Utilize Planned Developments with joint ownership or agricultural uses or placement of low density housing within an overall grove setting.		Being implemented as part of the Mediterra Planned Development. 2020 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the project's Mitigation Measure to preserve agricultural lands in Highland. Citrus themed landscaping utilized where appropriate.
		3) Permit mineral extraction activities and expansion of existing operations only where the following findings can be made: • Potential significant impacts related to loss of significant biological resources have been mitigated to an acceptable level, as have potential significant impacts of noise, air pollutant emissions, dust and hazardous materials; • Significant impacts will not be created on lands used or planned for residential use; • Public health and safety will be protected; • Haul routes have been identified, and will be utilized, which will not create significant impacts within residential areas and will not negatively impact access into commercial/industrial areas; • The municipal revenue-generating characteristics of the proposed operation are such that a positive fiscal benefit will accrue to the City of Highland and to its residents; and • The analysis of fiscal benefits shall account for the incremental capital and maintenance costs for the area circulation system created by the high intensity of truck use associated with the operation.		Upper Santa Ana River Wash and Land Management Plan. Approved. Implementation underway. Robertson's Ready Mix Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007004) Cemex Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007-005)
		4) Preserve areas designated as Open Space to provide for recreation, preservation of scenic and environmental values, managed production of resources (agriculture, water reclamation and conservation, mineral extraction) and protection of public safety.		3/2009 dedication of approx. 93 acres of national parkland to the City of Highland located near the easterly terminus of Base Line – (East Highlands Ranch PUD DIF Agreement). 4/2011 awarded a $130,000.00 State Nature Education Facilities Grant for the City's Natural Parkland Interpretive Signage program. Mediterra Specific Plan to preserve the adjacent hillside natural open space buffering the San Bernardino National Forest. 2020 – Construction underway. Zone Change from approximately 192 acres from Agricultural/Equestrian to Open Space approved along Greenspot Road.
		5) Promote joint development with adjacent jurisdictions.		On-going Coordination occurring between Highland and the County of San Bernardino to incorporate portions of the Santa Ana River. Met several times. 2019/2021 – Joint project by Highland and Redlands to expand non-motorized transportation; specifically the

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				project titled "Highland Redlands Regional Connector" located in the general vicinity of Boulder Avenue and Greenspot Rd. Due to unreasonable environmental mitigation requirements by CDFW, construction of this project will be postponed until additional grant funds are obtained by Highland and Redlands. 2021 – Worked comprehensively with the City of San Bernardino on the "Highland Hills" project on the north side of Highland Avenue, east of the 330 Freeway. Met to discuss circulation, right-of-way and residential design issues. 2022 – Continued cooperation on the Airport Gateway Specific Plan to ensure land use standards are the same in both San Bernardin and Highland along the frontage of the San Bernardino International Airport. Also, joint effort to annex a San Bernardino property into Highland to effectively develop a project at the southwest corner of Victoria Avenue and 5th Street. Ongoing coordination of street and drainage improvements along the 3rd/5th Street and Victoria Avenue Corridors. Coordinated with San Bernardino Valley Municipal Water District at Tres Lagos and Weaver Basins. 2023 – Coordinated cooperation with the IVDA, SBIA, San Bernardino, San Manuel Band of Mission Indians and East Valley Water District on the Inland Valley Corridor Improvement program to establish infrastructure design near the San Bernardino International Airport.
Land Use	Goal 2.8 Coordinate land use planning programs between local, regional, state and federal jurisdictions.			
		1) Notify neighboring jurisdictions and adjacent developments when considering changes to the City's existing land use pattern adjacent to City boundaries.		On-going Adjacent jurisdictions are notified by mail for each project requiring discretionary land use approval by the City. Comments commonly received by Redlands, City and County of San Bernardino.
		2) Cooperate with neighboring jurisdictions through review and comment on proposed changes to existing land use patterns that could affect the City of Highland.		On-going. 2019/2021 - Continue to meet with City of San Bernardino Staff to discuss the Highland Hills Specific Plan located on the north side of Highland Avenue, east of SR330 as well as the Motel 6 on Highland Avenue and warehouse on 6th Street near McKinley. 2022 – Ongoing efforts to approve the Airport Gateway Specific Plan. Public Review of the Program EIR commenced in 2022. 2023 – New efforts to develop the Inland Valley Corridor Infrastructure Program.
		3) Establish regular lines of communication with local, regional, state and federal agencies whose planning programs may affect Highland residents and businesses.		On-going. Much discussion with local, state and federal agencies with respect to development along the Greenspot corridor. Ongoing efforts with the Airport ~~Gateway Specific Plan~~ as discussed above.
Land Use	Goal 2.9 Establish and maintain logical City boundaries that reflect existing service capabilities, social and economic interdependencies, citizen desires and City costs and revenues.			
		1) Work with the Local Agency Formation Commission (LAFCO), the City and County of San Bernardino, and area residents to promote the establishment of better-defined boundaries that would facilitate more efficient provision of municipal services and an economically viable community.		2022 – Began discussion of one small annexation, .5 acre, at the southwest corner of 5th Street and Victoria Avenue to facilitate development and municipal services. In 2023, the Annexation reports were completed and CEQA review initiated.
		2) Consider annexation of such areas where the following findings can be made: • The proposed annexation is consistent with goals and objectives of the General Plan. • Significant benefits will be derived by the City and affected property owners and/or residents upon annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation.		On-going.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		3) Work with the City of San Bernardino to provide buffers in areas where existing or planned land uses in one city are incompatible with adjacent areas in the other.		Commenced in 2009, asked surrounding cities to refer project notices to the City for review and comment. 2019 – Worked with the City of San Bernardino on a project of theirs for a warehouse in the vicinity of 6th St and McKinley Street, surrounded by single family homes in Highland. San Bernardino did require some redesign with respect to walls for noise mitigation and emergency access from the west. 2020 – Worked with San Bernardino on a Motel 6 project within their boundaries to ensure the noise, aesthetics, walls, landscaping and circulation were not impactful to Highland.
Land Use	GOAL 2.10 Create a new Town Center where Highland residents, employees and visitors can live, shop, work, recreate and socialize in a vibrant, safe and pedestrian friendly environment.			
		1) Ensure quality design through adherence to the Town Center design guidelines and policies in the Community Design Element.		CVS/Baker's/Family Dollar project, Highland Plaza Revitalization project, Base Line Beautification project and the Paseo Del Oro Planned Development. Smart & Final project on Base Line completed in 2017. 2020 – Worked with Woodcrest Company and KZ Holdings to ensure the Community Design Element is followed. Pre-Applications for both projects have been held and received comments on this topic. Revisions anticipated shortly. 2021 – Woodcrest / Tractor Supply Co. project approved consistent with the Town Center guidelines and Community Design Element. 2022 – Marinitia development of two restaurants at the NWC Base Line & 210 which included recommendations from the Community Design Element.
		2) Ensure that the Town Center maintains a mix of uses attractive to broad segments of Highland's population and that stimulate activity during day and evening hours, every day of the week.		On-going. 2020 – Latest plans include mixed use projects of commercial, restaurant, single-family, and multi-family uses all of which are heavily needed and desired within the City. 2021 – Woodcrest / Tractor Supply Co. project approved consistent with the Town Center guidelines and Community Design Element that includes a multi—phased commercial project including retail, entertainment and dining options in a pedestrian-friendly atmosphere. 2022 – Marinita project will provide additional restaurant options in the City that will stimulate activity near SR 210.
		3) Provide access to multiple modes of travel, including pedestrian, bicycle, transit and automobile.		Base Line Beautification project. Completed west of the 210 freeway in 2014 & east of freeway in 2016. 2020 – the City's Public Works Division has made several grant applications to improve pedestrian and bike safety along Base Line and Palm Avenue. While not successful in this cycle, they will continue to apply. The City prepared a draft Active Transportation Plan thoroughly detailing improved multi-modal transportation. It is anticipated to be approved in early 2021. The City also has a close relationship with Omni Trans transit provide and meets frequently to improve and maintain the transit system within Highland. The 210 Freeway expansion and Base Line interchange improvements are under construction and will significantly improve multi-modes of travel along Base Line between Seine and Palm Avenue. 2022 – near completion of street and bridge widening along Base Line from Seine Avenue to Buckeye Street. This includes a significant infrastructure expansion of the Base Line overpass, decorative bridge treatments and signage.
		4) Work with property owners to implement the Town Center Vision.		On-going. Base Line Beautification Project Designs approved in 2008. 2020/2021 - Continue coordinating with Maranita, KZ Holdings and Woodcerst Companies all located on the north side of Base Line between the 210 Freeway and Palm Avenue. 2022 – Marinita restaurnts as well as plans to install a new traffic signal on Base Line, west of SR 210. 2023 – Tractor Supply Store prepares for construction which began February 2024.
		5) Protect surrounding single-family neighborhoods from incompatible uses.		2020/2021/2022 - Plans from KZ and Woodcrest include developing residential uses along their perimeters with existing residential development.

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				Maranita will construct the appropriate noise and aesthetic mitigation on its northerly boundary to avoid impacts with the existing single family residential.
		6) Provide transition areas/buffers between land uses within the Town Center and with surrounding neighborhoods.		Maranita, located on the north side of Base Line between Buckeye Street and the 210 Freeway has shown well-planned buffers on their draft development plans. These were reviewed for consistency by the Planning Commission in 2021 and action deferred to 2022.
		7) Connect the Town Center physically and visually with the Historic Village District with pedestrian connections, historically compatible architecture, signage, landscaping and other streetscape elements.		Base Line Beautification Project Design. 2013-14 & 2018 Public Works Grant Application to improve circulation and street design on Palm Avenue and Pacific Street. Unsuccessful thus far, but will continue to make applications as new grants and funding rounds occur.
		8) Explore opportunities to relocate historic structures onto the Town Center site in prominent locations.		No projects proposed.
		9) Require new development to provide for public plazas and other gathering places.		Smart and Final 2017. 2022 – Marinita project plans.
		10) Prohibit freestanding drive-through commercial structures and convenience commercial uses, except at the major intersection of Palm Avenue and Base Line and along the south side of Base Line between Palm Ave and Bonita Ave.		Policy deleted by City Council.
Land Use	Goal 2.11 Revitalize the Base Line Corridor by concentrating commercial uses at strategic intersections and by redeveloping aging, mid-block commercial areas with new residential development.			
		1) Revitalize the Base Line Corridor with infill development of vacant land and redevelopment of aging commercial areas with residential development, consistent with the Land Use Plan.		Barnes and Seeley Court Residential Developments (Gardner Construction). Olive Street Residential Development (Dr. Williams) 2018 - 60-unit Assisted Living Facility
		2) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Aysar Helo, Consolidation of lots on Base Line between Seine Avenue & Stoney Creek.
		3) Prohibit the development of parcels not fronting on Base Line for commercial use except as part of an integrated commercial project that will take its access from, and focus on Base Line.		Aysar Helo, Consolidation of lots on Base Line between Seine Avenue & Stoney Creek.
		4) Limit new access for commercial uses to Base Line, Del Rosa Drive, Sterling Avenue, Victoria Avenue, Central Avenue, Stoney Creek and Boulder Avenue.		Aysar Helo – Base Line between Seine Avenue and Stoney Creek. Paseo Del Oro – Base Line at Buckeye/Church Avenue. CVS/Bakers/Family Dollar at Base Line /Palm Avenue. Smart & Final in 2017. 2021/2022 - Greenspot Village & Marketplace Specific Plan, Marinita & Woodcrest.
		5) Consolidate existing access to accommodate future medians.		Base Line Beautification Project in the Town Center Policy Area and Brightwater Senior Living facility. 2023 – Continued coordination with Marinita and surrounding developments to address safe access across Base Line.
		6) Facilitate conversion of existing residential parcels along the rear of commercially designated areas along Base Line on a block-by-block, rather than on a parcel-by-parcel basis.		On-going 2021/2022 – Applications by Woodcrest / Tractors Supply, Marinita, and KZ Holdings on Base Line between Buckeye and Foster Street.
		7) Ensure quality commercial and residential development through adherence to the Community Design Element policies and guidelines and Development Code standards.		On-going 2021/2022 – Achieved in projects such as Marinita, Woodcrest / Tractor Supply and KZ Holdings.
Land Use	Goal 2.12 Create a signature, mixed-use master-planned community that integrates commercial, office and residential uses in a unique environmental setting.			
		1) Require commercial designs within this area to relate to adjacent major roadways and the freeway.		Commercial designs shall have prominent front-facing elevations as they relate to major roadways like Base Line and the 210 Freeway. On-going.
		2) Concentrate office and big box retail uses along 5th Street.		Greenspot Village & Marketplace Specific Plan and Highland Crossings/Crossroads developments have incorporated the majority of big box retail uses. Several smaller boxes are proposed along Base Line.
		3) Provide adequate transitions and/or buffers between residential and nonresidential uses within the area.		Transitions to nonresidential areas are comprised of significant setbacks, landscaping and decorative walls.
		4) Require residential development to provide adequate amenities such as common		These ongoing policies are prevalent in recently approved and constructed projects such as Glenrose

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		open space and recreation areas.		Ranch, Mastercraft 13, Mastercraft 42, Rexco, Blossom Trails, Treh 200-unit aparments, Alliance 546-unit apartments, and Mediterra.
		5) Require commercial development to provide functional public spaces and/or plazas for shoppers and visitors.		Ongoing. 2020/2021/2022 – Examples of public spaces and plazas that have been incorporated in recent developments include TREH Partners on Greenspot Road, Marinita and Woodcrest.
		6) Land use intensity will be determined upon the adoption of a specific plan, planned unit development, conditional use permit or similar mechanism.		Approved projects that exemplify this policy include Greenspot Village & Marketplace Specific Plan. Mediterra Planned Development, and Mastercraft 42.
		7) Ensure quality design through adherence to the Community Design Element policies and applicable Development Code standards.		Ongoing. All projects receive discretionary approval must make findings to adhere to the Community Design Element and Development Code (Highland Municipal Code)
		8) Orient uses along City Creek to take advantage of views of and connections to open space and recreational amenities.		This was incorporated in the Greenspot Village & Marketplace Specific Plan that runs south and east of City Creek. Special attention was given to building heights, architecture, fencing, and trail access.
		9) Actively participate in future San Bernardino International Airport planning activities to minimize potential negative impacts on Highland's economic development opportunities and quality of life.		Participating in the development of a Specific Plan for area around the SBIA with surrounding cities & IVDA. ~~Airport Gateway Specific Plan anticipated completion in 2023.~~ Highland is also active in reviewing and commenting on San Bernardino projects within the vicinity of its boundaries. The Inland Valley Corridor Improvement Plan's Program EIR was ~~released for Public Review.~~initiated.
Land Use	Goal 2.13 Transform the 5th Street Corridor into a major employment center and gateway to the San Bernardino International Airport.			
		1) Continue to coordinate with the City of San Bernardino and the San Bernardino International Airport Authority for future planning on and around the airport.		~~Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2023.~~ Development of the Inland Valley Corridor Improvement Program.
		2) Continue to plan and promote the 5th Street Corridor as the major industrial entryway into the San Bernardino International Airport.		~~Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2023.~~ 2022 – Approved industrial projects along 3rd, 5th and 6th Streets for Patriot Partners, Crow Holdings and American Rentals. Construction commenced on the Patriot project at 6th and Victoria Avenue. Development of the Inland Valley Corridor Improvement Program.
		3) Develop a comprehensive design and branding program for the 5th Street Corridor, promoting it as a unified, business-friendly employment center.		~~Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022.~~ ~~2022 – Airport Gateway design elements including public art required at each of the projects mentioned in the program above.~~ Development of the Inland Valley Corridor Improvement Program.
		4) Ensure exceptional circulation through adherence to the policies of the Circulation Element.		On-going. Required for each project approved by the City.
		5) Protect and enhance the integrity and desirability of industrial sites from nonindustrial uses.		On-going. These efforts can be seen in the Transition Properties industrial project under construction at the northwest corner of 5th Street and Church Avenue and Dan Moore's contractor's storage yard and Roquet's contractor's storage yard on Meines Street, east of Palm Avenue. Additionally, the projects mentioned above for Patriot, Crow Holdings and American Rentals all included the appropriate setbacks, landscape buffering and noise mitigation to protect the adjacent uses. Lovett industrial project proposed, and received approval for a high-quality 300,000+ sf distribution facility in the Industrial Zone.
		6) Improve landscaping along the edges and median of 5th Street and the boundaries of the corridor.		Joint effort with IVDA & San Bernardino 2020 - Landscape median design and parkway landscaping installed along the 5th Street frontage of Transition Properties, west of Church Ave.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		7) Ensure quality development through Development Code standards and the Community Design Element policies and guidelines.		Participating in the development of a Specific Plan including design standards for area around the SBIAA with surrounding cities & IVDA. ~~Airport Gateway Specific Plan anticipated completion in 2023.~~ Development of the Inland Valley Corridor Improvement Program.
		8) Until nonconforming residential uses transition out of the area, provide adequate transitions and/or buffers between existing residential neighborhoods and industrial or other incompatible land uses.		2019/2020 - Attempted to require such buffers in conjunction with a San Bernardino project on 6th street at the terminus of McKinley to the south. Some recommendations were implemented by San Bernardino. 2021 – Appropriate setbacks and landscape buffers used to transition from warehousing to adjacent residential uses at the Patriot Partners project at 6th Street & Victoria Ave. 2022 – Ongoing with each industrial development approved.
		9) Work with San Bernardino International Airport Authority to ensure that future planning activities encourage consistency with adopted City land use plans and minimize impacts on Highland's economic development opportunities and quality of life.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343
Land Use	Goal 2.14 Establish the Victoria Avenue Corridor as the major entryway into the San Bernardino International Airport.			
		1) Concentrate commercial uses along Victoria Avenue at Base Line, Pacific Street and Highland Avenue.		Application for Arco Rehab & Motel Project approved in 2014. Completed in 2017. Real Journey's charter school and Food 4 Less gas station both approved in 2018, construction completed in 2018/2019 – located at the southeast corner of Highland and Victoria Avenues. 2020 – Victoria Square commercial strip center project under review, anticipated approval in 2021. Located at the southeast corner of Victoria and Pacific Streets.
		2) Allow for a mix of commercial and residential uses in appropriate areas through the Planned Development land use designation.		On-going.
		3) Provide residential opportunities in mid-block areas between 9th Street and Pacific Avenue.		15 Lot small lot subdivision at Victoria and Pacific (Hispano 18013) approved in 2017 began construction in 2021 and completed in 2022.
		4) Encourage the consolidation of parcels to promote quality, planned development.		On-going. 2021 – Achieved with the Patriot Partners warehouse at 6th & Victoria Avenue with the consolidation of 6 lots. 2022 – Crow Holdings projects and Patriot Partners projects along 3rd and 5th Streets.
		5) Consolidate access points along Victoria Avenue to improve traffic flows.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan. 2021 – Achieved with the Patriot Partners warehouse at 6th & Victoria Avenue. 2022 – Patriot Partners projects at 6th/Grape and Cypress/Victoria.
		6) Create a major business park node at the southern terminus of Victoria Avenue to maximize employment opportunities adjacent to the airport.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan. 2021 – 4 business park projects in the pre-application process for review in 2022. 2022 – Projects approved at Cypress/Victoria and 6th/Grape. Project pending at Victoria & 3rd/5th.
Land Use	Goal 2.15 Create a one-of-a-kind, high-quality, master-planned estate community in the Seven Oaks area that incorporates substantial scenic, open space, recreation and trail amenities.			
		1) Ensure trail connections to existing or planned local and regional open space and trail systems.		~~Coordinating with the County of San Bernardino on the Santa Ana River Trail Project. Connection to occur through the Seven Oaks Policy Area and Mediterra Planned Development. Continued to meet in 2019 as the trail continues to be constructed easterly by the County.~~ ~~2020 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm Ave/Alabama St.~~ ~~2022 – Working with San Bernardino Valley Municipal Water District to ensure access to the "Pole Line Trail", south of their water detention basins is retained per City~~

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				~~and regional plans.~~ This policy should be deleted because the property was purchased by San Bernardino Valley Water District for the purpose of water discharge. Residential development is not anticipated.
		2) Provide extensive open space linkages within the site to connect to adjacent open space resources.		~~Mediterra Planned Development provides partial linkages. Construction commenced in 2021. Future development through the Seven Oaks Policy Area is expected to link to Mediterra and other master trails, open space and amenities.~~
		3) Continue to collaborate with the City of Redlands, the County of San Bernardino and property owners.		~~2020 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm Ave/Alabama St. In 2022, the Palm/Alabama project is proceeding and the Boulder/Orange will proceed in part due to environmental constraints.~~
		4) Ensure that sufficient access, including emergency access, is provided to support future development.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		5) Ensure that adequate public services and facilities keep pace with future development.		~~The appropriate Development Impact Fees are collected by each new project to ensure public facilities are sufficient. Public services are evaluated continuously by the City's management and public safety officials.~~
		6) Provide appropriate habitat corridor linkages in collaboration with applicable habitat conservation planning.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		7) Implement future development guidance of the Seven Oaks area by means of a specific plan or similar mechanism.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		8) Require that hillside development minimize alteration of the natural landforms and natural vegetation, while maximizing viewshed protection.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		9) Limit grading to the amount necessary to provide stable areas for structural foundations, street rights-of-way, parking facilities and other intended uses.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		10) Minimize import/export associated with grading.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		11) Consider clustered development, especially in connection with such recreation amenities as a golf course, in future planning activities for the site.		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
		12) Maintain the Greenspot Agricultural Preserve until such time future development is proposed or more detailed planning is initiated. In the event that proposed development would impact the Agricultural Preserve, the City shall evaluate the viability of incorporating the Preserve into the development, consistent with the City adopted *Rules and Procedures for the Administration of Agricultural Preserves and Contracts.*		~~Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.~~
Chapter 3 – Circulation Element				
Circulation	Goal 3.1 Provide a comprehensive transportation system that facilitates current and long-term circulation in and through the City.			
		1) Require new development proposals to ensure that all mid-block street segments operate at LOS "D" or better during the peak hours of traffic. (Note: Because of the location of the Palm Avenue/Pacific Street intersection within the Historic District, consideration will be given to alternatives to traffic signal mitigation. Alternatively, the City may elect to accept a lower LOS to retain the historic character of the District.)		Ongoing. Developing design concept to convert existing 4-way stop control at Palm/Pacific intersection to a roundabout as an alternative to traffic signal
		2) Ensure that all intersections operate at LOS "D" or better during the peak hours of traffic.		Implemented through traffic impact analysis as development occurs.

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

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		streetscape improvement plans.		Construction of landscape median on Palm Ave between Cypress St and north of 9th St completed. Construction of landscape medians on Base Line between SR-210 and Boulder Avenue completed. Landscape median gap closure on Base Line between Marigold Avenue and Church Street completed. Construction of landscape median and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road completed in 2022.
		3) Take such actions as may be necessary to protect scenic routes, including but not limited to: • regulation of land use and intensity of development; • detailed land and site planning; • control of outdoor advertising; • careful attention to and control of grading and landscaping; and • careful design and maintained appearance of structures and equipment.		Sign Code Update adopted in February 11, 2011. Implemented as development occurs.
Circulation	Goal 3.4 Provide a safe circulation system.			
		1) Establish the local street system within developing neighborhoods through a cooperative public/private planning process.		Through development review process & HMC.
		2) Require new development to install and maintain streets within planned residential areas as private streets in accordance with development standards set forth in the Development Code and other applicable standards and guidelines.		Through development review process & HMC. Toll Bros Project ~~(TR16914)~~, Richmond American, and the Rexco projects ~~was~~ re required to meet City a combination of City private street standards that were determined applicable and safe for their projects.
		3) Promote the principle that streets have multiple uses and users, and protect the safety of all users.		Though development review process & HMC. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City's Class I bikeways has been completed.
		4) Require new development to provide pedestrian paths and linkages through projects, locating linkages to avoid conflicts with motorized traffic.		Though development review process & HMC. Greenspot Village & Marketplace Specific Plan with paths & trail linkage. Community trail on Base Line from Palomino Street to Tract 15960 north boundary
		5) Discourage high-speed, through traffic on local streets with appropriate traffic-calming measures (e.g., traffic enforcement, bulb-outs, lane striping, chokers, etc).		Through development review process & HMC. Construction of the Base Line Beautification and Safety Improvement Project has been completed. Construction of the 9th Street Safety Improvement Project road-diet has been completed. Construction of the Base Line Safety Improvement Project has been completed. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City's Class I bikeways has been completed. Tract 18935, (Diversified Pacific) constructed two mid-block oval medians for traffic calming on Aplin Street. Currently making application to fund bikeways and road diets on Palm Avenue north of Base Line and on Pacific Street from Del Rosa Drive to Boulder Avenue Mediterra employed similar traffic calming chicanes and non-standard street designs.
		6) Design access onto major arterial streets in an orderly and controlled manner.		Through development review process & HMC. Approved Panda Express / Jack in the Box, and Greenspot Village & Market Place with access restriction / limitation onto Base Line and Greenspot Road.
		7) Utilize shared driveways in common areas to minimize disruptions to traffic and pedestrian/bicycle flow.		Through development review process & HMC. Shared driveway between Highland Plaza and Highland Civic Center Plaza on Base Line between Cole Ave and Reedy St. Shared driveways required of Panda Express/Jack on Base Line at Seine Avenue. Shared driveways required of Transition Properties on Fifth Street at Church Avenue. Each of the Specific Plan and mixed use projects utilizes

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

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General Plan Element:	Goals:	Policies:	Actions:	
				Project which will construct 1 rest stop for bicyclist is in design. - Pedestrian plaza included as a part of the Smart and Final project at the corner of Base Line and Church Avenue. - A Pedestrian Plaza with shade trees, trash bins, benches and bicycle parking is being planned on palm Avenue in the Historic District.
Circulation	Goal 3.5 Promote bus service and paratransit improvements.			
		1) Continue to support the regional bus system to provide intracity service, intercity service to major employment centers, and connection to regional transportation transfer points.		- Constructed sidewalks to access bus stops via CIP projects. - Constructed bus bays on Greenspot Road. - Constructed Bus pads completed on 5th Street and Base Line.
		2) Plan for the provision of areas within the City to be used as park and-ride regional bus and car pool facilities.		Saint Adelaide's Park & Ride lot – 2010.
		3) Work with Omnitrans to ensure that transit services are extended to serve residents in the eastern portion of the study area.		- Bus service reaches Church Street for Base Line & Greenspot Road. - Construction of bus stops and turnouts have been completed on 5th Street/Greenspot Road (Boulder Ave to Victoria Ave) to accommodate future extended bus service.
		4) Coordinate with Omnitrans to provide safe, clean and attractive bus shelters at bus stops and transfer stations.		Omnitrans maintains bus shelters in good condition. A new bus shelter has been installed on westbound Base Line west of Church Street. City and Omnitrans are working on an updated cooperative agreement regarding maintenance & operations of bus shelters. Omnitrans is currently working with the City to update bus stops with shelters, lights, and other amenities in the area within ½ mile of the Highland/San Bernardino Bi-City Bikeway and Walkway Connector project that is currently being proposed for ATP funding.
		5) Ensure accessibility of disabled persons to public transportation.		Constructed sidewalk widening around obstructions, new sidewalks and access ramps for improved access to bus stops via CIP projects.
		6) Investigate new opportunities to finance further transit service for the elderly, handicapped and recreational purposes.		
		7) Support privately funded local transit systems for commuter residents and maintain local transit systems for seniors and youth.		
		8) Design transit improvements to minimize impacts on other modes of travel.		As development occurs. Constructed bus bays on Greenspot road to minimize impacts to travel lanes (ie. turnouts in front of Costco and TREH within the GVMP). Have bus shelters on Base Line constructed at locations that do not block pedestrian paths. Omnitrans is currently considering a new shelter with an information banner at the northwest corner of Base Line and Palm Avenue.
Circulation	Goal 3.6 Provide a circulation system that reduces conflicts between commercial trucking, private/public transportation and land use.			
		1) Maintain designated truck routes for use by commercial trucking that link industrial and commercial activity areas with major roadways and regional transportation routes and minimize impacts on local traffic neighborhoods.		Implemented through the General Plan and posting of truck route signs.
		2) Provide appropriately designed roadways for the designated truck routes that can safely accommodate truck travel.		Implemented through design of CIP projects and development projects making sure roadways for designated truck routes have adequate width, configuration and pavement structural section.
		3) Develop berms and barriers where feasible along truck routes to minimize noise impacts to sensitive land uses.		Sound Wall completed on Boulder Ave as part of the Boulder Bridge projects.
		4) Provide sufficient loading areas to minimize interference with efficient traffic circulation.		Implemented through development review process. Constructed bus turn-out bays on Greenspot Road between SR-210 and Boulder Avenue within the Golden Triangle.
		5) Regulate on-street parking of trucks where necessary to discourage truck parking on primarily residential streets or where they are incompatible with adjacent land uses.		Implemented through the HMC.
		6) Conduct a study examining the interface between proposed truck routes, the complete roadway network, and adjacent land uses.		Will be partially achieved with the drafting of the Inland Valley Infrastructure Corridor program in coordination with the SBIA, IVDA and surrounding agencies along the interface with the Airport.
		7) Evaluate truck route alternatives based on		

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		Caltrans Traffic Study guidelines.		
		8) Require as a part of the development review process for all new or expanding mineral extraction and all other heavy industry activities within the City, that the following information be provided: • A detailed plan of haul roads, indicating measures that will be taken to minimize aesthetic, noise, traffic, and particulate emission impacts to the surrounding land uses; • A traffic analysis that indicates both the number of projected trucks and their associated potential impact to city streets; • A "fair-share" mitigation analysis indicating the impacts and associated maintenance costs caused by the potential generation of future truck traffic; and • A comprehensive mitigation program, designed to run the life of the mineral extraction activity (including reclamation) that will: Cover the fair-share portion of surrounding roadway maintenance costs due to the increase in local truck activity, or Provide new or appropriate improvements to existing roadway facilities which in the opinion of the City would mitigate the impacts caused by the increase in local truck traffic.		Completed as part of EIR and CUP for CEMEX and Robertson expansion approvals (June 2, 2009). Constructed pavement rehabilitation to provide adequate pavement structural sections on 3rd St, 5th St, Greenspot Road, Base Line, Pacific Street, and Highland Ave, Sterling Ave, Victoria Ave, Palm Ave, Boulder Ave and Church Street.
		9) Work with private mining operators to establish specialized truck routes that: • Allow for the transport of raw and finished materials from quarries within the Santa Ana River Wash area to the Foothill Freeway on paved private haul roads; • Reduce, to the extent feasible, the movement of mining transport trucks on City streets; and • Mitigate, to the extent feasible, the noise, dust and vibration effects of such transport activities on surrounding land uses.		Same as #8 above. A mining CUP required the private mining haul road to be connected to 5th Street immediately west of the SR-210 eastbound on-ram, thereby reducing truck impact on City streets.
Circulation	Goal 3.7 Protect and encourage bicycle travel.			
		1) Develop a system of continuous and convenient bicycle routes to places of employment, shopping centers, schools, and other high activity areas with potential for increased bicycle use.		- Implemented through the General Plan. - West Highland Bikeway with wayfinding signage completed on Base Line from Del Rosa Drive to Cole Avenue. - Greenspot Road Bikeway and Base Line Bikeway completed. - The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods to many activity centers, schools and the Santa Ana River Trail are in the environmental phase with construction scheduled for 2021.
		2) Encourage new development to provide reasonable and secure space for bicycle storage.		Implemented through the Development Review process.
		3) Provide bicycle racks at all public facilities and along major public streets.		Greenspot Road & Base Line bikeway projects included bicycle rack installation. Highland/Redlands Regional Connector Project includes bicycle parking. The Highland/San Bernardino Bi-City Bikeway and Walkway Connector project being proposed to the Active Transportation Program (ATP) for funding includes bike racks.
		4) Assure that local bicycle routes will complement regional systems and be compatible with routes of neighboring municipalities.		All completed or planned bike routes within the City are coordinated and consistent with the non-motorized plan for San Bernardino County. The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods in Highland and Redlands to many activity centers, schools and the Regional Santa Ana River Trail.
		5) Provide linkages between bicycle routes and other trails, such as the Santa Ana River Trail, within the City as appropriate.		Highland/Redlands Regional Connector Project, and the City Creek/Alabama Street Bikeway Project, will provide connections to the Regional Santa Ana River Trail. The proposed Highland/San Bernardino Bi-City Bikeway and Walkway connector project being proposed for ATP funding will connect the cities of San Bernardino and Highland resulting in 59 mile of

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				continuous bikeway network between the two cities.
Circulation	Goal 3.8 Incorporate consideration of regional transportation implications into decisions made by the City of Highland and, conversely, incorporate consideration of the local transportation implications on the City of Highland into decisions made by other local agencies, as well as into decisions made by state and federal agencies.			
		1) Participate in a wide range of regional transportation planning and programs to improve the capacity, efficiency and safety of the shared circulation system.		On-going, Public Works Division works closely with Caltrans, SBCTA and surrounding cities on the regional transportation planning and programs.
		2) Participate in all regional transportation committees and regularly coordinate with other local agencies regarding their plans, programs and services that affect the quality and safety of the Highland roadway system.		Public Works and Planning Divisions regularly attends SBCTA Transportation Technical Advisory Committee meetings and SR 210 widening project meetings.
		3) Coordinate street system improvements and traffic signal coordination with regional transportation efforts.		On-going implementation with SBCTA. The City participated in the implementation of the valley-wide traffic signal coordination system. The City also completed citywide traffic signal coordination systems upgrade on 7 corridors in 2017.
		4) Coordinate signal construction and timing with Caltrans improvements in and around SR-30/I-210 off- and on-ramps.		The City coordinated on a regular basis with Caltrans to ensure traffic signals at freeway interchanges are well synchronized with the City's traffic signals. A recent example includes Marinita at the intersection of the 210 and Base Line.
		5) Coordinate transit planning with the Southern California Association of Governments, SBCTA, Omnitrans and adjacent communities.		Ongoing by the City's Public Works/Engineering Division.
		6) Work with the Southern California Commuter Rail Council and the San Bernardino Association of Governments and Omnitrans to establish a transit connection with the Metrolink Commuter Rail System.		Ongoing.
		7) Coordinate with Caltrans, the City of San Bernardino, the County of San Bernardino, the San Bernardino International Airport Authority and the San Manuel Band of Mission Indians to study the feasibility of a new freeway interchange at Victoria Avenue and to facilitate applicable roadway improvements.		As required by the City, Caltrans completed a Project Study Report in 2012, and SBCTA completed a feasibility study in 2014 of a proposed interchange on SR-210 at Victoria Avenue. The City is leading the effort to develop a cooperative agreement with the City of San Bernardino, IVDA, and San Manuel to fund the $4 million needed for the project environmental phase.
		8) Coordinate with human services agencies and public schools to reduce duplicate transportation where feasible.		
		9) Prior to permitting connection of roadways from adjacent jurisdictions into the City of Highland, ensure that regional benefits are not achieved at the expense of Highland residents and businesses. Where a potential for negative impacts to Highland residents and business exists, ensure that the agency proposing the connection provides sufficient mitigation such that the connection is not only of regional benefit, but also of benefit to the City of Highland.		Implement during response to project notices and review of encroachment permit applications from adjacent jurisdictions.
Circulation	Goal 3.9 Ensure adequate parking is made available to City residents, visitors, and businesses.			
		1) Locate new development and their access points in such a way that traffic is not encouraged to utilize local residential streets and alleys for access to the development and its parking.		Implemented through the development review process.
		2) Investigate the implementation of Variable Parking District Overlays along Base Line, Highland Historic District and other areas where appropriate, to encourage the enhancement of existing parking-deficient development.		Developed an enhanced on-street parking concept on Palm Avenue in the Historic District.
		3) Assess the adequacy of existing or proposed on- and off-street parking as needed, especially in urban and commercial areas, to ensure that an adequate supply is		Implemented through the Highland Municipal Code and development review process.

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		provided.		
		4) Explore strategies for the management of parking supply, which can include parking fees, metered on-street parking and staggered work schedules.		Multiple parking studies submitted and accepted in coordination with entitlement processing to ensure that projects were neither under nor overparked.
		5) Develop strategies for the control of parking demand such as improved transit service, amenities for bicyclists and rideshare vehicles.		Requires new developments to construct bikeways to reduce the need for driving and parking. Required for each non-residential development entitled based on project size and operational characteristics.
		6) Develop strategies for shared parking opportunities in mixed-use and multiple-use development.		Achieved in various Specific Plans and mixed use projects such as TREH's Highland Crossings.
		7) Encourage the use of well-designed, aesthetically enhanced parking structures as an alternative to large, expansive surface parking lots in retail and employment centers.		
Chapter 4 – Public Services and Facilities Element				
Public Services & Facilities	Goal 4.1 Coordinate and balance the provision of public services with development activity to eliminate service gaps, maximize the use of public facilities, provide efficient and economical public services, achieve the equitable and legally defensible sharing of costs of such services and facilities, and maintain adequate service systems capable of meeting the needs of Highland residents.			
		1) Prior to permitting, ensure that all major extensions of services, facilities and utilities are comprehensively reviewed for related social, economic and environmental impacts and identify mitigation measures as appropriate.		On-going. All new development is responsible to construct and pay for their services and share of facilities and environmental impacts.
		2) Ensure that proposed development, which requires the extension of public services and facilities, will generate sufficient municipal income to pay for the operations, maintenance and replacement of those services and facilities by the City.		On-going.
		3) Ensure that existing residents and businesses are not burdened with the cost of financing infrastructure aimed at supporting new development or the intensification of existing development.		Development Impact Fees are collected from all new development in addition to any required off-site construction of infrastructure by the projects.
		4) Continue to ensure that public water, sewer, drainage and other facilities needed for a project phase are constructed prior to or concurrent with initial development within that phase, unless otherwise approved by the City.		On-going and coordinated with East Valley Water District on a comprehensive City-wide and project specific basis. The District's Sterling Natural Resources Center water treatment facility is under construction which will improve and expand service. Full operations are anticipated in 2024.
		5) Continue to make the project sponsor of a proposed development ultimately responsible for ensuring the timely availability of all infrastructure improvements (including system wide improvements) needed to support the development.		On-going as part of land use entitlements and typically required prior to the issuance of the project's certificate of occupancy.
		6) Continue to require that deficiencies in existing public services and facilities are corrected prior to or concurrent with proposed development.		All public service and facility providers are contacted via mail with a Project Notice and asked to comment on each new development proposal within the City including gas, electricity, telecommunications, water, sewer, cable, etc.
		7) Continue to coordinate with public service and utility companies to assure the long-term provision of services including water, wastewater, solid waste, electricity, natural gas and other private utilities (e.g., cable, Internet, telephone) for City residents.		Frequent meetings with East Valley Water District and Southern California Edison related to City-wide service areas.
		8) Continue to direct future growth to areas with adequate existing facilities and services, or areas with adequate facilities and services committed, or areas where public services and facilities can be economically extended.		On-going.
		9) Develop a public facility assessment reporting system as part of the Capital		On-going. Reviewed periodically. CIP regularly monitored & status reported.

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		Improvement Program and in accordance with AB 1600 to monitor the capacity of existing facilities to ensure that new developments do not overwhelm existing facilities. The following are guidelines for developing the reporting system: • Identify and understand the demands for services that will be placed on Highland by regional demographic and economic changes. • Monitor the progress of current local development projects, and ensure that public service and facility plans, as well as their forecasts and funding mechanisms, reflect changing conditions. • Track the status of capital improvement program implementation. • Develop a community survey to identify public facility deficiencies and usage.		Participate in SCAG, SANBAG and OmniTrans planning efforts. Fiscal impact analysis reports, which include public service costs, are required for new, large-scale development.
		10) Conduct and maintain an inventory of the availability and adequacy of public services and facilities in coordination with the County and service agencies in the area. Use the information to coordinate capital improvement programs and to make determinations on the adequacy of community facilities.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		11) Continue to follow the procedures established for the regular exchange of information regarding proposed development and availability and adequacy of public services and facilities.		Local public service providers invited to attend city's pre-application meetings with developers of new projects.
		12) Continue to utilize a proactive approach to assuring that the flow of information between service agencies is maintained.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		13) Utilize performance standards to determine the adequacy of public services and facilities and to establish requirements, fees and exactions provided by new development in the City.		Fiscal impact analysis reports, which include public service costs, are required for new, large-scale development.
		14) Maintain a development review process that places the ultimate responsibility on the project sponsor for ensuring that necessary infrastructure improvements (including system-wide improvements) needed to support new development are, in fact, available at the time they are needed.		Implemented through the entitlement process.
		15) Require the construction of public facilities as a condition of approval for a proposed development if the development exceeds the capacity of existing public facilities to support such development.		Implemented through the entitlement process.
		16) Continue to require that project applicants provide sufficient information in the application process so that the City may comprehensively determine the potential impacts and/or the need for improvements to existing services and facilities to support project buildout consistent with the City's performance.		Implemented through the entitlement process.
		17) Continue to require that all new development pay the applicable Development Impact Fees established by the City Council.		On-going and applied during the entitlement process.
		18) Maintain flexibility in the collection and application of Development Impact Fees to permit the construction of master planned facilities in lieu of fees when the City determines that it is in the public interest to do so.		On-going. DIF fees and policy to be reviewed by the City Council 2023. Current policy permits the deferral of fee payment from permit issuance to occupancy.
		19) Continue to require the construction of public facilities as a condition of approval where the value of the services and facilities needed to support buildout of a proposed development exceed established Development Impact Fees, as consistent with the City's performance standards. Require an agreement with the developer for reimbursement from future development fees for the excess costs. Such reimbursements shall be from future fees collected for the specific excess facilities, which the initial developer was required to construct.		Reviewed with the adoption of City's Bi-annual Budget 2022-2023.
		20) In the event that the performance standards for public services and facilities are		

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		not being met, the following conditions shall apply: • Where the performance standards are not being met due to needs created by existing development, the City Council shall adopt in its Capital Improvement Plan a program to ensure that the performance criteria will be met at the earliest possible date. • In instances where the performance standards are being exceeded prior to approval of a proposed development as the result of existing development, require that the proposed development provide such facilities as are necessary to ensure that performance criteria are met for new public facilities and services provided to the development, and that existing public services and facilities are not further downgraded.		
		21) Review the development fee structure, user charges, and mitigation fees every five years in accordance with the provisions of AB 1600 to ensure that the charges are consistent with the costs of improvement and maintenance and that public services and facilities are being expanded in a cost-efficient manner. Utilize the City's performance standards for public services and facilities as the basis for this review.		DIF fees and policy to be reviewed in 2023.
		22) Continue to require that planned communities participate in the development of public infrastructure, in addition to the payment of development impact fees, through the following methods: • An approved development agreement for all new specific plan or planned unit development projects that specifies the timing of infrastructure improvements in relation to project development. • An annual review of improvements conducted for all new specific plans and an annual report in a format that can be easily included in the City's infrastructure assessment and reporting system.		Implemented as appropriate. Development Agreements were considered for both the Greenspot Village and Marketplace Specific Plan and prior Harmony Specific Plan.
		23) Continue to proactively monitor and review development proposals in surrounding areas to protect City interests and minimize impacts on the community.		On-going.
		24) Continue to work with the County on a system of requiring appropriate mitigation to ensure that new unincorporated development will not impact services and facilities in the City.		On-going.
		25) Continue to support an assessment district alternative to development impact fees for large-scale developments undergoing urbanization when a single owner or small number of owners is involved, and when it is in the public interest to do so.		Explored these options with the Greenspot Village and Marketplace Specific Plan, and Mediterra Planned Development.
		26) Continue to allow new development and the intensification of existing development only where and when adequate public services and facilities can be provided.		On-going
Public Services & Facilities	Goal 4.2 Provide a water system that produces high quality water, sufficient water pressure and necessary quantities of water to meet domestic demands.			
		1) Continue to work with the East Valley Water District to provide an efficient and economic distribution of adequate water supply and pressure to the District's service areas in Highland.		The City Receives updates from East Valley Water District as they update their Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland.
		2) Ensure a high-quality water supply that meets or exceeds state and federal health standards.		Coordinate with East Valley Water District.
		3) Work with the East Valley Water District and local elected representatives to better define the future availability of water for the Highland community.		Worked closely with East Valley Water District staff to be informed of the ongoing water supply and new mandates issued by the Governor and Water Board. EVWD staff invited to the City's Pre-Application meeting with developers so that any water-related issues can be addressed early in the process.
		4) Work with the East Valley Water District to promote water conservation and education		In March 2013 the City approved a new East Valley Water District Corporate Campus on Greenspot Road.

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		programs, such as public education programs available through the Environmental Learning Center in Highland.		The project will have a water efficiency demonstration garden. East Valley Water District is performing extensive outreach regarding water conservation in light of the state drought and mandates.
Public Services & Facilities	Goal 4.3 Provide a safe and effective sewer system that meets the needs of Highland residents, businesses and visitors.			
		1) Continue an ongoing dialogue with the East Valley Water District regarding funding and scheduling of any additional sewage facilities needed to serve the City.		The City receives updates from East Valley Water District as they update their Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland 2022/2023 – Construction of the District's Sterling Natural Resources Center water treatment plant continues with its connection to the Weaver Basins. The Corporate office are open.
		2) Work with relevant agencies to determine the long-term supply of reclaimed wastewater and service to potential future uses within the City.		Worked with East Valley Water District to stay informed regarding their development of a future water reclamation facility. 2022 – Construction of the facility continues construction as does the transmission line between SNRC and new water detention facilities, "Weaver Basins" along 5th Street/Greenspot Road.
		3) Encourage Grey Water Recycling, especially for residential use irrigation.		Promoted where available.
Public Services & Facilities	Goal 4.4 Maintain an effective drainage system that protects people and property from overflows and flood disasters.			
		1) Continue to improve any deficiencies in the City's drainage system and address the long-term needs associated with future development to minimize flood damage and adequately direct rainfall and subsequent runoff.		Through CIP program.
		2) Minimize the impact of development on the City's drainage system by reducing the amount of impervious surface associated with new development and encouraging site design features or landscaping that capture runoff. Encourage on-site retention of stormwater and compliance with requirements of the National Pollutant Discharge Elimination System.		Implemented through the City's Municipal NPDES and MS4 Permit.
Public Services & Facilities	Goal 4.5 Minimize, recycle, and dispose of solid waste in an efficient and environmentally sound manner.			
		1) Ensure that solid waste generated within the City is collected and transported in a cost-effective manner and protects the public's health and safety.		Implemented through the Solid Waste Franchise Agreement.
		2) Continue to support an ongoing dialogue with the County Solid Waste Management on the rail haul access and other regional solutions for long-term limits on local landfill capacity.		Implemented through the City's participation with the County Solid Waste Advisory Task Force.
		3) Reduce the volume of solid waste material sent to landfills by continuing source reduction, recycling and composting programs in compliance with State law and encouraging the participation of all residents and businesses in these programs.		Implemented through the City's Statewide Landfill Diversion Mandates compliance ordinances and the Solid Waste Franchise Agreement.
		4) Increase the price paid for recycling glass and plastic from private vendors.		This is State Controlled. Not City's Jurisdiction.
Public Services & Facilities	Goal 4.6 Coordinate with private utility companies to ensure the adequate provision of electricity, natural gas and telecommunication infrastructure to existing and new development.			
		1) Continue to coordinate with the local gas and electric companies on the location and timing of additional energy facilities needed within the City.		On-going during entitlement process. Coordinate with the City's Inter-Governmental Affairs Staff at the Gas Company and Southern California Edison.
		2) Coordinate with private utilities to provide		On-going during entitlement process.

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		Highland residents, schools and businesses with an efficient telecommunications infrastructure, including telephone, cable and high-speed services, such as high-speed Internet.		
Public Services & Facilities	Goal 4.7 Ensure the provision of adequate law enforcement and police protection services and facilities.			
		1) Ensure that police services, response times, equipment, and the number of police personnel keep pace with growth and the changing needs of the community.		License Plate Reader technology placed at major intersections and on police cars in 2012. Close coordination with Police and Fire Departments regarding services within the Greenspot Village & Marketplace. Level and cost of services analyzed. Specific needs addressed in the Conditions of Approval and Fiscal Impact Analysis.
		2) Maintain and expand crime prevention and other public education programs.		On-going ~~Crime Free Multi Family Housing,~~ Neighborhood Watch, specialty trainings regarding personal safety available to the community at the Sheriff's Department, etc.
		3) Encourage the use of urban design strategies to help prevent crime, when feasible.		On-going through development review process. The Police Dept is provided an opportunity to review each entitlement with respect to this policy.
		4) Ensure law enforcement services are involved in the development review process.		On-going. The Police Dept is provided an opportunity to review each entitlement with respect to this policy.
Public Services & Facilities	Goal 4.8 Ensure the provision of adequate staffing, equipment and facilities to support effective fire protection and emergency medical services that keep pace with growth Policies			
		1) Work with the fire department to ensure that response time standards and a high level of service are maintained.		Continued partnership with San Manuel Band of Mission Indians regarding aerial ladder truck service.
		2) Ensure the City has adequate fire training facilities, equipment and programs for firefighters and inspection personnel, and education programs for the general public.		Phase 2 of the future Fire Station No. 1 is planned to have a training facility (as funding becomes available).
		3) Coordinate and cooperate with the East Valley Water District to maintain and/or upgrade water facilities to ensure adequate water supply is available for fire suppression operations.		Sterling Natural Resources Center continues construction.
		4) Ensure the availability of adequate fire flow prior to the recordation of residential tracts or parcel maps and prior to the issuance of commercial building permits by requiring the testing of all fire hydrants in the vicinity of the project at the applicant's expense. In the absence of adequate flow, require either the installation of onsite fire protection devices or improvements that upgrade the area's water system to accommodate an adequate flow.		On-going through development review process.
		5) Ensure that development in Fire Hazard Zones comply with adequate fire safety standards (e.g., fuel modification zones, perimeter roads, greenbelts, etc.).		On-going as the Fire Marshal and Building & Safety Departments review new development plans.
Public Services & Facilities	Goal 4.9 Maintain cooperative school and public facility planning to ensure the provision of adequate school facilities and quality educational programs in a manner consistent with other City goals and policies on facility location, use, timing, funding, recreational and social joint use programs.			
		1) Continue to coordinate with local school districts on resolving issues such as joint use facilities, new facility locations and alternative use of vacant or underutilized sites in the City.		Continue to utilize joint use facility agreements at both San Bernardino City and Redlands Unified School Districts for outdoor recreation activities and indoor facilities needed for After School Activity Programs. 2022 – Resumption of the YMCA After School Program following COVID restrictions. Sponsored in part by the City at two elementary schools.
		2) Require that new development provide the necessary funding and/or resources to establish school facilities commensurate with the impact of development on school services. In cases where existing school capacity does not support new development, require the implementation of appropriate		Work with the Redlands and San Bernardino City Unified School Districts as projects are considered and during the District's annual facilities needs assessment.

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		funding mechanisms, as permitted by law, to ensure the availability of adequate school facilities. Potential financing avenues include: • A contract with the developer to provide funds for schools • Land dedications • Lease back turnkey program • Special assessment district financing, such as Mello-Roos Community Facilities Districts, for the proposed area of development.		
		3) Encourage that all school impact fees collected from development projects be allocated toward the acquisition of land and construction of schools that serve the residents of those projects.		On-going
		4) Continue to coordinate development activity with local school districts by: • Participating with local school districts in joint planning efforts; • Establishing a joint task force comprised of representatives from the City, school district and development community to identify additional means of funding school construction; • Notifying school districts of proposed development applications early in the review process; • Requesting that school districts indicate the level of facilities available to serve development projects requiring discretionary review; and • Establishing a clear methodology for determining the impacts of development on the school facilities in the City.		On-going with each development proposal.
		5) Continue to work with local school Plan of Schools that outlines specific sites needed to meet the future demand for school facilities.		
		6) Explore the possibility of locating a major institution of higher learning in Highland.		Unsuccessful to date.
Public Services & Facilities	Goal 4.10 Ensure the continued development of cultural facilities and the provision of social services for Highland residents.			
		1) Encourage the development of cultural facilities in the City, especially in districts such as the Town Center and Historic District.		Work with the Highland Area Historical Society and Chamber of Commerce to consider sites for a future museum/Chamber office combined facility. Work closely with the Highland Area Historical Society to promote historic and cultural opportunities. The annual Citrus Harvest Festival encourages preservation of these facilities and education of the public.
		2) Continue to work with surrounding jurisdictions to ensure the availability of regional cultural facilities to Highland residents.		No action Coordination with the San Bernardino County Museum when applicable.
		3) Work with the County of San Bernardino to secure the availability of social services to Highland residents.		On-going in coordination with the City's Quality of Life Team including Code Enforcement and the Sheriff's Office.
Chapter 5 – Conservation Open Space Element				
Conservation Open Space	Goal 5.1 Preserve, maintain and create views and vistas throughout the community to enhance the visual experience of Highland.			
		1) Incorporate view corridor planning in related development efforts and capital improvement programs.		Base Line and Greenspot Road Beautification Projects complete. 2016/2021 View corridors considered during planning of the Mediterra Planned Development.

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		2) Along roadway-based view corridors, frame views of attractive features of the natural and built environment with appropriately placed median and street tree landscaping. Use of fire-resistant vegetation and ample spacing between trees and shrubs is encouraged to reduce the spread of fires.		Base Line and Greenspot Road Beautification Projects complete. 2016/2021 View corridors considered during planning of the Mediterra Planned Development, Beazer and Mastercraft 42.
		3) Enforce hillside development standards that call for natural contour grading, environmentally sensitive design, shape and siting techniques, and fire-retardant building materials.		The Mediterra Planned Development incorporates hillside development standards.
		4) Work with San Bernardino County and the City of San Bernardino to develop consistent regulations for the protection of ridgelines, slope areas and hilltops within the surrounding foothill communities.		On-going.
		5) Require that all excess excavated material (waste materials) be properly removed and disposed of or otherwise reincorporated into the development plan without compromising natural contours or aesthetic qualities of the site.		Diversified-Pacific Tract 18935, 2015-2018.
		6) Require that hillside development be located below ridgelines and that structures themselves and accompanying landscaping conceal cut slopes and grading.		The Mediterra Planned Development incorporates hillside development standards.
		7) Encourage developers in high slope gradient areas to use raised floor systems and stepped footages to leave slope contours in a more natural state.		On-going.
		8) Retain existing vegetation within or alongside hillside development areas except where such vegetation poses a risk to buildings in high fire hazard zones (see Goal 6.5, Public Health and Safety Element). Use native, fire resistant, drought-tolerant plant material in fuel modification areas when existing vegetation can not be retained.		On-going.
		9) Preserve mature trees, natural hydrology, native plant materials and areas of visual interest.		On-going. Most recent example is Mediterra where the open space to the north was preserved in perpetuity with access along 1N16 fire road and Pines Park was established to maintain a public interface with the native materials in which to relax and enjoy the natural environment.
		10) Work with San Bernardino County and the City of San Bernardino to protect scenic resources located outside of the City, such as prominent ridges, slopes and hilltops.		Mediterra – access to 1N16 fire road was preserved for access to the San Bernardino Mountains and to preserve the scenic resources.
		11) Enact provisions in the municipal code to minimize soil erosion, restore natural drainage surfaces, attenuate slope instability and reduce the amount of impermeable surface.		On-going.
		12) Index the percentage of impermeable surface to slope gradient.		On-going as needed.
		13) Develop different water-retention standards for single dwellings and larger tracts. Subdivisions should have overall implementation and water-retention strategies.		Implementing through the City's NPDES / WQMP Guidelines. In July 2010 the City adopted its own Water Efficient Landscaping Ordinance modeled after the States Model Ordinance. These are updated as needed and required by the State.
Conservation Open Space	Goal 5.2 Achieve an orderly transition from agricultural uses to low-density residential /equestrian uses.			
		1) Ensure that farmlands converted to other uses are consistent with the East Highlands Ranch Planned Development.		Mitigation measures for Mediterra Planned Developments and Mitigation measures for the Greenspot Rd/Pole Line General Plan Amendment and Zone Change ensured consistency with farmland conversion policy.
		2) Incorporate appropriate land use transitions and buffering techniques into new development.		On-going. Efforts made to allow seasonal farm stands (pumpkin patch and Christmas tree farms) on agricultural lots adjacent to single family homes with the appropriate mitigation.
		3) Incorporate appropriate edge treatment between the agricultural/equestrian uses and higher density residential uses through landscaped buffers, greenbelts, view fencing and parkways.		On-going as needed.
		4) Preserve visual reminders of the City's agricultural heritage in park design, buffer zones, public use areas and landscape plans.		East Highlands Ranch preserved a small orange grove near the "Natural Parkland" at the terminus of Base Line. The City's Aurantia Park contains and will retain a 1 acre citrus grove.
Conservation	Goal 5.3 Continue to work with the East			

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Open Space	Valley Water District to meet the current and future water needs of its residents (see Public Services and Facilities Element, Section 4.2).			
		1) To the extent possible, preserve floodplain and aquifer recharge areas in their natural condition.		Adoption of the Upper Santa Ana River Basin and Land Management Plan in 2009 (Plan B).
		2) Continue to coordinate water resource policy with the East Valley Water District and other relevant agencies.		On-going with EVWD, San Bernardino County Flood Control District and San Bernardino Valley Water Conservation District.
		3) Expand outreach efforts, through the Environmental Learning Center and City-sponsored publications, to educate the public on water supply and water quality issues.		On-going. In March 2013, City approved a new East Valley Water District Campus with water efficient demonstration gardens. Similar efforts are being made to incorporate these features into the Sterling Natural Resources Center water reclamation plant on 6th Street and Del Rosa. On-going extensive outreach by East Valley Water District related to the state drought and subsequent water conservation mandates.
Conservation Open Space	Goal 5.4 Continue to preserve and enhance the water quality and natural habitat of its waterways.			
		1) In coordination with the East Valley Water District and the County of San Bernardino, continue to maintain and improve the hydrology and natural quality of the watersheds of Bledsoe Creek, Plunge Creek, Elder Gulch City Creek, Sand Creek, Warm Creek, Old City Creek Overflow Channel, Bald Ridge Creek, Santa Ana Canyon and the Santa Ana River.		On-going. In March of 2019, San Bernardino County Flood Control District completed construction of channel improvements at the confluence of Sand Creek and Warm Creek located north of Base Line and west of Victoria Avenue. The construction cost was $2.4 million. These channel improvements provide proper convenance of runoff flows, reduce bank erosion and protect against flooding. Also, Plunge Creek Conservation Project.
		2) Review and revise, as necessary, zoning and subdivision ordinance provisions related to protection of the City's watersheds, especially in areas that abut creek systems and natural vegetation and open space areas, to enhance the natural appearance of watershed areas without compromising flood control and safety considerations.		Updated City's Floodplain Ordinance in 2009.
		3) Cooperate with other agencies and participate in multijurisdictional efforts to improve watershed management practices.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). Continuing to coordinate SAWPA.
		4) Reevaluate the effect of engineering practices and specifications relative to storm channel design to avoid their appearance as "concrete ditches."		
Conservation Open Space	Goal 5.5 Continue to reduce urban runoff.			
		1) Use water quality best management practices (BMPs) in land planning, project-level site planning and procedural requirements as part of the Storm Water Quality Management Plan.		On-going. Implemented through the City's NPDES and MS4 permit.
		2) Require best management practices for all parking lots and paved storage areas within industrial and commercial zones, for the City's street network, and within the City's parks and other civic facilities.		Continue annual water quality training for all City staff in development-related departments. Emphasis on new State and County regulations and permits.
		3) Require site design practices that capture and channel specified percentages of rainfall and other runoff to permeable surfaces.		The City's Public Services and Engineering Departments ensure compliance with state guidelines related to LIDs and BMPs.
		4) Conduct community outreach programs, in conjunction with the local water agency, to educate the public about reducing urban runoff.		Distribute information to public at local events such as the Citrus Harvest Festival and Discover Highland Night. ~~(3/26/22)~~ social media and direct contact
		5) Develop an informational brochure for residents and developers summarizing best management practices for reducing urban runoff.		Packet available at public counter and online.
		6) Retain water on site through the use of attractively landscaped retention basins and other measures to replenish aquifers.		Will be utilized on a large scale in the Mediterra Planned Development, Diversified Pacific, Beazar and Mastercraft 42.
Conservation Open Space	Goal 5.6 Monitor and strengthen Highland's water conservation practices.			
		1) Continue to inspect, maintain and enhance City facilities for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010). Drought and conservation information provided by East Valley Water District made available on the City's website. City installed water-efficient landscape

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				materials and irrigation during prior drought throughout its facilities and right-of-way (2016).
		2) Continue interdepartmental coordination of water use and conservation policies to improve City-facility water use.		On-going. Adoption of State Water Model Ordinance (July 2010). Drought tolerant landscaping and irrigation in all LMD's, R-O-W, Parks and Medians. City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).
		3) Continue to specify and install water-conserving plumbing fixtures and fittings in public facilities such as parks, community centers and government buildings in accordance with Title 24 of the California Code of Regulations.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).
		4) Continue and expand water conservation outreach programs, in coordination with EVWD, to local schools, the public and the development community through the Environmental Learning Center, webpage links, incentive programs and community events.		On-going at the Environmental Learning Center and by the Public Works division during various educational outreach opportunities such as Career Day.
		5) Ensure that the latest water-saving technologies for domestic and landscaping uses are incorporated into new developments or retrofitted into existing developments where intensification is proposed.		On-going. Adoption of State Water Model Ordinance (July 2010). City complying with the Governor's executive order and subsequent legislation regarding drought.
		6) Encourage the use of drought-tolerant plants and water-efficient landscape design.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting.
		7) Encourage alternatives to lawns and turf uses, except for parks, playing fields, children's play areas and other specialized uses.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting. Implemented during the entitlement processing of residential and non-residential development.
		8) In general, work to reduce turf landscaping. Where domestic water supplies are used in the irrigation of turf areas, encourage the use of tall fescue varieties or other warm season turf.		On-going. Adoption of State Water Model Ordinance (July 2010). Ongoing during project plan check with the City Landscape Architect's office.
		9) Consider underground irrigation techniques to conserve water.		On-going. Adoption of State Water Model Ordinance (July 2010). Ongoing during project plan check with the City Landscape Architect's office.
		10) To the extent possible, require the preservation of existing native trees and shrubs.		On-going. Adoption of State Water Model Ordinance (July 2010). Ongoing during project plan check with the City Landscape Architect's office.
		11) Within each model home complex, require that homes incorporate a specified amount of drought-tolerant landscaping.		On-going. Adoption of State Water Model Ordinance (July 2010). Ongoing during project plan check with the City Landscape Architect's office.
		12) Require residential builders to provide information, including a plant palette of xeriscape species, to prospective buyers of new homes within the City of Highland regarding drought-tolerant planting concepts.		On-going. Adoption of State Water Model Ordinance (July 2010).
		13) Where possible, require the extensive use of mulch in landscape areas to improve the water-holding capacity of the soil by reducing evaporation and soil compaction.		On-going. Adoption of State Water Model Ordinance (July 2010). Ongoing during project plan check with the City Landscape Architect's office.
		14) In new developments require, and in existing uses encourage, the installation of efficient irrigation systems that minimize runoff and evaporation. Such systems include: • Drip irrigation • Soil moisture sensors • Automatic irrigation systems with appropriate timing devices to minimize evaporation. • Subsurface, or underground, irrigation.		On-going. Adoption of State Water Model Ordinance (July 2010). 2022 & Ongoing – all development projects are reviewed by the City's Landscape Architect to ensure the best practices are utilized and that all local, regional and state regulations are followed. State MWELO reports are submitted annually.
		15) Establish landscape maintenance districts along streets for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities, right-of-way and LMDs.
Conservation Open Space	Goal 5.7 Maintain, protect and preserve biologically significant habitats, including riparian areas, woodlands and other areas of natural significance.			
		1) Continue participation, in cooperation with relevant agencies and jurisdictions, in the preparation, planning and implementation of Habitat Conservation Plans and preservation		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). Staff is working closely with the San Bernardino Valley

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		areas.		Water Conservation District on these ongoing effirts.
		2) Ensure that all development, including roads proposed adjacent to riparian and other biologically sensitive habitat, avoid significant impacts to such areas.		On-going.
		3) Require that new development proposed in such locations be designed to: • Minimize or eliminate the potential for unauthorized entry into the sensitive area; • Create buffer areas adjacent to the sensitive area, incorporating the most passive uses of the adjacent property; • Protect the visual seclusion of forage areas from road intrusion by providing vegetative buffering; • Provide wildlife movement linkages to water sources and other habitat areas; • Provide native vegetation that can be used by wildlife for cover along roadsides; and • Protect wildlife crossings and corridors.		On-going. Will be implemented with the various developments such as TREH Highland Crossings mixed use site and Blossom Trails residential tract.
		4) Design lighting systems so as to avoid intrusion of night lighting into the sensitive area.		On-going. Standard Planning Division Conditions of Approval for development projects. Required Photometrics plan must show the illumination levels and spread as not to allow intrusion or irritation.
		5) As part of the environmental review process, require that projects determined to be located within a biologically sensitive area prepare documentation on the impacts of such development along with mitigation and mitigation monitoring programs.		On-going. Standard Planning Division Conditions of Approval for development projects. Required Photometrics plan must show the illumination levels and spread as not to allow intrusion or irritation. 2020/2021/2022 – Most recent projects include the 7-11 Store at the southwest corner of Greenspot Road and Boulder Avenue and the TREH Partners development in the GVMP Specific Plan.
		6) Ensure that required biological assessments are conducted in cooperation with the California Department of Fish and Game and the U.S. Fish and Wildlife Service.		On-going. Beginning in 2017, the City and developers have been invited to a monthly meeting share proposed project with the State and Federal Resources Agencies. Four such meetings have taken place. The Agencies provide preliminary comments to ensure ongoing compliance and quality projects. 2022 – Ongoing discussions with CDFW and USFWS regarding the TREH and Blossom Trails projects.
		7) Within existing natural and naturalized areas, preserve existing mature trees and vegetation.		On-going. Standard Planning Division Conditions of Approval for development projects.
		8) Within rural and hillside residential areas, permit only such natural vegetation to be removed as is necessary to locate home sites, construct access roads and ensure fire safety.		On-going.
		9) Enforce requirements that healthy, mature individual specimen trees be preserved in place, as per the City Municipal Code.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.
		10) Require builders and developers to prune, treat and maintain existing trees and plant new ones within future rights-of-way, public lands, common areas and development projects.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.
		11) Enforce the tree preservation ordinance as a means of managing the preservation of trees and their removal, where necessary.		Implemented through the Heritage Tree Preservation Ordinance and good planning practices.
		12) Require replacement at a 2:1 ratio of all mature trees (those with 24-inch diameters or greater measured 4½ feet above the ground) that are removed.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.
		13) Develop an outreach program to schools and the community about the preservation and management of the City's rich biological resources.		To be implemented as part of City's New Natural Parkland Environmental Interpretive Project (commencing in 2012).
Conservation Open Space	Goal 5.8 Protect, document and minimize disruption of sites that have archaeological significance.			
		1) Avoid significant impacts in all new developments within areas determined to be archaeologically sensitive through the following measures: • Conduct an archaeological records search with the Archaeological Information Center in order to identify potential on-site sensitivities; • In cooperation with a qualified archaeologist, develop mitigation measures for projects found to be located in or near sensitive areas or sites; and • Require that environmental review be		On-going. Standard Condition of Approval for all new land use entitlements. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects. New developments conduct archaeological identification training in advance of ground disturbance. Occasionally, a site will require a Tribal monitor to be present (Patriot Partners at 6th/Victoria Ave).

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		conducted for all applications within the area designated as archaeologically sensitive, including but not limited to grading, earth moving and stockpiling, and building and demolition permits.		
		2) Include the following statement as a condition of approval on all development projects: "If cultural resources are discovered during project construction, all work in the area of the find shall cease, and a qualified archaeologist shall be retained by the project sponsor to investigate the find, and to make recommendations on its disposition. If human remains are encountered during construction, all work shall cease and the San Bernardino County Coroner's Office shall be contacted pursuant to Health and Safety Code provisions."		On-going. Standard Conditions of Approval for all new land use entitlements. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects.
		3) Coordinate with the San Manuel Band of Mission Indians when proposals for development projects are filed within the Areas of Sensitivity for Archaeological Resources (illustrated in Figure 5.2) through the following actions: • Notify the San Manuel Band of Mission Indians via notification mailings about proposed projects in archaeologically sensitive areas; and • Invite comments and suggestions to be forwarded to City staff and appropriate decision makers to aid the preservation and development review processes.		On-going. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects.
Conservation Open Space	Goal 5.9 Manage mineral resources and extraction policies for short and long term safety, economic and land use compatibility considerations.			
		1) Identify any significant mineral resources within the City and, as feasible, protect them from encroachment by residential or other incompatible development, for future use.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).
		2) Adopt policies and procedures for mining and processing of mineral resources.		Implementation of SMARA Ordinance.
		3) Develop criteria for location and operation of mineral processing to minimize adverse impacts to the environment, watersheds, wildlife, aesthetic resources, public health and safety, and adjacent land uses.		Implementation of SMARA Ordinance. Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).
		4) Establish and implement Mining Reclamation Plans for any proposed mining operations in compliance with existing local, state and federal policies and statutes. Review land development proposals near resource areas or mining operations for land use compatibility.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.
		5) Require that mining plans include, but not be limited to the following: • Effects on terrain, natural and man-made slopes, permeability of soil, groundwater quality; • Protection of water quality through erosion, runoff and sedimentation control; • Protection of wildlife; • Control of noise, dust, vibration, smoke, odors and lighting; • Plans for rehabilitation and reclamation of lands; and • Proposed timing of extraction and reclamation activities • Offsite routes of travel.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.
		6) Investigate the adoption of a reclamation fee program designed to mitigate remaining scars from previous quarry operations.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.
		7) Pursue and implement a joint-powers agreement with adjacent cities and involved agencies for the management of natural resources located in the Santa Ana River Wash.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009. Agreement with the City of Redlands for SMARA compliance.
		8) Permit non-mining uses within the designated Open Space District only if a finding is made that no significant impacts on future regional mineral resources will result from project approval.		On-going. Implementation of a trail system in coordination with Plan B Wash Plan such as Pole Line trail adjacent to Tract 20090 "Blossom Trails"

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Conservation Open Space	Goal 5.10 Maintain a high-quality system of parks that meet the needs of all segments of the community.			
		1) Develop and periodically update a Parks and Recreation Master Plan, with direction from the Planning Commission and City Council, to identify specific future sites for additional parks and recreational open space.		On-going effort by Community Trails Staff and Commission to update and improve City Trails and Trails Master Plan. 2020 – The City Council amended the rules and responsibilities of the City's Boards and Commissions, granting to the Planning Commission the responsibility of trail and park planning as they relate to new development and the Trails Committee to manage updating Master Plans.
		2) Supplement existing development fee program for parkland acquisition with other funding sources, grants and programs (fee sponsors, corporate sponsors, fund raising, for example).		"Mile Makers" and "Corporate Sponsorship" program initiated in March 2010. Mile Markers installed by volunteers along Shelton Trail in 2020.
		3) Use the redevelopment process for the selection, acquisition and funding of additional parkland in western portions of the City.		-Redevelopment Agencies dissolved by the State of California in 2012.
		4) Prepare a phased strategy for developing new facilities.		Implemented through the City's Work Program and Budgeting process.
		5) Assess areas of potential annexation into the City and, if necessary, negotiate an agreement with the County of San Bernardino to provide parks meeting City standards within areas of eventual annexation into the City.		Merged parcel in County (sphere of influence) north of East Highlands Ranch with natural open space parcels located within the East Highlands Ranch PUD (2009).
		6) Conduct periodic assessments of park and recreation facilities and services, including user surveys.		On-going annually.
		7) Provide handicap access to all parks.		On-going.
		8) Develop a multi-dimensional recreation program for all citizen groups in Highland including exercise, arts and crafts and cultural enrichment.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		9) Provide a variety of activity options, including active and passive uses, within each park.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		10) Study the desirability of developing "specialty parks" such as skate, dirt bike, fishing and art parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		11) Evaluate the facilities and amenities of all City parks as part of the periodic update of the Parks and Recreation Master Plan.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		12) Conduct periodic user surveys on the design of public parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		13) Conduct service-area based design charettes with community members on park design.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		14) Give priority to the acquisition of large parcels for the development of Community Parks that accommodate athletic fields.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		15) Encourage design competitions for new and remodeled parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		16) Continue to implement the local park ordinance through developer dedication of parkland or in-lieu fees.		Established and on-going.
		17) Require that new specific plans and planned unit developments (PUDs) incorporate sufficient park and recreation facilities along with natural open space areas, where appropriate, to serve the needs of their future residents.		On-going. 2016/2021 Implemented in the Mediterra Planned Development, Mastercraft 42 at Base Line & Club View, Woodcrest/Tractor Supply, TREH, and KZ Holdings projects.
		18) Given the residential focus in Highland, increase park standard acreage ratios above state required minimums.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		19) Connect newly developed parks, wherever practical, to the existing and future bicycle and recreational trail system.		On-going. 2016/2022 Implemented in Mediterra Planned Development and Mastercraft 42 to connect to City trail system.
		20) Initiate a long-term program to correct park deficiencies.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		21) Adopt a density bonus program for development that includes usable park and open space lands above the City-required standard.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		22) Develop recreational opportunities within the Greenspot area.		On-going as opportunity presents itself within the corridor; Mediterra Planned Development contains two parks and a trail link to the local North Fork Trail as

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				well as the USFS 1N16.
		23) Design parks in accordance with contemporary safety standards and "CPTED" (Crime Prevention Through Environmental Design) principles.		On-going. City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		24) Periodically evaluate parks for safety and maintenance.		On-going daily/weekly by Public Works staff.
		25) Conduct evaluation of park improvements to test for safety compliance, crime prevention and effective maintenance.		Ongoing by City's Public Works staff. A new safety fence is proposed at Highland Community Park. ~~Planned for installation in 2023.~~ Completion in early 2024.
		26) Pursue joint public/private development of recreation facilities, especially in areas where joint development would maximize use of existing facilities, as well as add new land to the facility.		City currently has joint use with Beattie Middle School/Highland Grove Elementary School ~~and is currently researching opportunities within the San Bernardino City Unified School District~~.
		27) Develop and implement a facilities plan that indicates the potential development of recreational facilities, their costs and implementation at selected school sites.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		28) Establish clear policies about the proper community use of school facilities including maintenance, scheduling, fees and regulations.		Ongoing.
		29) Locate parks and recreation facilities within convenient walking and biking distance of all neighborhoods.		Citywide. Implemented of the Mediterra Planned Development – Mediterra and Pines Park and Mastercraft 42.
		30) Integrate park and recreation facilities with existing and future trail and bikeways, wherever practical.		Citywide. Implemented in the Mediterra Planned Development – Paseo Ramblas walking path and par course, 1N16.
		31) Prepare templates for proper on and off-site signage for all parks.		Ongoing by City Planning Division assigned to the Community Trails Committee.
Conservation Open Space	Goal 5.11 Provide excellent opportunities and facilities for hiking, equestrian and bicycle use through the Multi-Use Trail Master Plan.			
		1) Require, where appropriate, that residential, commercial and industrial developments within the City dedicate and construct trail links within their boundaries as part of the Multi-Use Trail Master Plan.		On-going. Mediterra and Diversified's development along Aplin Street, north of Santa Ana Canyon and at Mastercraft 42.
		2) Provide equestrian, bicycling and pedestrian staging areas consistent with plan standards.		Natural Parkland and interpretive sign program completed in 2014.
		3) Support the acquisition of trail rights-of-way through dedication in conjunction with development activity or acts of philanthropy that occur prior to adoption of a route plan.		On-going. Kiel property dedicated in 2017. Portions of the Aplin Trail were dedicated and constructed with the development of the Diversified Tract (2016-2018). Portions of North Fork Trail dedicated with the Tentative Tract Map approval of Mediterra Planned Development (2016).
		4) Where possible, locate trail easements within City-required landscaping or other easements.		On-going with each prospective residential tract or commercial development (where applicable).
		5) Preserve, to the extent possible, existing formal and informal trail routes in the City, in particular routes that provide major northsouth and east-west access.		On-going. Work on other Flood Control access for trails. Incorporation of the federal and local City trails incorporated into the Mediterra Planned Development.
		6) Where an established trail is jeopardized by impending development or subdivision activity, require the dedication of trail easements, where appropriate, to establish a planned trail system alignment.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development. City will ensure this is accomplished with future development of the Seven Oaks Policy Area which will preserve a direct connection to the Santa Ana River Trail.
		7) Require proposed development adjacent to trail systems to dedicate land for trailhead access points.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development.
		8) Where feasible, use active and abandoned roads, flood control, utility and railroad rights-of-way, and other easements for potential sites for expanded trail use.		Natural Parkland and interpretive trail completed in 2014. 2022 - Link from Beazer's residential tract to the trail to the north (EVWD right of way).
		9) Refine, adopt and implement the Multi-Use Trails Master Plan to include, at a minimum, the following: • Indication of an exact trail location (e.g., which side of street, channel, etc.); • Identification of each trail with a name, approximate length and type; • Specific design standards for each trail; • Identification of logical rest areas and facilities;		On-going. Community Trails Committee adopted a Work Program to prioritize projects inclusive of grant research (adopted most recently in 2018).

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		• Establishment of sign standards and locations for the various types of trails; and • Suggested funding sources and implementation strategies.		
		10) Work with local, state and federal agencies; adjoining cities and jurisdictions; interest groups; and private landowners, in an effort to promote a Citywide trail system, and to secure trail access through purchase, easement, or by other means.		On-going.
		11) Locate trail linkages to minimize conflicts with motorized traffic.		On-going.
Conservation Open Space	Goal 5.12 Develop and maintain trail and bikeway connections to recreational facilities, schools, existing transportation routes, natural features and regional trail systems.			
		1) Provide trail connections between and/or along the major city and surrounding regional facilities, sites and features indicated on the Multi-Use Trails Master Plan.		On-going. Continue coordination with the Santa Ana River Trail. 2021 – Approved Active Transportation Plan by City Council in early 2021.
		2) Provide bicycle and pedestrian trails along major home-to-work, home-to-school and other travel routes, where appropriate.		On-going. Orange Street and Alabama Bikeways. 2021 – Approved Active Transportation Plan by City Council in early 2021.
		3) Seek to construct or assist in the construction of those portions of the San Bernardino County Regional Trail system that are located within Highland.		On-going, especially with respect to the Santa Ana River Trail as the County continues east with its development within the City of San Bernardino and Redlands to the south.
		4) Require the dedication of trail easements, where appropriate, for establishing a planned trails system alignment, or where an established trail is jeopardized by impending development or subdivision activity.		On-going. City conditions project for the dedication of easements during the development process.
		5) Where possible, designate and design new trail development near transit routes or heavily traveled areas.		On-going. 2021 – Approved Active Transportation Plan by City Council in early 2021.
Conservation Open Space	Goal 5.13 Ensure the maximum safety and enjoyment of all trail system users.			
		1) Establish an educational program that will protect the health and safety of trail users by encouraging proper etiquette and procedures.		Trails ~~Map and Information available on City's webpage~~ etiquette signs posted in heavily used areas (ie. Coverhill Trail). Adopt a Trail Program.
		2) Access should be provided to the maximum extent feasible to trail users of all abilities and all ages.		On-going. Develop new trail standard to provide hard finish surface for select trail segments.
		3) Adopt the following hierarchy of users on the City's trail system: • Bicyclists must yield right-of-way to all other users. • Runners must yield to hikers and equestrians (note: horses should not be on trails predominantly intended for bikes and pedestrians). • Hikers must yield to equestrians.		On-going.
		4) Implement two general levels of trail use: • Low Use and Natural Area: Standards shall apply to sections of the trail where terrain, remoteness, expected low usage, easement, or other restrictions make larger, multiple trails infeasible. • Urban (Maximum Accessibility): Standards define a relative flat, wide trail for use where little physical challenge is required and where wheelchair access can be accomplished. The grades are low, and the trail is wide and compacted or surfaced.		~~On-going~~Ongoing for both lebels (ie. Shelton Trail and Aplin Trail)~~.~~ Develop new trail standard to provide hard finish surface for select trail segments.
		5) Require that cyclists adhere to the following requirements: • Alert hikers and equestrians of their presence. • Travel no faster than 15 mph, unless conditions warrant reduced speed. • Slow to 5 mph when passing and dismount when necessary.		On-going.
		6) Promote adherence to the following code of off-road bicycling responsibility, as developed by the International Mountain Bicycling Association: • Ride on open trails only. • Control your bicycle.		On-going.

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		• Always yield trail. • Never spook animals. • Leave no trace. • Plan Ahead.		
		7) Maintain adequate line-of-sight on multiple use trails as determined by the City Engineer.		On-going.
		8) Incorporate, where feasible and without compromising safety, all compatible multiple uses on a single trail.		On-going.
		9) Where a single trail is not feasible or there is heavy use, provide alternate or parallel routes and/or design separate, dual trails.		On-going.
		10) Allow ample space in right-of-way for safe passage of users, for signing, fencing, separation of trails, trailheads and where appropriate, landscaping.		On-going. Mediterra's North Fork Trail is a good example as constructed in 2022/2023.
		11) For trails in developed areas, provide a setback of at least 5 feet so that trail fence can be set back from the curb and planting strip.		On-going. Mediterra's North Fork Trail
		12) Along narrow equestrian/hiking trails (less than 6 feet wide) with steep side slopes (greater than 30 percent), provide passing areas at regular intervals to allow hikers and other equestrians to pass.		On-going.
		13) Inform all trail users of the system's etiquette requirements through trailhead signs.		On-going. Implemented in certain sections.
		14) Reserve the right to temporarily close trails for safety and maintenance reasons, and post signs at convenient locations and outlets indicating the extent and probable length of closure.		On-going. 1N16 / Alder Creek Road.
Conservation Open Space	Goal 5.14 Maintain and enhance the trail system's clear and informative signage.			
		1) Continue to use consistent and established sign styles and other symbols, for the trails system.		On-going. New mile markers installed along Shelton trail by volunteers in keeping with the City's established style (2018). Interpretive signs along the Natural Parkland Trail and at the Santa Ana River Bridge utilize a consistent design as well.
		2) To the extent possible, develop signs that use easily identifiable symbols, natural materials and colors, and vandal-resistant construction.		On-going. Mile markers installed in 2018 made of natural wood, stained for durability and marked with bright yellow paint.
		3) Place signs in clearly visible areas such as at access points, trail heads, rest facilities and road crossings.		On-going. Most recent examples are at the Natural Parkland Trail, Shelton Trail and Santa Ana River Bridge (2014-2018).
		4) Use positive rather than negative language, emphasizing permitted activities rather than extensive "No!" signing, where appropriate.		On-going. Currently working on City Creek Trail signs that will utilize this policy.
		5) Relate the number of signs to trail usage. More signage is appropriate in urban or high-use areas rather than natural or low use areas.		On-going.
		6) Develop a highly informative sign program incorporating such information as: • Destinations and mileage indicators along the trail route; • Connections to other trails and community facilities; • Areas where access is hazardous or restricted; • Areas in which dogs or other animals are not allowed; • Educational exhibits and informational displays; • Delineation of private property adjacent to trails; • Habitat restoration along or near trails; • Recognition of areas dedicated to or sponsored by an organization or individual; • Vista points, pullouts, or rest stops; • Etiquette or permitted and nonpermitted uses; and • Speed limits for bicyclists and equestrians.		Trails Map available on the City's webpage. Natural Parkland Signage Program planning completed. Signs installed in 2014. Community Trails Committee approved a Work Program and includes these goals an policies to be implemented.
Conservation Open Space	Goal 5.15 Develop a multi-faceted program of trail maintenance with public and private participation.			
		1) Monitor public use of trail system on a regular basis so that maintenance issues can be addressed on a timely basis.		Ongoing by the City's Public Works Staff and Community Trails Committee members. "Adopted a Trail" program information available on the City's webpage.

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General Plan Element:	Goals:	Policies:	Actions:	
		2) Enforce trail regulations as a means of controlling trail use, and ensure that regulations for different trail segments within various jurisdictions do not conflict.		On-going. Signs installed and gates in some critical locations.
		3) Develop a program to enlist volunteers and volunteer organizations on trail development, operations and maintenance, education, and enforcement activities.		The City's Community Trails Committee is a 5-person volunteer Committee appointed by the City Council to assist with these items. "Adopted a Trail" program information available on the City's webpage. Volunteers from various organizations such as the Boy and Girl Scouts of America assist with various improvement projects.
		4) Locate trailheads in areas of high visibility and access.		On-going. Most recently at 1N16 (Mediterra) off Greenspot Road providing access into the National Forest.
		5) Develop or open to public use trails and/or easements only after a public agency (which may be the City of Highland) or private organization agrees to accept maintenance and liability responsibilities.		On-going.
		6) Conduct a feasibility study of a possible off-road vehicle park or recreation area.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (postponed due to lack of funding).
		7) Maintain an up-to-date map of all existing and proposed dedicated public trail easements in the General Plan.		Trails Map available on the City's webpage. Updated by the City's Planning Tech in 2022.
		8) Ensure that all proposed trails leading from the City into the San Bernardino National Forest are coordinated with the San Bernardino National Forest Service and consistent with the County of San Bernardino National Forest Land and Resource Management Plan.		On-going including 1N16 in 2022/2023. Trails Map available on the City's webpage.
Conservation Open Space	Goal 5.16 Continue to encourage, support and adopt energy-conservation practices.			
		1) Consolidate and adopt energy-saving practices for all City departments.		Solar panels installed on roof of City's Environmental Learning Center. Solar panels installed on roof of City Hall and new Police Station in 2011.
		2) Monitor energy usage for all City facilities.		On-going.
		3) Provide information on free energy audits for the public given by public utilities.		Ongoing.
		4) Distribute energy-conservation information, in both English and Spanish, to residents and businesses through: • Links to energy agencies and utilities on City's homepage • Brochures available at City Hall and other public facilities • Information and tips on utility bills. • Outreach programs to schools and businesses. • Environmental Learning Center.		Ongoing.
		5) Coordinate energy-related policies and actions with local utilities and energy agencies.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016. Program currently suspended.
Conservation Open Space	Goal 5.17 Encourage site design practices that reduce and conserve energy use.			
		1) Encourage energy and environmentally sustainable designs such as "Green Development Standards"—in the design and approval of new projects.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016. Program currently suspended.
		2) Orient buildings on the site to maximize the natural ventilation provided by prevailing breezes.		Implementation of the State's Green Code.
		3) Incorporate passive solar design techniques including building orientation, energy-saving materials, roof overhangs, and window and door placement.		Implementation of the State's Green Code.
		4) Increase minimum building insulation standards.		Implementation of the State's Green Code.
		5) Encourage landscape design that cools buildings and blocks solar rays, such as the planting of deciduous trees on south and west facing elevations, and give Title 24 credit for landscaping.		Implementation of the State's Green Code.
		6) Channel runoff to permeable surfaces through the design of roofs and rain gutter systems and drainage courses.		On-going. Implemented as part of the City's NPDES permit. Implementation of the State's Green Code and during the Planning entitlement process by the City's Landscape Architect.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		7) Encourage energy-efficient retrofitting of existing buildings, where practical, throughout the City including assisting applicants in the installation of more efficient HVAC (heating, ventilation, air conditioning) systems.		~~RDA Home Improvement Program.~~ Implementation of the State's Green Code.
		8) Distribute and participate in incentive programs for incorporation of solar and photovoltaic panels (active solar) into existing or new buildings.		Implementation of the State's Green Code.
		9) Establish a "green building" site design incentive program, such as density or height bonuses, reduced parking requirements, expedited plan check, and recognition programs.		City Council Work Program Item (2010/2011). Implementation of the State's Green Code.
		10) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.		Implemented with City's Environmental Learning Center, and new Police Station. Implementation of the State's Green Code.
		11) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.		City Council Work Program Item (2010/2011). Implementation of the State's Green Code.
		12) Encourage a grey water recycling plan.		Implementation of the State's Green Code.
Conservation Open Space	Goal 5.18 Continue to improve Highland's solid waste management and recycling efforts.			
		1) Continue to provide services to resident and businesses that facilitate community cleanup, curbside collections and diversion of oil and other hazardous waste materials		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements. Highland Improvement Team monthly cleanups for senior and disabled residents.
		2) Where joint programs offer improved efficiency or reduced cost, collaborate with other entities in waste recycling efforts.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		3) Maintain a comprehensive public education program, coordinated, in part, through the Environmental Learning Center, to stimulate recycling, reuse and waste reduction by its resident and businesses.		On-going. Public outreach and community events such as the Citrus Harvest Festival ~~(3/26/22)~~ and Discover Highland Night and social media.
		4) Continue to implement the policies and programs identified in the City's SRR (Source Reduction and Recycling Element) and HHW (Household Hazardous Waste Element), and develop measures to evaluate their effectiveness.		On-going.
		5) Evaluate and update hazardous waste management programs and implement improvements based on current best practices.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		6) Evaluate and update community education programs on solid and hazardous waste disposal to insure that this information is as broadly available as possible, especially through the school system.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		7) Aggressively pursue polluters and develop a fine program for distributors of fliers and leaflets found in parking lots.		
Conservation Open Space	Goal 5.19 Continue to support air quality planning through land use policies, outreach efforts and coordination with regional air quality agencies.			
		1) Reduce locally generated emissions through traffic flow improvements (including signal synchronization) and construction management practices.		Implemented through coordination with City of Highland Public Works and SANBAG.
		2) Encourage the use of public transit within the City through coordination with regional transit providers and publication of routes and timetables on the City website and publications.		Coordinated with Omni-trans by placing brochures in the City Hall Lobby.
		3) Encourage land use planning and urban design that reduces vehicle trips through mixed and multi-use development, consolidation of commercial development along major arterials, provision of pedestrian connections from residential to retail areas, and development of a multi-use Town Center.		On-going. Mixed-use Development Standards adopted in 2006. Greenspot Village & Marketplace Specific Plan and Town Center mixed-use projects adopted between 2013-2021.
		4) Establish performance standards for clustering residential areas near commercial services where mixed use is not feasible.		2022 – TREH, Alliance Apartments, and KZ Holdings all provided residential units adjacent to commercial services.
		5) Expand citizen and business outreach and education programs, disseminated and conducted in the Environmental Learning		On-going.

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General Plan Element:	Goals:	Policies:	Actions:	
		Center, relating to policies that improve air quality		
		6) Provide incentives such as permit streamlining for industrial/commercial or residential development projects that meet or exceed air quality practices.		No applications received.
		7) Encourage employers to develop trip reduction plans to promote alternative work schedules, ridesharing, telecommuting and work at-home programs, employee education and preferential parking.		Implemented through City's Trip Reduction Ordinance. Each of the warehouse/distribution projects approved between 2021 and 2023 had ridesharing parking spaces and preferential parking spaces provided (7 projects total).
		8) Conduct City staff in-service training, in conjunction with regional air quality agencies, on the latest policies, techniques, programs and technology for air quality planning.		Planning staff attends these regional training opportunities. Coordinate with SBCTA/SBCOG. The most recent attended by City Planning staff was in December 2023.
		9) Work with SANBAG to develop guidelines for the location and design of land uses that are sensitive to air pollution.		Ongoing.
		10) Reduce particulate emissions from roads, parking lots, construction sites and agricultural lands to the maximum extent practical through dust suppression, street cleaning and other practices.		On-going with each project implemented.
		11) Establish grading and building permitting procedures so that all construction involving demolition or earth movement reduces fugitive dust emissions through the appropriate techniques (e.g., wetting).		On-going with each projected implemented.
		12) Incorporate the provisions of SCAQMD Rule 403 (Fugitive Dust) into City land use administration rules and procedures.		On-going.
		13) Continue comprehensive efforts to reduce energy consumption.		PACE Program (SANBAG) MOU April 2013. Program currently suspended.
		14) Offer incentives to home-based businesses, carpool networks and park-and-ride facilities.		Ongoing. Ensuring compliance with new state legislation.
		15) Evaluate the desirability of developing a multi-modal, transit hub in the City.		Most recent discussions were related to a large local EV charging center on Greenspot Road for passenger cars and 5th Street for heavy duty vehicles. Still determining feasibility.
Chapter 6 – ***Public Health Safety & Environmental Justice Element***				
Public Health, Safety & Environmental Justice (adopted 2022)				
	Goal 1: Protect the health of community members by improving air quality.			
		Policy 1.1: Reduce air pollution from mobile sources.		
			Action 1.1a: Electric Vehicle Charging Stations. Promote the installation of electric vehicle charging stations at important destinations such as civic buildings, parks, and commercial hubs.	Four EV charging stations were installed at City Hall. The City also amended its Vehicle Fueling Station Ordinance to require the installation of EV charging stations in excess of the state guidelines.
			Action 1.1b: Fleet Management. Develop a fleet management program to increase the fuel efficiency and reduce emission of municipal vehicles.	The City has in service two hybrid and one fully electric vehicles in its fleet of approximately 12 vehicles not including public safety vehicles for police and fire services.
			Action 1.1c: Preferential Parking. Amend the zoning code to identify preferred locations for clean air vehicle parking required for new development.	Partially complete. Municipal Code amendment anticipated in June 2024.
			Action 1.1d: Warehouse Standards. Include air quality and vegetation buffer standards for new warehouses uses and loading docks.	Complete.
		Policy 1.2: Reduce localized air pollution exposure near major roads.		
			Action 1.2a: Air Filters in Existing Buildings. Pursue grant funding to install air condition with HEPA filters in homes and schools within	HEPA filters have been installed at City Hall and one of the City's three fire stations.

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General Plan Element:	Goals:	Policies:	Actions:	
			1,000 feet of a major road.	
			Action 1.2b: Clean Air Development. Create a clean air checklist for new development of sensitive land uses within 1,000 feet of a major road. This checklist should include landscaping, ventilation systems, double-paned windows, setbacks, and barriers.	No activity. Municipal Code amendment anticipated in June 2024.
Public Health, Safety & Environmental Justice	Goal 2: Promote a built environment that stays cool.			
		Policy 2.1: Promote a healthy urban forest to reduce air pollution and extreme heat.		
			Action 2.1a: Climate-Appropriate Trees. Develop a new street tree species palette that prioritizes trees based on having low water needs and adaptability to climate change and future environmental conditions.	Partially complete. Implemented at a staff level by the City's Landscape Architect.
			Action 2.1c: Increase the Tree Canopy. Identify grant funding to develop a program to install additional street trees or provide canopy trees to residents for planting.	No activity. Considering an application through President Biden's Inflation Reduction Act to California for the purchase of tees.
			Action 2.1b: Diverse Urban Forest. Maintain a healthy urban forest by ensuring a diversity of tree species.	Implemented by the City's Landscape Architect on an ongoing basis. Most recent example would be the selection of diverse species along Boulder Avenue and Greenspot Road.
			Action 2.1d: Street Tree Prioritization. Prioritize tree planting from approved street tree list based on the existing tree canopy and the population's vulnerability to extreme heat. Where possible, integrate shade trees with bike and pedestrian infrastructure.	Partially complete. Implemented at a staff-level.
			Action 2.1e: Tree Planting in DACs. Prioritize tree planting in the DACs to reduce residents' vulnerability to extreme heat. Focus efforts on shade trees along sidewalks, at transit stops, schools, bike lanes, and within parks in the DACs.	No activity.
		Policy 2.2: Adopt policies and standards for the built environment that reduce urban heat island.		
			Action 2.2a: Green Development. Encourage cool or green roofs for new commercial buildings.	Implemented through the California Green Code. Cool roofs are currently in place for City Hall, the Highland Branch Library and Fire Station #2. This idea was discussed with the San Carlo Townhome project but found to be infeasible.
			Action 2.2b: Cool Zones. Investigate the use of additional City facilities, such as recreation centers, to serve as cool zones.	Completed. The City's Community Center/YMCA and Library operate as Cool Zones.
			Action 2.2c: Low-Income Weatherization Programs. Continue prioritize funding for efforts to repair and rehabilitate housing in disadvantaged communities, including programs and grants to weatherize houses for extreme heat and air pollution.	As a partner of the County Consortium, this item is addressed with respect to Weatherization Programs. The County operates this program within Highland's boundaries.
Public Health, Safety & Environmental Justice	Goal 3: Minimize risks, such as loss of life, injury, property damage, and natural resource destruction from natural and human-caused hazards.			
		Policy 3.1: Minimize flooding risks through appropriate siting and protection of structures and occupants.		
			Action 3.1a: Flood Elevations. Continue to ensure finish floor elevations of new development are above the 100-year floodplain.	Addressed during Pre-Application processing and Plan Check by the Building & Safety Division, Planning and Public Works.

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General Plan Element:	Goals:	Policies:	Actions:	
			Action 3.1b: Development in the Floodway. Continue to limit uses in floodways to those tolerant of occasional flooding.	Ongoing especially within the East Highlands Village.
			Action 3.1c: Flood-Resistant Critical Facilities. Continue to design new critical facilities to minimize potential flood damage. Such facilities include those that provide emergency response like hospitals, fire stations, police stations, utility lifelines, and ambulance services. Such facilities also include those that do not provide emergency response but attract large numbers of people, such as schools, theaters, and other public assembly facilities with capacities greater than 100.	Ongoing. No critical facilities are located within flood hazard areas.
		Policy 3.2: Build and maintain public infrastructure that collects and conveys stormwater and enhances water quality.		
			Action 3.2a: Flood Channel Maintenance. Continue to maintain flood control channels and storm drains in accordance with habitat preservation policies through periodic dredging, repair, desilting, and clearing to prevent any loss in their effective use.	Ongoing through annual maintenance by the Public Works Division.
			Action 3.2b: Stormwater Quality. Identify streets and intersections and other infrastructure that would be candidates for stormwater quality enhancement features.	Partially complete. The City will initiate compliance with the Ocean Plan Amendment in mid-2024.
			Action 3.2c: Flood Control Funding. Continue to pursue funding opportunities for flood control projects, including collaboration with Federal, State, and local flood management agencies and other interested parties.	Continued progress. Partially complete. The San Bernardino County Flood Control District continues to make improvements City-wide. The improvement of Elder Gulch, south of Greenspot Road is anticipated to be underway in summer 2024.
			Action 3.2d: Drainage Master Plan. The City will consider adding a Work Program item to update the City's Master Drainage Plan.	
		Policy 3.3: Implement programs and standards to mitigate wildfire risk in high wildfire hazard severity zones.		
			Action 3.3a: New Development. All development shall be required to meet the minimum standards for adequate fire protection. The most restrictive law, regulation, or ordinance regarding fire safety applicable to development in Highland will take precedence, including compliance with the most current SRA Fire Safe Regulations and Fire Hazard Reduction Around Buildings and Structures Regulations if applicable. All perimeter development within the Very High Fire Hazard Severity Zone, adjacent to open space, shall construct perimeter fire roads in compliance with City policy	Ongoing. The City has adopted very stringent standards including the most current SRA Fire Safety Regulations and Fire Hazard Reduction. Fire roads are required in all perimeter developments such as Mediterra.
			Action 3.3b: New Residential Development in Areas Designated Very High Fire Hazard Severity Zone (VHFHSZ). Residential development within areas designated as VHFHSZs should be avoided or risks mitigated through compliance with applicable codes and standards, including compliance with the most current SRA Fire Safe Regulations and Fire Hazard Reduction around Buildings and Structures Regulations. If residential development occurs within VHFHSZ, a Fire Protection Plan that describes project specific fuel modification shall be required.	New residential within the VHFHSZ are mitigated with the most stringent standards and regulations including those listed in the action item. Fuel Modification/Fire Protection Plans are in place for all projects adjacent to the wildland including Mediterra, East Highlands Ranch and similar development.
			Action 3.3c: Home Improvements for Vulnerable Populations. For	No activity.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
			qualifying households, promote the use of local, county, and state rehabilitation programs and defensible space assistance, and provide information to vulnerable residents to assist with efforts to improve fire safety.	
			Action 3.3d: Wildfire Retrofits. Encourage structural hardening retrofits for existing structures in the VHFHSZ, consistent with the current standards.	Ongoing on a case-by-case basis through the Building Division.
			Action 3.3e: New and Existing Public Facilities. The construction of new public facilities should occur outside of areas designated VHFHSZ when feasible. Existing public facilities in the High Fire Hazard Area shall be retrofitted to be consistent with the current standards.	Complete. Only Fire Station No. 2 is located within this zone and it is necessary given the size of the City's land within the zone. With respect to school locations, they will be determined by the Redlands School District and State Architect.
			Action 3.3f: Maintain Emergency Evacuation Routes. Ensure that the entity charged with maintenance of the road complies with the requirements of the State Fire Code and San Bernardino Consolidated Fire Codes regarding street width, surface, grade, radius, turnarounds, turnouts, bridge construction, and lengths of fire apparatus access roads. All requirements and any deviations will be at the discretion of the Fire Code Official. Enforce these standards on new development in VHFHSZ through development review, and on existing development through code enforcement. Work with the City's Geographic Information Systems (GIS) mapping services to identify any residential areas that do not have at least two emergency evacuation routes or are otherwise inadequate due to access or timeliness of evacuation. Develop an evacuation route improvement plan upon identification of evacuation route inadequacies.	Ongoing and partially complete as new projects are entitled and constructed such as Mediterra and Beazer.
			Action 3.3g: Recover from Large Fires Safely. Perform an evaluation of fire-related development standards should a major wildfire require large portions of the City be rebuilt to ensure that redevelopment standards are as fire-safe as reasonably possible.	No activity.
			Action 3.3h: Adequate Peakload Water Supply will be Supported. The City will coordinate with the East Valley Water District to maintain long-term integrity of peakload water supply for structural fire-fighting and wildland fire-fighting and ensure new construction is serviceable by water supply.	Ongoing coordination with East Valley Water District on a case-by-case basis during development.
		Policy 3.4: Ensure that public facilities and infrastructure have adequate capacity to respond to wildfires and other relevant hazard events.		
			Action 3.4a: Performance Standards. Apply fire unit deployment performance measures with future planning of fire stations.	Complete.
			Action 3.4b: Emergency Equipment. Consider the long-term maintenance needs of emergency equipment and facilities when developing the annual budget.	Ongoing, included during planning for the 2023/2024 City Bi-Annual Budget.
			Action 3.4c: Storm Drain Capacity. Continue to ensure that existing and new storm drain and street capacities are adequate to manage a 100-year flood event.	Ongoing for new development and partially complete for existing development.
			Action 3.4d: New Public Facilities. The construction of new public facilities should occur outside of areas designated VHFHSZ when feasible. Existing public facilities in the VHFHSZ shall be retrofitted to be consistent with the current	Partially complete.

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General Plan Element:	Goals:	Policies:	Actions:	
			standards.	
		Policy 3.5: Enforce development standards to reduce geologic risk.		
			Action 3.5a: Soil Reports in Liquefaction Zones. When applicable, continue to require soil reports and implement recommendations for projects in identified areas where liquefaction or other soil issues exist.	Ongoing by the Public Works/Engineering Division when required on a case-by-case basis.
			Action 3.5b: Soil Reports for Projects on Fill. When applicable, continue to require a preliminary soil report and a report of satisfactory placement of fill prepared by a licensed geotechnical engineer or civil engineer for all buildings and structures supported on fill.	Ongoing by the Public Works/Engineering Division when required on a case-by-case basis.
			Action 3.5c: Foundation Reports. When applicable, continue to require a preliminary report for all buildings and structures supported on natural ground unless the foundations have been designed in accordance with current standards.	Ongoing by the Public Works/Engineering Division when required on a case-by-case basis.
			Action 3.5d: Renovations. Continue to require seismic retrofits for major renovations in accordance with Historic and Building Code provisions.	Ongoing by the Building & Safety Division when required on a case-by-case basis.
		Policy 3.6: Prioritize seismic retrofits of buildings that pose the greatest risk.		
			Action 3.6a: Unreinforced Masonry Structures. Consistent with State law and when applicable, require the retrofitting of unreinforced masonry structures to minimize damage in the event of seismic or geologic hazards. Incentivize seismic retrofits through permit fee waiver or other city incentive.	Ongoing, most recent activity occurring at the "Old Bank Building" at the SWC of Main Street and Palm Avenue. Plans are currently being drafted for the structure's restoration. Temporary securing of the roof and building face completed in 2023. Retrofitting underway.
			Action 3.6b: Retrofitting of Essential Facilities. When feasible, seismic retrofit essential facilities to minimize damage in the event of seismic or geologic hazards.	No City facilities are constructed of URM. Other types of retrofitting will occur as necessary.
		Policy 3.7: Limit the potential hazards from the transportation and disposal of hazardous waste.		
			Action 3.7a: Hazardous Materials Storage and Transport. Continue to require businesses that store or transport hazardous materials to prepare a Hazardous Materials Business Plan for review and approval by the Lead Environmental Agency.	Ongoing. Regulated by the Fire Marshall and Building Official.
			Action 3.7b: Hazardous Materials Studies. When appropriate, require new development to prepare a hazardous materials inventory and/or prepare Phase I or Phase II hazardous materials studies, including any required cleanup measures.	Ongoing, regulated by the Planning, Public Services and Building & Safety Division.
			Action 3.7c: Household Education. Educate the public on household hazardous wastes and the proper methods of disposal.	Ongoing through the Public Services Division through mailing, e-mailing and social media efforts.
Public Health, Safety & Environmental Justice	Goal 4: Maintain adequate emergency preparedness and response capabilities.			
		Policy 4.1: Create culturally appropriate hazard preparation and education.		
			Action 4.1a: Emergency Alerts for Air Pollution. Use the emergency alert systems and other standard City communications to alert the public when local air quality reaches "Very Unhealthy" levels.	No activity. Will review options to link AQMD communications to City's website.
			Action 4.1b: Neighborhood-Based Preparedness. Convene and regularly train neighborhood-based emergency response teams (e.g., CERT) and explore incorporating climate change response and recovery. Ensure CERT recruiting includes a diverse set of community members and leaders.	No activity locally, but regional CERT programs are in place and could be activiated.
		Policy 4.2: Create resilience centers		

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		throughout highland.		
			Action 4.2a: Back Up Power. Continue to ensure that critical City facilities have back up energy sources such as battery storage. Prioritize clean energy sources, such as solar, where feasible.	Partially achieved at certain City facilities with solar and generator service in place.
			Action 4.2b: Refrigeration. Install refrigerators at resilience centers, such as existing cooling centers and emergency shelter locations, to provide storage for medication in black out or other hazard events.	~~No activity.~~ Refrigerators are currently in place at the City's Community Center which serves as a cooling center and at the Sheriff's station.
			Action 4.2c: Audit Emergency Childcare. Work with non-profit organizations, such as the Red Cross, to offer emergency childcare for frontline workers in the event that schools are closed in a hazard event.	No activity. The City has effectively coordinated with the Red Cross during large community emergencies such as flooding or fires and smaller emergencies such as house fires.
			Action 4.2d: Food Distribution. Work with local foodbanks to distribute food and pop-up food pantries during hazard events.	Partially achieved in cooperation with the Red Cross and local non-profit organizations.
			Action 4.2e: Advertise Regional Programs. Include information on regional assistance programs in appropriate languages during a hazard event.	No activity by the City. Partially achieved through County efforts.
		Policy 4.3: Prepare residential areas for flooding and wildfire.		
			Action 4.3a: Elevate and Anchor. Educate and encourage property owners in flood zones to elevate and anchor critical utilities, including electrical panels, propane tanks, sockets, wiring, appliances, and heating systems.	Partially achieved in the East Highland's Village Neighborhood at the southeast corner of Greenspot Road and Church Street.
			Action 4.3b: Sandbags. Implement a sandbag program available for residents in flood zones prior to heavy storms.	Ongoing, most recently during the March 2023 rain events.
			Action 4.3c: Fire Safe Communications. Prior to fire season, use outreach events and City communication resources to educate the public on how they can create a defensible space around their place of residence and evacuate in case of fire.	Ongoing through social media efforts.
			Action 4.3d: Require evacuation assessments on residential projects requiring an Environmental Impact Report in designated wildfire hazard severity zones.	Ongoing.
		Policy 4.4: Ensure the Emergency Operations Center (EOC) has adequate capacity to respond to hazard events.		
			Action 4.4a: EOC Technology. Continue to conduct a periodic review of technology used to support the EOC to ensure systems are updated and effective, including City GIS.	Partially achieved at the Highland Police Station. Completion of certain upgrades are anticipated over the coming years.
			Action 4.4b: EOC Equipment. When feasible, update EOC equipment and supplies as necessary to ensure effectiveness.	Achieved and ongoing.
			Action 4.4c: Staff Training. Continue EOC training and exercise plan for the City staff with EOC responsibilities, and cross train city staff at various EOC positions.	Ongoing.
			Action 4.4d: Online Training. Expand staff training by conducting quarterly online WebEOC training for EOC staff. Include extended training formats as applicable.	Ongoing.
			Action 4.4e: Mutual Aid Participation. Continue to participate in Statewide Master Mutual Aid Agreements and local automatic aid agreements.	Ongoing.
Public Health, Safety & Environmental Justice	Goal 5: Improve the quality of the built and natural environments to reduce disparate health and environmental impacts.			
		Policy 5.1: Adopt land use regulations that protect residential and park uses from the impacts of industrial and roadway pollution.		

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			Action 5.1a: Land Use Review. Conduct a review of existing Municipal Code to determine where existing legislation encourages or allows land uses and programs that are detrimental to the health of residents in DACs.	Partially achieved through the adoption of the City's updated Public Heath Safety and Environmental Justice Element in January 2022. Additional Municipal Code amendments anticipated in June 2024.
			Action 5.1b: Monitor Industrial Areas. Establish a monitoring program to periodically evaluate and report the immediate and long-term health and environmental impacts of the proximity of residential and park uses to industrial areas in DACs.	Ongoing especially thought the current draft Program EIR for the Inland Valley Improvement Corridor Plan. ~~Airport Gateway Specific Plan~~.
			Action 5.1c: Siting Industrial Uses. Disallow siting and construction of new industrial uses that could impact the health of residents in the DACs.	Ongoing evaluations.
		Policy 5.2: Remediate and prevent pollution arising from industrial and household sources.		
			Action 5.2a: Pollution Review. Conduct a review to determine where existing pollution sources are impacting residents in the DACs.	Ongoing and partially achieved through the new Element.
			Action 5.2b: Hazards Cleanup. In conjunction with other local and regional agencies, ensure the cleanup of contaminated surface water, groundwater, and soils in affected DACs.	Ongoing.
			Action 5.2c: Green Streets. Prevent future groundwater pollution by implementing green street strategies to support a sustainable approach to stormwater, drainage, groundwater recharge, and landscaping, and incorporating green streets standard and guidelines in all streetscape improvements where feasible.	Ongoing.
Public Health, Safety & Environmental Justice	Goal 6: Ensure access to healthy food.			
		Policy 6.1: Promote the growing of fruits and vegetables by local residents.		
			Action 6.1a: School Gardens. Permit and promote "edible school yards" that provide gardens and gardening programs on school property.	No activity. Initiated discussion with the two local School Districts.
			Action 6.1b: Urban Agriculture. Amend the Zoning Code to allow privately owned vacant property to be used for urban agriculture.	Achieved.
			Action 6.1c: Local Healthy Food. Encourage, through a public information campaign, street vendors, convenient stores, and other food outlets, to sell fresh produce and to reduce unhealthy food options.	Ongoing
		Policy 6.2: Use City resources to publicize healthy food and food assistance programs.		
			Action 6.2a: Healthy Food at Public Events. Require that all City-sponsored events and City facilities provide healthy food options.	Ongoing. Attended Farmers Markets in nearby communities and invited local farmers to attend the Highland Citrus Harvest Festival on 3/25/23.
			Action 6.2b: Food Assistance Programs. Advertise food assistance programs in City marketing materials and distribute information on food assistance programs including food pantries and banks.	Partially completed for food bank assistance at the Highland Community Center (CAPS).
Public Health, Safety & Environmental Justice	Goal 7: Ensure safe and sanitary housing for DAC residents.			
		Policy 7.1: Promote improvements and rehabilitation of unsafe housing in DACs, while actively preventing displacement.		
			Action 7.1a: Rental Rehab. Develop a program to assist owners of rental units to rehabilitate their properties, especially those with affordable units and housing in the DACs, to	No activity

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			meet current building standards in tandem with affirmatively furthering fair housing policies.	
			Action 7.1b: Low Income Weatherization. Explore administering Community Development Block Grant programs and other grants to provide free or reduced-cost weatherization for extreme heat and air pollution.	Ongoing through the County Consortium.
			Action 7.1c: Lead Paint Testing. Include mandatory lead-based-paint testing as part of any City-funded housing rehabilitation and other housing assistance programs that may be offered.	Achieved and on-going. Most recently conducted for the demolition of City-owned 7433 Central Avenue property.
		Policy 7.2: Adopt standards and policies that maintain safe and sanitary housing.		
			Action 7.2a: Code Enforcement. Focus code enforcement efforts in DACs to improve unsafe and unsanitary conditions, focusing on trash and dumping, overcrowding, illegal home businesses, illegal garage conversions, graffiti, unpermitted plumbing and electrical, and lack of building and yard maintenance. Have code enforcement officers distribute information on tenant rights and owner and landlord responsibilities when conducting site visits. Distributed information should be translated into all relevant languages	Ongoing. ~~One~~ Two Code Officers assigned to this area in particular.
			Action 7.2b: Tenant Rights. Distribute tenant rights information and ensure that renters are not penalized for reporting on dwelling units that do not meet health and safety standards. All written outreach efforts should be translated into all relevant languages.	Ongoing through Inland Fair Housing & Mediation Board.
			Action 7.2c: Crime-Free Multi-Housing Program. Encourage all apartment building owners to participate in the Crime-Free Multi-Housing Program operated by the City Police Department to reduce crime, drugs, and gangs on apartment properties.	Ongoing.
			Action 7.2d: Home Assistance. Continue to provide support for programs and facilities that provide homes for those without shelter and focus future efforts on specifically addressing the issues that arise on streets and in parks in the DACs.	Ongoing through County Consortium.
Public Health, Safety & Environmental Justice	Goal 8: Ensure that parks, public facilities and services are equitably located and distributed throughout DACs, allowing easy access for residents.			
		Policy 8.1: Improve existing park quality by providing amenities and programs for play, exercise, and enhanced safety. Prioritize efforts that can be deployed quickly in under-parked communities.		
			Action 8.1a: Park Access. Seek to increase the current percentage of residents within a 10-minute walk of a park, by using underused or vacant land as open space or parks.	No activity. Added new public parks in the Mediterra and Mastercraft Highland Park developments currently under construction. Worked with the developer to construct and maintain most of these facilities.
			Action 8.1b: Park Activation. Activate existing parks with permanent work out infrastructure for all ages and repair and maintain existing facilities.	No new activity. 2023 - Mediterra park and paseo constructed permanent work out infrastructure for all ages.
			Action 8.1c: Park Programs. Expand and tailor recreational and park programs, facilities, and services to meet evolving community needs. Programs and services should remain accessible and relevant to today's residents, responding to unique cultural, historic, and social needs, as well as changing demographics and income levels.	~~No activity~~. Ongoing.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			Action 8.1d: Community Events. Create a simple, accessible, and affordable process for requesting street closures and park permits for public and neighborhood events of all sizes. All forms should be translated into all relevant languages.	~~Ongoing.~~ Complete and in place.
		Policy 8.2: Expand park availability by converting underutilized land.		
			Action 8.2a: Vacant Lot Conversions. Offer fee reductions and other incentives to convert vacant lots or underutilized public rights-of-way into small parks, community gardens, or open spaces.	No activity.
			Action 8.2b: Linear Parks and Trails. Seek opportunities to convert public easements, such as utility corridors and parkway vistas, into parks and trails.	Ongoing through Community Trails Committee in conjunction with new development and grant ~~fuding.~~ Funding. Mediterra will contain linear parks and trails (Pine Park and Paseo Ramblas).
			Action 8.2c: Parks Partnerships. Partner with schools, places of worship, and businesses to expand access to green spaces and recreation areas, especially in DACs with less accessibility to green spaces and recreation areas.	Ongoing at two schools. Looking to expand.
			Action 8.2d: Safe Routes to Parks. Develop a Safe Routes to Parks and Schools program to promote safe, active, and engaging ways to access parks and schools.	Ongoing active program through the City's Public Works Division.
		Policy 8.3: Create inviting public spaces in DACs where people feel safe during the day and night for everyday play, family gatherings, and community events.		
			Action 8.3a: Public Art. Develop more public art, fountains, and other streetscape improvements that beautify Highland's streets and provide a collection of permanent outdoor artwork throughout the City. Identify opportunities to support and fund local artists and students to create public art in the City.	Ongiong through new development entitlement process. Patriot Partners, Lovett and Crow Holdings projects will contain public art.
			Action 8.3b: Crime Prevention. Adopt Crime Prevention Through Environmental Design (CPTED guidelines that deter criminal activity in neighborhoods, streets, and public areas. Include guidelines for the design of play areas, parks, sports facilities, streets and sidewalks, plazas and urban pocket parks, and housing and commercial sites, among others.	No activity.
			Action 8.3c: Virtual Community Resources. Provide virtual resources through the library, such as e-book services and virtual programs for those who do not have easy access to community facilities.	Partially achieved. E-book services available through the Highland Branch Library and County Library systems.
Public Health, Safety & Environmental Justice	Goal 9: Promote and ensure meaningful and effective participation and community capacity building in DACs, especially when developing, adopting, implementing, and enforcing plans and policies related to public health and environmental issues.			
		Policy 9.1: Create transparent City processes and forms accessible to all residents.		
			Action 9.1a: City Contacts. Distribute, house-to-house in DACs, City information on all programs and City events, including phone numbers and contact information, especially for call enforcement and housing needs. All information to be translated in all relevant languages.	No activity other than social media outreach. Participation in National Night Out.
			Action 9.1b: Meeting Advertisements. Install signage at neighborhood markets in DACs to promote and advertise City meetings and other public	No activity. Partially complete - electronic notices online have been utilized.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
			announcements.	
			Action 9.1c: Civic Engagement. To promote civic engagement, partner with appropriate organizations (e.g., community-based, faith-based, advocacy, and service) that have built relationships and trust within DACs to conduct meaningful outreach.	~~No activity.~~ National Night Out is attended by all City divisions and work in coordination with these other partners.
			Action 9.1d: Virtual Meetings. Provide virtual participation options for in-person public hearings.	Partially achieved during Airport Gateway Specific Plan outreach.
		Policy 9.2: Host City Council events focused on the issues facing DACs and encouraging additional community involvement.		
			Action 9.2a: Open Houses. Invite residents of DACs for City Hall open houses and tours.	No activity. National Night Out
			Action 9.2b: DAC Tours. Conduct City Councilmember visits to DACs to encourage discussion on items that affect the residents and businesses. Have City Council accompanied by representatives from the Police, Code Enforcement, Development and Community Services, and other departments. Host an annual community walk with the Mayor and other City Council members.	No activity.
			Action 9.2c: DAC Meetings. Dedicate one City Council meeting per year to DACs, having staff update the Council on improvements made and further needs of the residents and business owners in those communities. Provide translation headsets at all City Council meetings so that residents can engage firsthand with the content of the meetings.	No activity.
		Policy 9.3: Support equitable and inclusive opportunities to build capacity and leadership skills for residents and organizations in DACs through continued civic engagement.		
			Action 9.3a: Youth Engagement. Partner with school districts, community colleges, and continuing education institutions to promote civic engagement opportunities.	Ongoing, most recently with the Citrus Harvest Festival Art Contests and Youth Baking Contest.
			Action 9.3b: Community Leaders. Support and expand opportunities to build and sustain capacity among residents to advocate and engage for community and systems improvements to develop their skill sets as community leaders and to advance their roles as trusted messengers.	No activity.
			Action 9.3c: Board Memberships. Specifically invite residents from DACs to become board, commission, and task force members as openings occur.	No activity.
			Action 9.3d: Community Driven Initiatives. Support community-driven initiatives in DACs to address priorities and needs through technical assistance, data sources, meeting spaces, support services, and other staff resources.	Partially achieved with meeting spaces at the Community Center and Library as well as City Hall.
Public Health, Safety & Environmental Justice	Goal 10: Prioritize improvements and programs that address the needs of residents in DACs.			
		Policy 10.1: Support and expand programs and services to prioritize those that identify DACs, address environmental justice issues, and foster partnerships with countywide partnerships and programs.		
			Action 10.1a: Ongoing Engagement. Provide ongoing engagement with residents and stakeholders to evaluate additional criteria for the inclusion of communities not currently identified as DACs.	No activity.
			Action 10.1b: Funding Priorities. Prioritize funding and fiscal decisions for recreation, air quality	Ongoing.

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
			and other environmental improvements, public infrastructure investments, community programming, and engagement opportunities in DACs.	
			Action 10.1c: Monitoring. Monitor progress of the goals, policies, and actions from this Element.	Ongoing.
			Action 10.1d: Annual Review. Conduct an annual review of the implementation of the goals, policies, and action of the Public Health, Safety, and Environmental Justice Element to monitor progress on goals, policies, and implementation of programs and actions and provide this information to environmental justice communities. Present this annual review to City Council on a regularly scheduled agenda and invite residents and businesses of the DACs to attend and provide input.	Ongoing.
			Action 10.1e: Plan Integration. Examine existing processes and practices for ways to embed environmental justice goals, policies, and actions throughout future updates to General Plan Elements, sustainability plans, Municipal Code, and other City-initiated planning efforts.	Ongoing.
Chapter 7 – Noise Element				
Noise	Goal 7.1 Protect sensitive land uses and the citizens of Highland from annoying and excessive noise through diligent planning and regulation.			
		1) Enforce the City's Noise Control Ordinance consistent with health and quality of life goals and employ effective techniques of noise abatement through such means as a noise ordinance, building codes and subdivision and zoning regulations.		On-going. Evaluated on a case-by-case basis through CEQA and local noise standards. Noise reduction mitigation applied when needed to eliminate negative impacts. Each industrial project approved by the City in 2022 had such conditions and were mitigated.
		2) Encourage the use of site planning and architectural techniques such as alternative building orientation and walls combined with landscaping to mitigate noise to levels consistent with interior and exterior noise standards.		On-going. All multi-family residential projects approved such as TREH and Rexco required architectural and building materials to highly mitigate noise levels as did smaller single family projects such as the 4 single family homes on LaPraix Street which backed the 210 Freeway. All entitled projects employed these techniques (TREH, Alliance, Patriot Partners, Crow Holdings).
		3) Require mitigation where sensitive uses are to be placed along transportation routes to ensure compliance with interior and exterior noise standards.		On-going. All multi-family residential projects approved such as TREH and Rexco required architectural and building materials to highly mitigate noise levels as did smaller single family projects such as the 4 single family homes on LaPraix Street which backed the 210 Freeway. same as #2 above.
		4) Consider the compatibility of proposed land uses with the noise environment when preparing, revising or reviewing development proposals.		On-going.
		5) Prevent the siting of sensitive uses in areas in excess of established 65 dBA CNEL without appropriate mitigation. Special attention should be paid to potential development within the 65 dBA CNEL noise contour of the San Bernardino International Airport and mining operations of the Santa Ana River.		On-going. Noise studies are required for all sensitive uses within this area. The appropriate mitigation measures are adopted case-by-case.
		6) Work with San Bernardino International Airport Authority to ensure that future airport planning activities encourage consistency with adopted City land use plans and minimize impacts on Highland's economic development opportunities and quality of life.		On-going Continue coordinated efforts with affected agencies ~~to adopt an Airport Gateway Specific Plan~~. Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
				(2009) – Ord No. 342, and 343
		7) Require that site-specific noise studies be conducted by a qualified acoustic consultant utilizing acceptable methodologies while reviewing the development of sensitive land uses or development that has the potential impact sensitive land uses. Also require a site-specific noise study if the proposed development could potentially violate the noise provisions of the General Plan or City ordinance.		On-going. Recent examples include Mediterra, Rexco, Woodcrest/Tractor Supply, La Praix street residences and Dan Moore Contractor's Yard on Meines Street, TREH, Alliance, all industrial projects.
			1) Coordinate with school districts to ensure that schools are located and designed so that: • interior noise in classrooms does not exceed 45 CNEL • noise exposure does not exceed 65 CNEL at classroom buildings; and • noise exposure does not exceed 70 CNEL on playgrounds and athletic fields.	On-going. 2019 – Entrepreneur High School on Highland Ave.
			2) Coordinate with the San Bernardino International Airport Authority to minimize flight patterns over the City.	On-going in compliance with adopted policy.
			3) When site and architectural design features cannot sufficiently reduce adverse noise levels, or cannot be economically provided, require the provision of noise barriers/berms, provided that noise barriers: • are sufficiently massive to prevent significant noise transmission and high enough to shield receiver from noise source; • noise barriers exhibit a minimum acceptable density of four pounds per square foot (equivalent to 3/4-inch plywood): • contain no cracks or openings; and • minimize the effect of flanking by bending the barrier back from the noise source at the end of the barrier.	On-going in compliance with CEQA.
			4) Require landscaping treatment to be provided in conjunction with noise barriers to provide visual relief and to reduce aesthetic impacts.	On-going. All development projects.
			5) Require realtors representing homebuyers in the vicinity of the gun club to inform new buyers of the existence of potential noise impacts associated with gunfire.	The Inland Fish and Gun Club on Boulder/Orange Street ceased operations. Noise impacts from the Redlands Gun Club on Orange Street must be identified in the CC&Rs of new residential projects.
			6) Maintain a noise complaint file to document areas of excessive noise in the City.	On-going.
Noise	Goal 7.2 Encourage the reduction of noise from transportation-related noise sources such as automobile and truck traffic.			
		1) Guide the location and design of transportation facilities to minimize the exposure of noise on noise-sensitive land uses.		~~2020 – Transition Properties warehousing/distribution facility Phase 2 under construction designed to minimize noise from the site with increased setbacks, walls and landscaping.~~ ~~2021 – Patriot Partners warehouse and Dan Moore's contractor storage yard were designed to buffer and mitigate with separation, block walls and landscaping.~~ 2023 Achieved with Patriot Partners, Lovett and Crow Holdings projects.
		2) Employ noise mitigation practices, as necessary, when designing future streets and highways, and when improvements occur along existing road segments. Mitigation measures should emphasize the establishment of natural buffers or setbacks between the arterial roadways and adjoining noise-sensitive areas.		On-going. Will be reviewed in conjunction with development of the Inland Valley Improvement Corridor Program.
		3) Require that development generating		On-going through CEQA mitigation measures

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		increased traffic and subsequent increases in the ambient noise level adjacent to noise sensitive land uses provide appropriate mitigation measures.		established on a project-by-project basis.
		4) Minimize truck traffic through residential neighborhoods.		On-going through implementation of the Circulation Element street designation criteria.
		5) Encourage the development of alternative transportation modes such as bicycle paths and pedestrian walkways to minimize the number of automobile trips and noise.		Implemented in the Town Center, and Greenspot Village & Market Plan. Palm/Alabama and Boulder/Orange Street Bikeways making progress towards construction.
			1) Maintain roadways so that the paving is in good condition to reduce noise-generating cracks, bumps and potholes.	Implementation of the 5-Year CIP.
			2) Use the daily design capacity identified in the General Plan and the posted speed limit to quantify the design noise levels adjacent to transportation routes for mitigation purposes.	Enforcement of truck routes especially related to designated sand and gravel hauling routes.
			3) Require evaluation of highway and arterial roadway extensions for potential noise impacts on existing and future land uses.	On-going.
			4) Consider the effects of truck routes, truck traffic, posted speed limits and future motor vehicle volumes on noise levels adjacent to transportation routes when planning improvements to the circulation system.	On-going.
			5) Work with Caltrans to landscape or install mitigation elements along freeways and highways adjacent to existing residential subdivisions or noise-sensitive uses to beautify the landscape and reduce noise, where appropriate.	~~2019/2022~~2023 – Completion of ~~The City and Caltrans agreed upon~~ beautification improvements installed in coordination with the SR 210 and Base Line widening ~~underway~~.
			6) Monitor proposals for future transit systems and require noise control to be considered in the selection of transportation systems that may affect the City.	As needed – Marinita & Greenspot Village & Marketplace
Noise	Goal 7.3 Protect residents from the effects of "spill over" or nuisance noise.			
		1) Enforce the City's Noise Control Ordinance so that new projects located in commercial or entertainment areas do not exceed stationary-source noise standards at the property line of proximate residential or commercial uses, as appropriate.		On-going for all projects. Acoustical studies required for noise generating activities as well as construction activities for all projects.
		2) Prohibit new industrial uses from exceeding commercial or residential stationary-source noise standards at the most proximate land uses, as appropriate. (Industrial noise may spill over to proximate industrial uses so long as the combined noise does not exceed the appropriate industrial standards.)		On-going. ~~Transition Properties warehouse/distribution, Dan Moore Contractor's Yard, and~~ Patriot Partners, Crow Holdings, and Lovett warehouse projects were Conditioned and are compliant with this policy.
		3) Require that construction activities employ feasible and practical techniques to minimize noise impacts on adjacent uses. Particular emphasis shall be placed on the restriction of hours in which work other than emergency work may occur.		On-going. Construction hours are limited and Conditioned by Building & Safety to minimize noise impacts; Monday through Saturday 7am to 7pm.
		4) Require that the hours of truck deliveries to commercial properties abutting residential uses be limited unless there is no feasible alternative or there are overriding transportation benefits by scheduling deliveries at another hour.		Required as a Condition of Approval for all new applicable projects.
		5) Ensure that buildings are constructed to prevent adverse noise transmission between differing uses located in the same structure and individual residences in multi-family buildings.		On-going.
			1) As a condition of approval, limit non-emergency construction activities adjacent to existing noise-sensitive uses to daylight hours between 7:00 a.m. and 7:00 p.m. Discourage construction on weekends or holidays except in the case of construction proximate to schools where these operations	On-going. Also, this item will be address in an upcoming Municipal Code Amendment in ~~June~~ ~~2020~~2024 to ensure Planning and Building & Safety Division construction hours are the same and in compliance with the latest acceptable standards.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
			could disturb the classroom environment.	
			2) Ensure that the design and placement of air conditioning units and pool equipment within residential areas is accomplished in a manner that does not intrude upon the peace and quiet of adjacent noise-sensitive uses.	This is a Condition of Approval for each residential development.
			3) Encourage the use of portable noise barriers for heavy equipment operations performed within 100 feet of existing residences or make applicant provide evidence as to why the use of such barriers is infeasible.	~~2020 –~~ Mediterra and Mastercraft Highland Park both implemented this condition this year ~~Condition of Approval imposed for rock sorting/crushing and construction noise.~~
Chapter 8 – Housing Element				
(See Attached HCD Forms)				
Chapter 9 – Economic Development Element				
Economic Development	**Goal 9.1 Maintain a balance of land uses that generates consistent and sufficient revenue for public services now and in the future.**			
		1) Provide an appropriate mix of retail development in focused commercial centers along commercial corridors.		Retail development focused in Greenspot Village & Marketplace Specific Plan, The Town Center and Highland Crossroads. Mixed use projects including commercial components were approved in all three corridors in 2023~~2020 and 2021~~.
		2) Promote the expanded the Business Park and Industrial land use designations in the southern parts of the City to capture regional demand and growth potential from future airport development.		The City working with surrounding agencies to adopt the ~~Airport Gateway Specific Plan~~ Inland Valley Infrastructure Corridor Program that will address local and regional circulation and land use along this corridor.
		3) Promote the emerging Highland Town Center as a mixed-use zone capable of capturing a wide range of public, commercial and residential development.		Online and with the City's updated "Economic Development Activity Map".
		4) Promote quality in-fill housing along corridors and on infill sites in adjacent neighborhoods to support retail development.		On-going. 2020-2023~~/2021~~ - Mastercraft 13, Richmond American Glenrose Ranch constructed on Greenspot Road, Kiel 54 on Santa Ana Canyon Road, Mastercraft 42 on Base Line, Hispano on Pacific Street near Victoria Ave, Alliance Apartments, and TREH.
		5) Promote a mix of housing types and range of prices necessary to provide a diverse labor force.		Greenspot Village & Marketplace; a variety of ~~946~~ 1,218 units. Town Center Policy Area with approximately 54 units, diverse in nature.
		6) Establish and apply updated criteria and procedures for reviewing the fiscal effect and overall project quality of new development proposals, zone changes and revitalization efforts.		Fiscal Impact Analyses required for the environmental consideration of new development of significant size.
		7) Evaluate the effect of new retail and office development on the capture of local shopping dollars.		On-going.
Economic Development	Goal 9.2 Consolidate and revitalize commercial development that provides attractive and convenient shopping, service and professional uses, and entertainment opportunities for its residents.			
		1) Consolidate commercial development into selected intersections along Base Line.		
		2) Develop implementation plans for a new Highland Town Center, which include: • a phased development approach; • a conceptual design plan and design guidelines to ensure quality development; and • a marketing and business assistance program.		On-going with the gradual development of Bakers, CVS, Family Dollar, Smart & Final, Woodcrest Companies, Marinita, and KZ Holdings.
		3) Target key retail sectors to maintain a strong, local share of sales tax revenue.		Ongoing.
		4) Create physical and visual linkages between Highland's historic district and the		Bakers, CVS, Family Dollar, Smart & Final, Woodcrest

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		emerging Town Center.		Companies, Maranita, and KZ Holdings. Design for Town Center street arch approved by City Council in 2009. Base Line Beautification Program includes historic street lamp designs, landscaped parkways and medians and colored brick pavers at intersections.
		5) Promote additional commercial development around major freeway interchanges.		On-going. Coordinating development plans within the Greenspot Village & Marketplace ~~TREH Partners~~ at the northeast corner of Greenspot Road and the 210 Freeway and Marinita development at the northwest corner of Base Line and the 210 Freeway.
		6) Develop strategies to attract visitors who are traveling to and from mountain resort destinations.		Implemented through the installation of large freeway oriented business signage. Conceptual plans prepared, but not yet approved by the City. Two flag tests flown in 2022/2023 for Marinita and TREH.
		7) Study the desirability of establishing an Infill Development Incentive program for targeted sites along major corridors and in adjacent neighborhoods.		No action
		8) Inventory, map and disseminate information on vacant, underutilized properties and in existing commercial centers in redevelopment project areas to realtors and developers.		Map available on City's website and provided to the general public and Chamber of Commerce. Map disseminated at ICSC events.
		9) Participate in San Bernardino International Airport planning efforts to enhance compatibility with Highland's economic development objectives and quality of life.		Consideration of a joint IVDA, City of San Bernardino and Highland Specific Plan for areas around the SBIAA – ~~Airport Gateway Specific Plan~~ Inland Valley Infrastructure Corridor Program.
Economic Development	Goal 9.3 Continually monitor and enhance Highland's business promotion and economic development activities and programs.			
		1) Establish, maintain, use and update a list of targeted industries and professional organizations for business promotion and location/relocation in Highland.		On-going. Achieved and placed on the City's webpage. Updated in 202~~0~~3.
		2) Prepare focused market analyses of its best opportunities in both the retail and business/industrial sectors.		On-going. Achieved and placed on the City's webpage. Updated in 202~~0~~3.
		3) Coordinate business promotion activities with the Chamber of Commerce.		Attend and speak at monthly quarterly events.
		4) Continue to update economic development opportunities on the City's homepage.		On-going. Updated in 202~~0~~3.
		5) Continue and promote the City's well-publicized, user-friendly and competitive permit assistance program.		~~No action.~~ 2023 – Actively working with new software, iWorQ, to implement new City permitting. Currently active with Building & Safety and Finance and coming online soon with Public Works and Planning.
		6) Establish partnerships with local real estate professionals to develop strategies for promoting and marketing opportunities within Highland.		City Staff has on on-going relationship with two local real estate companies who assist the City as needed.
		7) Undertake periodic market demand updates as part of the City's economic development strategy.		Information frequently provided by private developers and used to update City strategies.
Economic Development	Goal 9.4 Continue prudent fiscal management and balanced land use policies that increase public revenues commensurate with the growth of public infrastructure and services.			
		1) Maintain steady growth in key public revenue sources, such as property taxes and sales taxes, in order to provide high quality public services and capital facilities.		Continued development of the Golden Triangle Policy Area and within the Town Center Policy Area.
		2) Establish the desired level of service for public services such as fire, police, public works and community services, and prioritize these public service areas for the allocation of revenues for ongoing operations and maintenance costs.		On-going effort during bi-annual budget preparation, Work Program and Capital Improvement Program.
		3) Evaluate the effectiveness and reliability of existing sources of funding that provide funds for public improvements needed to support projected growth, such as redevelopment monies, development impact fees and grants.		On-going. 2023 DIF Update effective 4/1/2024
		4) Maintain a Capital Improvement Program (CIP) that establishes required capital improvements projects, priorities and revenue sources for each capital project.		On-going. Annual CIP review conducted

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General Plan Element:	Goals:	Policies:	Actions:	
		5) Explore alternative funding sources in light of uncertain and changing State financial arrangements with cities, researching the applicability of new grants and funding sources to provide funding for CIP projects.		On-going.
		6) Evaluate the feasibility of local financing approaches to provide future sources of funding for public services, such as: property based landscape and lighting districts, business improvement districts, special taxes and special assessments.		On-going. Community Facilities Districts (CFDs) considered on case-by-case request.
		7) Maintain retail competitiveness to provide a reliable tax base for increased public municipal revenues needed to support growth.		Ongoing.
		8) Coordinate with the Chamber of Commerce and the business community to maintain a business attraction program that will provide a mix of good paying jobs and increased sales tax revenues		Ongoing.
		9) Implement land use policies that address a balance of land uses to generate a mix of jobs, increase public revenues and promote fiscal stability.		General Plan and zoning designations upheld and adjusted on a case-by-case basis to address changes in the marketplace.
Economic Development	Goal 9.5 Develop one of the Inland Empire's most sought after and successful industrial and business park districts along the 5th Street corridor.			
		1) Promote light industrial and business park uses along 5th Street.		On-going.
		2) Continue proactive and cooperative planning efforts as a member of the Board of the San Bernardino International Airport.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA.
		3) Develop and implement streetscape improvement plans for 5th Street as a major gateway corridor to the airport area.		On-going. CIP and IVDA.
		4) Adopt design guidelines for the creation of a high quality business park environment including architectural standards, signage, landscaping and parking.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA. Work Program Item.
		5) Limit nonconforming development that might compromise the integrity of the area as an industrial/business park center.		Addressed in the City's Municipal Code standards.
	Goal 9.6 Continue to play an active role in providing timely information about employment opportunities and workforce education.			
		1) Support career education programs in local schools such as the Regional Occupation Program, career academies, internships, job shadowing, Career Speaker Programs, Career Day and other programs.		Real Journeys Academy charter middle school and high school approved and opened in 2018. Anticipated attendance of 1,200. The City Annually supports a high school "shadowing" program in conjunction with the Redlands Unified School District and Optimist Club.
		2) Tailor job training and placement programs to all economic segments of the community.		
Chapter 10 – Community Design Element				
Community Design	Goal 10.1 Create a unified and attractive community identity within the context of diverse neighborhoods and land uses.			
		1) Continue to designate primary and secondary entry points for gateway monumentation into the City.		Efforts to achieve this along Base Line with the new Base Line Bridge project have provided an excellent gateway for the City and Town Center. Ongoing efforts along the 3rd and 5th Street Corridors have also been achieved this year with new development providing public art visible from the right-of-way.
		2) Incorporate the City logo in public spaces and public facilities.		On-going with each development project that has significant signage or is located along a gateway. New Trails Logo on Trail Signs and Patches. City Logo on City Street Signs. San Manuel Village Freeway Signage. City logo on Base Line Interchange retaining walls and bridge fencing. Marinita Freeway-Oriented Sign.
		3) Identify, preserve and enhance view corridors of major landmarks, community facilities and natural open space in the planning and design of all public and private projects.		On-going. Implemented in Mediterra Planned Development.

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		4) Continue to identify opportunities to incorporate public art in conjunction with redevelopment and capital improvements projects.		On-going. Retail center at southwest corner of Greenspot and Church St. Base Line Interchange Project includes Citrus packing logos on bridge monument signs. Patriot Partners, Lovett and Crow Holdings projects all incorporated public art near the right-of-way.
		5) Pursue unifying streetscape elements for major corridors, including coordinated streetlights, landscaping, public signage, street furniture and hardscaping.		Base Line Beautification Program. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge, Greenspot Bridge. Base Line Interchange Project includes new interchange landscaping and hardscaping
		6) Ensure that the design of all public facilities fits well into its surroundings and incorporates symbolic references to the City of Highland.		On-going.
Community Design	Goal 10.2 Create attractive and visually unified major arterial corridors through specialized streetscape and landscape improvement plans.			
		1) Incorporate unifying and consistent streetscape elements—landscaped parkways and medians, regularly spaced trees, street lighting and street furniture—for the City's major arterial corridors.		Base Line Beautification Program completed. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge. Base Line Interchange Project
		2) Incorporate City-themed design features such as banners, gateway and monument signage, and specialized landscaping in appropriate areas and as a part of streetscape improvement plans.		Base Line Beautification Program. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge. Base Line Interchange Project
			1) Develop plans for design enhancements at key intersections to include specialized paving, enlarged setbacks and accent landscaping and signage.	Base Line Beautification Program with intersection pavers. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge. New industrial and commercial projects along major corridors – Base Line, 5th Street, Palm Avenue Base Line Interchange Project
			2) Continue to underground utility lines along the City's arterial corridors.	On-going. City's Underground Utility Ordinance requires utility undergrounding by new development. Rule 20A Funding.
			3) Develop sign guidelines for major arterials.	~~Airport Gateway Specific Plan.~~ 2023 – work with surrounding jurisdictions to begin a draft Inland Valley Infrastructure Corridor Program document.
			4) Develop a specialized streetscape plan for 3rd and 5th Streets featuring a formal street and landscape plan along with appropriate gateway and monument signage for the developing industrial/business park area.	Consideration of a joint IVDA, City of San Bernardino, Highland ~~Airport Gateway Specific Plan~~ Inland Valley Infrastructure Corridor Program for areas around the SBIAA.
			5) Develop specialized streetscape plan for Victoria Avenue featuring formalized landscaping and signage that identifies the entrance to Highland and the San Bernardino International Airport.	2022 – street trees identified by the City's Landscape Architect for development along Victoria Avenue.
			6) Methodically upgrade existing structures to improve aesthetics and compatibility with adjacent uses along corridors.	Highland Plaza across the street from City Hall (RDA project).
			7) Lower the height of street monument signs to street level.	Achieved with a Sign Code update in 2010.
			8) Choose median tree species that reflect the historic traditions of the City and are consistent with indigenous vegetation.	Ongoing by Planning, Public Services and Public Works Divisions.
			9) The use of fire resistant plants and trees is encouraged, especially in areas near the foothills. If palms, or other similar trees, are used, space trees far enough apart to keep fire from traveling from one tree to another, an occurrence more likely during Santa Ana wind conditions.	On-going. Fire Modification Plans approved for Mediterra Planned Development including a list of species.
Community Design	Goal 10.3 Create a Town Center that is visually distinctive and vibrant and combines retail, residential, civic, cultural and recreational uses.			

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		1) Heighten the sense of arrival to the Town Center through differentiated edge treatment including entry signs, specialized landscaping, street furniture and differentiated paving.		Town Center Street Sign Arch design approved by City Council. Base Line Beautification program. 2023~~2~~ – Tractor Supply & Marinita projects
		2) Encourage an appropriate mix of retail, office and civic uses to ensure the economic viability of the area.		2020-2021 – Approved uses include restaurant and retail in addition to residential; Tractor Supply Co. store, Smart & Final grocery store, four quick service restaurants and several place holding pads. 2023~~2~~ – Tractor Supply & Marinita projects
		3) Encourage compactness. Successful town centers stimulate energy and pedestrian activity by concentrating uses.		Pedestrian plaza features installed by at several new businesses in the Town Center; Smart & Final, Marinita and Woodcrest/Tractor Supply Co.
		4) Provide convenient and consolidated parking where cars are screened from view, wherever possible.		Recent example would be parking located along the rear of Bakers and CVS.
		5) Provide comfortable pedestrian amenities—quality sitting areas, wide paths and shade—along with specialized and engaging design features, such as interesting fountains or public art, which draw and maintain people's attention.		2016/2021 - Pedestrian plazas with and without benches have either been constructed or approved in concept at each intersection within the Town Center Policy Area. Art has been installed on the Family Dollar store, CVS pharmacy, and Baker's restaurant.
		6) Design plazas and people gathering places to be consistent with the policies described in "People Gathering Places" of this Element.		2016/2021 - Pedestrian plazas with and without benches have either been constructed or approved in concept at each intersection within the Town Center Policy Area.
		7) Incorporate references to the City's history and regional setting in the Town Center design.		Interior and exterior exhibits at CVS/Baker's/Family Dollar/Smart & Final
			1) Require future development within the Town Center to demonstrate consistency with the Town Center Vision, General Plan policies and, where applicable, the Mixed Use design guidelines contained within the Development Code.	On-going.
Community Design	Goal 10.4 Encourage mixed and multi-use development that is attractively designed, convenient, and contains the desired mix of retail, office and residential uses.			
		1) Encourage design flexibility in mixed/multi-use development by allowing both a vertical and/or horizontal mix of uses.		Tractor Supply and Greenspot Village & Marketplace both commencing and/or continuing construction in 2023.
		2) Locate mixed/multi-use development in areas of high visibility and accessibility.		Greenspot Village & Marketplace Specific Plan, approved in 2014 and Woodcrest/Tractor Supply project approved in 2021.
		3) Segregate residential parking from commercial and office parking.		On-going.
		4) Provide each residential use with its own private space (such as balconies, patios, terraces or upper level private gardens and plazas) along with larger communal spaces such as lobbies, central gardens or courtyards, and convenient connections to the street and retail uses.		On-going. 2022 – Rexco, TREH and Alliance projects.
		5) Where a vertical mix of uses occurs, site retail or office uses on the ground floor, with residential and/or office uses above. Also, encourage architectural detailing that differentiates each use.		
		6) Locate commercial/retail uses near the sidewalk to provide high visibility from the street.		Town Center & Golden Triangle Policy Areas.
		7) Minimize the visual impact of surface parking by providing berms, landscape buffering and/or locating parking lots to the rear or side of buildings or below buildings.		On-going.
		8) In multi-use development, locate retail and commercial development close to street for higher visibility and residential uses behind for convenience and privacy.		Smart & Final/KZ Devco & TREH projects.
Community Design	Goal 10.5 Encourage the development of attractive, vibrant and convenient commercial centers through careful application of design policies and development standards.			
		1) Design highly visible entrances to retail activity centers through accent landscaping and lighting, enhanced intersection features, monument signs and other design amenities.		On-going. Rexco/Costco/TREH entries achieved this policy during 2023.
		2) Design commercial centers with a unifying design theme, but add visual interest through		East Highlands Village Shopping Center, CVS/Baker's/Family Dollar, Highland Crossings and

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General Plan Element:	Goals:	Policies:	Actions:	
		rich architectural detailing, varied massing and rooflines, and accent lighting and landscaping.		Highland Crossroads
		3) Locate buildings and building frontages close to the street and street corners with parking behind or to the side of the buildings. Where this is not possible or practical, ensure that street-facing parking is shielded through landscaping or berms.		On-going. Achieved with Panda Express, Jack in the Box, and Ono Hawaiian restaurants.
		4) Provide ample landscaping for internal parking areas using landscaped bays and overstory shade trees.		On-going.
		5) Clearly delineate pedestrian routes from parking areas to retail uses to allow easy and safe pedestrian movement.		On-going.
		6) Encourage pedestrian-scale features such as shaded sitting areas, fountains, arcades, canopies and/or awnings, customized signage and strategically located secondary entrances.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area. TREH plaza between Pads 4 & 5.
		7) Provide people-gathering places and amenities such as miniplazas, courtyards, benches, outdoor eating areas, specialized landscaping, accent lighting, public art, shade, trash receptacles and water fountains.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area. TREH plaza between Pads 4 & 5.
		8) Link newly developed retail activity centers, where practical, to surrounding residential or office uses through clear and safe pedestrian and bicycle connections.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.
		9) Encourage internal access between adjacent properties in order to minimize curb cuts along major thoroughfares.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.
		10) Provide walls when necessary for security and/or privacy from adjoining residential uses. When walls are necessary, pedestrian breaks should be provided for access to commercial uses.		2022 – TREH ~~Commerical~~Commercial and residential projects along SR 210.
		11) Encourage creative wall design to avoid a blank appearance and utilize landscape buffers as an alternative to walls to facilitate pedestrian linkages to commercial areas.		2022 – TREH Commercial and residential projects along SR 210.
Community Design	Goal 10.6 Maintain and enhance single-family neighborhoods with attractive streetscapes, compatible architecture and a high quality of life.			
		1) Incorporate landscaped parkways, consistently spaced street trees, continuous sidewalks and pedestrian-scale streetlights, wherever possible.		On-going
		2) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		East Highlands Village and Historic Village Districts. Base line Corridor
		3) Encourage a variety of architectural styles, massing, floor plans, façade treatment and elevations to create visual interest along the street.		On-going
		4) Encourage street facing architecture by placing entries and porches at the front of the residence and connecting them to the sidewalk by a pathway.		KZ Holdings residential component.
		5) Encourage a blend of compatible architectural styles that contain rich façade detailing, varied rooflines and quality materials incorporated on all four sides of the residence.		Mediterra Planned Development
		6) Site garages back from the street and minimize street frontage devoted to driveways and vehicular access.		KZ ~~Holings~~Holdings on Church Ave, north of Base Line.
		7) Consider small lot developments with rear allies that position the garage and driveway to the back of the site to avoid garage dominated streetscapes.		KZ ~~Holings~~Holdings on Church Ave, north of Base Line.
		8) Maintain, improve and/or develop parkways with canopy street trees, providing shade, beauty and a unifying element to residential streets.		On-going in all new development projects.
		9) Encourage maximum landscape coverage of the front yard area as defined by the front setback.		On-going.
		10) Where desirable, encourage traffic-calming measures such as the actual or visual narrowing of streets through widened parkways, canopy trees and neck-down curbs at intersections.		Mediterra Planned Development, Diversified tract along Aplin Street and Kiel/Beazer tract along Cabo Del Oeste.

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		11) Design front-yard fencing that is low-scale, partially transparent and of compatible color, style and materials as the primary residence. Long and solid fences and walls are discouraged unless placed along the side or rear yards.		On-going. 2023 Examples would include San Carlo I and Mastercraft Highland Park.
		12) In areas of small lot development, incorporate design features that connect it with adjoining areas such as consistent setbacks, building height and pedestrian connections.		Richmond American "Serrano"/Glenrose Ranch & Mastercraft Highland Park.
		13) Establish design and development standards for entire single family developments from the start—remain consistent with enforcing requirements and standards.		On-going.
Community Design	Goal 10.7 Improve the visual quality of Base Line with mid-block corridor residential developments that are compatible with adjoining residential uses.			
		1) Buffer mid-block residential development from arterials through minimum setback requirements, landscaped parkways and semitransparent fencing.		Mastercraft's Highland Park ~~Draft plans~~ project which began construction in 2023.
		2) Design the street-facing façades of corridor development to include extensive architectural detailing, varied surface treatment and interesting rooflines to convey an attractive domestic character.		KZ Devco and Woodcrest Companies projects ~~to the west~~.
		3) Provide highly visible and well-lit connections to adjacent residential and commercial development.		TREH, ~~-~~San Carlo I and II, and Alliance Residential projects within the GVMP.
		4) Encourage visual continuity along mid-block residential development through landscaped parkways, regularly spaced street trees and rhythmic variations of residential façades, styles and colors.		Mastercraft 42
		5) Reduce the visual impact of parking through consolidated parking arrangements, shared driveway access, alley-accessed designs, landscape buffers and recessed, covered parking structures.		Implemented in Richmond American's "Serrano" / Glenrose Ranch project, as well as San Carlo I and II.
		6) Encourage visual breaks in appropriately scaled walls and fencing along the corridor to balance privacy needs with aesthetic impacts. Long continuous blank walls are highly discouraged.		Implemented in Richmond American's "Serrano" / Glenrose Ranch project as well as San Carlo I and II.
		7) With multiple-family development, require that each unit have garage parking and a reasonable amount of usable private space including elevated decks, terraces, porches or rear yards.		Implemented through the City's multi-family development standards. San Carlo I and II both include garage parking as well as the approved TREH and Alliance products.
		8) On large project sites, encourage design flexibility by using maximum dwelling units per acre as a parcel average to allow for greater provision of on-site open space and project amenities.		Implemented in Richmond American's "Serrano" / Glenrose Ranch project.
		9) Require lot consolidation for lots under same ownership, wherever practical, to encourage more flexible design solutions and viable parcel sizes.		On-going.
		10) Provide pedestrian access and connections to nearby retail, transportation, recreation and educational centers, where practical.		Mediterra Planned Development.
		11) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		Mastercraft 13 at Greenspot Road, Mastercraft 42 on Base Line, and Kiel 54 on Santa Ana Canyon Road.
Community Design	Goal 10.8 Ensure that industrial and business park development is professional and attractive in appearance through coordinated site planning, signage and architectural design guidelines.			
		1) Strengthen the image of industrial and business park areas through entry monument signage, distinctive landscaping and complementary architectural design elements.		2014/2015 Work Program Item - "High Tech Highland" initiative.
		2) Encourage contemporary, clean and distinctive industrial buildings with clearly visible entrances.		2014/2015 Work Program Item - "High Tech Highland" initiative.
		3) Avoid long, blank building walls by		2014/2015 Work Program Item - "High Tech Highland"

General Plan Element:	Goals:	Policies:	Actions:	**Implementation & Progress:**
		incorporating vertical and/or horizontal façade articulation and modulation and varying use of color, materials and landscaping.		initiative.
		4) Promote the use of 5th Street as a gateway to San Bernardino International Airport through improved signage, gateway monumentation and skyway landscaping.		Greenspot Road Beautification Project entry sign. City to participate with surrounding jurisdictions to draft the Inland Valley Infrastructure Corridor Program beginning in 2023.
		5) Capitalize on the access to industrial areas created by nearby State Route 30 through improved signage and gateway monumentation.		2014/2015 Work Program Item to develop gateway signage for Greenspot Village & Mraketplace.
		6) Provide incentives for consolidating smaller industrial lots into larger parcels.		Ongoing with individual projects such as Patriot, Crow Holdings and Lovett in 2023.
		7) Screen parking, storage and service areas from public view with landscaped walls, berms and appropriate landscaping treatments.		All new industrial ~~dvelopment~~development.
		8) Where practical, underground or screen utilities and utility equipment or locate and size them to be as inconspicuous as possible.		New development condition of approval. Implemented through the City's commercial and residential design guidelines.
		9) Reduce the impact of industrial uses on adjacent neighborhoods and commercial areas by buffering them with walls and landscaping and/or by locating service, delivery and loading areas as far as possible from adjacent uses and public streets.		~~Transition Properties~~ Patriot Partners, Crow Holdings and Lovett warehouse/distribution projects. ~~Patriot Partners warehouse project at 6th & Victoria Ave.~~
		10) Encourage adjacent industrial buildings to create shared outdoor gathering places that are landscaped and provide relaxing environments for staff and employees.		2020 - Transition Properties warehouse/distribution project, Phase 2.
		11) Locate restaurants and other convenience retail and service uses in close proximity to industrial uses to reduce unnecessary workday car trips by employees and business clients.		Farmer Boys Restaurant on 5th Street and Palm Ave.
Community Design	Goal 10.9 Support and strengthen public and private efforts to preserve historic structures and neighborhoods.			
		1) Encourage restoration and preservation of existing historic residences, buildings and neighborhoods that reflect the architectural character and streetscape patterns of early Highland.		Ongoing through the implementation of HMC 16.32 Historic Preservation as applicable to all historically designated structures and districts. Ongoing d~~D~~istribution of Newsletter describing preferred restoration methods & funding to these property owners. Grant funding available for exterior painting, window and door replacement. Annual awards presented to good examples of preservation and presented at the Citrus Harvest Festival
		2) Assist eligible property owners to use federal and state incentives for the restoration and maintenance of historic properties, such as the State of California's Mills Act, which allows for a reduction in property taxes for qualified owners.		Mills Act available and advertised. One application processed in 2023.
		3) Develop a clear pedestrian and vehicular connection between the City's emerging Town Center and the existing Historic District.		2014 & 2018 Public Works applied for a grant to improve portions of Palm Avenue and Pacific Street.
		4) Design and incorporate entry signs, informational plaques, streetscape improvements and other edge and boundary treatments at points of entry into the district and at other points of interest.		Plaque Program / District Identification Signs in place.
		5) Update the design guidelines pamphlet for rehabilitation, remodeling and new construction within the historic district.		On-going. Achieved.
		6) Review and enhance the City's community outreach program for historic preservation through links on the City's webpage, incentive programs for property owners, sponsorship of community events and other efforts.		~~Neighborhood Pride Program.~~ Ongoing including the Citrus Harvest Festival.
		7) Link the City's agricultural past to its current preservation efforts.		Citrus Harvest Festival.
			1) Evaluate the desirability of adopting and applying a historic district overlay zone, which would include design review standards for rehabilitation, remodeling and new construction, to Highland's historic area.	Completed.
			2) Evaluate the desirability of adopting and applying design guidelines or special zoning to the small East Highland Village	Adopted in 2009.

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General Plan Element:	Goals:	Policies:	Actions:	
			historic neighborhood.	
			3) Develop a walking tour of the historic district, with informational placards along the way, to promote interest in the district.	On-going. Achieved annually including 2023. Tours provided by members of the City's Historic and Cultural Preservation Board.
			4) Study the feasibility and possible extent of adaptive reuse of residential and commercial buildings in the Historic Village District on a parcel-by-parcel basis.	Ongoing when individual opportunities arise. Shorty's garage is a 2023 example.
			5) Develop design guidelines for the adaptive reuse of historic residential buildings for commercial uses and commercial buildings for residential uses.	Completed.
Community Design	Goal 10.10 Guide the development of a variety of attractive, engaging and convenient public spaces, including plazas, pedestrian areas and recreational open space.			
		1) Design plazas with: • Ample seating space; • A central focal point or amenity of interest such as public art or fountain; • Proximity to and visibility to and from the street; • Combinations of sun and shade; • All age groups in mind; and • Public space framed by surrounding buildings.		Greenspot Village & Marketplace Specific Plan between Pads 4 and 5.
		2) Locate plazas in areas of high visibility such as near streets or along sidewalks or pedestrian paths.		Greenspot Village & Marketplace between Pads 4 and 5.
		3) In areas of heavy pedestrian use, provide wide sidewalks that allow room for window shopping, pedestrian passage, outdoor dining and landscape buffers.		Greenspot Village & Marketplace Specific Plan.
		4) Incorporate civic, regional or vernacular design elements such as historical markers and educational exhibits, where appropriate.		New Police Station Memorial Park at the s/e corner of Central Avenue and Base Line.
		5) Incorporate pedestrian scaled, distinctive lighting fixtures in community facilities and other public places with occasional or frequent evening use.		5th Street and Base Line.
		6) Design recreational amenities and parks with all age groups in mind and incorporate architectural and landscape elements consistent with City or regional design themes.		Ongiong – Mediterra
		7) Incorporate small sitting areas and/or shaded courtyards close to shopping areas but buffered from parking and traffic impacts.		All projects within the Town Center Policy Area.
		8) Adopt standards for civic and mini-plazas containing seating, tree and amenity requirements.		Ongiong – Mediterra
Community Design	Goal 10.11 Promote attractive, appropriately scaled and well-coordinated signs.			
		1) Continue to develop and enhance the City's graphics and sign program for street signs, parks, public facilities and other civic areas.		New signage found on Jack in the Box and Panda restaurants and the Marinita project at Base Line & the 210 Freeway
		2) For commercial centers along arterial corridors, encourage monument signs that are clearly visible, identify key uses and reflect the design theme of the development.		Found at the intersections of the 210 Freeway with Greensnpot Road and Base Line.
		3) Within commercial centers, use complementary, yet distinctive, sign styles.		On-going. Recent examples include the GVMP Sign Program.
		4) Within commercial centers, encourage high quality signage, including wall signs, raised letter signs, projecting double-faced signs and customized logos, which complement the architecture of the building or center of which it is a part.		On-going. Recent examples include the GVMP Sign Program.
		5) Discourage signs that incorporate blinking or flashing elements, pole structures, roof signs or the use of temporary lettering or structures.		On-going. Implemented through City's Sign Code.
		6) Encourage and develop smaller-scale, customized, pedestrian oriented signs within the Town Center.		Sign Code update completed.
			1) Develop a sign guidelines	Sign Code update completed.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			manual with examples of appropriate signs of various scales for arterials, commercial centers and the Town Center. Maximum height limits would need to be defined.	
Community Design	Goal 10.12 Encourage development that is energy efficient and environmentally sustainable.			
		1) Encourage landscaping practices that increase energy efficiency and conserve natural resources such as:		On-going. Implemented through the City's ~~new~~ Water Efficiency Ordinance.
		2) Planting trees and incorporating landscaped berms to provide shade and wind buffering		On-going along Base Line and 5th Street/Greenspot Road.
		3) Using native and drought-tolerant landscaping ("xeriscaping") and drip irrigation to conserve water resources.		On-going. City facilities and LMD were converted.
		4) Encourage designs that channel runoff to permeable surfaces.		On-going for each entitlement project as their WQMP plans are approved.
		5) Encourage transit-oriented, infill development to make efficient use of existing land.		Projects along Base Line and 5th Street are poised to take advantage of the Omnitrans bus system.
		6) Encourage site planning and building orientation that maximizes solar and wind resources for cooling and heating.		
		7) Encourage the use of ecologically sound building materials such as those made of recycled content and contain low amounts of volatile organic compounds (VOCs).		Adopted most recent Cal Green Building Standard Code.
		8) During construction, require developers and builders to protect topsoil in order to reduce dust and runoff impacts.		On-going. Enforcement of NPDES and BMPs
		9) Encourage local recycling and composting initiatives at the neighborhood level.		City offers bi-annual composting give-away days. Recycling is encouraged through social media and direct contact to residents and businesses.
			1) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)" -
			2) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)"
			3) Provide "green planning" site design incentives, such as density or height bonuses, reduced parking requirements, reduced processing fees and expedited plan checks.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)"
			4) Continue to use water and energy conservation practices in all public buildings and on City property.	Ongoing.
			5) Sponsor community outreach and educational programs that encourage local schools to study and participate in green building design practices.	Public outreach during local events such as the Citrus Harvest Festival and Discover Highland Night.
Community Design	Goal 10.13 Appropriately buffer the boundaries between differing land uses and provide transitions where necessary.			
		1) Encourage the use of landscaped walls or fences that buffer residential areas from commercial uses to allow privacy and noise absorption.		~~2021 – Found in the Woodcrest / Tractor Supply Co. project.~~ 2023 Examples – Patriot/Crow Holdings/Lovett warehousing/distribution projects utilized these measures, as well as retail and residential projects such as Costco Warehouse store, Kevin Kent Tow Yards and San Carlo Townhomes II.
		2) Reduce the visual impact of freestanding walls by varying their alignment, adding landscaping and/or berms, incorporating decorative surface detailing and choosing materials similar to adjacent residential uses.		On-going.
		3) Locate service lanes, storage and noise-generating uses away from adjoining residential or commercial areas to buffer light industrial and business park areas.		On-going
		4) Link newly developed commercial centers, where practical, to adjoining residential uses.		~~Greenspot Village & Marketplace & KZ Holdings~~ 2023 Examples include residential and commercial projects approved within the GVMP Specific Plan including Costco and San Carlo II Townhomes.
		5) Encourage transitions that define		~~On-going~~

General Plan Element:	Goals:	Policies:	Actions:	Implementation & Progress:
		boundaries but that also preserve a sense of openness and connectivity. For example, perimeter subdivision walls can contain occasional breaks to provide access to open space and adjoining areas.		2023 – San Carlo II Townhomes approved, and San Carlo I built both of which provide this type of fencing.
		6) Reconsider subdivision design to reduce or eliminate perimeter block walls to allow more houses and structures to face the street.		KZ Holdings
		7) Encourage use of landscaped trellises and accent landscaping at development entries rather than walls or structures.		San Carlo I and II.
		8) Develop visual and functional transitions to the Town Center and Historic District through entry signs, specialized street lights, widened sidewalks and differentiated paving.		City Council Work Program – "Palm Ave Streetscape Design Guidelines"
Chapter 11 – Airport Element				
Airport	Goal 11.1 Reduce exposure of people to aircraft noise and overflights, and ensure adequate public notification through buyer awareness measures.			
		1) Limit the development of sensitive land uses located within the 65 decibel (dB) Community Noise Equivalent Level (CNEL) contour.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		2) Require acoustical analysis and noise mitigation measures for sensitive land uses, especially residential uses, in areas significantly impacted by noise.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		3) Ensure compliance of new development with noise standards in the Code of Federal Regulations and California Airport Noise Regulations.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		4) Ensure adherence to standards in the California Building Code (CBC) that govern acceptable interior noise levels associated with exterior airport noise sources.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		5) Participate in planning activities relative to the location and activity of airports and minimize negative impacts on economic development objectives and quality of life in the City.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
			1) Disseminate the latest information on noise mitigation through site planning review and construction techniques.	Ongoing with each land use entitlement issued by the City that requires a discretionary permit.
			2) Review and respond aggressively to any proposals involving new flight patterns, more intense operations over the City, or relocation or extension of runways that would create the potential for noise impacts on sensitive land uses within the City.	2019-~~2022~~ 2023 - Attend annual Airport Environmental Mitigation meeting. Ongoing.
			3) Work with the San Bernardino International Airport Authority to encourage restrictions on hours of operation to minimize noise impacts.	On-going as projects are proposed.
Airport	Goal 11.2 Reduce the risk to people and property by limiting the type and intensity of development in identified impact areas, ensuring adequate emergency response facilities within or adjacent to airport uses, and requiring adequate public notification of safety policies and procedures.			
		1) Evaluate land use compatibility and safety issues in designated Airport Influence Areas (AIAs) by: • Coordinated planning with regional planning authorities • Compliance with applicable Airport Master Plans, Federal Aviation Administration (FAA) requirements and the California Airport Land		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 All new development projects are reviewed in compliance with Influence Areas of the SBIA and Redlands Municipal Airport. Most recent concerns were addressed during the development of Mediterra, Beazer and ~~the Seven Oaks Dam Policy Area~~.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		Use Planning Handbook.		
		2) Limit the type and intensity of development in designated Airport Influence Areas (AIAs).		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		3) Avoid siting sensitive uses, especially residences, schools and hospitals, nearby airport runways or along approved flight paths.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		4) Encourage the development of open space areas in Highland adjacent to designated airport safety zones.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		5) Encourage notification requirements and establish a buyer awareness program for areas of Highland within established Areas of Special Compatibility Concern.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Ongoing – Condition of each development project within the affected area.
		6) Work with the San Bernardino International Airport Authority to ensure that Airport Plans enhance economic advantage, minimize negative impacts to land values and protect Highland's quality of life.		~~Ongoing with the preparation of the Airport gateway Specific Plan.~~ Continue to notify the SBIA on all new development projects in the City. Where applicable, the SBIA enforces land use restrictions and prohibitions.
			1) Establish occupancy requirements (i.e., noise mitigation and height restrictions) within established airport easement or overflight areas as a condition of approval for new development.	On-going Adoption of SBIA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Continue to notify the SBIA on all new development projects in the City. Where applicable, the SBIA requests Avigation Easements.
			2) Require letters of advisement incorporating information in Conditions, Covenants and Restrictions (CCRs) or Real Estate Disclosures, which report where projects occur within established 65 Community Noise Equivalent (CNEL) and an established Airport Influence Area (AIA).	Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Continue to notify the SBIA on all new development projects in the City. Where applicable, the SBIA requests Avigation Easements.
Airport	Goal 11.3 Promote the development of the 5th Street Corridor as an attractive employment center and gateway to the San Bernardino International Airport.			
		1) Coordinate proactive airport planning efforts with the City of San Bernardino and the San Bernardino International Airport Authority.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 ~~2022 – Airport Gateway Specific Plan being drafted. Release of the PEIR for public review.~~ 2023 – Coordinated with surrounding jurisdictions, lead by the San Bernardino International Airport, to begin draft of the "Inland Valley Infrastructure Corridor Plan". The draft EIR was started.
		2) Promote the 5th Street Corridor as a visually unified, business friendly employment center.		This Policy is being implemented with all new development in the Corridor including the Patriot Partners and Crow Holdings projects approved between 2021 and 2024, totaling more than 7 warehouse/distribution projects~~this year~~.
		3) Provide adequate transitions and/or buffers between existing residential neighborhoods and industrial and other incompatible land uses.		~~Shown in draft Airport Gateway Specific Plan~~ Residential buffers are considered during the land use planning and CEQA process with each project. Consideration given to "Warehouse Projects: Best Practices and Mitigation Measures to Comply with the California Environmental Quality Act issued by Attorney General Becerra's Bureau of Environmental Justice.
		4) Participate in Airport planning efforts to promote compatibility with the City's General Plan.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 ~~Addressed in the draft Airport Gateway Specific Plan~~ Assist in drafting the new "Inland Valley Infrastructure Corridor Plan" beginning in late 2023.
		5) Ensure consistency with appropriate Airport Land Use Compatibility Plans, once adopted.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 ~~Addressed in the draft Airport Gateway Specific Plan~~ Assist in drafting the new "Inland Valley Infrastructure Corridor Plan" beginning in late 2023.
		6) Encourage flexible development standards that account for changes in market demand related to airport cargo, storage and distribution.		~~Addressed in the draft Airport Gateway and Specific Plan.~~ Assist in drafting the new "Inland Valley Infrastructure Corridor Plan" beginning in late 2023.
			1) Develop a comprehensive	CIP & IVDA.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			gateway boulevard streetscape improvement plan for 5th Street.	~~Airport Gateway Specific Plan~~ "Inland Valley Infrastructure Corridor Plan" draft beginning in late 2023.
			2) Develop comprehensive design guidelines for the landscaping, architecture and streetscapes within the 5th Street Corridor.	CIP & IVDA. ~~Airport Gateway Specific Plan~~ Assist in drafting the new "Inland Valley Infrastructure Corridor Plan" beginning in late 2023.

Please Start Here

General Information	
Jurisidiction Name	Highland
Reporting Calendar Year	2023
Contact Information	
First Name	Kim
Last Name	Stater
Title	Assistant Community Development Director
Email	kstater@cityofhighland.org
Phone	9098646861
Mailing Address	
Street Address	27215 Base Line
City	Highland
Zipcode	92346

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

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	24
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		68
Total Units		**98**

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

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	8	69	42
2 to 4 units per structure	0	0	0
5+ units per structure	804	0	0
Accessory Dwelling Unit	45	29	34
Mobile/Manufactured Home	0	0	0
Total	**857**	**98**	**76**

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	98	98
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	55
Number of Proposed Units in All Applications Received:	547
Total Housing Units Approved:	546
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	1
Number of SB 35 Streamlining Applications Approved	1

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

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	47	49
Discretionary	8	498

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	2
Number of Units in Applications Submitted Requesting a Density Bonus	221
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	97
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bc Applic
1					2	3	4	5							6	7	8	9	10
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								11	0	209	320	0	6	1	547	546	0		
0	1192-101-25	7355 Lynwood Way	ADU 749 sf	ADU 23-001	ADU	R	1/9/2023				1				1	1	0	NONE	No
0	1192-381-13	7577 Hillview St	JADU 496 sf	ADU 23-002	ADU	R	1/25/2023				1				1	1	0	NONE	No
0	1200-471-18	27999 Clifton	JADU 550 sf	ADU 23-003	ADU	R	2/6/2023				1				1	1	0	NONE	No
0	0273-154-02	7054 Osbun	Detached ADU 648 sf	ADU 23-004	ADU	R	3/10/2023				1				1	1	0	NONE	No
0	1201-451-44	7860 Buckeye St	Detached ADU 748 sf	ADU 23-005	ADU	R	3/7/2023				1				1	1	0	NONE	No
0	1192-471-34	7664 Cole Street	Detached ADU 748 sf	ADU 23-006	ADU	R	3/29/2023				1				1	1	0	NONE	No
0	1192-491-11	26627 Cypress St	Detached 749 sf ADU	ADU 23-007	ADU	R	3/29/2023				1				1	1	0	NONE	No
	1191-472-20	27134 Clifton St	Detached 480 sf ADU	ADU 23-008	ADU	R	4/3/2023				1				1	1	0	NONE	No
	1210-271-14	29686 Santa Ana Canyon Rd	Detached 197 sf ADU	ADU 23-009	ADU	R	4/3/2023				1				1	1	0	NONE	No
	1192-381-34	7513 Hillview St	Dtached 800 sf ADU and Attached 283 sf JADU	ADU 23-010	ADU	R	4/6/2023				2				2	2	0	NONE	No
	1201-281-60	27391 Rutic Ln	Detached 593 sf ADU	ADU 23-011	ADU	R	5/1/2023				1				1	1	0	NONE	No
	1192-481-29	7658 Drummond Ave	Detached 1,000 sf ADU	ADU 23-012	ADU	R	5/8/2023				1				1	1	0	NONE	No
	1191-401-26	7019 Olive St	Detached 598 sf ADU	ADU 23-013	ADU	R	5/10/2023				1				1	1	0	NONE	No
	1192-141-18	7569 Valaria Drive	Detached 750 sf ADU	ADU 23-014	ADU	R	5/11/2023				1				1	1	0	NONE	No
	1192-451-18	27012 10th Street	Detached 594 sf ADU	ADU 23-015	ADU	R	5/16/2023				1				1	1	0	NONE	No
	0273-152-09	7075 Elmwood	Detached 487 sf ADU	ADU 23-016	ADU	R	5/18/2023				1				1	1	0	NONE	No
	1192-151-17	26220 Cypress St	Detached 744 sf ADU	ADU 23-017	ADU	R	5/22/2023				1				1	1	0	NONE	No
	0278-092-16	7595 Elmwood Dr	Attached 484 sf ADU	ADU 23-018	ADU	R	6/5/2023				1				1	1	0	NONE	No
															0				
	1192-451-40	26911 10th St	Attached 528 sf ADU	ADU 23-020	ADU	R	6/15/2023				1				1	1	0	NONE	No
	1192-381-07	7506 Central Ave	Attached 387 sf JADU	ADU 23-021	ADU	R	6/15/2023				1				1	1	0	NONE	No
	1192-181-20	7729 McKinley Ave	Detached 749 sf ADU	ADU 23-022	ADU	R	7/10/2023				1				1	1	0	NONE	No

	1191-361-39	26631 15th St	Dtached 800 sf ADU and Attached 283 sf JADU	ADU 23-023	ADU	R	7/19/2023				2				2	2	0	NONE	No
	0273-163-31	7075 Osbun Rd	Detached 520 sf ADU	ADU 23-024	ADU	R	7/18/2023				1				1	1	0	NONE	No
	0273-151-11	7014 Del Rosa Ave	Detached 1200 sf ADU	ADU 23-025	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0273-163-16	25572 Amanda St	Detached 1200 sf ADU	ADU 23-026	ADU	R	7/28/2023				1				1	1	0	NONE	No
	1192-171-63	7735 Guthrie St	Detached 1200 sf ADU	ADU 23-027	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0273-232-65	7114 Elmwood Rd	Detached 1200 sf ADU	ADU 23-028	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0278-273-06	24951 Union St	Detached 1200 sf ADU	ADU 23-029	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0273-252-25	25512 Walker St	Detached 1200 sf ADU	ADU 23-030	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0278-296-22	7791 Merito Ave	Detached 1200 sf ADU	ADU 23-031	ADU	R	7/28/2023				1				1	1	0	NONE	No
	0278-262-04	7859 Elm St	Detached 1200 sf ADU	ADU 23-032	ADU	R	7/28/2023				1				1	1	0	NONE	No
	1192-171-62	25895 E. Vine St	Detached 1000 sf ADU	ADU 23-033	ADU	R	7/28/2023				1				1	1	0	NONE	No
	1192-081-23	26030 Cypress St	Detached 1200 sf ADU	ADU 23-034	ADU	R	7/28/2023				1				1	1	0	NONE	No

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier (1)					Unit Types (2)	Unit Types (3)	Affordability by Household Incomes - Completed Entitlement (4)							(5)	(6)
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units Issued Entitlements
Summary Row: Start Data Entry Below							11	0	0	838	0	7	1		857
	273-154-02	7056 Osbun Rd	Detached ADU 648 sf	20200836	ADU	R									0
	273-252-30	7179 Osbun Rd	Detached ADU 750 sf	20210618	ADU	R									0
	1192-181-34	7788 Lankershim Ave	Detached ADU 750 sf	20211230	ADU	R									0
	1191-121-12	6597 Valaria Dr	New SFR 1,621 sf	20211392	SFD	O									0
	1191-141-04	6836 Victoria Ave	Detached ADU 480 sf	20220173	ADU	R									0
	273-241-24	7245 Elmwood Rd	Detached ADU 320 sf	20220825	ADU	R									0
	297-261-16	7795 La Monica	Detached ADU 946 sf	20221271	ADU	R									0
	1192-121-47	7502 Lynwood Way	Detached ADU 999 sf	20221502	ADU	R									0
	1192-481-85	7696 Bella Terra	Detached ADU 548 sf	20221873	ADU	R									0
	1191-381-33	7215 Vine St	Detached Adu 749 sf	20222143	ADU	R									0
	1192-101-25	7357 Lynwood Way	Attached ADU 749 sf	20230270	ADU	R									0
	1192-381-38	7577 / 7579 Hillview	New SFR 1,808 sf	20230287	SFD	O									0
	1200-471-18	28001 Clifton St	Attached ADU 550 sf	20230350	ADU	R									0
	1201-451-44	7862 Buckeye St	Detached ADU 748 sf	20230433	ADU	R									0
	1192-471-34	7668 Cole	Detached ADU 748 sf	20230629	ADU	R									0
	1191-472-20	27134 Clifton St	Attached ADU 480 sf	20230634	ADU	R									0
	1192-451-18	27014 10th St	Detached ADU 594 sf	20230776	ADU	R									0
	1192-381-34	7515 Hillview	Detached ADU 800 sf	202300897	ADU	R									0
	1192-151-17	26222 Cypress St	Detached ADU 744 sf	20230905	ADU	R									0
	297-311-08	7906 Ravello Ct	New SFR, TR 18893, Lot 11	20220980	SFD	O									0
	297-311-07	7902 Vavello Ct	New SFR, TR 18893, Lot 10	20220979	SFD	O									0
	297-311-06	7896 Ravello Ct	New SFR, TR 18893, Lot 9	20220978	SFD	O									0
	297-311-05	7905 Ravello Ct	New SFR, TR 18893, Lot 8	20220977	SFD	O									0
	297-311-05	7901 Ravello Ct	New SFR, TR 18893, Lot 7	20220976	SFD	O									0
	297-311-04	7894 Ravello Ct	New SFR, TR 18893, Lot 6	20220975	SFD	O									0
	297-331-11	8009 Sorrento Way	New SFR 2,239 sf, TR 18893, Lot 99	20221826	SFD	O									0
	297-331-10	8011 Sorrento Way	New SFR 2,435 sf, TR 18893, Lot 98	20221825	SFD	O									0
	297-331-09	8015 Sorrento Way	New SFR 2,239 sf, TR 18893, Lot 97	20221824	SFD	O									0
	297-331-08	8014 Sorento Way	New SFR 2,435 sf, TR 18893, Lot 96	20221823	SFD	O									0
	297-331-07	8012 Sorrento Way	New SFR 2,239 sf, TR 18893, Lot 95	20221822	SFD	O									0
	297-331-06	8010 Sorrento Way	New SFR 2,435 sf, TR 18893, Lot 94	20221820	SFD	O									0
	297-331-05	31006 Avenida Ramblas	New SFR 2,537 sf, TR 18893, Lot 4	20221801	SFD	O									0
	297-321-19	31003 Avenida Ramblas	New SFR 2,537 sf, TR 18893, Lot 60	20221002	SFD	O									0
	297-321-18	30999 Avenida Ramblas	New SFR 2,319 sf, TR 18893, Lot 59	20221001	SFD	O									0
	297-311-02	31004 Avenida Ramblas	New SFR 2,722 sf, TR 18893, Lot 5	20221000	SFD	O									0
	297-311-01	31010 Avenida Ramblas	New SFR 2,319 sf, TR 18893, Lot 3	20220998	SFD	O									0
	297-331-26	31063 Capri Way	New SFR 2,239 sf, TR 18893, Lot 114	20230206	SFD	O									0
	297-331-25	31061 Capri Way	New SFR 2,435, TR 18893, Lot 113	20230205	SFD	O									0
	297-331-24	31059 Capri Way	New SFR 2,239, TR 18893, Lot 112	20230204	SFD	O									0
	297-331-23	31057 Capri Way	New SFR 1,898 sf, TR 18893, Lot 111	20230203	SFD	O									0
	297-331-22	31055 Capri Way	New SFR 2,435 sf, TR 18893, Lot 110	20230202	SFD	O									0
	297-331-21	31053 Capri Way	New SFR 2,435 sf, TR 18893, Lot 109	20230201	SFD	O									0
	297-331-20	31049 Capri Way	New SFR 2,239 sf, TR 18893, Lot 108	20230200	SFD	O									0
	297-321-22	7990 Campania Rd	New SFR 2,319 sf, TR 18893, Lot 63	20230188	SFD	O									0
	297-321-21	31011 Avenida Ramblas	New SFR 3,015 sf, TR 18893, Lot 62	20230187	SFD	O									0
	297-321-20	31007 Avenida Ramblas	New SFR 2,929 sf, TR 18893, Lot 61	20230186	SFD	O									0
	297-321-02	31014 Avenida Ramblas	New SFR 2,722 sf, TR 18893, Lot 2	20230185	SFD	O									0
	297-321-01	31018 Avenida Ramblas	New SFR 2,929 sf, TR 18893, Lot 1	20230184	SFD	O									0
	297-321-22	7990 Campania Rd	New SFR 2,319 sf, TR 18893, Lot 63	20230188	SFD	O									0
	297-321-23	7992 Campania Rd	New SFR 2.929 sf, TR 18893, Lot 64	20231523	SFD	O									0
	297-321-24	7994 Campania Rd	New SFR 3,015 sf, TR 18893, Lot 65	20231524	SFD	O									0
	297-321-25	7996 Campania Rd	New SFR 3,015 sf, TR 18893, Lot 66	20231525	SFD	O									0
	297-321-45	7995 Campania Rd	New SFR 2,929 sf, TR 18893, Lot 86	20231526	SFD	O									0
	297-321-46	7993 Campania Rd	New SFR 3,015 sf, TR 18893, Lot 87	20231527	SFD	O									0
	297-321-47	7991 Campania Rd	New SFR 2,319 sf, TR 18893, Lot 88	20231528	SFD	O									0
	297-321-36	30961 Camania Rd	New SFR 3,172 sf, TR 18893, Lot 77	20231535	SFD	O									0
	297-331-18	7971 Sorrento	New SFR 2,239 sr, TR 18893, Lot 106	20220642	SFD	O									0
	297-331-17	7975 Sorrento	New SFR 1/898 sf, TR 18893, Lot 105	20220633	SFD	O									0
	297-331-16	7989 Sorrento	New SFR 1,898 sf, TR 18893, Lot 104	20220632	SFD	O									0
	297-331-15	7991 Sorrento	New SFR 2,894 sf, Tract 18893, Lot 103	20220631	SFD	O									0
	0297-331-19	7969 Sorrento Way	New SFR, TR 18893, Lot 107	20220634	SFD	O									0
	0297-331-19	7891 Santorini Ln	New SFR, TR 18893, Lot 13	20220627	SFD	O									0
	0297-331-46	8009 Palermo	New FR, TR 18893, Lot 34	20220450	SFD	O									0
	273-151-01	25473 Pacific St	Detached ADU 748 sf	20221022	ADU	R									0

Current APN	Affordability by Household Incomes - Building Permits (7): Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	(8) Building Permits Date Issued	(9) # of Units Issued Building Permits	Affordability by Household Incomes - Certificates of Occupancy (10): Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	(11) Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	(12) # of Units Issued Certificates of Occupancy or other forms of readiness
Summary Row	0	3	0	24	0	3	68		98	0	10	0	22	0	10	38		78
273-154-02				1				3/13/2023	1									0
273-252-30				1				3/8/2023	1									0
1192-181-34				1				1/12/2023	1									0
1191-121-12								11/20/2023	0									0
1191-141-04				1		1		3/29/2023	2									0
273-241-24				1				8/9/2023	1									0
297-261-16				1				8/9/2023	1									0
1192-121-47						1		7/5/2023	1						1		8/15/2023	1
1192-481-85				1				11/15/2023	1									0
1191-381-33				1				5/11/2023	1				1				9/26/2023	1
1192-101-25				1				8/23/2023	1									0
1192-381-38						1		10/3/2023	1									0
1200-471-18				1				7/25/2023	1				1				12/28/2023	1
1201-451-44				1				6/5/2023	1									0
1192-471-34				1				9/25/2023	1									0
1191-472-20				1				10/9/2023	1									0
1192-451-18				1				12/28/2023	1									0
1192-381-34				1				11/30/2023	1									0
1192-151-17				1				12/14/2023	1									0
297-311-08							1	10/7/2022	1							1	3/20/2023	1
297-311-07							1	10/7/2022								1	3/20/2023	
297-311-06							1	10/7/2022	1							1	3/20/2023	1
297-311-05							1	10/7/2022	1							1	3/20/2023	1
297-311-05							1	10/7/2022	1							1	3/20/2023	1
297-311-04							1	10/7/2022	1							1	3/20/2023	1
297-331-11							1	4/13/2023	1									0
297-331-10							1	4/13/2023	1									0
297-331-09							1	4/13/2023	1									0
297-331-08							1	4/13/2023	1									0
297-331-07							1	4/13/2023	1									0
297-331-06							1	4/13/2023	1									0
297-331-05							1	3/22/2023	1							1	3/22/2023	1
297-321-19							1	3/22/2023	1							1	8/15/2023	1
297-321-18							1	3/22/2023	1							1	8/15/2023	1
297-311-02							1	3/22/2023	1							1	8/15/2023	1
297-311-01							1	3/22/2023	1									0
297-331-26							1	5/18/2023	1							1	12/4/2023	1
297-331-25							1	5/18/2023	1							1	12/4/2023	1
297-331-24							1	5/18/2023	1							1	12/4/2023	1
297-331-23							1	5/18/2023	1							1	12/4/2023	1
297-331-22							1	5/18/2023	1							1	12/4/2023	1
297-331-21							1	5/18/2023	1							1	12/4/2023	1
297-331-20							1	5/18/2023	1							1	12/4/2023	1
297-321-22							1	12/4/2023	1									0
297-321-21							1	12/4/2023	1									0
297-321-20							1	12/4/2023	1									0
297-321-02							1	12/4/2023	1									0
297-321-01							1	12/4/2023	1									0
297-321-22							1	12/4/2023	1									0
297-321-23							1	12/27/2023	1									0
297-321-24							1	12/27/2023	1									0
297-321-25							1	12/27/2023	1									0
297-321-45							1	12/27/2023	1									0
297-321-46							1	12/27/2023	1									0
297-321-47							1	12/27/2023	1									0
297-321-36							1	12/27/2023	1									0
297-331-18									0							1	1/3/2023	1
297-331-17									0							1	1/3/2023	1
297-331-16									0							1	1/3/2023	1
297-331-15									0							1	1/3/2023	1
0297-331-19																1	9/22/2023	
0297-331-19																1	5/5/2023	
0297-331-46																1	5/5/2023	
273-151-01									0				1				7/12/2023	1

Current APN	(13) How many of the units were Extremely Low Income?	Streamlining (14) Please select the streamlining provision the project was APPROVED pursuant to. (may select multiple)	Infill (15) Infill Units? Y/N+	Housing with Financial Assistance and/or Deed Restrictions (16) Assistance Programs for Each Development (may select multiple - see instructions)	(17) Deed Restriction Type (may select multiple - see instructions)	Housing without Financial Assistance or Deed Restrictions (18) For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (19) Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)+	Demolished/Destroyed Units (20) Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Density Bonus (21) Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	(22) Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	(23) List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	(24) Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes (25) Notes+
Summary Row	11							0							
273-154-02	0	NONE	Y			The valuation of the structure provided by the owner is $93,234									
273-252-30	0	NONE	Y			The valuation of the structure provided by the owner is $99,142									
1192-181-34	0	NONE	Y			The valuation of the structure provided by the owner is $134,504									
1191-121-12	0	NONE	Y			The valuation of the structure provided by the owner is $230,963									
1191-141-04	0	NONE	Y			The valuation of the structure provided by the owner is $31,601									
273-241-24	0	NONE	Y			The valuation of the structure provided by the owner is $42,755									
297-261-16	0	NONE	Y			The valuation of the structure provided by the owner is $125,051									
1192-121-47	0	NONE	Y			The valuation of the structure provided by the owner is $133,472									
1192-481-85	0	NONE	Y			The valuation of the structure provided by the owner is $129,010									
1191-381-33	0	NONE	Y			The valuation of the structure provided by the owner is $107,893									
1192-101-25	0	NONE	Y			The valuation of the structure provided by the owner is $99,010									
1192-381-38	0	NONE	Y			The valuation of the structure provided by the owner is $327,796									
1200-471-18	0	NONE	Y			The valuation of the structure provided by the owner is $72,705									
1201-451-44	0	NONE	Y			The valuation of the structure provided by the owner is $101,367									
1192-471-34	0	NONE	Y			The valuation of the structure provided by the owner is $100,179									
1191-472-20	0	NONE	Y			The valuation of the structure provided by the owner is $63,515									
1192-451-18	0	NONE	Y			The valuatoin of the structure provided by the owner is $78,935									
1192-381-34	0	NONE	Y			The valuation of the structure provided by the owner is $127,575									
1192-151-17	0	NONE	Y			The valuation of the structure provided bby the owner is $98,349									
297-311-08	0	NONE	Y			The valuation of the structure provided bythe owner is $327,921									
297-311-07	0	NONE	Y			The valuation of the structure provided by the owner is $356,287									
297-311-06	0	NONE	Y			The valuation of the structure proivded by the owner is $398,885									
297-311-05	0	NONE	Y			The valuation of the structure provided by the owner is $328,281									
297-311-05	0	NONE	Y			The valuation of the structure provided by the owner is $420,418									
297-311-04	0	NONE	Y			The valuation of the structure provided bythe owner is $416,774									
297-331-11	0	NONE	Y			The valuation of the structure provided by the owner is $316,833									
297-331-10	0	NONE	Y			The valuation of the structure provided by the owner is $348,350									
297-331-09	0	NONE	Y			The valuation of the structure provided by the owner is $317,633									
297-331-08	0	NONE	Y			The valuation of the structure provided by the owner is $348,350									
297-331-07	0	NONE	Y			The valuation of the structure provided by the owner is $317,776									
297-331-06	0	NONE	Y			The valuation of the structuer provided by the owner is $345,350									
297-331-05	0	NONE	Y			The valuation of the structure provided by the owner is $356,287									
297-321-19	0	NONE	Y			The valuation of the structure provided by the owner is $356,287									
297-321-18	0	NONE	Y			The valuation of the structure provided by the owner is $327,921									
297-311-02	0	NONE	Y			The valuation of the structure provided by the owner is $398,885									
297-311-01	0	NONE	Y			The valuation of the structure provided by the owner is $327,991									
297-331-26	0	NONE	Y			The valuation of the structure provided by the owner is $321,133									
297-331-25	0	NONE	Y			The valuation of the structure provided by the owner is $348,350									
297-331-24	0	NONE	Y			The valuation of the structure provided by the owner is $320,863									
297-331-23	0	NONE	Y			The valuation of the structure provided by the owner is $276,282									
297-331-22	0	NONE	Y			The valuation of th structure provided by the owner is $348,350									
297-331-21	0	NONE	Y			The valuation of the structure provided by the owner is $318,879									
297-331-20	0	NONE	Y			The valuation of the structure provided by the owner is $348,350									
297-321-22	0	NONE	Y			The valuation of the structure provided by the owner is $328,281									
297-321-21	0	NONE	Y			The valuation of the structure provided by the owner is $358,452									
297-321-20	0	NONE	Y			The valuation of the structure provided by the owner is $408,196									
297-321-02	0	NONE	Y			The valuation of the structure provided by the owner is $398,885									
297-321-01	0	NONE	Y			The valuation of the structure provided by the owner is $408,196									
297-321-22	0	NONE	Y			The valuation of the structure provided by the owner is $406,898									
297-321-23	0	NONE	Y			The valuation of the structure provided by the owner is $406,989									
297-321-24	0	NONE	Y			The valuation of the structure provided by the owner is $432,506									
297-321-25	0	NONE	Y			The valuation of the structure provided by the owner is $355,645									
297-321-45	0	NONE	Y			The valuation of the structure provided by the owner is $406,989									
297-321-46	0	NONE	Y			The valuation of the structure provided by the owner is $431,327									
297-321-47	0	NONE	Y			The valueation of thee structure provided by the owner is $326,321									
297-321-36	0	NONE	Y			The valuation of the structure provided by the owner is $448,799									
297-331-18	0	NONE	Y			The valuation of the structure provided by the owner is $321,133									
297-331-17	0	NONE	Y			The valuation of the structure provided by the owner is $275,290									
297-331-16	0	NONE	Y			The valuation of the structure provided by the owner is $276,507									
297-331-15	0	NONE	Y			The valuation of the structure provided by the owner is $409,025									
0297-331-19	0	NONE	Y			The valuation of the structure provided by the owner is $276,507									
0297-331-19	0	NONE	Y			The valuation of the structure provided by the owner is $398,885									
0297-331-46	0	NONE	Y			The valuation of the structure provided by the owner is $275,064									
273-151-01	0	NONE	Y			The valuation of the structure provided by the property owner is $98,878									

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

| Jurisdiction | Highland | | |

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	(mm/dd/yyyy - mm/dd/yyyy)

| | | |

| Jurisdiction | Highland | | |

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

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

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

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Income Level		1 RHNA Allocation by Income Level	Projection Period - 06/30/2021-10/14/2021	2 2021	2022	2023	2024	2025	2026	2027	2028	2029	3 Total Units to Date (all years)	4 Total Remaining RHNA by Income Level
Very Low	Deed Restricted	619	-	-	-	-	-	-	-	-	-	-	27	592
	Non-Deed Restricted		9	8	7	3	-	-	-	-	-	-		
Low	Deed Restricted	409	-	-	-	-	-	-	-	-	-	-	229	180
	Non-Deed Restricted		201	-	4	24	-	-	-	-	-	-		
Moderate	Deed Restricted	471	-	-	-	-	-	-	-	-	-	-	21	450
	Non-Deed Restricted		2	2	14	3	-	-	-	-	-	-		
Above Moderate		1,014	-	17	46	68	-	-	-	-	-	-	131	883
Total RHNA		2,513												
Total Units			212	27	71	98	-	-	-	-	-	-	408	2,105

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5 Extremely low-Income Need		2021	2022	2023	2024	2025	2026	2027	2028	2029	6 Total Units to Date	7 Total Units Remaining
Extremely Low-Income Units*	310		-	-	-	-	-	-	-	-	-	-	310

*Extremely low-income houisng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

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

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

VLI Deed Restricted
VLI Non Deed Restricted

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Program 1a: Homeowner Rehabilitation Program	Establish a working relationship with NPHS through annual meetings to increase the number of loans provided to City residents. Provide technical support for grant pursuits such as letters of support.	Set up annual meetings with NPHS to identify and implement partnership opportunities by fall 2023	Partially achieved. Contacted NPHS with regard to specific loans, but have not yet established annual meeting dates.
Program 1b: Homeowner Rehabilitation Program	Engage in regularly scheduled meetings with County staff to discuss homeowner rehabilitation resources.	Set up meetings with County staff by winter 2023 and continue ongoing engagement and coordination, including annual meetings to identify and allocate funds for rehabilitation through HUD grant opportunities.	Ongoing telephone conversatoins with the San Bernardino County Department of Community Development and Housing and Econonmic Development Agency. Discussion of various grant programs such as Community Development Block Grant Funding, Veterans Administration funding and Homeless Program funding.
Program 1c: Homeowner Rehabilitation Program	Partner with County and establish annual meetings to identify funds for rehabilitation efforts through HUD grant opportunities and to seek and apply for funding through the annual pursuit of Permanent Local Housing Allocation (PLHA) Funds and through technical support with other grant pursuits where opportunities arise.	Maintain resources on website ongoing throughout the planning period.	No activity regarding PLHA funding opportunities.
Program 2a: Residential Rental Program	Amend the Municipal Code to eliminate the provisions of the Crime Free Multiple-Family Rental-Housing Program ordinance in compliance with fair housing requirements and the federal Fair Housing Act.	Amend Zoning Code to eliminate Crime Free Multiple-Family Rental-Housing Program by December 2023.	Partially achieved. Draft Ordinance prepared and is anticipated to be adopted by June 2024.
Program 3a: Code Enforcement	Assist with bringing properties into compliance with the Zoning Code through targeted outreach to households in low opportunity/lower resource areas[1], including extremely low-income households. Targeted outreach should include annual multilingual mailers to lower-income properties in need of repair, with information on available resources on how issues can be resolved, including improvements through the use of grant funds such as CDBG and PLHA funds.	Ongoing assistance to properties with code compliance issues.	Partially achieved. Additional efforts to create mailers requires additional work.
Program 3b: Code Enforcement	Post resources for code compliance on the City's website and connect residents to such resources when the property is at risk of being noncompliant with the Zoning Code.	Update City website by winter 2023.	Some modifications to the City's website and permitting software (iWORQ) to implement the beginning stages of this program.
Program 3c: Code Enforcement	Track 100 percent of residential properties inspected by Code Enforcement and report on the number of residential properties that received assistance for opportunities to proactively assist property owners.	Ongoing.	Achieved and conttinuing. Tracking of residential properties is underway. Reporting of properties is underway within the Community Development Block Grant target area.
Program 4a: Inclusionary Housing	Ongoing implementation of Inclusionary Housing Ordinance, which requires that 15 percent of all newly constructed dwelling units in residential developments projects be offered to and sold or rented to extremely low-, very low-, low- and moderate-income households, or payment of in-lieu fees where applicable.	Ongoing implementation of ordinance and allocation of funding, when available.	Ongoing. Approximately $176,000 collected in 2023. On track to receive more than $1M in 2024, given the number of units currently under construction (275).
Program 4b: Inclusionary Housing	Allocate funding to the preservation, rehabilitation, and construction of affordable housing, with a priority for projects that have at least 20 percent of housing set-aside for extremely low-income households in higher resource areas with access to amenities such as recreation, services, education, and other needs.	Ongoing	Ongoing. Specific projects include the City's Senior Housing Project at 7433 Central Avenue that will house 80+ seniors.
Program 4c: Inclusionary Housing	Dedicate 100 percent of in-lieu housing fees collected for affordable housing development and programs.	Ongoing	Achieved and ongoing.
Program 4d: Inclusionary Housing	Prioritize funding for projects that have at least 20 percent of housing set-aside for extremely low-income households in in higher resource areas with access to amenities such as recreation, services, education, and other needs.	Ongoing	Ongoing. Specific projects include the City's Senior Housing Project at 7433 Central Avenue that will house 80+ seniors.
Program 5a: Impact Fees	Annually, review fees after the budget cycle.	Bi-annually	Achieved. New fees adopted by the City Council in 2023 and will go into effect on April 1, 2024.
Program 5b: Impact Fees	Analyze fees for affordable housing, and reduce fees where feasible.	Ongoing prioritization of projects throughout the planning period.	Ongoing.
Program 5c: Impact Fees	Prioritize at least 30 percent of capital improvement projects funded by development impact fees in low opportunity/lower resource areas.	Ongoing	Achieved through the adoption and prioritization of goals and projects in the the 2024/2025 Work Program and Capital Imporovement Program. Implementation is ongoing.

Program 6: Density Bonus	Update Density Bonus Ordinance, consistent with State law.	By winter 2023.	Ordinance partially drafted and adoption anticipated in June 2024.
Program 7a: Housing Choice Voucher Referrals	Maintain relevant resources on the City website.	Ongoing through planning period.	Completed.
Program 7b: Housing Choice Voucher Referrals	Increased coordination with the Housing Authority of the County of San Bernardino through annual meetings	Ongoing	Completed and ongoing. Last met on February 6, 2024.
Program 7c: Housing Choice Voucher Referrals	Refer interested residents and support the provision of 394 vouchers annually throughout the city and facilitate rent subsidies in high opportunity/ higher resource areas.	Ongoing	Ongoing discussions with the Housing Authority regarding the availability of this program and how it can be affected with City input.
Program 7d: Housing Choice Voucher Referrals	Housing Mobility Strategies Support the provision of 394 vouchers annually to facilitate rent subsidies for low-income, very low-income, and extremely low-income residents in high opportunity/ higher resource areas and increased access to amenities, such as recreation, services, education, and other needs.	Ongoing	Ongoing discussions with the Housing Authority regarding the availability of this program and how it can be affected with City input.
Program 8a: By-Right Development on Previously Identified Housing Sites	Permit qualifying developments by-right in accordance with State requirements.	Ongoing through planning period.	In place and ongoing. One example is the approval of the Halcyon Apartment project approved with Density Bonus provisions.
Program 8b: By-Right Development on Previously Identified Housing Sites	Create the opportunity for by-right redevelopment of up to 1,511 residential units* of which a minimum of 20 percent must be affordable to lower-income households, including very low- and extremely low-income households.	Ongoing	Ongoing.
Program 9: Developer Outreach and Transparency	Maintain the City's website with the most current information, including the promotion of pre-application conference opportunities to make developers aware of available technical assistance and streamline the permit application process.	Ongoing.	Achieved and ongoing. The website was just recently updated to include a drop down menu on all Planning applications regarding this topic.
Program 10: Innovative and Efficient Housing	Update the City's website.	By winter 2023.	Achieved and ongoing.
Program 11a: Town Center, Base Line Corridor, and Victoria Avenue Corridor Policy Areas	Coordinate quarterly meetings with appropriate agencies to coordinate land use and transportation planning and to advocate for the prioritization of projects that align with Highland's vision.	Establish quarterly meetings by July 2023.	Achieved and ongiong. Coordinate with San Bernardino County Transportation Authority (SBCTA) and participate in monthly planning meetings.
Program 11b: Town Center, Base Line Corridor, and Victoria Avenue Corridor Policy Areas	Prioritize capital improvements in lower and moderate resource areas and oversee the completion of the ongoing and planned projects within the planning period.		Achieved and ongoing. Recent examples include the CDBG pavement rehabilitation programs, CIP and Work Program Goals.
Program 12: Accessory Dwelling Units	Develop an affordable ADU incentive program.	Develop affordable ADU incentive program by spring 2024.	Discussion at staff level as to how best achieve this goal. Staff met in December 2023 to reviewed several other jurisdictions' programs to identify the best model.
Program 13a: Homeowner Assistance Programs	Establish a working relationship with NPHS through annual meetings to develop resources for residents on options for creative ownership housing models or homeowner assistance programs. Offer technical support for grant pursuits such as letters of support.	Meet with NPHS, or other nonprofits and community housing advocacy groups, on an annual basis.	Partially achieved. Contacted NPHS with regard to specific loans, but have not yet established annual meeting dates.
Program 13b: Homeowner Assistance Programs	Maintain resources on City website with annual updates.	Ongoing through planning period.	Achieved and ongoing.
Program 14: Priority Services	Maintain a database of existing and proposed affordable housing developments.	Ongoing.	Achieved and ongoing.
Program 14: Priority Services	Engage in the Water and Sewer System Master Plan updates.	Submit the Housing Element to the East Valley Water District within 1 month of Housing Element adoption.	Achieved.
Program 15a: Fair Housing Mediation	Continue to maintain information on the City's website and send updates to residents through annual e-news blasts to the City's listserv. Ensure that content is culturally appropriate, and offered in multiple languages.	Ongoing through planning period.	Paritally achieved with information available on website. Annual e-news blasts still under development.
Program 15b: Fair Housing Mediation	Continue to partner with IFHMB and coordinate annually to gather and analyze local data to inform fair housing priorities and opportunities.	Ongoing	Paritally achieved with information available on website. Annual meetings not yet set.
Program 15: Fair Housing Mediation	Provide annual staff trainings on how to refer complaints and inquiries to IFHMB.	Annualy	Achieved and ongoing.
Program 16a: Affordable Housing Preservation Program	Continue to maintain up-to-date information on the City's website.	Ongoing through planning period.	Achieved and ongoing.
Program 16b: Affordable Housing Preservation Program	Maintain and monitor a list of affordable housing developments and year of possible expiration of deed-restriction or other assistance for 100 percent of lower-income units, including extremely low-income units in the City.	Ongoing	Achieved.
Program 16c: Affordable Housing Preservation Program	Establish a working relationship with NPHS through annual meetings to ensure the continued preservation of affordable housing.	Ongoing	Partially achieved.

Program 17a: Housing for Persons with Disabilities	Update the City's website to provide accessibility resources.	Update website with accessibility resources by winter 2023.	No activity.
Program 17b: Housing for Persons with Disabilities	Amend the City's reasonable accommodations procedure and Zoning Code's definition of "Family" to ensure consistency with fair housing requirements and the federal Fair Housing Act.	Amend reasonable accommodations procedure and Zoning Code definition of "Family" by summer 2024	Adoption anticipated in June 2024.
Program 18a: Group Homes and Residential Care Facilities	The City will update the Zoning Code to create separate definitions and permitting processes for Residential Care Facilities (licensed group homes) serving six or fewer residents and those serving seven or more residents, and permit those serving six or fewer persons in all single-family zones subject only to the generally applicable laws that apply to all single-family residences and permit those serving seven or more in at least one zone without discretion.	By winter 2023.	Ongoing at staff level. Adoption anticipated in June 2024.
Program 18b: Group Homes and Residential Care Facilities	The City will update the Zoning Code to permit unlicensed group homes in single-family zones, subject only to the generally applicable health, safety, and zoning laws that apply to all single-family residences in accordance with state housing law.	Winter 2023	Ongoing at staff level. Adoption anticipated in June 2024.
Program 19a: Emergency Shelters, Transitional Housing, Permanent Supportive Housing, and Single Room Occupancy	Permit supportive housing by-right in residential zones that permit multifamily uses and mixed-uses zones that allow residential uses in accordance with AB 2162 (2018).	By winter 2023.	Ongoing at staff level. Adoption anticipated in June 2024.
Program 19b: Emergency Shelters, Transitional Housing, Permanent Supportive Housing, and Single Room Occupancy	Permit emergency shelters by-right in at least one zone and ensure that parking requirements accommodate the staff working in the shelter and do not require more parking than other residential or commercial uses within the same zone in accordance with AB 139 (2019).	Winter 2023	Ongoing at staff level. Adoption anticipated in June 2024.
Program 19c: Emergency Shelters, Transitional Housing, Permanent Supportive Housing, and Single Room Occupancy	Permit transitional and supportive housing as a residential use in the same manner as other residential uses in the same zone subject only to those restrictions that apply to other residential dwellings of the same type in the same zone pursuant to Government Code section 65583(c)(3).	Winter 2023	Ongoing at staff level. Adoption anticipated in June 2024.
Program 20a: Mobile Home Preservation	Require a report for each proposed conversion or closure.	Ongoing through planning period.	No conversions to date.
Program 20b: Mobile Home Preservation	Consider the findings of the report, as well as the impact on the existing housing supply, lower-income households, and displaced persons.	Ongoing	N/A
Program 21a: Collaborative Partnerships	Continue outreach to local affordable housing service providers to identify partnership opportunities, and offer funding application assistance.	Ongoing outreach throughout the planning period.	Partially completed.
Program 21b: Collaborative Partnerships	Support the development of 89 new affordable rental units through a Housing Authority grant and long-term ground lease.	Commit to providing a Housing Authority grant and long-term ground lease by spring 2024 that will facilitate the development of 89 new affordable rental units to be completed in the planning period	Partially completed. Negotiation Agreement in place with Wakeland housing. Multiple applications made to the state and local housing agencies to assist with financing.
Program 22a: Lot Consolidation Incentive	The City will amend the code to incentivize lot consolidation on specified sites, providing expedited development permit review through priority processing for projects utilizing lot consolidation.	By winter 2023.	Only achieved at staff level. Code amendments still need to be completed.
Program 23a: Annual Progress Reports	Track housing production, remaining capacity, and program progress.	Ongoing through planning period with annual reports.	Achieved and ongoing.
Program 23a: Annual Progress Reports	Submit adopted Annual Progress Reports (APR) annually by April 1st.	Ongoing through planning period with annual reports.	Achieved and ongoing.
Program 24a: No Net Loss	Amend staff procedures to ensure all development proposals and rezone proposals are reviewed against the capacity identified for sites in the Sites Inventory (Appendix E).	Tracking is ongoing and amendments to procedures will be implemented by winter 2023.	Achieved and ongoing.
Program 24b: No Net Loss	Develop a methodology for tracking remaining capacity.	Ongoing but established by 2023.	Partially completed.
Program 25a: Fair Housing Outreach	Coordinate annual meetings with County of San Bernardino and fair housing agencies.	By winter 2023.	Completed and ongoing. Last met on February 6, 2024.
Program 25b: Fair Housing Outreach	Continue to participate in the Analysis of Impediments to Fair Housing Choice.	Update to the City's Analysis of Impediments every 3 to 5 years.	Ongoing
Program 25c: Fair Housing Outreach	Evaluate the need for an Ad Hoc Fair Housing Committee when updating the Analysis of Impediments.	Winter 2023	No activity
Program 25d: Fair Housing Outreach	Implement a procedure that prompts fair housing administration for all housing and community development decisions, including capital investments.	Winter 2023	No activity

Program 26a: Replacement Requirements	Amend staff procedures related to the review and issuance of demolition and development permits.	Amend staff procedures by winter 2023, continue ongoing replacement requirements throughout the planning period.	Ongoing, partially complete
Program 26b: Replacement Requirements	Enforce replacement requirements in accordance with Government Code Section 66300.	Ongoing.	Ongoing, partially complete
Program 27: Low-Barrier Navigation Centers	Amend the Zoning Code, consistent with State requirements.	By winter 2023.	Anticipated in June 2024.
Program 28: Affordable Housing Streamlining	Amend the Zoning Code and staff procedures, consistent with State requirements.	Amendment to take place by winter 2023, and streamlining availability to be ongoing through planning period.	Anticipated in June 2024.
Program 29: Objective Design Standards	Monitor Zoning Code amendments to ensure any new design standards are objective.	Ongoing through planning period.	Ongoing at staff level. Amendments to the Code, should the be necessary, will occur in summer 2024.
	Amend Zoning Code to remove subjective design review criteria and ensure an objective design review process for residential projects requiring minor or major design review.	Amend existing design review process by December 2023.	Ongoing at staff level. Amendments to the Code, should the be necessary, will occur in summer 2024.
Program 30a: Surplus Lands	Identify and track surplus City-owned sites.	· Annually, throughout the planning period.	Completed
Program 30b: Surplus Lands	Report on surplus lands annually through Housing Element APRs.	· Facilitate the development of 89 new affordable senior rental units on a surplus site to be completed within the planning period.	Completed and ongoing
Program 30c: Surplus Lands	Facilitate the development of 89 new affordable senior rental units on a surplus site, including 49 units affordable to extremely low- or low-income households, through a land donation/ long-term ground lease with a below fair market value rent.	Ongoing, throughout the planning period.	Partially completed. Negotiation Agreement in place with Wakeland Housing. Multiple state and local grants being applied for to assist with financing.
Program 30d: Surplus Lands	Identify opportunities to facilitate the development of affordable homes on surplus local public land utilizing mechanisms such as land donations, land sales with significant write-downs, or below-market land leases with a priority on surplus land in high opportunity/ higher resource areas	Ongoing.	Ongoing
Program 31a: Increased Transparency	Ensure all relevant information is provided on the City's website.	Ongoing, throughout the planning period.	Achieved and ongoing.
Program 31b: Increased Transparency	Continue to update information as changes are made and as it becomes available.	Ongoing, throughout the planning period.	Ongoing
Program 32: Reduced Parking Requirements	Amend the Zoning Code to identify a process by which parking requirements can be reduced for religious institutions in exchange for housing development.	By winter 2023.	Anticipated in June 2024.
General Comments			

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Highland	**NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns**	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2023 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For San Bernardino County jurisdictions, please format the APN's as follows:9999-999-99-9999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Not
Cells in g

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Unit Category (SH - Student Housing)	Date	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate-Income
Summary Row: Start Data Entry Below												

Jurisdiction	Highland	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Highland	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ 150,000.00	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Web based permit software	$150,000.00	$150,000.00	Completed	None	Integration and training complete for streamlined process

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

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	11
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	838
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		1
Total Units		**857**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	24
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		68
Total Units		**98**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	10
Low	Deed Restricted	0
	Non-Deed Restricted	22
Moderate	Deed Restricted	0
	Non-Deed Restricted	10
Above Moderate		38
Total Units		**80**

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director

PREPARED BY: Kim Stater, Assistant Community Development Director

SUBJECT: Request for an Extension of Time for Tentative Parcel Map 19958, Tentative Tract Map 20090, the East Highlands Ranch Planned Unit Development (EHR PUD) Development Agreement, and Impact Fees Development Agreement, and make a finding that no further environmental review is required pursuant to CEQA Guidelines Section 15162 related to the *Blossom Trails* 137-unit single-family residential subdivision on 25.5 acres generally located at the southwest corner of Greenspot Road and Church Street.

(SB 1439 Campaign Contributions and Conflicts of Interest - Government Code Section 84308 is applicable)

LOCATION: The project is located on the south side of Greenspot Road, west of Church Street, east of Blossom Way, and north of Plunge Creek. It is within Planning Areas 40 and 42 (PA 40/42) of the East Highlands Ranch PUD. Assessor Parcel Numbers: 1201-401-02 and 1201-431-61

PROPERTY OWNER: S-P Deerfield, LLC, Representative for East Highlands Ranch PUD

REPRESENTATIVE: Camille Bahri

RECOMMENDATION: The Planning Commission recommends the City Council:

1. Adopt Resolution No. 2024 - ____ to approve a two-year Extension of Time for Tentative Tract Map No. 20090 (TTM 17-001/EXT 24-002);

Approved _____ Motion _____ Second _____ Agenda Item No. 15

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

2. Adopt Resolution No. 2024 - ____ to approve a two-year Extension of Time for Tentative Parcel Map No. 19958 (TPM 17-002/EXT 24-002);

3. Introduce and conduct first reading of Ordinance No.____ to amend the East Highland Ranch Development Agreement, extending the term by five (5) years (EXT 24-001); and

4. Introduce and conduct first reading of Ordinance No.____ to amend the East Highland Ranch Impact Fees Development Agreement, extending the term by five (5) years (EXT 24-001).

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website. The notice was published in the San Bernardino Sun on March 1, 2024, and on February 29, 2024, it was mailed to property owners within 300 feet of the project site and to parties requesting notice.

One letter from the public was received (Attachment 1 – Public Comment Letter). The letter stated that they "do not agree with the project." They are concerned that there will be additional traffic and the obstruction of views. They would prefer a nature preserve to be established on the property or it be left as is. Staff reviewed traffic and aesthetic concerns for the future residential development as noted in the Environmental Review section below. Traffic and aesthetic impacts were discussed, addressed, and mitigated in the project's environmental Mitigated Negative Declaration and subsequent Addendum. The additional 137 residences will trigger certain on and off-site infrastructure improvements by the developer related to traffic including a new traffic signal at the intersection of Greenspot Road and Blossom Trail Way. Aesthetic impacts of the tract design, building elevations and landscaping will be addressed during the Design Review process, an Application to be submitted by a merchant builder in the future.

DESCRIPTION OF THE SITE: The project site is undeveloped and contains only a few trees, mostly on its the east side. Vegetation on the site primarily consists of non-native grasses. On the east side of the site is a boxed and open flood control channel and on the west side is a storm drain outlet approximately 300 feet south of Greenspot Road. Along the southern boundary of the site is a 90-foot easement in favor of the Metropolitan Water District (MWD) for their Inland Feeder Line containing a major underground water pipe. The easement restrictions on this portion of the site limit the extent of development that can occur here (Attachment 2 - Project Location Map).

The site is within an urbanized area within the East Highlands Ranch PUD. Single-family residential land uses are located to the north. To the east is East Highlands Village, a single-family residential neighborhood developed in the early 1900s, an East Valley Water District water well, and a neighborhood shopping center to the northeast (Greenspot Plaza). On the south side of Project site, running east and west (south of the MWD easement), is a thirty foot (30') tall earthen berm. Roughly one-quarter mile south of the Project site is Plunge Creek, which trends east-west. Further south, approximately four tenths of a mile are aggregate sand and gravel activities and approximately 1.3 miles beyond is the Santa Ana River.

BACKGROUND: On September 26, 2005, Spring Pacific Properties, LLC submitted development applications to amend the "1999 East Highlands Ranch (EHR) Planned Unit Development, Development Standards Report". The specific area applicable to the Blossom Trails

application pertains to Planning Areas 40 & 42 within the EHR. The applications proposed 1) Amendments to the EHR Planned Unit Development Standards Report, which modified the Land Use Designation on Planning Areas 40 & 42 from Commercial Business Center to Medium Density Residential; 2) Amendments to the EHR Development Agreement; 3) Amendments to the EHR (Blossom Trails) Impact Fees Agreement to extend the deadline; and 4) Amendments to the EHR Planning Conditions of Approval. On February 28, 2006, the City Council approved the Amendments.

These amendments to the EHR development for 306 multi-family dwelling units were approved at a time when the housing market was in decline. On October 30, 2017, S-P Deerfield explained in a letter to the City of Highland that there were new interests for housing types and that the approved concept (multi-family) would no longer be marketable to the general public. The Applicant then proposed to 1) Amend the Blossom Trails Community Design Standards to establish a new low-density land use category; 2) Amend the EHR Development Impact Fees Schedule to extend the deadline an additional five (5) years; 3) Approve Tentative Parcel Map No. 19958 (TPM 17-002) replacing the four lots approved lots in Tentative Parcel Map No. 17630 for four new phased lots within Planning Areas 40 & 42; and 4) Approve Tentative Tract Map No. 20090 (TTM 17-001), reducing the 306 multi-family units to 137 single-family homes. On March 27, 2018, the City Council approved these proposed amendments as described below:

1. On March 13, 2018, the City Council amended the "Blossom Trails" development upon recommendation by the Planning Commission. The Council adopted the following three (3) resolutions:

    a. Resolution No. 2018-006, adopting the Addendum to the Mitigated Negative Declaration and amending the Mitigation Monitoring and Reporting Program relating to Planning Areas 40 and 42 of the East Highlands Ranch.

    b. Resolution No. 2018-007, adopting Tentative Tract Map No. 20090 (TTM 17-001), a subdivision of 137 residential lots within Planning Areas 40 and 42 of the East Highlands Ranch.

    c. Resolution No. 2018-008, adopting Tentative Parcel Map No. 19958 (TPM 17-002), the configuration of 4 phased lots within Planning Area 40 and 42 of the East Highlands Ranch.

2. On March 27, 2018, the City Council held a second reading and adopted the following two (2) Ordinances:

    a. Ordinance No. 423, approving a Planned Unit Development (SPR 17-001 Amendment), to amend the Development Agreement between the applicant and the City of Highland for the East Highlands Ranch to extend the term from October 30, 2019, to October 30, 2024.

    b. Ordinance No. 424, approving a Planned Unit Development (SPR 17-001 Amendment), to amend the Development Impact Fee Agreement schedule between the applicant and the City of Highland to extend the term from October 30, 2019, to October 30, 2024.

Following the initial 3-year approval of the tract maps in 2018, the applicant required additional time to begin construction of the tract. In December of 2020, the Applicant requested an Extension of Time for the Tract and Parcel Maps. They explained that compliance with certain Environmental Mitigation Measures had delayed development of the project. Specifically, while conducting a

presence/absence trapping for the endangered San Bernardino Kangaroo Rat (SBKR), four (4) SBKRs were caught on the property. The Applicant started the process of securing an Incidental Take Permit (ITP) from the United States Fish and Wildlife Service but it could not be completed prior to expiration of the maps in 2021. Securing the appropriate permits with USFWS, and more recently the California Department of Fish and Wildlife (CDFW), has resulted in several subsequent requests for Extensions. These were granted as follows:

3. On April 20, 2021, the Planning Commission adopted the following resolutions:

    a. Resolution No. 2021-004, approving an Extension of Time application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002).

    b. Resolution No. 2021-005, approving an Extension of Time application for a one (1) year extension of Tentative Tract Map No. 20090 (TTM 17-001).

4. On April 19, 2022, the Planning Commission adopted the following resolutions:

    a. Resolution No. 2022-009, approving an Extension of Time application for a second one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002).

    b. Resolution No. 2022-010, approving an Extension of Time application for a second one (1) year extension of Tentative Tract Map No. 20090 (TTM 17-001).

5. On February 21, 2023, the Planning Commission adopted the following resolutions:

    a. Resolution No. 2023-006, approving an Extension of Time application for a second one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002).

    b. Resolution No. 2023-005, approving an Extension of Time application for a second one (1) year extension of Tentative Tract Map No. 20090 (TTM 17-001).

ANALYSIS: The Parcel and Tract Maps associated with Blossom Trails are scheduled to expire on March 13, 2024. The Applicant has requested the maps be extended for two additional years, making them valid through March 13, 2026 (Attachment 3 – Extension of Time Request Letter). Section 2.2.4 of the Development Agreement provides that any tentative parcel or tract map approved by City – for any portion of the Covered Property – shall have a term of five years with the option for the Owner to apply for two year extensions not to exceed an aggregate term of nine years. Tentative Tract Map No. 20090 (TTM 17-001) was approved on March 18, 2018 but only had a three year term instead of the five year term required by the Development Agreement. Tentative Tract Map No. 20090 (TTM 17-001) was subsequently granted three, one-year extensions for a total term of six years. The Development Agreement allows the Tentative Tract Map No. 20090 (TTM 17-001) to be valid for nine years and, as such, the City is permitted to extend the Tentative Tract Map No. 20090 (TTM 17-001) up until March 13, 2027.

When maps are extended, it is an opportunity for the City to consider new or changed conditions that affect the approval and determine if the Conditions of Approval should be modified. There were no recommendations as such from the various City divisions. The Planning, Engineering, Public Services, Public Works/Engineering, Building & Safety and Fire Marshal all determined that the prior conditions from 2023 remain valid.

Outside agencies were also provided with an opportunity to review the project. Two agencies commented on the proposed Extension. The San Bernardino International Airport is requesting

Avigation Easements be executed and that the future homebuilding include noise attenuating materials in their construction. These comments are included in the attached Resolution. East Valley Water District also commented and noted that they will provide water and sewer services, but a new Development Agreement must be approved between themselves and the developer. The City will ensure, prior to permit issuance, that these requirements have been achieved.

As noted above, the subject site is covered within the East Highland PUD Development Agreement and Impact Fee Agreement. Those agreements will expire on October 30, 2024. After that date, the property owner will no longer have assurance to proceed with development in accordance with the specific uses, density, and types of development approved by the City Council. Furthermore, the Impact Fees will revert to the citywide Development Impact Fees, unless the property Owner/Applicant records the final map and obtains construction permits by the Development Agreement expiration dates (October 30, 2024). Therefore, it is a reasonable requirement that the map extensions are accompanied by the Development Agreement extensions.

FISCAL IMPACT: The Applicant's request to extend the EHR Impact Fee Development Agreement (for the fourth time) has a fiscal impact. The DIF schedule in place for East Highlands Ranch has a fee of $5,488.97 per "detached dwelling" unit (Ordinance 91 adopted on October 30, 1989, and adjusted accordingly over time). Thus, the Blossom Trails 137-unit subdivision would pay an estimated $751,988 in Development Impact Fees per the current Agreement. In the event Development and Fee Agreements are not extended, the project will be required to pay the city-wide DIF rate ($33,183 per unit) for subdivided properties, effective April 1, 2024. Applying this rate of $33,183 per unit for 137 units, the project would pay a total of $4,546,071 in total citywide Development Impact Fees, a significant increase.

The East Highlands Ranch PUD Impact Fee Agreements reduced fees is in recognition of the master developer's construction of numerous public infrastructure projects in and around the development. These projects are complete.

If the Council approves the Development Agreement Extension and DIF Development Agreement, staff recommend a five percent (5%) annual escalator be applied over the next five years to the EHR reduced DIFs. The escalator would help offset the rise of labor and materials costs for City-constructed infrastructure. Below is a breakdown showing the escalator calculation:

$5,488.97 – current rate through October 31, 2024

November 1, 2024 through October 31, 2025 - $5,763.42 (an additional $274.45)
November 1, 2025 through October 31, 2026 - $6,051.59 (an additional $288.17)
November 1, 2026 through October 31, 2027- $6,354.17 (an additional $302.58)
November 1, 2027 through October 31, 2028 - $6,671.88 (an additional $317.71)
November 1, 2028 through October 31, 2029 - $7,005.47 (an additional $333.59)

REVIEW AND RECOMMENDATION BY THE PLANNING COMMISSION: The Planning Commission reviewed the Applications at a public hearing on February 20, 2024 and adopted Resolution No. 2024-004, recommending the City Council approve the project (Attachments 4-7, Project Resolutions and Ordinances). The Commission was in favor of the residential development but was concerned that continuing to honor a reduced Development Impact Fee 35 years after it was first adopted would limit the City's ability to collect the funds necessary to complete public projects in the City, especially those related to traffic and drainage. There was a concern that the rate of increase in the cost of labor and materials outpaced the 5% escalator proposed by staff and

that the project should mitigate impacts at the current level regardless of prior improvements (Attachment 8 – Draft PC Minutes).

The Applicant responded that the EHR DIF fee did represent the following project's cumulative impact and that over the life of EHR, the master developer had constructed much of the surrounding circulation and drainage infrastructure, Greenspot Road medians, and Fire Station #2 located at Base Line and Weaver Street. The current EHR DIF schedule does honor prior improvements as reflected in the project's DIF rates. Currently, the EHR DIF pays the following percentages as compared to the City-wide rate: 100% of Law Enforcement Facilities, 14% of Fire Suppression Facilities/Vehicles/Equipment, 2.81% of Local Circulation System, 2.81% of Regional Circulation System, 0% of Regional Flood Control Facilities, 100% of General Facilities/Vehicles/Equipment, 100% Library Facilities/Collection, 100% Public Use (Community Center Facilities) and 14% Park Land Acquisition/Park Facilities Development.

Following the meeting, the Applicant offered to modify the annual escalator to be a percentage rate established by the City Council or Subcommittee for City-wide DIFs, or a minimum 5%. For example, if the City-wide DIF is increased anytime during the 5-year term of the Development Agreement, the EHR DIF would match that percentage increase or have an automatic 5% increase, whichever is greater.

ENVIRONMENTAL REVIEW: A Mitigated Negative Declaration (MND) and a Mitigation Monitoring and Reporting Program (MMRP) for an amendment to the East Highlands Ranch Planned Development for the Blossom Trails community were adopted by the City Council on February 28, 2006, via Resolution No. 2006-007. An Addendum to the adopted 2006 Mitigated Negative Declaration addressed changes to the original project and was approved by the Highland City Council in 2018 (Resolution No. 2018-006). The Addendum discussed shifts in the residential market over the twelve (12) years and analyzed a revised proposal for the Blossom Trails development to be reduced from 306 multi-family residential units to 137 single-family homes. It also compared the impacts identified in the 2006 Mitigated Negative Declaration with the projected impacts associated with a Planned Development amendment. The findings determined that no further detrimental effects would be triggered and that the anticipated impacts from the 2006 Mitigated Negative Declaration (MND) would continue to be addressed by the implemented mitigation measures or by present day regulations.

The MND requires mitigation for the endangered species, the San Bernardino Kangaroo Rat (SBKR). In September 2017, the United States Fish and Wildlife Service (USFWS) and the California Department of Fish and Wildlife (CDFW) required that the Applicant conduct SBKR trapping on the Blossom Trails property as a part of the project's CEQA process. The trapping resulted in the capture of four (4) SBKR, which prompted the need for the processing and issuance of separate Incidental Take Permits from USFWS and CDFW. Since then, the Applicant has worked diligently with both agencies and has secured approval and permits from the USFWS. The CDFW Incidental Take Permit is currently being finalized and it is expected that the final Permit be issued in the second quarter of 2024. Notwithstanding the completion of other common residential development processes, such as the approval of the tract's final engineering that is currently underway, the issuance of the CDFW Incidental Take Permit will allow the Applicant to move forward with the implementation of the project.

City staff has considered the potential environmental impacts of the extension of the Tentative Tract Map and Tentative Parcel Map, and the extension to the Development Agreement and the Impact Fee Development Agreement. City staff reviewed the MND, MMRP and the Addendum to the MND, including the impacts and mitigation measures identified therein. Staff has determined that the Project, is not subject to further environmental review pursuant to CEQA Guidelines

Section 15162 because:

1) The Project and the circumstances under which the Project is undertaken do not involve substantial changes which will result in new significant environmental effects, and that the Project does not involve new information of substantial importance which shows that the Project will have significant effects not discussed in the MND or the Addendum to the MND; and
2) All potential environmental impacts associated with the Project are adequately addressed by the MND, and the mitigation measures contained in the MND will reduce certain impacts to a level that is less than significant; and
3) The Project has been evaluated against the previous analysis in the MND, to ensure that extending the approval time for the Tentative Tract Map and Tentative Parcel Map and the extension to the Development Agreement and the Impact Fee Development Agreement does not create new significant impacts or substantially increase the severity of previously analyzed impacts as compared to those identified previously. It has been determined that the analyses and the conclusions in the MND remain valid and that the Project is "within the scope" pursuant to CEQA Guidelines Section 15162 (a).

Attachments:

1) Project Location Map
2) Public Comment Letter
3) Extension of Time Request Letter
4) Resolution to Extend Tentative Tract Map No. 20090
   Exhibit "A" – Tentative Tract Map
   Exhibit "B" – Conditions of Approval
5) Resolution to Extend Tentative Parcel Map No. 19958
   Exhibit "A" – Tentative Parcel Map
6) Ordinance to Extend the Development Agreement
7) Ordinance to Extend the Impact Fees Development Agreement
8) Draft PC Minutes dated February 20, 2024

ATTACHMENT 1

Public Comment Letter

City of Highland

27215 Base Line, Highland, CA. 92346
Contact: Kim Stater, Asst. Comm. Dev. Director
E-mail: kstater@cityofhighland.org, Phone: (909) 864-6861, x 204

RECEIVED
JAN 22 2024
CITY OF HIGHLAND

PROJECT NOTICE

The proposal listed below has been filed with the City of Highland Planning Department. You are invited to comment because you may own property or have a regulatory interest in development in the area.

PROJECT REFERENCE #:	"Blossom Trails" Residential Subdivision & East Highlands Ranch Development Agreement - Extensions of Time **File Number:** *Extension of Time EXT 24-001 & EXT 24-002*
LOCATION:	Approximately 23 acres, currently undeveloped, on the south side of Greenspot Rd., west of Church Street within the planned community of *East Highlands Ranch*. Planning Areas 40 & 42. Assessor's Parcel Numbers: 1201-401-02 & 1201-431-61.
DESCRIPTION:	This is a two-part application by S-P Deerfield / East Highlands Ranch to 1) Extend the East Highlands Ranch Development Agreement and Development Impact Fee Schedule for five years (October 2024-2029); and 2) Extend the Blossom Trails Tentative Tract Map No. 20090 and Parcel Map No. 19958 (EHR PAs 40 & 42) for two years (Feb 2024-2026). Parcel Map No. 19958 and Tentative Tract Map No. 20090 represent a residential project referred to as "Blossom Trails" (South) to subdivide 23 acres into 137 single-family lots and a 0.3 acre recreation center. Plans are attached hereto.
OWNER/ APPLICANT	S-P Deerfield, LLC

COMMENTS:

Please submit your comments no later than **January 31, 2024**. If you have no comment, no reply is necessary.

I DON'T agree with this project.
IT will bring more TRAFFIC to the area.
Also it will block my view.
I would like TO see a park or a
Nature preserve in that area or Fence
OFF the area and Leave it alone.

Richard Perez
PRINTED NAME

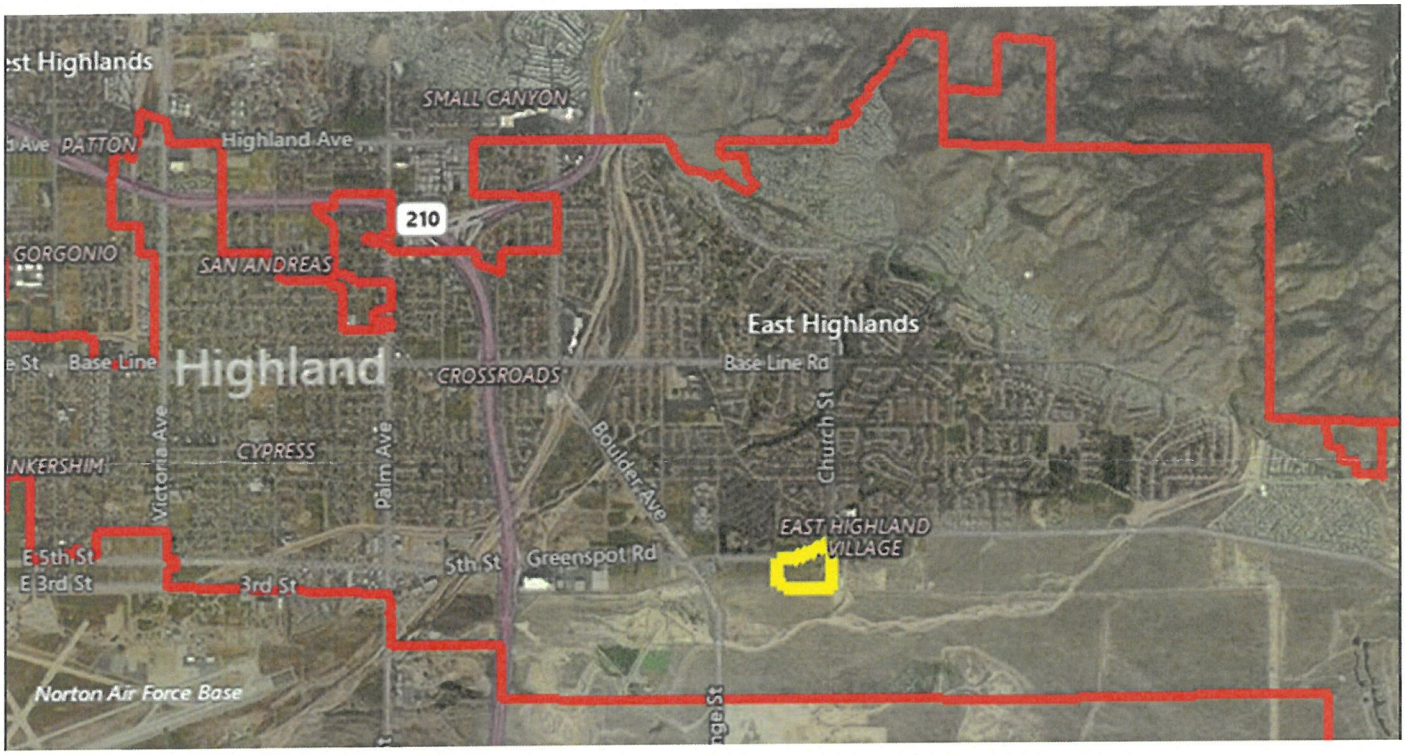
18 JAN. 24
DATE

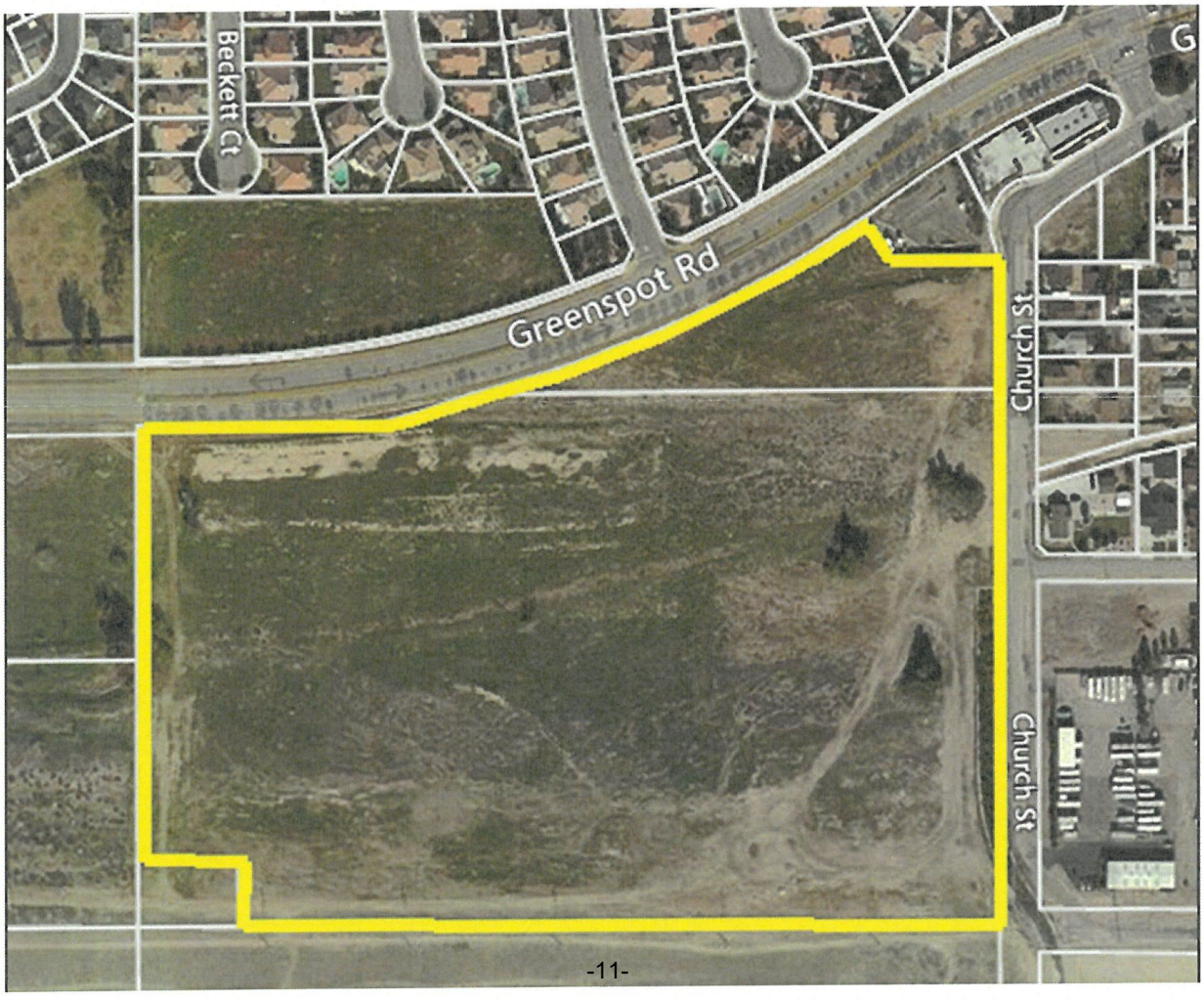
Richard Perez
SIGNATURE / AGENCY

ATTACHMENT 2

Project Location Map

Project Location Map





ATTACHMENT 3

Extension of Time Request Letter by the Applicant

SUNLAND
COMMUNITIES, LLC
10575 Oakdale Drive, Rancho Cucamonga, CA 91730 Phone: (951) 538-4140

Ms. Kim Stater, Assistant Director of Community Development
City of Highland
27215 Baseline
Highland, CA 92346

October 30, 2023

Re: A five-year extension of the Development Agreement and Impact Fees Development Agreement for the East Highlands Ranch, and a two-year extension of Tentative Tract Map 20090 and Tentative Parcel Map 19958.

Dear Kim,

The Blossom Trails project received its final approvals from the City Council on March 13, 2018. Since then, the permitting process for the San Bernardino Kangaroo Rat (SBKR) has delayed the project significantly. Now, we are happy to report to you that we have recently received clearance from the United States Fish and Wildlife Service ("USFWS") in addition to the draft Incidental Take Permits (ITP) from the California Department of Fish and Wildlife ("CDFW"). Consistent with the Development Agreement, which allows a maximum of nine years of extensions, the City has so far granted extensions totaling six years to the Tentative Tract Map and Parcel Map approvals.

Despite the progress we have made and the much-appreciated support from City Staff we need additional time beyond the current expiration dates to implement the orderly development of this last planning area of the Ranch as intended under the Development Agreement. For this, we respectfully request a five-year extension of the Development Agreement and Impact Fees Development Agreement ("DA/IFDA") and a two-year extension to the Tentative Tract Map (TTM) and Tentative Parcel Map (TPM) approvals.

Please find attached the application for the five-year time extension to the above referenced agreements and a two-year extension for the TTM and TPM approvals. The current expiration date of the DA/IFDA is October 30, 2024, and the extended date will be October 30, 2029. The current expiration date for the TTM and TPM approvals is March 1, 2024, and the new date will be March 1, 2026.

Despite the costly delays we remain very committed to the development of this last parcel of the East Highlands Ranch and have proceeded with the final engineering and received feedback from the first plan check. Now, we kindly ask for your consideration of the requested extensions of the DA/IDFA and Tentative Maps to have this much anticipated community come to fruition.

I sincerely thank you for your assistance and am ready to answer any questions you may have.

Sunland Communities, LLC

Camille G. Bahri
President

ATTACHMENT 4

Resolution to Extend

Tentative Tract Map No. 20090

RESOLUTION NO. 2024 - ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND APPROVING A TWO-YEAR EXTENSION OF TIME APPLICATION (EXT 24-002) FOR TENTATIVE TRACT MAP NO. 20090 (TTM 17-001) RELATED TO THE PROPOSED 137-UNIT BLOSSOM TRAILS HOUSING DEVELOPMENT WITHIN PLANNING AREAS 40 AND 42 OF THE EAST HIGHLANDS RANCH PLANNED UNIT DEVELOPMENT, AND MAKING A FINDING THAT NO FURTHER ENVIRONMENTAL REVIEW IS REQUIRED PURSUANT TO CEQA GUIDELINES SECTION 15162.

APPLICANT: S-P DEERFIELD, LLC

A. RECITALS

1. On February 7, 2006, the Planning Commission recommended that the City Council approve Amendments to the East Highlands Ranch Planned Unit Development (PUD 05-003), Tentative Tract Map No. 16448 (SUB 05-003) and Tentative Parcel Map No. 17630 (MS 05-005).

2. On February 28, 2006, the City Council adopted Resolutions No. 2006-007, 2006-008, 2006-009, and 2006-010, approving the Amendments to the East Highlands Ranch Planned Unit Development (PUD 05-003), Tentative Tract Map No. 16448 (SUB 05-003) and Tentative Parcel Map No. 17630 (MS 05-005).

3. On October 30, 2017, the Applicant submitted an application to replace Tentative Tract Map No. 16448 (SUB 05-003) with Tentative Tract Map No. 20090 (TTM 17-001), to replace Tentative Parcel Map No. 17630 (MS 05-005) with Tentative Parcel Map No. 19958 (TPM 17-002), an Addendum to the Mitigated Negative Declaration and an amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006) to the East Highlands Ranch Planned Unit Development (PUD 05-003).

4. On February 20, 2018, the Planning Commission recommended that the City Council approve Tentative Tract Map No. 20090 (TTM 17-001), Tentative Parcel Map No. 19958 (TPM 17-002), an Addendum to the Mitigated Negative Declaration and an amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006).

5. On March 13, 2018, the City Council adopted Resolutions No. 2018-006, 2018-007, 2018-008, approving Tentative Tract Map No. 20090 (TTM 17-001), Tentative Parcel Map No. 19958 (TPM 17-002), the Addendum to the Mitigated Negative Declaration and the amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006).

6. On April 20, 2021, the Planning Commission adopted Resolution No. 2021-004 and 2021-005, approving an Extension of Time (EXT 22-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002)

and Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2021.

7. On April 19, 2022, the Planning Commission adopted Resolution No. 2022-009 and 2022-010, approving an Extension of Time (EXT 22-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2022.

8. On February 21, 2023, the Planning Commission adopted Resolution No. 23-006 and 23-005, approving an Extension of Time (EXT 23-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2023.

9. Section 2.2.4 of the Development Agreement provides that any tentative parcel or tract map approved by City, for any portion of the Covered Property, shall have a term of five years with the option for the Owner to apply for two year extensions not to exceed an aggregate term of nine years. Tentative Tract Map No. 20090 (TTM 17-001) was approved on March 18, 2018, but only had a three year term instead of the five year term required by the Development Agreement. Tentative Tract Map No. 20090 (TTM 17-001) was subsequently granted three, one-year extensions for a total term of six years. The Development Agreement allows Tentative Parcel Map No. 19958 (TTM 17-002) to be valid for nine years and, as such, the City is permitted to extend Tentative Parcel Map No. 19958 (TTM 17-002) up until March 13, 2027.

10. On October 30, 2023, the Applicant submitted an Extension of Time (EXT (24-002) application to extend the expiration date of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001) an additional two (2) years. Concurrently, the Applicant submitted an Extension of Time application (EXT 24-001) to extend the term of the related East Highlands Ranch Planned Unit Development (EHR PUD) Development Agreement and Impact Fees Development Agreement for five (5) years.

11. On February 20, 2024, the Planning Commission held a duly noticed public hearing at which interested parties had an opportunity to testify in support of, or in opposition to, the Extension of Time Application (EXT 24-002). At the close of the public hearing, the Planning Commission adopted Resolution No. 24-004, recommending that the City Council approve Extension of Time Application (EXT 24-002) for Tentative Tract Map No. 20090.

12. On March 12, 2024, the City Council held a duly noticed public hearing at which time interested parties had an opportunity to testify in support of, or in opposition to Extension of Time Application (EXT 24-002) for Tentative Tract Map No. 20090 attached as Exhibit "1".

13. All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the City Council of the City of Highland as follows:

Section 1. The City Council finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

Section 2. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

Section 3. On February 28, 2006, the City Council of the City of Highland adopted Resolution No. 2006-007 adopting a Mitigated Negative Declaration ("MND") and a Mitigation Monitoring and Reporting Program ("MMRP") for an amendment to the East Highlands Ranch Planned Development for the Blossom Trails community. An Addendum to the adopted MND addressed changes to the original project and was approved by the Highland City Council in 2018 (Resolution No. 2018-006). The Addendum discussed a revised proposal for the Blossom Trails development to be reduced from 306 multi-family residential units to 137 single-family homes. The Addendum determined that no further detrimental effects would be triggered and that the anticipated impacts from the MND would continue to be addressed by the implemented mitigation measures or by present day regulations.

Pursuant to the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §21000 *et seq.*) and the State Guidelines (the "Guidelines") (14 Cal. Code Regs. §15000 *et seq.*), the City Council has considered the potential environmental impacts of the Project. The City Council has independently reviewed the MND, and the Addendum to the MND, and based upon the whole record before it, and based on its independent review and judgment, finds that that the Project, is not subject to further environmental review pursuant to the Guidelines because:

1) The Project and the circumstances under which the Project is undertaken do not involve substantial changes which will result in new significant environmental effects, and that the Project does not involve new information of substantial importance which shows that the Project will have significant effects not discussed in the MND or the Addendum to the MND;
2) All potential environmental impacts associated with the Project are adequately addressed by the MND, and the mitigation measures contained in the MND will reduce certain impacts to a level that is less than significant; and
3) The Project has been evaluated against the previous analysis in the MND, to ensure that extending the approval time for the Tentative Tract Map and Tentative Parcel Map and the extension to the Development

Agreement and the Impact Fee Development Agreement does not create new significant impacts or substantially increase the severity of previously analyzed impacts as compared to those identified previously. It has been determined that the analyses and the conclusions in the MND remain valid and that the Project is "within the scope" pursuant to CEQA Guidelines Section 15162 (a).

Section 4. Tentative Tract Map Findings of Fact (TTM 17-001/TTM 20090), covering Planning Areas 40 and 42. Pursuant to California Government Code Section 66474 the City Council hereby finds and determines that:

a. The proposed map is consistent with applicable General and Specific Plans as specified in Section 65451.

Response: The subdivision of 25.5 acres of land, comprised of Planning Areas 40 and 42, to create 137 single-family residential lots is desirable for the development of the community and consistent with the surrounding development and with the types of uses envisioned by the existing General Plan land use designation of Planned Development with a density equivalent to the Medium Density Residential land use designation. The subdivision also complies with the Planned Development Designation which allows any density that is compatible with surrounding existing and planned uses as determined through the development review process. In addition, the map is consistent with the proposed planned development of the East Highland Ranch Planned Unit Development. This site is noted as a "Pipeline Project" in the City's 6th Cycle Housing Element (2021-2029) as accommodating 137 "above moderate" housing units in the Planned Development Zone (Housing Element Section 4.3.1 *Blossom Trails*).

b. The design or improvement of the proposed subdivision is consistent with applicable General and Specific Plans.

Response: The proposed project subdivides 25.5 acres into 137 numbered lots, multiple lettered lots, water quality basins, and multi-purpose trails, and proposes street improvements, complies with the development standards specified within the PUD and is complimentary with the adjacent single-family neighborhoods to the north and east and ultimately to the west. In addition, the project site will provide on-site amenities in the form of a community recreational area, fitness stations, and HOA maintained landscape area. The project is consistent with the General Plan including the 6th Cycle Housing Element. The project helps to achieve *Goal 1: A preserved and enhanced housing stock within high-quality Neighborhoods; Goal 2: A diverse range and adequate supply of housing types that align with the needs of all current and future Highland households; Policy 2.3: Ensure new residential and mixed-use developments are adequately served by park and recreation, libraries, transportation,*

public safety, and other public services and facilities; and Policy 2.4: Encourage the development of a range of housing types in targeted areas of the City, such as inventoried vacant residential sites, Planned Development districts, Mixed-Use districts, special Policy Areas identified in the Land Use Element, and areas with access to resources and amenities.

c. The site is physically suitable for the type of development.

Response: The site is fairly flat without any unusual features and is located within an urbanized area with existing services and infrastructure available to the site. It is adjacent to existing single-family residential development to the north and east. In order to accommodate the development, the site will be cleared of a few trees and non-native plant. The site is comprised of 25.5 acres that can accommodate subdividing into 137 residential numbered lots, multiple lettered lots, and a community recreational area while ensuring the minimum building setbacks, parking, landscaping, and other development guidelines area met as require by the East Highlands Ranch Land Use standards for SFD-V.

d. The site is physically suitable for the proposed density of development.

Response: Tentative Tract Map 20090 will permit residential development with recreational amenities at a density of approximately 6 dwelling units per acre. Again, the Map is consistent with the proposed EHR PUD, and permitted by the site's Planned Development Designation in the General Plan and Zoning Code. The site is physically suitable for the proposed density of development.

The proposed planned development includes single-family residential and open space in the form of a community pool and recreation area, community landscape areas, multi-purpose trails, and fitness stations with an overall density of approximately 6 dwelling units per acre. As specified, the mapped lots meet the East Highlands Ranch Land Use standards for SFD-V which allows a minimum 3,600 square foot lot size for single-family detached dwelling units. The City's land use designation of Planned Development allows any density that is compatible with surrounding existing and planned uses as determined through the development review process. Given that the proposed project density is approximately 6 units per acre, which falls within the allowed density within the current land use and the type of development is compatible with the surrounding uses, the site is considered suitable for the density proposed.

e. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidable injure fish or wildlife or their habitat.

Response: The project site is adjacent to property along its southern boundary with potentially sensitive habitat. Numerous biological assessments have been conducted on the project site with varying results over the past 15 years. Based on the results of a study in 2017, the applicant is working with the USFWS and CDFW to reconcile potential impacts to their satisfaction. The Mitigated Negative Declaration and Addendum for the project included mitigation measures to reduce any potential impacts to a less than significant level and, therefore, the proposed project is not likely to cause substantial environmental damage or substantially or avoidable injure fish or wildlife or their habitat.

f. The design of the subdivision or type of improvement is not likely to cause serious public health problems.

Response: The proposed project has been reviewed by Planning Engineering, Building and Safety, the Fire Department and the Police Department and the subdivision map design and conditions of approval have been incorporated to ensure the development of the project will not cause serious public health problems.

g. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

Response: The design of the subdivision will not conflict with easements for access through, or use of, property within the proposed subdivision. All points of access to this property can be taken from the adjacent streets. The proposed design of the subdivision is conditioned so as not to conflict with any easements of record.

Section 5. Based on the Findings of Fact and Conclusions set forth above, the City Council approves the Application, granting a two (2) year Extension of Time for Tentative Tract Map No. 20090 (EXT 24-001/TTM 17-001).

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

PASSED, **APPROVED** AND **ADOPTED** this 12th day of March, 2024.

_____
Penny Lilburn, Mayor

ATTEST:

_____
Alondra Munoz
City Clerk

APPROVED AS TO FORM:

_____
Maricela Marroquin
City Attorney

Exhibit "1"

Tentative Tract Map No. 20090

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

TENTATIVE MAP - TRACT NO. 20090

COMPANIES AND AGENCIES SERVICING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
3654 HIGHLAND AVE. SUITE 18
HIGHLAND, CA. 92346
PH: (909) 886-8986

TELEPHONE:
ATT
2828 E. CORONADO ST., 2ND FLOOR
ANAHEIM, CA. 92807
PH: (714) 666-5415

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA. 92373
PH: (909) 307-8787

CABLE:
TIME WARNER CABLE
1722 ORANGETREE LANE
REDLANDS, CA. 92374
PH: (909) 798-3388

GAS:
SOUTHERN CALIFORNIA GAS CO
155 SOUTH "C" STREET
SAN BERNARDINO, CA. 92401
PH: (909) 335-7928

SCHOOL DISTRICT:
REDLANDS UNIFIED SCHOOL DISTRICT
20 WEST LUGONIA AVENUE
REDLANDS, CA. 92373
PH: (909) 793-2301

BLOSSOM TRAILS GRADING QUANTITY

RAW CUT	
ON SITE	82,496
50 RCB & TRAP.	18,727
CHANNEL CUT	

PHASES:

PHASE I	LOTS 1-58 & LETTERED LOTS A-H
PHASE II	LOTS 59-126 & LETTERED LOT I-K
PHASE III	LOTS 127-137

TREE REMOVAL NOTE:

1. EXISTING TREES TO BE REMOVED AND MITIGATED PER TREE SURVEY AND ARBORIST REPORT FOR BLOSSOM TRAILS PROJECT PREPARED BY: GOLDEN STATE LAND AND TREE ASSESSMENT GEORGE J. WATES, MS ISA CERTIFIED ARBORIST DATED MAY 1, 2017

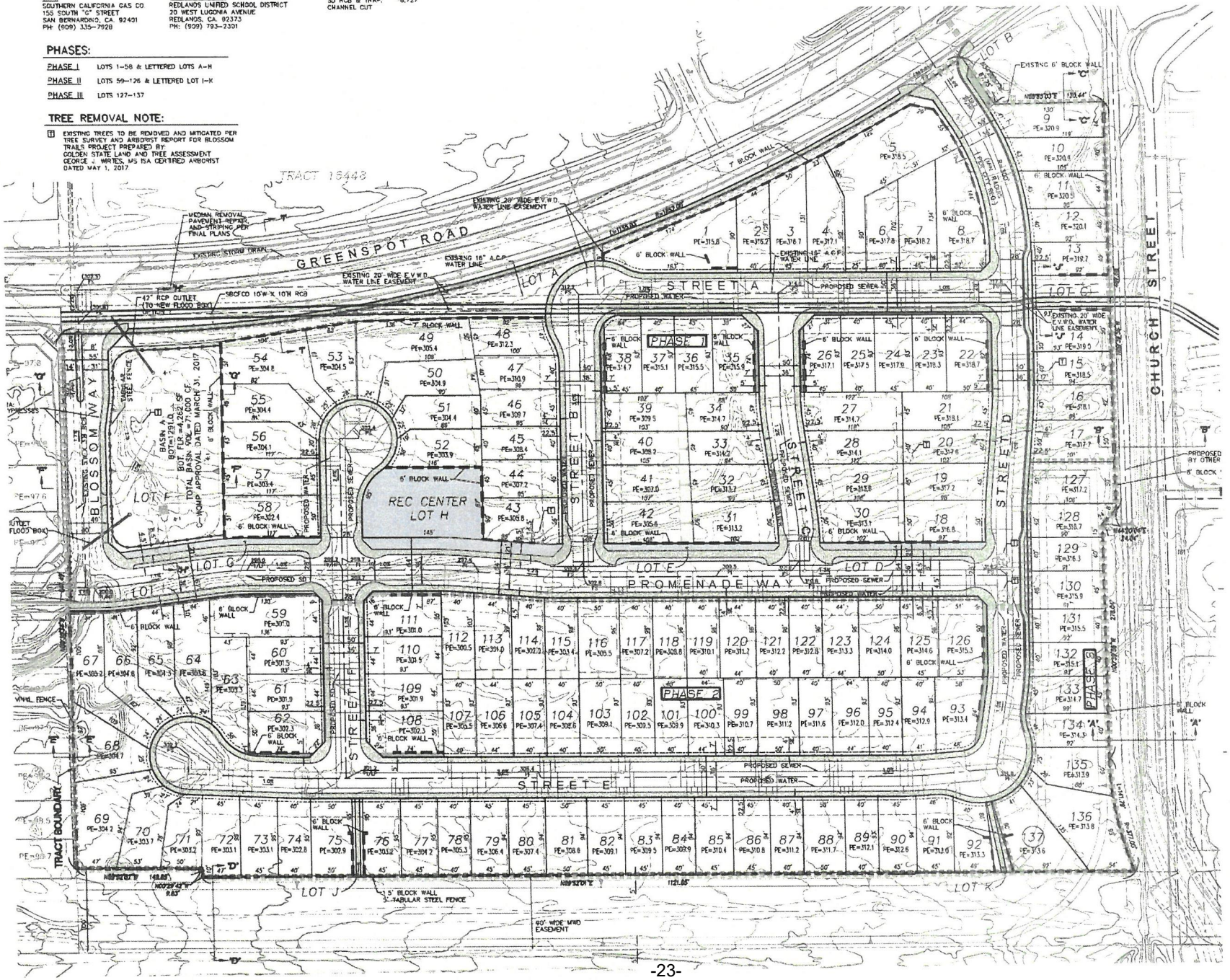


Exhibit "2"

Tentative Tract Map No. 20090

Conditions of Approval

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date: April 20, 2021

Owner: S-P Deerfield, LLC

File/Index: Tentative Tract Map No. 20090 (TTM 17-001) and Tentative Parcel Map No. 19958 (TPM 17-002)

Proposal: Request for a one-year Extension of Time (EXT 20-002) for Tentative Tract Map No. 20090 (TTM 17-001) and Tentative Parcel Map No. 19958 (TPM 17-002) and amendments to the approved Tentative Tract Map Conditions of Approval related to the 137-unit Blossom Trails housing development in the East Highlands Ranch.

Location: Southwest corner of Church Street and Greenspot Road
Assessor's Parcel Numbers: 1201-401-02, 1201-431-61

Note: These Conditions represent Planning Division Conditions only and are meant to be only one part of the Project's overall Conditions that may include Engineering, Fire Department and Building and Safety Conditions of Approval. All required on-site and off-site improvements shall be completed and approved prior to final inspection for occupancy, except where noted.

The Tentative Tract Map Application has been conditionally approved, subject to compliance with the requirements as specified below. The conditions listed below are continuing conditions. Failure of the Applicant and/or developer to comply with any or all of said conditions at any time shall result in the revocation of the application.

1. This Tentative Tract Map shall become null and void:

    a. Unless all conditions have been complied with and the occupancy or use of the land or structures authorized by this tentative tract map have occurred within thirty-six (36) months from the approval date, this tentative tract map shall expire and be null and void without further action by the City of Highland.

    b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance within the time limitation established in this Section, the Planning Commission may grant an extension of time for a period of time not to exceed an additional thirty-six (36) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the community development department no less than 30 calendar days nor more than 90 calendar days prior to the expiration date of the permit or approval. Such application shall be filed together with the City's processing fee, as established by the City Council.

2. The operator and recorded owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of this approval before the approval becomes effective. Plan check cannot begin prior to receipt of this signed documentation.

3. The subject property shall be developed in accordance with plans approved by the Planning Commission on February 6, 2018, on file with the City of Highland Planning Division, and shall be in compliance with all conditions of approval contained herein.

4. Revisions, modifications, and/or deletions to the approved plans shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Planning Commission.

5. In compliance with the Highland Municipal Code, the Applicant/Owner shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.

6. No expansion of the project beyond the scope and nature described in the application, which would tend to increase the projected scale of the project, shall not be permitted except upon application for, and approval of, modification of this application in compliance with all procedures and requirements therefore.

7. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.

8. Development standard not addressed in the East Highlands Ranch – Planned Unit Development shall comply with the Ordinances, Policy Resolutions, and Standards of the City, in effect at the time of development of this project site and shall be complied with as a condition of this approval.

9. The approval of this project is subject to, and contingent upon, the developer completing all subdivision improvements necessary to support future construction. Necessary subdivision improvements shall include, but not be limited to, design and construction of street, parkway, sidewalk, disabled ramping, driveway approach improvements, multi-use trail connections, water system facilities, water quality improvements, fire suppression facilities, sewer and storm drain facilities, electrical, gas, and telecommunication facilities, grading improvements and retaining walls, perimeter walls and fencing, street trees and landscaping, private front yard landscaping, and landscaping on all applicable lettered lots.

10. Design and construction of all subdivision improvements shall be completed in accordance with the approved plan.

11. No permanent building construction shall commence until the tract map is recorded and the final grading and improvement plans have been approved, rough grading certified, and a building permit issued by the Building Division.

12. Prior to recordation of the final map submit the proposed names for approval by the Planning Commission prior to designating street names on tentative tract maps or installing street signs.

13. Construction of improvements and structures shall occur substantially in sequence with the approved conceptual Phasing defined with Tentative Parcel Map 17640 as well as the approved construction phasing grading plan. Deviation from the phasing sequence, shall be approved by the Planning Commission.

14. The applicant shall be responsible for making arrangements with the City's franchised waste collection and hauling services provider for any/all construction debris or solid waste generated as a result of this project.

15. Prior to issuance of Building Permits, the Applicant/Contractor/Occupant shall submit and obtain approval from the Public Services Division, a Construction Waste Diversion Plan, in accordance with Section 8.12.285 of the Highland Municipal Code.

Easements

16. A minimum 12-foot wide multi-purpose community trail easement shall be labeled and all locations defined on Tentative Tract Map 20090 prior to final map approval.

Site Design

17. All future development with East Highlands Ranch Planning Areas 40/42 shall comply with EHR-PUD's Single Family Detached – 3,600 SF (SFC-V) development standards, as shown in the 2018 amended Development Standards Report for the EHR-PUD, as may be amended from time to time.

18. The Applicant / Developer shall be required to file a Design Review Application, with the required filing fee, for review and approval by the Planning Commission prior to the issuance of any permits. The review shall include, but is not limited to: rough and precise grading plans, retaining/boundary walls, housing product mix, all building elevations, privacy fences, all landscaping, hardscape, common recreational area related plans, and model home complexes.

19. The landscape buffer along Greenspot Road shall be no less than seven (7) feet behind the right-of-way.

20. Additional landscape area shall be provided on each corner of Street D where it intersects with Greenspot Road to provide for the installation of an enhanced subdivision entry statement.

21. Conceptual Landscape Plan shall be submitted for review by the City's Landscape Architect and Design Review Board. Said landscaping shall include the following:

    a. The type and location of the required street trees for each unit.

    b. A six foot (6') high split-face block or masonry wall (or as required by an acoustical analysis) shall be constructed, subject to Planning Commission review and approval along Greenspot Road. The boundary wall over drainage easements shall be designed and constructed in a way that drainage flow can be maintained at all times.

       In addition, all walls or fences along street side yards shall be masonry fencing. If a wall should extend into any front yard setback area the maximum height shall be four feet (4'). On corner lots, the maximum wall height shall not exceed thirty inches (30") in the front yard setback (within the vision triangle).

       All walls and fences shall be designed and constructed to incorporate design features such as tree planter wells, variable setback, split-block face, columns, or other such decorative features to provide visual and physical relief along the face of the wall and fence. Vinyl fencing shall be allowed at property lines between lots, at house returns, and crossing side yards as exhibited on the approved Tentative Tract Map.

    c. A Typical Front Yard Landscaping Plan shall be provided for each Floor Plan. The landscape material shall be appropriate for the design theme and architecture of each unit

22. In addition to the standard landscaping conditions listed above, the following items shall be incorporated into the final landscaping plans for review and approval by the Planning Commission:

    a. Greenspot Road streetscape and median planting shall match existing Greenspot Road streetscape and median.

    b. The use of turf in parkways and front yard is discouraged.

    c. Vines shall be planted at ten (10') feet on-center spacing along all exterior boundary block walls as designated through a Design Review Application. Consideration should be given to vine species and method of attachment with respect to the type of fence or wall.

23. Landscape and irrigation specifications shall adhere to the adopted Engineering/Public Works Standards as may be amended from time to time.

24. Modifications to approved landscape and irrigation plans, or landscaping requirements described in Specific Plan Section 8.2 Landscaping, resulting from federal, state or local mandates, shall be reviewed and approved by the City's Landscape Architect.

Grading

25. All slopes shall be limited to a maximum ratio of 2 to 1 and shall be a part of the downhill lot when located within or between individual lots.

26. Prior to issuance of a grading permit any designated sensitive areas shall be fenced or protected as recommend by oversight agencies prior to any demolition, grubbing, or grading permit issuance on site.

27. Prior to issuance of a grading permit, a tree removal application shall be reviewed and approved for removal of any on-site trees.

28. If a residential tract will remain undeveloped for longer than 18 months after initial grading has been completed, the applicant shall submit an interim landscape plan, consisting of temporary measures for screening, hydro-seeding, and dust control. Such plan shall include the timing of installation of necessary measures and shall be approved by the Community Development Director.

29. In the event the diversion channel is installed across any portion of the site the disturbed area shall be hydro-seeded to limit wind and water erosion. If the diversion channel occurs within the MWD easement area, then the proposed seed mix shall be acceptable to Metropolitan Water District, the California Department of Fish and Wildlife, and or other agencies with oversite to control erosion.

Construction

30. The recreational center and fitness stations shall be installed prior to the issuance of the 50th building permit for production homes.

31. The multi-purpose trail along Church Street shall include a curb adjacent landscape buffer in the remaining area of the right-of-way. Development of this trial shall occur with development of Phase 1.

32. An access easement across the Metropolitan Water District's parcel to the benefit of the City shall be secured by the applicant/developer prior to development within Phase 2 for the dedication of a multi-purpose trail. No physical improvements will be required by the project within the MWD parcel or along any portion of Pole Line Road.

33. Prior to issuance of the 1st Certificate of Occupancy in each Phase, adjacent multipurpose and hiking trails shall be constructed and/or fully improved.

34. Prior to the issuance of the 1st building permit, the applicant shall submit development plans for the multipurpose trails inclusive of amenities and signage to

be provided at trail entries, forks, and interpretive stations within those sites. The plans shall be reviewed by the City's Landscape Architect, Community Trails Committee and Public Facilities Subcommittee. Trails shall be designed and constructed consistent with the Highland General Plan, and the Highland Development Policies, Standards and Procedures. The existing trail within the MWD easement area shall remain as-is.

35. Prior to issuance of the 1st Certificate of Occupancy in each Planning Area, adjacent multipurpose and hiking trails shall be constructed and/or fully improved.

36. All trails shall be open and accessible to the general public.

37. The ultimate height and design of the perimeter walls and fences adjacent to undeveloped areas considered sensitive and critical habitat shall be determined after consultation with U.S. Fish and Wildlife Department and the California Fish and Wildlife Service.

38. The developer shall not engage in any construction activities other than between the hours of 7:00 a.m. and 7:00 p.m. Monday through Saturday. No construction shall be permitted on Sundays or National Holidays.

39. The Applicant shall construct the property boundary walls and fences prior to first occupancy in accordance with construction phasing plan, as approved by the Planning Commission in conjunction with the Design Review Application for home construction (if applicable).

40. Housing unit elevations visible from the public right-of-way shall be enhanced with architectural elements used on the front elevations as approved by the Planning Commission.

Environmental

41. The East Highlands Ranch Planned Unit Development Final Environmental Impact Report Mitigation Measures and "Mitigation Monitoring Requirements" with the 1999 amendments, as they relate to PAs 40/42 are incorporated herein and made a condition of approval (See "Attachment A-1, Mitigation Monitoring Reporting Program"). Comply with all mitigation measures identified in the Program, the time in which it will be implemented and the responsible party for monitoring its implementation.

42. Pursuant to provisions of California Public Resources Code Section 21089 (b), this Application shall not be operative, vested or final, nor will building permits be issued or a map recorded, until: (1) the Notice of Determination (NOD) regarding the associated environmental action is filed and posted with the Clerk of the Board of Supervisors of the County of San Bernardino, and; (2) any and all required filing fees assessed pursuant to California Fish and Game Code Section 711.4, together with any required handling charges, are paid to the Clerk of the Board of Supervisors of the County of San Bernardino.

43. The Applicant shall provide the Planning Division with a check for the appropriate fee, made payable to the Clerk of the Board of Supervisors, by no later than 24 hours after receiving approval of the project. The City will file the NOD and fee payment with the County/State and will provide the Applicant with a copy of the receipt and filed NOD.

44. Based on the *Acoustical Analysis* by Christopher Jean & Associates, Inc, dated February 4, 2014, further analysis may be required to bring the then current Greenspot Road way noise of 72 dBA to the City's required interior noise levels of 45 dBA. The report list additional construction methods that could reduce the noise level further but the final mitigation method needs evaluating when a development plan for homes is proposed.

45. Prior to commencement of project activities project applicant shall obtain either of the following: Written correspondence from the California Department of Fish and Wildlife stating that notification under Section 1602 of the California Fish and Game Code is not required for the project; or a copy of a Department-executed Lake or Streambed Alteration Agreement, authorizing impacts to California Fish and Game Code, section 1602 resources associated with the project, or evidence of avoidance of impacts on jurisdictional areas through the final design of the project per Engineering Condition No. 84 and a statement from the project's biologist and California Department of Fish and Wildlife approval.

Declaration of Conditions, Covenants and Restrictions / Homebuyer Notification

46. Prior to first occupancy, two (2) copies of all organizational documents for the project, including Conditions, Covenants and Restrictions (CC&R's) or letters of advisement to future property owners shall be submitted to the Community Development Director for review and approved which identifies the following:

    a. Architectural controls shall be provided and shall include, but not be limited to, establishing the requirement to obtain approval from the City of Highland for any additions, patios, or accessory buildings/structures and establishing minimum design guidelines to ensure compatible development;

    b. Provisions alerting the buyers of any lot that required construction of the dwelling to meet the City's interior noise standard for single-family residential development;

    c. Provisions alerting the owners of any affected lots that those lots are required to accept and accommodate runoff from other lots. Said provisions shall prohibit homeowners from modifying drainage facilities or flow patterns of their lots without first obtaining permission from the City;

    d. Provisions alerting the buyers of any applicable Community Facility District or other assessment districts;

    e. A notice explaining the obligation to comply with Highland Municipal Code regulations pertaining to the parking and storage of recreational vehicles.

f. Disclosures of surrounding land uses or activities having the potential to disturb purchaser shall be provided as defined in correspondences on file with the City of Highland. These include, but may not be limited to, the following:

   i. City of Redlands letter dated July 31, 2017, regarding the "Area of Special Compatibility Concern: the Redlands Municipal Airport;
   ii. Located within the San Bernardino International Airport "Influence Area;"
   iii. Cemex letter date May 30, 2017, regarding Tentative Tract Map 20090's close proximity to Property that is utilized for permitted quarry mining and processing operations;
   iv. The existing gun club on the south side of the Santa Ana River.
   v. Potential noise impacts associated with traffic along Greenspot Road;
   vi. Disclosure of Metropolitan Water District's 144½ inch-diameter welded steel Inland Feeder Pipeline within its easement along the southern property boundary.

47. The approved CC&Rs or letters of advisement shall be recorded prior to the first occupancy and a copy of the recorded documents shall be submitted to the Planning Division within five (5) days after recordation.

Fees

48. Pursuant to City Council Resolution, as may be amended from time to time, the Owner/Developer shall pay all applicable Development Impact Fees per the East Highlands Ranch Development Impact Fees Development Agreement. The Development Impact Fees are calculated from the fee schedule in affect at the time of issuance of Building Permits.

SECTION 5.0
MITIGATION SUMMARY

5.1 OVERVIEW

The following Table 5.1-1, *Mitigation and Implementation Summary Matrix*, comprehensively presents mitigation measures incorporated in the 2005 IS/MND, and associated with the development of the Addendum Project described herein.

Within the "Mitigation Measures" column, Mitigation Measures that are no longer required are indicated by ~~strikeout font~~, new Mitigation Measures are indicated by ***bold italic text***. The "Remarks" column identifies status and applicability of Mitigation Measures. Retained or new mitigation measures presented at Table 5.1-1 will be implemented through Project Conditions of Approval or as otherwise deemed appropriate by the City.

At the discretion of the City Planning Director, any of the mitigation measures identified at Table 5.1-1 may be modified to respond to conditions and context as they may apply to development proposed by the Addendum Project. Any such discretionary modifications cannot result in any new significant environmental impacts; rather, modifications would ensure compliance and consistency with current City goals, policies, regulations, and development programs/plans.

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
Aesthetics		
1-1 All lighting within the project sites, including outdoor, houses, streets, and courtyard lighting, shall be shielded, directed downward, and shall use the minimum wattage required to properly illuminate the private and community areas.	Applicable to 2017 Addendum Project; incorporated in the 2017 Addendum as Mitigation Measure AES-1.	None.
Air Quality		
~~3-1 Traffic Control Plan. Prior to construction of the proposed improvements, the project proponent will provide traffic control plans that will describe in detail safe detours around the project construction sites and provide temporary traffic control (i.e., flag person) during construction related truck hauling activities. Construction workers will have designated parking illustrated within the traffic control plans.~~	The 2017 Addendum Project-source air pollutant emissions would not exceed applicable SCAQMD regional or local thresholds. Nor would the Addendum Project otherwise generate or result in air pollutant emissions or air pollutant emissions concentrations that would result in potentially adverse impacts. No mitigation measures are necessary. As such, Mitigation Measures 3-1 through 3-8, as presented within the 2005 IS/MND, are not applicable to the 2017 Addendum Project.	None.
~~3-2 Timing and Tuning of Construction Equipment. During construction of the proposed improvements, construction equipment will be properly maintained at an offsite location. This measure includes the proper timing and tuning of engines. Equipment maintenance records and equipment design specification data sheets shall be kept onsite during construction.~~		
~~3-3 Limit the Idling Time for All Construction Equipment. During construction of the proposed improvements, all contractors~~		

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
~~will be advised to limit the onsite idling of construction equipment to no more than 10 minutes.~~		
~~3-4 Provide Onsite Meals. During construction of the proposed improvements, the project applicant will provide onsite meals to construction workers by arranging a lunch wagon to visit each of the construction sites during work breaks, including the lunch break.~~		
~~3-5 Fugitive Dust Plan. Prior to construction of the proposed improvements, the project proponent will provide a Dust Control Plan that will describe the application of standard best management practices to control dust during construction. Best management practices will include: application of water on disturbed soils and unpaved roadways a minimum of two times per day; using track-out prevention devices at construction site access points; stabilizing construction area exit points; covering haul vehicles; restricting vehicle speeds on unpaved roads to 15 miles per hour (mph); and replanting disturbed areas as soon as practical and other measures, as deemed appropriate to the site, to control fugitive dust. The Fugitive Dust Control Plan shall be submitted to the City and South Coast Air Quality Management District for approval.~~		

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
~~3-6 Use of Low Volatile Organic Compound Paints and High Volume Low Pressure Spray Equipment. During construction of the proposed improvements, only low volatility paints and coatings as defined in South Coast Air Quality Management District Rule 1113 shall be used. All paints shall be applied using either high volume, low pressure spray equipment or by manual application.~~		
~~3-7 Use of Aqueous Diesel Fuel. During construction of the proposed improvements, onsite diesel fueled construction equipment will utilize aqueous diesel fuel when such fuel is available and practical for use. If aqueous diesel fuel is unavailable or impractical, contractors shall reduce the hours of operation for each piece of onsite diesel fueled equipment by 1 hour, 15 minutes per day.~~		
~~3-8 Use of Temporary Construction Power. During construction of the proposed improvements, onsite electrical hook ups shall be provided for electric construction tools including saws, drills and compressors, to eliminate the need for diesel powered electric generators.~~		

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
Biological Resources		
~~4-1 Prior to issuance of a grading permit for Planning Areas 40 and 42, the developer shall retain a qualified biologist to conduct a current assessment for San Bernardino kangaroo rat and Santa Ana River woolly star on the project site. If the assessment indicates that the site still contains suitable habitat for either of these species, focused surveys shall be conducted by a qualified biologist to determine the presence or absence of the species. The biologist shall coordinate with the United States Fish and Wildlife Service (USFWS) to mitigate the loss of suitable habitat by the purchase of offsite mitigation land at a minimum 2: 1 ratio as permitted by the USFWS. The surveys shall be conducted prior to grading, and the offsite mitigation land (if required) shall be purchased and transferred to an appropriate conservation organization prior to grading. This measure shall be implemented to the satisfaction of the City Community Development Director in consultation with and under the permitting requirements of the USFWS.~~	Given the dated information presented in the 2005 IS/MND, an updated site-specific Habitat Assessment has been conducted to assess the potential for the Addendum Project to impact sensitive or special status species. New mitigation is incorporated to ensure compliance with applicable California Department of Fish and Wildlife incidental take permit requirements and to mitigate potential impacts to SBKR and SBKR habitat. The Santa Ana River wooly star is not considered to be present or potentially present within the Project site.	***BIO-1** The Applicant shall obtain requisite SBKR incidental take permit(s) from CDFW and USFWS.[1] Documentation of the approved take permit(s) shall be provided to the City, prior to the issuance of the first Project development permit. Any required compensation for, or mitigation for, impacts to SBKR and SBKR habitat stipulated in the permit(s) shall be completed prior to issuance of the first Project development permit, or within timeframe(s) mutually agreed to by USFWS, CDFW, the City and the Applicant.*

Table 5.1-1 Mitigation and Implementation Summary Matrix		
2005 IS/MND Mitigation Measures	**Remarks**	**Replacement Mitigation**
		BIO-2 The loss of occupied on-site SBKR Critical Habitat shall be mitigated at a ratio agreed to by both CDFW and USFWS through an agreement with the San Bernardino Valley Water Conservation District Upper SAR HCP area. Additionally, the Applicant shall reserve and improve on-site SBKR habitat as required by CDFW and USFWS along the Project site southerly boundary. The proposed on-site SBKR habitat area shall be improved with Primary Constituent Elements (PCEs) determined appropriate by CDFW/USFWS and the City. The proposed on-site SBKR habitat area shall be protected from disturbance by humans, domestic pets, etc. as required by CDFW/ USFWS and the City. Location, configuration, and improvement of proposed on-site SBKR habitat areas shall be approved by CDFW/USFWS and the City prior to the issuance of the first Project development permit. To the satisfaction of CDFW/USFWS and the City, the Applicant shall provide for, or shall otherwise ensure maintenance and long-term management of the proposed on-site SBKR habitat areas.[2]

[2] The Applicant is in consultation with the San Bernardino Valley Municipal Water District to ensure maintenance and long-term management of the on-site conservation areas as one component of the Upper Santa Ana River Habitat Conservation Plan (Upper SAR HCP), Wash Plan HCP.

Table 5.1-1 Mitigation and Implementation Summary Matrix		
2005 IS/MND Mitigation Measures	**Remarks**	**Replacement Mitigation**
		BIO-3 The following additional measures shall be implemented to avoid or minimize potential direct and indirect impacts to SBKR and SBKR habitat: • *Prior to the issuance of the first grading permit, a temporary SBKR Exclusionary Fence (Fence) shall be constructed along the westerly boundary of the Project site. Design of Fence shall comply with applicable USFWS standards. Precise location and orientation of the Fence shall be coordinated with the City. The Fence shall be inspected weekly and shall be repaired as necessary to preclude SBKR entry to the Project site;* • *To minimize potential inadvertent disturbance of off-site SBKR habitat, the Project site boundaries and construction limits shall be clearly identified and posted;* • *Construction staging areas shall be located outside critical habitat areas and as far away from occupied SBKR habitat as feasible;* • *The use of rodenticides, herbicides, insecticides, or other chemicals that could potentially harm SBKR is prohibited;*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
		• *Construction personnel shall be informed of required SBKR habitat avoidance and conservation measures. Locations of SBKR habitat that must be avoided shall be identified on affected development plans;* • *Contractor pets are prohibited within and adjacent to construction areas;* • *To ensure compliance with the measures noted above, a biological monitor shall be present during clearing and grubbing of the Project site.*
None.	Given the dated information presented in the 2005 IS/MND, an updated site-specific Habitat Assessment has been conducted to assess the potential for the Addendum Project to impact sensitive or special status species. New mitigation is incorporated to ensure monitored compliance with the Migratory Bird Treaty Act (MBTA) ensuring impacts to migratory birds would be less-than-significant.	*BIO-4 To the extent practical, all vegetation removal associated with Project development activities shall be conducted outside of the nesting season (February 1 to August 31). If avoidance of the nesting season is not feasible, then a qualified biologist shall conduct nesting bird surveys of affected development sites no more than three (3) days prior to the removal of any vegetation with the potential to support nesting birds. If vegetation is not removed within three (3) days of a nesting bird survey, then the surveys shall be repeated. If no nests are found, the biologist conducting the clearance survey should document a negative survey with a report indicating that no impacts to active avian nests will occur. If active nests are identified, then the biologist shall establish an adequate buffer depending on the species and the*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
		location of the nest (to be determined in consultation with CDFW), which shall be avoided until the nests are no longer active as determined by the biologist. A monitoring report shall be prepared and submitted to the City of Highland for review and approval prior to initiating construction activities within the buffer area. The monitoring report shall summarize the results of the nest monitoring, describe construction restrictions currently in place, and confirm that construction activities can proceed within the buffer area without jeopardizing the survival of the young birds. Construction within the designated buffer area shall not proceed until written authorization is received by the applicant from CDFW.
None.	Given the dated information presented in the 2005 IS/MND, an updated site-specific Habitat Assessment has been conducted to assess the potential for the Addendum Project to impact sensitive or special status species. New mitigation is incorporated to ensure that potential impacts to the Burrowing Owl would be less-than-significant.	*BIO-5 In accordance with CDFW's 2012 Staff Report on Burrowing Owl Mitigation, prior to any ground disturbing activities, two burrowing owl clearance surveys shall be conducted. One survey shall be conducted between 14 – 30 days prior to construction and the second 24 hours prior to the commencement of ground disturbing activities. These clearance surveys shall be conducted by a qualified biologist to document the continued absence of the burrowing owls from the Project site.*
~~4-2 Prior to issuance of building permits on PAs 40, 42, and 45, and if the trees have survived the impacts from the Line "C" construction on PAs 40 and 42, the~~	Mitigation included within the Addendum is more specific, reflecting the current (May 1, 2017) Tree Survey and Arborist Report. Measure 4-2 is replaced by Addendum	*BIO-6 All non-heritage living trees removed shall be replanted at a 1:1 ratio and heritage trees at a 2:1 ratio (or at the discretion of the City Planner). Any native species shall be*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
~~developer shall coordinate with the City of Highland Community Planning Director to mitigate the removal of any "Heritage Tree" contained within the project boundary.~~	Mitigation Measure BIO-6.	*replaced with native species. If feasible, removal of any trees, shrubs, or any other potential nesting habitat shall be conducted outside the avian nesting season. The nesting season generally extends from early February through August. Removal of all trees must be approved by the City's Planning Director.*
Cultural Resources		
5-1 In the event that any sub-surface paleontological resource is uncovered during the course of construction activities on PAs 39, 40, 42, and 45, ground-disturbing activities in the vicinity of the find shall be redirected until the nature and extent of the find can be evaluated by a qualified paleontologist. As applicable, specimens shall be collected, curated and provided to the San Bernardino County Museum.	Applicable to the 2017 Addendum Project; paraphrased and incorporated in the 2017 Addendum as Mitigation Measure CUL-1.	*CUL-1 In the event that any subsurface paleontological resource is uncovered during the course of construction activities, ground-disturbing activities in the vicinity of the find shall be redirected until the nature and extent of the find can be evaluated by a qualified paleontologist. As applicable, specimens shall be collected, curated, and provided to the San Bernardino County Museum.*
5-2 Prior to the issuance of a grading permit for PAs 39, 40, 42, or 45, the developer shall retain a qualified archaeologist to monitor archeological resources during grading activities on these Planning Areas. In the event that any sub-surface archaeological artifacts are uncovered, ground-disturbing activities shall be redirected and the archeologist shall determine the nature and extent of the find. As applicable, specimens shall be collected, curated and provided to the San Bernardino County Museum. The	Applicable to the 2017 Addendum Project; paraphrased and incorporated in the 2017 Addendum as Mitigation Measure CUL-2.	*CUL-2 Prior to the issuance of a grading permit, the developer shall retain a qualified archeologist to monitor archeological resources during grading activities within the Addendum Project site. In the event that any subsurface archeological artifacts are uncovered, ground-disturbing activities shall be redirected and the archeologist shall determine the nature and extent of the find. As applicable, specimens shall be collected, curated, and provided to the San Bernardino County Museum. The archeologist shall also coordinate with local*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
archeologist shall also coordinate with local Native American groups as necessary if artifacts are found.		*Native American groups as necessary if artifacts are found.*
Geology and Soils		
~~6-1 Prior to issuance of a building permit for PAs 39, 40, and 42, the developer shall demonstrate that the proposed structures and foundations are consistent with the preliminary geotechnical evaluation and the soil engineering and geology investigation of the project site (LOR 2003 and LOR 2005). The developer shall implement the recommended appropriate foundation and other design criteria to effectively mitigate potential hazards as outlined in the two geologic studies mentioned herein. This measure shall be implemented to the satisfaction of the Public Works Director.~~	This Measure contains references to outdated studies. Pursuant to existing policy, the 2017 Addendum Project is required to implement recommendations of the final Project-specific Soil Engineering and Geology Investigation Update.	None.
~~6-2 Prior to issuance of a building permit for the single residence on PA 45, the developer shall demonstrate that the proposed structures and foundations are consistent with the preliminary geotechnical evaluation and the soil engineering and geology investigation of the project site (Gary S. Rasmussen and Associates). The developer shall implement the recommended appropriate foundation and other design criteria to effectively mitigate potential hazards as outlined in~~	Planning Area 45 is not located within the Addendum Project site. This Measure is therefore not applicable to the 2017 Addendum Project.	None.

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
~~the geologic study mentioned herein. If the existing geotechnical studies are determined to be insufficient, the developer shall provide additional studies to adequately identify the location of the fault and appropriate building setbacks for PA 45. This measure shall be implemented to the satisfaction of the City Engineer in consultation with the County Geologist.~~		
Hazards and Hazardous Materials		
~~7-1 Prior to issuance of occupancy permits for PAs 39, 40 and 42, local homeowners and/or property owners, as appropriate, shall provide recorded deed notices and/or real estate disclosure statements to inform residents of their proximity to the SBIA and of any use or height restrictions related thereto. This measure shall be implemented to the satisfaction of the City Community Development Director.~~	Airport proximity disclosure is a mandated requirement pursuant to California Civil Code § 1103.4(c)(1), and should not be considered mitigation.	None.
~~7-2 Prior to issuance of a grading permit for PAs 40 and 42, the developer shall document the status and remediation of any underground storage tanks or other potential sources of contamination on the site. This measure shall be implemented to the satisfaction of the Public Works Director.~~	Current onsite assessments indicate that Mitigation Measure 7-2 should be revised/updated. Relevant Hazards/Hazardous Materials impacts are globally addressed through implementation of Addendum Mitigation Measure HAZ-1.	***HAZ-1 Should evidence of septic systems, USTs, or the water well be observed during grading operations, site preparation in the vicinity shall be halted and an environmental geologist shall be contacted. The geologist shall provide specific recommendations and direction regarding the removal/abandonment of the septic system, UST, and/or the water well. Recommendations shall also include any necessary remediation of surrounding soils. The results of the analysis and***

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
		recommendations shall be reviewed and approved by the City Engineer; and as approved by the City shall be implemented by the Project Applicant.
Hydrology and Water Quality		
~~8-1 Prior to issuance of a grading permit for PAs 39, 40, 42, and 45, the developer shall prepare and submit a Water Quality Management Plan (WQMP) to the Regional Water Quality Control Board for review and approval. The approved WQMP shall be submitted to the City Public Works Department, and the developer shall comply with all requirements of the plan, to the satisfaction of the Public Works Director.~~	Preparation of a WQMP is mandated, not considered mitigation.	None.
None.	New mitigation is included within the 2017 Addendum to address flood improvements requested by FEMA, subsequent to the approval of the 2005 IS/MND.	*HYD-1 Prior to the issuance of a building permit within delineated flood hazard areas, all floodplain improvements, as outlined within the CLOMR, shall be completed. Upon completion of the improvements, all forms, plans, analyses, and fees requested by FEMA, as set forth in their CLOMR Comment Document, shall be provided so that a final determination for map revision can be approved.*
Land Use and Planning		
~~9-1 Prior to issuance of a grading permit, the developer shall meet all the requirements and successfully process for a Planned Unit Development (PUD) Amendment for East Highlands Ranch to incorporate the~~	Land use amendments allowing for implementation of the 2017 Addendum Project are properly acknowledged as, and incorporated as Lead Agency Discretionary Actions. Please refer to 2017 Addendum,	None.

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
~~proposed changes to PAs 28, 39, 40, 42, and45.~~	Section 2.0 *Project Description*, 2.6.1 *Lead Agency Discretionary Actions and Permits.*	
Noise		
~~11-1 Prior to the final design stage, the project developer of PAs 39, 40, and 42 shall include into the project design sound barriers which are consistent with all specifications designated in the Acoustical Analysis report by Gordon Bricken and Associates. In addition, all barriers shall meet the design standards for the PUD of the East Highlands Ranch, to the satisfaction of the City Engineer.~~	Off-site noise that may affect the Addendum Project is not a CEQA consideration, provided the Project does not substantively contribute to off-site noise sources – it does not. Noise attenuation barriers and noise attenuation performance standards are recommended as Project Conditions of Approval. Please refer to Addendum Checklist 12. *Noise*, and *Blossom Trails Acoustical Analysis, City of Highland* (Christopher Jean & Associates, Inc.) February 14, 2014; 2017 Addendum Appendix I.	None.
Public Services		
13-1 Prior to the issuance of occupancy permits for PAs 39, 40, 42, and 45, the developer shall pay all legally established development impact fees associated to public services as may be applicable to the East Highlands Ranch development. The developer shall also pay the applicable school fees to the East Highlands Ranch Development or be subject to the existing Community Facilities District established by the Redlands Unified School District with boundary covering the project site. The developer shall demonstrate payment of applicable fees prior to issuance of building or occupancy permits, as	Applicable to Addendum Project; incorporated in the 2017 Addendum as Mitigation Measure PS-1.	None.

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
appropriate. This measure shall be implemented to the satisfaction of the City Community Development Director.		
13-2 Prior to the issuance of building permits for PAs 39, 40, 42, and 45, the applicant will consult with California Department of Forestry and Fire Protection and the East Valley Water District to ensure that the water system constructed on the project site will provide adequate fire flow.	Applicable to Addendum Project; incorporated in the 2017 Addendum as Mitigation Measure PS-2.	None.
Transportation/Traffic		
15-1 The developer shall provide the appropriate fair share fee established for the East Highlands Ranch.	Applicable to Addendum Project; paraphrased and incorporated in the 2017 Addendum as Mitigation Measure TR-1.	*TR-1 Prior to issuance of the first Building Permit, the Project Applicant shall remit transportation/traffic Development Impact Fees (DIF) established under the EHR.*
15-2 Prior to issuance of occupancy permits, the project shall make all required improvements relative to roads and intersections on or adjacent to the project site, including signage, to the satisfaction of the Public Works Director.	Applicable to Addendum Project; paraphrased and incorporated in the 2017 Addendum as Mitigation Measure TR-2.	*TR-2 Prior to issuance of the first Certificate of Occupancy, and to the satisfaction of the Public Works Director, the Project Applicant shall construct all site adjacent intersection, roadway, signage, and other improvements required pursuant to the Project Conditions of Approval.*
15-3 Prior to final map recordation, the applicant shall prepare a Traffic Signal Warrant Analysis that addresses the need, if any, for controlled access onto and from Greenspot Road. The analysis shall address any onsite or offsite improvements necessary. In the event improvements are required, the applicant shall contribute the fair share and/or construct such	Paraphrased and incorporated in the 2017 Addendum as Mitigation Measure TR-3.	*TR-3 At the City Engineer's discretion, the Project Applicant shall prepare a Traffic Signal Warrant Analysis that addresses the need, if any, for controlled access onto and from Greenspot Road. The analysis shall address any on-site or off-site improvements necessary.*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
improvements. The analysis shall include the development of the vacant parcel located immediately west of this development and shall be submitted and approved by the City Engineer.		
Tribal Resources		
None.	The topic of tribal resources is a recent addition to the CEQA checklist and was not evaluated as part of the 2005 IS/MND. New mitigation is included within the 2017 Addendum to address potential impacts in this regard.	*TB-1 In the event that Native American cultural resources are discovered during Project activities, all work in the immediate vicinity of the find (within a 60-foot buffer) shall cease and a qualified archaeologist meeting Secretary of Interior standards shall assess the find. Work on the other portions of the Project outside of the buffered area may continue during this assessment period. Additionally, San Manuel Band of Mission Indians shall be contacted if any such find occurs and be provided information and permitted/invited to perform a site visit when the archaeologist makes his/her assessment, so as to provide Tribal input.*
None.		*TB-2 If significant Native American historical resources, as defined by CEQA (as amended, 2015), are discovered and avoidance cannot be ensured, the Project archaeologist shall develop a cultural resources Treatment Plan, as well as a Discovery and Monitoring Plan, the drafts of which shall be provided to San Manuel Band of Mission Indians for review and comment.* *a. All in-field investigations, assessments, and/or data recovery enacted pursuant to the*

Table 5.1-1
Mitigation and Implementation Summary Matrix

2005 IS/MND Mitigation Measures	Remarks	Replacement Mitigation
		finalized Treatment Plan shall be monitored by a San Manuel Band of Mission Indians Tribal Participant(s). *b. The Lead Agency and/or applicant shall, in good faith, consult with San Manuel Band of Mission Indians on the disposition and treatment of any artifacts or other cultural materials encountered during Project development.*
Utilities & Service Systems		
16-1 Prior to issuance of grading and building permits for PAs 39, 40, 42, and 45, the developer shall coordinate with the East Valley Water District (EVWD) to assure continued access to its facility on the project sites. This measure shall be implemented to the satisfaction of the City Public Works Director in consultation with the EVWD.	Applicable to Addendum Project; incorporated in the 2017 Addendum as Mitigation Measure US-1.	None.

Sources: 2005 IS/MND; Applied Planning, Inc.

City of Highland

Engineering Department
Conditions of Approval
TTM 17-001; PDA 17-001; TPM 17-002
Blossom Trails
SWC of Greenspot Road and Church Street

03017-544

A – Required Prior to Map Recordation
B – Required Prior to Building Permit/Construction
C – Required Prior to Occupancy
D – Ongoing
E – Required Prior to Grading Permit
* – Non-Standard Conditions

April 20th, 2021

SOILS/GRADING

A 1. Submit a preliminary soils report, prepared by a licensed Geotechnical Engineer, for review and approval by the City Engineer. Comply with the recommendations contained in the report and any amendments thereto as approved by the City Engineer.

A 2. Design individual lot grading to drain the entire area of each lot directly to the adjacent street.

A 3. Submit rough and/or precise grading plans to the City Engineer for review and approval. Comply with the City of Highland grading standards as shown on the Grading Plan Checklist.

A 4. Design grading and on-site improvements to drain the entire site to the proposed Basin A at the northeast corner of Blossom Way and Promenade Way.

E 5. Submit structural design and location for any required retaining walls for review and approval by the City Engineer. Install concrete v-ditches at the back of retaining walls in accordance with the Grading Plan Checklist.

E 6. The grading and landscaping plans must comply with the City's clear sight triangle criteria at public street intersections and at private driveways. Walls, fencing, monument signs, slope, and landscaping, within the clear sight triangle, must not exceed thirty inches in height measured from the flowline of the street, unless a sight distance analysis that demonstrates sight distance is adequately maintained is submitted to and approved by the City Engineer.

A 7. Submit an erosion control plan to minimize potential increases in erosion and sediment transport during construction activity for City Engineer approval. Place erosion control measures during or after grading work as required by the City Engineer.

A 8. Design short term erosion control in accordance with Best Management Practices such as, silt fencing to control the site perimeter, and straw bale barriers, sandbag barriers, rock filters or sediment basins to control internal erosion, or other methods to stabilize disturbed areas, as approved by the City Engineer.

D 9. Implement dust control measures during construction activities including, but not limited to, daily watering of construction area as frequently as necessary during active and inactive periods,

utilizing soil emulsions, limiting construction vehicle speed to 10 miles per hour, stabilizing construction entrances to prevent trackout of sediments, and street sweeping.

B 10. Submit original wet signed and stamped rough grading certifications from the soils engineer and the grading engineer, along with compaction reports, to the City Engineer.

C 11. Submit original wet signed and stamped final grading certification from the grading engineer to the City Engineer.

STREET IMPROVEMENTS

C* 12. Prior to first occupancy in Phase 1, construct street improvements along the entire project frontage on Greenspot Road including, but not be limited to, 8" curbs and gutters, 5'-wide parkway sidewalk, streetlights, curb returns and handicap ramps at the intersections of Blossom Way and Street D. Align centerline of Blossom Way with that of the existing street on the north side of Greenspot Road.

C* 13. Prior to first occupancy in Phase 1, reconstruct the existing landscaped median on Greenspot Road to accommodate a 75'-long westbound left turn pocket at Blossom Way. Construct pavement repairs as required by the City Engineer.

C* 14. Prior to first occupancy in Phase 1, remove existing pavement and construct new street improvements along the entire project frontage on Church Street including the Church Street/Abbey Way intersection. Construct street improvements including, but no limited to: 6-inch curb and gutter located 18' west of the street centerline, asphalt concrete pavement from the lip of gutter to 14' east of centerline, class II aggregate base, redwood header at edge of pavement, and street lights.

A* 15. Remove existing interim drainage inlets on the west side of Church Street and construct roadway drainage system to convey street flows on Church Street to the Line C Channel as required by the City Engineer.

C* 16. Construct grading along both sides of the existing drainage box culvert located on the west side of Church Street north of Merris Street. Maintain grading with a maximum 2% slope between the east tract boundary wall and the west curb on Church Street. Construct drainage v-ditch to accommodate surface flow if necessary. Provide surface treatment on the top of the box culvert as necessary to accommodate pedestrian use over the box culvert.

C* 17. Construct a public trail along both sides of the Line C Channel from Merris Street to the south boundary of the tentative map including a connection to the future trail along the south side of Abbey Way. Grade the trail with a maximum slope of 2% to drain toward the Line C Channel or Church Street. Remove existing chain-linked fence along the west side of the Line C Channel, and replace it with ~~new vinyl split rail fencing~~ decorative fencing, as approved by the City Engineer and the Community Development Director, a portion of which shall be removable as required by the City Engineer to accommodate City maintenance of the Channel. Improve the trail surface with decomposed granite along both sides of the Channel. Protect the existing chain-linked fence in place and construct a new vinyl split rail fencing along the east side of the Channel located at 4' from the proposed curb on Church Street. Install parkway landscaping and irrigation between the trail fencing and the curb as required by the City Planner. Install assess control to trail entrances. Construct an access between the existing concrete maintenance ramp and the east

end of Lot M to facilitate City channel maintenance operations and temporary stockpiling and storage of debris removed from maintenance activities. **(PC Amended 2/8/18)**

C* 18. Prior to first occupancy in Phase 1, submit to the City Engineer a signal warrant analysis to determine the number of dwelling units within the tentative map that will trigger the need of a new traffic signal.to be constructed at the Greenspot Road/Blossom Way intersection. Construct the traffic signal within the time frame as required by the City Engineer.

C* 19. If and when warranted, construct a traffic signal utilizing a video detection system at the Greenspot Road/Blossom Way intersection Install a fiber optic interconnect between the new signal and the existing signals at Church Street and Orange Street, including any necessary hardware and software. Provide a coordinated timing analysis for the traffic signals on Greenspot Road at Boulder Avenue, Orange Street, the new signal, Church Street and the Greenspot Road entrance to the Village at East Highlands.

D* 20. Construct street improvements within the tentative map necessary to provide proper circulation for each phase of the development. For Phase 1, construct Blossom Way, Promenade Way, Street F (north of Promenade Way), Street A, Street B, Street C and Street D (north of Promenade Way). For Phase 2, construct Street F (south of Promenade Way), Street E (to just west of Street F) and Street D (south of Promenade Way). For Phase 3, construct Street E (west of Street F).Street improvements shall include, but not be limited to: 6-inch curb and gutter, asphalt concrete pavement, class II aggregate base, 6-foot curb adjacent sidewalks, driveway approaches, and street lights in accordance with City of Highland Standards.

C* 21. Construct traffic calming devices along Promenade Way and Street D including signage and bulb-outs at street intersections as approved by the City Engineer.

C* 22. Construct walkways in Lots A, C, K, L, and N to provide connectivity with the proposed sidewalk on Greenspot Road and existing sidewalk on Church Street, and the proposed trail in Lot N.

C* 23. Adjust the proposed alignment of Street D so that adequate parkway landscaping can be accommodated at the proposed Street D/Greenspot Road intersection adjacent to the northwest corner of the EVWD parcel located easterly of Street D.

C* 24. Install during the first phase, City owned streetlights (LS-3) along Church Street using light emitting diode (LED) luminaires on octagonal concrete poles at locations specified by the City Engineer. The poles shall be natural gray with black and white aggregate and shall have a factory-applied anti-graffiti coating. Coordinate with Southern California Edison to energize the streetlights. The property owner shall be responsible for the City's payment of energy charges for 12 months following energizing of the streetlights.

D* 25. Install during each phase, City owned streetlights (LS-3) on the local streets using light emitting diode (LED) luminaires on octagonal concrete poles at locations specified by the City Engineer. The poles shall be natural gray with black and white aggregate and shall have a factory-applied anti-graffiti coating. Coordinate with Southern California Edison to energize the streetlights. The property owner shall be responsible for the City's payment of energy charges for 12 months following energizing of the streetlights.

A 26. Submit street improvement plans to the City Engineer for review and approval. Indicate the location of any existing utility/facility which would affect construction on final plans and profiles.

Comply with the City of Highland design standards as shown on the Street and Storm Drain Plan and Profile Checklist.

A 27. Submit a thorough evaluation of the structural road section, for the private and public streets, from a soil engineer to the City Engineer. Include a recommended street structural section, designed for a service life of 20 years as outlined in Section 600 of the Caltrans Highway Design Manual. The minimum section is 3" A.C./4" A.B. The City Engineer will provide traffic indexes.

A 28. Design public improvements including sidewalk, drive approaches, and access ramps in accordance with all requirements of the State of California Accessibility Standards, Title 24 California Administrative Code. Truncated domes shall be dark gray Armor-Tile Cast in Place System manufactured by Engineered Plastics, Inc.

C 29. Install traffic control signs, striping, and pavement markings, with locations and types approved by the City Engineer.

DRAINAGE/WATER QUALITY

E 30. Obtain approval by the City Engineer of a Final Water Quality Management Plan (F-WQMP), prepared in accordance with the City's National Pollutant Discharge Elimination System (NPDES) permit requirements in effect at the time the Preliminary Water Quality Management Plan was approved unless subsequent City NPDES permits require otherwise. The F-WQMP shall (1) be prepared, signed, and sealed by a licensed Civil Engineer, (2) include Site Design Low Impact Development and Source Control Best Management Practices (BMPs) appropriate for commercial development, (3) include a BMP implementation, operation, and funding mechanism, and (4) be certified by the property owner. The property owner shall also enter into a Stormwater BMP Transfer, Access, and Maintenance Agreement with the City on the City form. Include a copy of the recorded agreement in the F-WQMP. Construct BMPs in accordance with the approved F-WQMP.

E 31. Submit two (2) sets of WQMP BMP Exhibits with a "WQMP BMP As-Built Certificate" wet signed and sealed by the Engineer of Record. The Certificate shall state:

"I hereby certify that the Water Quality Management Plan Best Management Practices have been constructed under my supervision in accordance with the approved plans and are functional to the best of my knowledge."

C* 32. Prior to first occupancy in Phase 1, construct a water quality basin with the size, extent and scope of improvement in conformance with the F-WQMP and as required by the City Engineer. Maintain a maximum side slope of 4:1 or otherwise approved by the City Engineer. Construct a 12'-wide concrete maintenance access from Blossom Way to the basin bottom. Install fencing and landscaping along the top of, and within, the basin as required by the City Planner and the City Engineer.

D* 33. Prior to issuance of building permits for Lot 58, Lot 59 and Lot H in Phase 1, and any lots in Phases 2, construct the overflow channel located within Lots 68 thru 71 in Phase 3, Lot M, and within Lots 127 thru 137 in Phase 4 or at an alternate location as approved b the City Engineer. Obtain from FEMA its final determination on revising the effective FIRM removing these lots from Flood Hazard Zone A.

D* 34. Prior to issuance of building permits for any lots in Phase 3, remove the westerly portion of the overflow channel from Lots 68 thru 71 in Phase 3, and extend the overflow channel along the south line of Lots 69 thru 71 within the MWD property, and connect the realigned overflow channel to the future overflow channel if it has been constructed as a part of development of Tentative Tract No 17604. An alternate alignment may be submitted by the applicant for approval by the City Engineer. If the future overflow channel has not been constructed by future development of Tentative Tract No. 17604 to allow for the realignment of the overflow channel, Phase 3 shall remain undeveloped.

D* 35. Prior to issuance of building permits for any lots in Phase 4, remove the overflow channel from Lots 127 thru 137 in Phase 4 or as may have been approved the City Engineer, if San Bernardino County Flood Control District has completed construction of a project that improves drainage flows in the County's Elder Creek Channel and the City's Line "C" Channel, and FEMA has determined that an overflow channel is no longer needed for flood protection in Phase 4. Obtain written approval from FEMA prior to removal of the overflow channel.

D* 36. Design the overflow channel in accordance with the approved FEMA Conditional Letter of Map Revision (CLOMR). Maintain a maximum side slope of 4:1. Construct additional improvements to the overflow channel as required by the City Engineer prior to acceptance by the City for maintenance. Alternatively, if the overflow channel is to be maintained by San Bernardino County Flood Control District, construct the overflow channel per District requirements.

B* 37. Obtain a Letter of Map Revision from FEMA prior to issuance of any building permits in Lots 58, 59 and H within Phase 1 and any lots within Phase 2, 3 and 4.

C* 38. Prior to first occupancy in Phase 1, reconstruct and extend the existing storm drain, and reconstruct and relocate the existing outlet structure to a location west of the west project boundary, and construct additional drainage improvements at the westerly end of Promenade Way as needed to accommodate construction of full street improvements along Blossom Way and the Blossom Way/Promenade Way intersection within the project boundaries.

E 39. Obtain written permission from the owner of the adjoining property west of the tentative map to accept the post-development flows from the tentative map. In case such written permission could not be obtained, design and construct the proposed drainage system and the water quality basin to release flows to the adjoining property in an amount not higher than the pre-development flows.

A* 40. Design project entrances to minimize the possibility of off-site flows entering the site from Greenspot Road. Submit hydraulic calculations to verify the project entrances design.

A 41. Prepare and submit a hydrology study to determine storm runoff quantities tributary to and generated by the site. Include in the study hydraulic calculations to determine the extent, size and type of all drainage facilities.

A 42. Prepare and submit drainage improvement plans to the City Engineer for review and approval. Indicate on final plans and profiles the location of any existing utility/facility which would affect construction. Comply with City design standards as shown on the street and storm drain improvement checklist.

MAP/DEDICATION/ANNEXATION

A* 43. Apply to the City to annex the project into the City's drainage and trail maintenance districts for storm maintenance of the overflow channel in Lot M, and routine maintenance of public storm drains within the tentative map, and public trails within Lot M and along both sides of the Line C Channel. Sign ballots prepared by the City agreeing to the annexations and amounts of assessment.

A* 44. Maintain through a homeowners association the water quality basin (Lot F) and the outlet pipe between the basin and the Line A storm drain in Blossom Way, all letter lots including non-storm maintenance of Lot M, and parkway landscaping along all public streets including Greenspot Road and Church Street. Grant all lettered lots to the homeowners association (HOA) for ownership and landscape maintenance. Provide written documentation from the HOA agreeing to accept the lettered lots including the water quality basin.

A* 45. If applicable, dedicate to the City a drainage easement for City storm maintenance of the overflow channel located within Phase 3, Phase 4 and Lot M. Secure a drainage easement from MWD to be dedicated to the City for City storm maintenance of the overflow channel located within MWD property adjoining the southwest corner of the tentative map. Provide non-storm maintenance of the overflow channel through a homeowners association.

A* 46. Dedicate to the City an easement for City maintenance of public trails located within Lot N. Provide trail and landscape maintenance in Lots C, L and K through a homeowners association

A* 47. Dedicate to the City an easement for City maintenance of the Line C Channel, public trails, and parkway landscaping within Lot N along the Church Street frontage of the tentative map.

A* 48. Dedicate to the City street rights-of-way along the project street frontage on Greenspot Road and Church Street, if not previously dedicated.

A* 49. If the existing drainage improvements are modified as described in condition No. 38, acquire a drainage easement and an access easement from the property adjoining the west side of the tentative map to accommodate City maintenance of the public storm drain required to be reconstructed and relocated west of the Blossom Way/Promenade Way intersection. This condition No. 49 shall not be applicable if condition No. 82 is implemented.

A* 50. Dedicate a landscape easement for potential City maintenance of landscaping along Greenspot Road and Church Street through the City's Landscape Maintenance District.

A 51. Coordinate with the utility companies to eliminate easements not required for any utility facilities.

A 52. Record a Parcel Map and a Final Map with the San Bernardino County Recorder pursuant to the provisions of the State Subdivision Map Act.

A 53. Submit, at the time of Parcel Map and Final Map submittal: Traverse calculations (sheets), copies of recorded maps and deeds used as reference and/or showing original land division, tie notes and bench marks referenced, and a current title report. The traverse calculation sheets shall show error of closure. Inverse calculations will not be acceptable for plan check review.

A 54. Dedicate on the Final Map public street right-of-way and all drainage, landscaping and community trail easements within the project.

A 55. Dedicate corner property line cutoffs on public streets in accordance with City Standards.

A 56. Include an Improvement Certificate/Statement on the Parcel Map in accordance with Section 66411.1 of the Subdivision Map Act.

A 57. Submit a duplicate photo mylar of the map recorded with the San Bernardino County Recorder.

D 58. In the event the Applicant fails to acquire the required off-site property interests, the Applicant shall request the City acquire the off-site property interests. The Applicant shall provide evidence of attempts to acquire any required off-site property interests and shall enter into an agreement with the City committing to complete the improvements pursuant to Government Code Section 66462 after the City has acquired the property interests. Such agreement shall provide for payment by Applicant of all costs incurred by the City to acquire the off-site property interests. Security for a portion of these costs shall be in the form of a cash deposit in the amount given in an appraisal report obtained by the City, at the Applicant's cost.

FEES/PERMITS/BONDING

E* 59. Obtain written permission from the Metropolitan Water District prior to any encroachment or construction within the District easement.

B* 60. Pay traffic mitigation fees in the amount of $252.71 per dwelling unit.

A 61. Post a deposit for monumentation which shall not be released prior to completion of all on-site construction and submittal of written verification from the project engineer or land surveyor that the monuments have been set and payment for the work has been received. Submit an estimate of the deposit amount prepared by the project land surveyor.

E 62. Post a deposit for erosion control which shall not be released prior to completion of all on-site construction.

A 63. Post Faithful Performance, Labor and Material, and Warranty bonds for all required street, drainage, trail, and Landscape Maintenance District improvements. Post Faithful Performance, and Labor and Material bonds for all required grading, and private landscaping improvements.

A 64. Enter into an agreement with the City of Highland for construction of public improvements using the adopted City form.

D 65. Pay appropriate engineering fees for bond processing, plan check, hydrology report review, WQMP review, structural calculation review, traffic report review, assessment district annexations, on-site and off-site inspection, utility excavation permits, GIS map plan update, microfilming and storage of maps and plans, and other required fees.

D 66. Obtain a permit from Engineering prior to any on-site construction or construction within the City's right-of-way.

E 67. Post a deposit for erosion control which shall not be released prior to completion of all on-site construction.

UTILITIES/CONSTRUCTION

B* 68. Remove existing utility poles and overhead lines along the south side of Greenspot Road crossing the tentative map to the easterly side of Church Street, and on the west side of Church Street along the project frontage.

C 69. Design and construct above ground and flush mount utility structures at locations where retaining walls are not necessary in accordance with the requirements of the utility companies. Prepare a Composite Utility Plan indicating locations of slopes and all above ground and flush mount utility structures and submit the plan to the City for review prior to City issuance of utility permits. Utilize underground utility structures if necessary, to avoid construction of retaining walls.

C 70. Construct an extension of the public sewer from Street D easterly to a proposed sewer manhole in Church Street to accommodate connection of a sewer system serving the East Highlands Village neighborhood. Design and construct the sewer extension per EVWD requirements. If construction of the sewer extension requires removal of a portion of the City's Line "C" Channel, reconstruct the Channel as required by the City Engineer.

D 71. Provide all utility services to each unit, including sanitary sewers, water, electric power, cable television, gas, and telephone. All utilities are to be underground.

D 72. Coordinate, and where necessary, pay for the relocation of any existing public utilities as necessary.

D 73. Obtain written permission from the adjoining property owner(s) for off-site grading and/or construction work, if any.

D 74. Street pavement shall be constructed in lifts as directed by the City inspector. Final asphalt lifts shall be placed after all houses are built or within 12 months of the completion of each construction phase. Repair any pavement damage to the satisfaction of the City Engineer if the final asphalt cap is done before the completion of all house construction.

C 75. After all houses are constructed, slurry seal the streets within the tract prior to final bond release or submit cash payment in lieu of slurry seal.

E 76. Reconstruct existing public improvements removed or damaged during construction as approved by the City Engineer. Pavement repair, which may include A.C. overlay, T-cut trench repair and/or slurry seal shall be across all or a portion of existing pavement as determined by the City Engineer.

E 77. Install construction fencing and screening in accordance with Building and Safety Division Policy 335.

B 78. Comply with applicable requirements of the National Pollutant Discharge Elimination System (NPDES) permit program. Provide written verification from the Regional Water Quality Control Board specifying the project's WDID number.

B 79. Destroy any abandoned wells on the property or similar structures that might result in contamination of underground waters in a manner approved by the City Engineer.

D 80. All underground structures, except those desired to be retained, must be broken in, backfilled, and inspected before covering.

D 81. Comply with the prevailing City design and construction standards and requirements at the time of permit issuance.

C 82. As an alternative to constructing Blossom Way as shown on the tentative map, the developer may construct Blossom Way along an alignment that could avoid the need to extend the existing storm drain and relocate the existing outlet headwall to the property west of the tentative map. Include in the alternate design an 8'-wide median, full curb-to-curb width of 56' between Greenspot Road and the south end of the median, a minimum curb-to-curb width of 36" between the south end of the median and Promenade Way, 6' curbs and gutters on both sides, and 6'-wide sidewalks on the east side, Install roadway safety measures. Construct access to accommodate City maintenance of the existing storm drain and outlet on Blossom Way. Dedicate additional street right-of-way. Maintain capacity of the proposed water quality basin in Lot F and adjust the size of Lots No. 55 and 59 if necessary.

Building and Safety Division Conditions of Approval

Date:	5-26-17
Applicant:	S-P Deerfield, LLC
Address of Applicant:	31866 Camino Capistrano, SJC, CA 92675
Site Location:	Southwest of Greenspot and Church
Telephone:	949-496-1316
APN	1201-401-02, 1201-431-61

1. Please provide three (3) sets of the following construction plans and documents listed below for review of the proposed project. The initial plan review time will take two weeks on most projects. The applicant will receive a plan review number at the time plans are submitted for Building & Safety's plan review. This plan review number is needed to obtain information regarding your project.

   (3) Architectural Plans
   (3) Structural Plans
   (3) Structural Calculations
   (3) Plot/Site Plans
   (3) Electrical Plans
   (3) Electrical Load Calculations
   (3) Plumbing Plans/Isometrics
   (3) Mechanical Plans
   (3) HVAC Duct Layout Plans
   (3) Roof and Floor Truss Plans
   (3) Title 24 Energy Calculations
   (3) Geology Report
   (3) Soils Report
   (3) Precise Grading Plans
   (3) Site Disabled Access Plan
   (3) Condition of Approval Packages
   (3) Temporary Fence Plan
   (1) Approved Health Department Plans
   (2) Commissioning Plan

2. All structures shall be designed in accordance with the current version of the California Building Codes, including the California Green Building Standards Code. Design all structures to comply with Seismic Design Category D, basic wind speed 110 (ULT) MPH, at exposure "C."

3. Gas release is not provided until all final approvals are made and verified by City staff. Policy 295.
4. The Developer/Owner is responsible for the coordination of releasing any Deferral of Development Impact Fees or Bonds after such fees have been paid. The Developer/Owner should be aware, once the deferral notice is sent to the San Bernardino County Recorder's Office; the release process takes two to three weeks. This process will delay final Certificates of Occupancy.

5. The Developer/Owner is responsible for the coordination of the final occupancy. The Developer/Owner shall request clearances from each department and/or agency at least two weeks prior to requesting a final building inspection from Building and Safety. Each agency shall sign the back of the Building and Safety Job Card and provide a copy of the signatures to Building and Safety at the time a final inspection is requested.

6. Projects requiring County Health and/or San Bernardino Environmental Control, such as food services, need to obtain those permits prior to building permit issuance.

7. Building and Safety inspection requests can be made 24 hours in advance for the next day inspection. Please contact (909) 864-2136, Ext 228.

8. A security fence with screening shall protect all construction sites. The fencing and screening shall be maintained at all times to protect pedestrians.

9. Portable toilet facilities shall be provided for construction workers and such facilities shall be maintained in a sanitary condition. Construction toilet facilities of the non-sewer type shall conform to ANSI ZA.3.

10. All construction materials, which are not used, shall be recycled pursuant to the requirements set forth by Ordinance No. 269. Receipts from the recycle company responsible for picking up the materials shall be kept in the construction office. After the construction is complete and before final occupancy, the trash receipts shall be forwarded to the Planning Division.

11. Construction projects, requiring temporary electrical power, shall obtain an electrical permit from Building and Safety. No temporary electrical power will be granted to a project unless the following item is in place and approved by Building and Safety and the Planning Division.

    a) Installation of a construction trailer through the "Temporary Occupancy Permit", alternatively, a security fenced area where the electrical power will be located. Installation of construction/sales trailers must be located on private property. No trailers can be located in the street unless a permit from the Engineering Department is obtained.

12. Fire Sprinklers are required by Ordinance 209. Submit fire sprinkler plans to the Fire Marshal located at 27215 Base Line, Highland CA. Please contact the Fire Marshal for information on the design requirements. (909) 864-2136, ext. 248.

13. Prior to the issuance of Building Permits, on site water service shall be installed and approved by the responsible agency. On site fire hydrants shall be approved by the Fire Department. No flammable materials will be allowed on the site until the fire hydrants are established and approved. No flammable construction materials shall be placed on the site without approvals by the Fire Department. All street and access roadways around the project shall be paved for emergency response vehicles before flammable materials are placed on the project.

14. Prior to issuance of permits, site-grading certifications and compaction reports shall be submitted to Building and Safety.

15. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid.

16. All construction projects shall comply with the NPDES Stormwater Best Management Program. Prior to building permit issuance submit copy of the Water Quality Management Program Report. (WQMP)

17. Prior to final inspection, provide Building & Safety with a flash disk of the approved plans and documents.

18. Site development and grading shall be designed to provide access to all entrances and exterior ground floor exits and access to normal paths of travel. The accessible route(s) of travel shall be the most practical direct route.

19. The City enforces the State of California provisions of the California Building Code disabled access requirements. The Federal Americans with Disabilities Act (ADA) standards may differ in some cases from the California State requirements, therefore it is the building owner's responsibility to be aware of those differences and comply accordingly.

City of Highland, **FIRE PREVENTION DIVISION,** Conditions of Approval.

DATE : May 31, 2017 **PAGE 1 OF** 6

APPLICANT :S-P Deerfield, LLC / Aguilar Consulting, Inc.

Address :

SITE LOCATION : SW Corner of Greenspot & Church

FILE / INDEX No.: 17-001 17-002

THIS PROJECT IS PROTECTED BY THE CITY OF HIGHLAND FIRE DEPARTMENT / CAL-FIRE / CALIFORNIA DEPARTMENT of FORESTRY and FIRE PROTECTION.

Fire Department Review of all projects is required.

SUBMIT TO FIRE MARSHAL'S OFFICE: **ONE COPY** OF BUILDING AND/OR STRUCTURE PLANS FOR FIRE DEPARTMENT REVIEW.

ALL CONSTRUCTION (New and renovations to existing) SHALL COMPLY WITH THE CALIFORNIA FIRE CODE **(2016 edition)** Along with amendments as adopted within the Highland Municipal Code (Ord. #387).

Note: All weather access roads (CFC 503.2.3) and fire hydrant/water system installations shall be in place, inspected and approved, **PRIOR** to combustible material being brought on site.

Note: The City of Highland has 2 areas within the **'FIRE SAFETY OVERLAY DISTRICT'** designated as **FR-1** and **FR-2**. Both areas may border or overlap areas identified by the State/CalFire as **'High Fire Severity Zone'** or **'Very High Fire Severity Zone'**. See **HMC Section 4905.4** for construction requirements.

GENERAL.

1. **HF3:** A FUEL BREAK OF ONE HUNDRED (100) FEET (BRUSH AND WEED CLEARANCE) IS REQUIRED PRIOR TO CONSTRUCTION. THE CLEARANCE SHALL BE MAINTAINED ON A YEAR-ROUND BASIS. **CFC Chapter 49 & HMC**

2. **HF31:** APPROVED FIRE HYDRANT PAVEMENT MARKERS (BLUE DOTS) SHALL BE INSTALLED AT EVERY HYDRANT.

3. **HF51:** THE MAIN ELECTRICAL PANEL AND ALL SUB-PANEL(s) SHALL BE LABELED ON INSIDE COVER FOR ALL CIRCUITS. **CEC 408.4**

4. **HF52:** WATER HEATER (FUEL FIRED), SHALL BE PROPERLY VENTED TO EXTERIOR OF STRUCTURE. WATER HEATER SHALL BE SEISMIC STRAPPED TO WALL AND BE LOCATED 18" ABOVE A GARAGE FLOOR. **CBC**

5. **HF53:** A SELF-CLOSING AND LATCHING DOOR SHALL BE INSTALLED BETWEEN AN ATTACHED GARAGE AND LIVING SPACE. **CBC**

6. **HF55:** COMMERCIAL EXIT REQUIREMENTS:
   - A. REQUIRED EXIT DOORS SHALL BE MAINTAINED IN AN OPERABLE CONDITION AT ALL TIMES
   - B. REQUIRED EXIT DOORS SHALL SWING OUTWARD AND AWAY IN THE DIRECTION OF EXIT TRAVEL.
   - C. OBSTRUCTIONS SHALL NOT BE PLACED IN THE REQUIRED WIDTH OF AN EXIT. EXITS SHALL NOT BE BLOCKED OR LOCKED SHUT OR OBSTRUCTED IN ANY MANNER DURING BUSINESS HOURS.
   - D. EXIT PATHS SHALL BE ILLUMINATED WHEN STRUCTURE IS OCCUPIED.
   - E. EXIT PATH ILLUMINATION SHALL BE SUPPLIED FROM TWO (2) SOURCES OF POWER WHEN OCCUPANT LOAD IS ONE HUNDRED (100) PERSONS OR MORE.
   - F. WHEN EXIT WAY/EXIT PATHWAY AND/OR EXIT DOORWAY IS NOT EASILY IDENTIFIED, ADDITIONAL EXIT SIGNS SHALL BE INSTALLED.

7. EXIT SIGNS SHALL BE INTERNALLY OR EXTERNALLY ILLUMINATED BY TWO LAMPS OR SHALL BE OF THE SELF-LUMINOUS TYPE. **CFC CHPTR 10; CBC**

8. **HF47:** FOR EACH CHIMNEY, USED IN CONJUNCTION WITH ANY FIREPLACE OR HEATING APPLIANCE, IN WHICH SOLID OR LIQUID FUEL IS USED, AN APPROVED SPARK ARRESTER SHALL BE INSTALLED AND VISIBLE FROM THE GROUND. SPARK ARRESTER SHALL BE OF STAINLESS STEEL, COPPER OR BRASS, WOVEN GALVANIZED WIRE MESH, TWELVE (12) GAUGE, AND MINIMUM OF 3/8" TO ½" MAXIMUM OPENINGS. **CFC CHPTR 6; CBC; CMC**

9. **HF60:** ADDITIONAL PLANS FOR ACCESS, FIRE SAFETY SYSTEMS, FIRE LANES AND SIGNAGE, GATES, STORAGE, OR OTHER SPECIAL CONDITIONS MAY BE REQUESTED FOR REVIEW, CONDITIONING AND APPROVAL BY THE FIRE MARSHAL.

10. **HF48:** A CLASS "A" ROOF COVERING STRUCTURE WITH "BIRD STOPS" SHALL BE INSTALLED.

ACCESS:

11. **HF7:** FIRE DEPARTMENT **ACCESS** ROADS SHALL MEET THE FIRE DEPT. MINIMUM UNOBSTRUCTED WIDTH OF TWENTY (20) FEET. (TWENTY-SIX (26) FEET WITHIN FR-1&2 ZONES). **THIS STANDARD SHALL NOT LESSEN OTHER AGENCY REQUIREMENTS.** ACCESS ROADS SHALL BE PAVED (ASPHALT/CONCRETE) AND IN PLACE **PRIOR** TO DELIVERY OF COMBUSTIBLE BUILDING MATERIALS ON SITE. ROADS SHALL BE DESIGNED AND CONSTRUCTED TO MEET ADOPTED CITY STANDARDS. **CFC chapter 5, Sec 503**

12. **HF8:** ALL ACCESS ROADS, PUBLIC, PRIVATE STREETS AND RESIDENTIAL DRIVEWAYS SHALL MAINTAIN A MINIMUM VERTICAL CLEARANCE OF THIRTEEN (13) FEET-SIX (6) INCHES. **CFC 503.2.1**

13. **HF9:** RESIDENTIAL DRIVEWAYS SHALL BE PAVED (ASPHALT/CONCRETE) AND SHALL PROVIDE A MINIMUM WIDTH OF TWELVE (12) FEET. DRIVEWAYS OF THIS STANDARD SHALL SERVE NO MORE THAN TWO SINGLE FAMILY DWELLINGS AND SHALL NOT EXCEED 10% IN GRADE. **HMC**

14. **HF10:** DRIVEWAYS EXCEEDING 150 FEET SHALL HAVE A FIRE DEPARTMENT APPROVED TURN-AROUND AT THE TERMINUS. **CFC 503.1.1 / APPENDIX D, D103.4**

15. **HF11:** FIRE DEPARTMENT ACCESS ROADWAY(s) AND/OR PUBLIC/PRIVATE STREET(s) EXCEEDING ONE HUNDRED FIFTY (150) FEET IN LENGTH SHALL PROVIDE AN APPROVED TURN-AROUND AT THE TERMINUS (**CUL-DE-SAC**). MINIMUM RADIUS SHALL BE **NOT LESS THAN 40** FEET. OR AS APPROVED BY THE FIRE MARSHAL. CUL-DE-SACS PROVIDING ACCESS TO PERIMETER EMERGENCY ACCESS ROADS SHALL HAVE A MINIMUM RADIUS OF **44** FEET. **CFC 503.1.1 / APPENDIX D, D103.4, SBCO TRANSPORTATION STD 120/121**

16. **HF12:** FIRE DEPARTMENT ACCESS ROADWAY(s); PUBLIC/PRIVATE STREET(s) AND DRIVEWAYS SHALL NOT EXCEED 12% GRADE. **CBC 503.2.7 / APPENDIX D, D103.2 - HMC**

17. **HF13:** FIRE DEPARTMENT ACCESS ROADWAY(s); SHALL EXTEND TO WITHIN ONE HUNDRED FIFTY (150) FEET OF AND SHALL GIVE REASONABLE ACCESS TO ALL PORTIONS OF THE EXTERIOR WALLS OF THE FIRST STORY OF ANY BUILDING.
AN ACCESS ROAD, APPROVED BY THE FIRE DEPT., SHALL BE PROVIDED TO WITHIN FIFTY (50) FEET OF ALL STRUCTURES WHEN THE NATURAL GRADE BETWEEN ACCESS ROAD AND STRUCTURE IS IN EXCESS OF 30%.
WHERE AN APPROVED ACCESS ROAD CANNOT BE PROVIDED, A FIRE PROTECTION SYSTEM SHALL BE REQUIRED AND APPROVED BY THE FIRE DEPARTMENT. **CFC 503.1.1**

18. **HF15:** "PHASED" PROJECTS MAY BE REQUIRED TO PROVIDE A MINIMUM OF TWO (2) REMOTE POINTS OF APPROVED ACCESS DURING CONSTRUCTION. A SECONDARY ACCESS, FOR FIRE AND OTHER EMERGENCY EQUIPMENT AND FOR ROUTES OF ESCAPE, WHICH WILL SAFELY HANDLE EVACUATIONS. **CFC 503.1.2 - APPENDIX D, Sec D104.3**

19. **HF19:** **MANUALLY** OPERATED GATES ACROSS FIRE DEPARTMENT ACCESS ROADWAYS, PUBLIC AND/OR PRIVATE STREETS AND DRIVEWAYS, SHALL BE EQUIPPED WITH APPROVED EMERGENCY KEY-OPERATED **"KNOX"** PADLOCK OR BOX CONTAINING KEY TO OPEN THE PRIVATE LOCK. FOR **AUTOMATIC** GATES, A "KNOX" EMERGENCY ACCESS SWITCH, SHALL BE INSTALLED, AT LOCATION DETERMINED BY FIRE DEPARTMENT, AND SHALL OVER-RIDE ALL COMMAND FUNCTIONS AND OPEN GATE AUTOMATICALLY UPON ACTIVATION. ALL AUTOMATIC GATES SHALL HAVE A MANUAL OVER-RIDE FOR USE DURING LOSS OF ELECTRIC POWER. "KNOX BOX" REQUEST FORM IS AVAILABLE FROM THE FIRE MARSHAL. **CFC 506.6** – Appendix D 103.5 **Note: The city of Highland also requires an electronic "H" key system (Ord. #320) for multi-family, gated communities or secured storage facilities. HMC Chapter 15.56**

20. **HF24:** "NO PARKING – FIRE LANE" SIGNS SHALL BE POSTED AT LOCATIONS DESIGNATED BY FIRE MARSHAL. FIRE LANE CURBS SHALL BE PAINTED RED, WITH WHITE LETTERS STATING "NO PARKING – FIRE LANE" ON TOP, NOT FACE. **CFC 503.3 - APPENDIX D, D103.6**

21. **HF54:** COMMERCIAL AND INDUSTRIAL STRUCTURES-OCCUPANCIES AND GATED COMPLEXES SHALL HAVE A **"KNOX BOX"** SYSTEM INSTALLED ON THE EXTERIOR OF THE BUILDING(s) OR COMPLEX. LOCATION OF DEVICE TO BE DETERMINED BY THE FIRE DEPARTMENT. THE BOX SHALL CONTAIN KEYS NECESSARY TO GAIN ACCESS AND MAY CONTAIN PRE-PLANS AND MSDS INFORMATION AS REQUIRED BY THE FIRE DEPARTMENT. NEW AND EXISTING MULTI-TENANT COMMERCIAL BUILDINGS SHALL PROVIDE A 'KNOX' BOX LARGE ENOUGH TO CONTAIN KEYS TO ACCESS EACH INDIVIDUAL TENANT SPACE. INSTALLATION LOCATION(S) TO BE DETERMINED BY THE FIRE MARSHAL. THE BOX SHALL CONTAIN CLEARLY MARKED KEYS TO EACH TENANT SPACE OR OTHER AREAS AS DETERMINED BY THE FIRE MARSHAL. **CFC 506**

WATER:

22. **HF25:** MINIMUM REQUIRED FIRE FLOW, AS DETERMINED BY I.S.O. FORMULA, IS AS FOLLOWS:
RESIDENTIAL; GPM =1500; AT 20 PSI RESIDUAL; FOR 2 HOUR DURATION.
COMMERCIAL; GPM = 3000; AT 20 PSI RESIDUAL; FOR 3 HOUR DURATION.
SYSTEM SHALL BE LOOPED WITH MINIMUM EIGHT (8) INCH MAINS; SIX (6) INCH LATERALS, SIX (6) INCH RISERS; SIX (6) INCH DIA. HYDRANTS WITH TWO 2 ½" OUTLET(s) AND ONE 4" OUTLET **CFC APPENDIX B AND APPENDIX C**

Note: Hydrants shall meet EVWD standards.

23. **HF29:** FIRE HYDRANT SPACING SHALL BE :
SINGLE FAMILY RESIDENTIAL: 600 FEET MAXIMUM
CFC 507 / APPENDIX B AND APPENDIX C.

Note: Existing fire hydrants (off-site) can be included if they meet spacing requirements. Hydrants shall not be located at the 'bulb' end of cul-de-sacs.

24. **HF26:** TWO SETS OF WATER DELIVERY SYSTEM PLANS, DESIGNED TO MEET THE REQUIRED FIRE FLOW FOR THIS PROJECT AND/OR DEVELOPMENT, SHALL BE SUBMITTED TO THE FIRE DEPARTMENT FOR REVIEW AND APPROVAL. **CFC 501.3**

25. **HF27:** APPLICANT-DEVELOPER SHALL PROVIDE A LETTER FROM THE WATER COMPANY SERVING THE PROJECT-DEVELOPMENT, VERIFYING FINANCIAL ARRANGEMENTS HAVE BEEN MADE AND BONDED FOR THE REQUIRED WATER IMPROVEMENTS. **CFC 501.3**

26. **HF28:** FIRE HYDRANTS SHALL BE INSTALLED, INSPECTED AND OPERATIONAL AS PER APPROVED WATER SYSTEM DELIVERY PLANS **PRIOR** TO ANY FRAMING, CONSTRUCTION OR DELIVERY OF COMBUSTIBLE MATERIALS TO PROJECT SITE. **CFC 501.4 / CFC 3312.1**

27. **HF38:** APPROVED FIRE HYDRANT(s) CAPABLE OF SUPPLYING REQUIRED FIRE FLOW, SHALL BE PROVIDED TO ALL PREMISES UPON WHICH FACILITIES, BUILDINGS OR PORTIONS OF BUILDINGS ARE CONSTRUCTED OR MOVED WITHIN THE JURISDICTION. WHEN ANY PORTION OF THE FACILITY OR BUILDING PROTECTED IS IN EXCESS OF 150 FEET FROM A FIRE HYDRANT ON A PUBLIC STREET, AS MEASURED BY AN APPROVED ROUTE AROUND THE EXTERIOR OF THE FACILITY OR BUILDING, ADDITIONAL FIRE HYDRANTS OR ON-SITE FIRE HYDRANTS, MEETING THE REQUIRED FIRE FLOW, SHALL BE PROVIDED. **CFC APPENDIX B, C**

ADDRESSING – IDENTIFICATION:

28. **HF21:** **COMMERCIAL** AND **MULTI-FAMILY RESIDENTIAL** ADDRESS NUMBERS SHALL BE DISPLAYED ON ALL **NEW AND EXISTING** STRUCTURES IN SUCH A MANNER AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE ACCESS ROADWAY OR STREET. NUMERALS SHALL BE OF A CONTRASTING COLOR TO THE BUILDING AND PROVIDE ILLUMINATION.
MINIMUM SIZE OF THE NUMERALS SHALL BE **8"** HEIGHT, 3/8" STROKE, OR AS APPROVED BY THE FIRE MARSHAL.
INDUSTRIAL OCCUPANCIES SHALL HAVE ADDRESS NUMBERS OF 12" HEIGHT, ½" STROKE AND SHALL BE ILLUMINATED SO AS TO BE VISIBLE AND LEGIBLE FROM ACCESS ROADWAY OR STREET.
Note: Depending on height and setback of a building, larger numerals may be required and at additional locations on the building, as determined by a case-by-case review.
CFC 505.1

29. **HF18:** STREET NAME SIGNS SHALL BE INSTALLED PRIOR TO CONSTRUCTION ON ANY ROADWAY OR PHASE. TEMPORARY SIGNS MAY BE USED AS APPROVED BY THE FIRE MARSHAL. **CFC 505.2** **Note:** Permanent signage shall meet City standards as required by Planning.

30. **HF17:** THE PUBLIC AND/OR PRIVATE ROADWAYS SERVING THIS PROJECT SHALL BE IDENTIFIED WITH **CITY** APPROVED NAMES. **CFC 505.2**

31. **HF20:** **RESIDENTIAL** ADDRESS NUMBERS SHALL BE PLACED ON ALL NEW AND EXISTING STRUCTURES IN SUCH A MANNER AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE ACCESS ROADWAY OR STREET. SINGLE FAMILY DWELLINGS SHALL HAVE NUMBERS OF **4"** HEIGHT, 3/8" STROKE ON CONTRASTING BACKGROUND. ADDRESS NUMBERS SHALL BE LOW VOLTAGE, AUTOMATICALLY ELECTRICALLY ILLUMINATED WHERE STRUCTURE SETBACK EXCEEDS ONE HUNDRED (100) FEET FROM THE ACCESS ROADWAY OR STREET, ADDITIONAL NON-ILLUMINATED NUMBERS 4" IN HEIGHT, 3/8" STROKE, ON CONTRASTING BACKGROUND SHALL BE DISPLAYED AT PROPERTY ACCESS ENTRANCE. **CFC 505.1**

FIRE PROTECTION & ALARM SYSTEMS:

32. **HF34:** RESIDENTIAL AUTOMATIC FIRE SPRINKLERS SHALL BE INSTALLED ACCORDING TO **NFPA 13D** AND FIRE DEPARTMENT REQUIREMENTS. SUBMIT THREE **(3)** SETS OF SHOP PLANS WITH MATERIAL CUT SHEETS AND HYDRAULIC CALCULATIONS FOR FIRE DEPT. REVIEW AND APPROVAL PRIOR TO ANY INSTALLATION. SUBMIT COPY OF CALIFORNIA C-16 LICENSE.

33. THE WATER METER SUPPLYING A 13D SYSTEM SHALL BE OF SUFFICENT SIZE (usually 1-inch) TO PROVIDE THE CALCULATED FLOW REQUIREMENTS OF THE 13D FIRE SPRINKLER SYSTEM. MINIMUM PIPE SIZE BEYOND THE WATER METER SHALL BE 1-INCH. **CFC CHPTR 9; CFC 903; CBC; & HMC 8.24; NFPA13D, CHAPT. 6 & 10**

34. **HF36:** AUTOMATIC FIRE SPRINKLERS SHALL BE INSTALLED ACCORDING TO **NFPA 13** AND FIRE DEPT. REQUIREMENTS. SUBMIT THREE **(3)** SETS OF SHOP PLANS WITH MATERIAL CUT SHEETS AND HYDRAULIC CALCULATIONS, INDICATING THE TYPE OF OCCUPANCY, TYPE OF MATERIALS TO BE STORED (if any), FOR FIRE DEPT. REVIEW AND APPROVAL PRIOR TO ANY INSTALLATION. SUBMIT COPY OF CALIFORNIA C-16 LICENSE. **CFC CHPTR 9; CFC 903; CBC; & HMC 8.24**

35. **HF37:** AUTOMATIC FIRE SPRINKLER CONTROL DEVICES (P.I.V & O.S.&Y.) SHALL BE VISIBLE FROM FIRE DEPT. ACCESS ROADWAY, AND IDENTIFY SYSTEM BEING CONTROLLED AND ADDRESS OF STRUCTURE.
FIRE DEPT. CONNECTION (FDC) SHALL BE LOCATED NO CLOSER THAN FORTY (40) FEET AND NOT TO EXCEED ONE HUNDRED FIFTY (150) FROM STRUCTURE. REQUIRED FIRE HYDRANT SHALL HAVE A MAXIMUM DISTANCE FROM FDC OF THIRTY (30) FEET. FDC SHALL IDENTIFY ADDRESS AND SYSTEM OF STRUCTURE BEING PROTECTED. **CFC 912, 912.2**

36. **HF41:** A MINIMUM OF ONE 2A-10BC FIRE EXTINGUISHER SHALL BE INSTALLED FOR EACH 3,000 sq.ft. OF FLOOR AREA. TRAVEL DISTANCE TO ANY ONE FIRE EXTINGUISHER SHALL NOT EXCEED 75 FEETADDITIONAL FIRE EXTINGUISHERS, SIZE AND CLASS TO BE DETERMINED BY FIRE DEPARTMENT, MAY BE REQUIRED. FIRE EXTINGUISHERS SHALL BE SERVICED BI-ANNUALLY AND SHALL HAVE A CURRENT SFM SERVICE TAG ATTACHED. FIRE EXTINGUISHERS ARE TO BE SERVICED EVERY TWO YEARS AND INSPECTED & TAGGED EVERY YEAR. **CFC 906**; APPLICABLE NFPA STANDARDS.

37. **HF43:** AN AUTOMATIC FIRE DETECTION AND ALARM SYSTEM MEETING THE REQUIREMENTS OF CFC 907, CBC AND NFPA 72 SHALL BE INSTALLED. THREE (3) SETS OF SHOP PLANS WITH MATERIAL CUT SHEETS AND CALCULATIONS SHALL BE SUBMITTED TO THE FIRE DEPARTMENT FOR REVIEW AND APPROVAL PRIOR TO INSTALLATION. **CFC 907; CBC; & NFPA 72**

38. **HF46:** SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS, HARD WIRED IN SERIES WITH BATTERY BACK-UP, SHALL BE INSTALLED IN ALL SLEEPING AREAS AND IN ALL HALLWAYS AND AREAS/ROOMS LEADING TO SLEEPING AREAS. SMOKE DETECTORS SHALL BE INSTALLED AT THE TOP OF ALL STAIRWAYS. AT LEAST ONE SMOKE DETECTOR SHALL BE INSTALLED ON THE FIRST FLOOR LEVEL. **CFC 907; CBC**

39. **HF60:** 2016 CALIFORNIA FIRE CODE, CHAPTER 33, **FIRE SAFETY DURING CONSTRUCTION** AND DEMOLITION, SHALL APPLY TO THIS PROJECT. IT IS THE REPSONSIBILITY OF THE PROJECT MANAGER TO MEET WITH THE FIRE MARSHAL TO DISCUSS REQUIREMENTS SPECIFIC TO THIS PROJECT.

40. **HF63**: SUBMIT TO FIRE MARSHAL'S OFFICE: **ONE COPY** OF BUILDING AND/OR STRUCTURE PLANS FOR FIRE DEPARTMENT REVIEW.

Craig Sanchez, Fire Marshal
City of Highland Fire Prevention Department
(909) 864-6861 X 248

James Morales, Jr.
Chairman of the Board

Ronald L. Coats
Vice Chairman

Chris Carrillo
Governing Board Member

Phillip R. Goodrich
Governing Board Member

David E. Smith
Governing Board Member

Michael Moore, P.E.
General Manager/CEO

31111 Greenspot Road
Highland, CA 92346

(909) 889-9501
www.eastvalley.org

January 30, 2024

Ms. Kim Stater
Assistant Community Development Director

City of Highland
27215 Baseline
Highland, CA 92346

Phone: 909-864-6861 x 204

Subject: Comment Response to Project Notice for "Blossom Trails" of East Highlands Ranch Planning Areas 40 & 42, aka TTM 20090 and PM 19958

Dear Ms. Stater,

Prior to the City of Highlands incorporation, the East Valley Water District (District) and past developers related to the East Highlands Ranch Development entered into an agreement under certain terms and conditions of the original Planned Unit Development (PUD). Due to the change of nature of the development, number of units, as well as other impacts affecting the terms and conditions of the original PUD, the Districts performance under any previous agreements is excused. Through a new Development Agreement the District intends to serve water and sewer services to the above-mentioned project for domestic, fire protection, and sanitary sewer purposes.

All improvements necessary for water and sewer services are subject to approval by the District and must meet all District Standards. Developer must comply with all District rules, regulations, policies and procedures, including payment for all capital improvements, main lines, extensions, water/sewer capacity or commitments of the District's resources. The District will operate and maintain all water and sewer improvements upon their dedication to the East Valley Water District.

Sincerely,

Jason Wolf, P.E.
Senior Engineer
East Valley Water District

SBD
International Airport

San Bernardino International Airport Authority
1601 E. Third Street, San Bernardino, CA 92408
(909) 382-4100 phone | (909) 382-4106 fax

Kim Stater
Assistant Community Development Director
City of Highland
Community Development Department
27215 Base Line Street
Highland, CA 92346

January 18, 2024

Blossom Trails Residential Development Comment Letter – Avigation Easement

Ms. Stater:
This letter is a reply to your request for comments to the Project Notice of the proposed Blossom Trails Residential Subdivision & East Highlands Ranch Development Agreement – Extension of Time consisting of the subdivision of approximately 23 acres and the construction of 137 single-family homes and a .3 acre recreation center along the south side of Greenspot Road, within the planned community of East Highlands Ranch, Assessor's Parcel Numbers: 1204-401-02 & 1201-431-61.

The San Bernardino International Airport is a commercial airport operated in accordance with Federal Aviation Regulation Part 139. The Airport's infrastructure is designed to accommodate all aircraft types, up-to and including the largest aircraft operating in the world today. Currently, the Airport supports approximately 50,000 annual aircraft operations, a flight training center, business jet terminal, commercial airline passenger service, USFS aerial tanker activity, and is the 26th busiest air cargo airport in the United States.

The proposed project is located within the Airport Influence Area, Zone 6 as further defined in the California Airport Land Use Planning Handbook, and also within the extended runway approach and departure paths extensively used by general aviation, corporate jet, and large commercial aircraft. Housing located within the Airport Influence Area and extended runway centerline may negatively affect future residents with single event and cumulative aircraft noise impacts. The Airport respectfully requests that the City of Highland condition this project on the execution of an Avigation Easement in favor of San Bernardino International Airport, and consider noise attenuating materials into the project structures. A sample avigation easement and Airport Influence Area Map are attached for your reference. If you have any questions or would like to further discuss, please contact me at (909) 382-4100, ext 131.

Sincerely,
San Bernardino International Airport Authority

Mark Gibbs
Director of Aviation

cc: Mike Burrows

info@sbdairport.com |.www.sbdairport.com

ATTACHMENT 5

Resolution to Extend

Tentative Parcel Map No. 19958

RESOLUTION NO. 2024 - ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND APPROVING A TWO-YEAR EXTENSION OF TIME (EXT 24-002) FOR TENTATIVE PARCEL MAP NO. 19958 (TPM 17-002) RELATED TO THE PROPOSED 137-UNIT "BLOSSOM TRAILS" HOUSING DEVELOPMENT WITHIN PLANNING AREAS 40 AND 42 OF THE EAST HIGHLANDS RANCH PLANNED UNIT DEVELOPMENT, AND MAKING A FINDING THAT NO FURTHER ENVIRONMENTAL REVIEW IS REQUIRED PURSUANT TO CEQA GUIDELINES SECTION 15162.

APPLICANT: S-P DEERFIELD, LLC

A. RECITALS

1. On February 7, 2006, the Planning Commission recommended that the City Council approve Amendments to the East Highlands Ranch Planned Unit Development (PUD 05-003), Tentative Tract Map No. 16448 (SUB 05-003) and Tentative Parcel Map No. 17630 (MS 05-005).

2. On February 28, 2006, the City Council adopted Resolutions No. 2006-007, 2006-008, 2006-009, and 2006-010, approving the Amendments to the East Highlands Ranch Planned Unit Development (PUD 05-003), Tentative Tract Map No. 16448 (SUB 05-003) and Tentative Parcel Map No. 17630 (MS 05-005).

3. On October 30, 2017, the Applicant submitted an application to replace Tentative Tract Map No. 16448 (SUB 05-003) with Tentative Tract Map No. 20090 (TTM 17-001), to replace Tentative Parcel Map No. 17630 (MS 05-005) with Tentative Parcel Map No. 19958 (TPM 17-002), an Addendum to the Mitigated Negative Declaration and an amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006) to the East Highlands Ranch Planned Unit Development (PUD 05-003).

4. On February 20, 2018, the Planning Commission recommended that the City Council approve Tentative Tract Map No. 20090 (TTM 17-001), Tentative Parcel Map No. 19958 (TPM 17-002), an Addendum to the Mitigated Negative Declaration and an amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006).

5. On March 13, 2018, the City Council adopted Resolutions No. 2018-006, 2018-007, 2018-008, approving Tentative Tract Map No. 20090 (TTM 17-001), Tentative Parcel Map No. 19958 (TPM 17-002), the Addendum to the Mitigated Negative Declaration and the amendment to the Mitigation Monitoring and Reporting Program (ENV-18-006).

6. On April 20, 2021, the Planning Commission adopted Resolution No. 2021-004 and 2021-005, approving an Extension of Time (EXT 22-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002) and

Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2021.

7. On April 19, 2022, the Planning Commission adopted Resolution No. 2022-009 and 2022-010, approving an Extension of Time (EXT 22-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2022.

8. On February 21, 2023, the Planning Commission adopted Resolution No. 23-006 and 23-005, approving an Extension of Time (EXT 23-001) application for a one (1) year extension of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001), with new expiration dates of March 13, 2023.

9. Section 2.2.4 of the Development Agreement provides that any tentative parcel or tract map approved by City, for any portion of the Covered Property, shall have a term of five years with the option for the Owner to apply for two year extensions not to exceed an aggregate term of nine years. Tentative Tract Map No. 20090 (TTM 17-001) was approved on March 18, 2018 but only had a three year term instead of the five year term required by the Development Agreement. Tentative Tract Map No. 20090 (TTM 17-001) was subsequently granted three, one-year extensions for a total term of six years. The Development Agreement allows Tentative Parcel Map No. 19958 (TTM 17-002) to be valid for nine years and, as such, the City is permitted to extend Tentative Parcel Map No. 19958 (TTM 17-002) up until March 13, 2027.

10. On October 30, 2023, the Applicant submitted an Extension of Time (EXT (24-002) application to extend the expiration date of Tentative Parcel Map No. 19958 (TPM 17-002) and Tentative Tract Map No. 20090 (TTM 17-001) an additional two (2) years. Concurrently, the Applicant submitted an Extension of Time application (EXT 24-001) to extend the term of the related East Highlands Ranch Planned Unit Development (EHR PUD) Development Agreement and Impact Fee Development Agreement for five (5) years.

11. On February 20, 2024, the Planning Commission held a duly noticed public hearing at which interested parties had an opportunity to testify in support of, or in opposition to, the Extension of Time Application (EXT 24-002). At the close of the public hearing, the Planning Commission adopted Resolution No. 24-004, recommending that the City Council approve Extension of Time Application (EXT 24-002) for Tentative Parcel Map No. 19958.

12. On March 12, 2024, the City Council held a duly noticed public hearing at which time interested parties had an opportunity to testify in support of, or opposition to Extension of Time Application (EXT 24-002) for Tentative Parcel Map 19958 attached as Exhibit "1".

13. All legal prerequisites to the adoption of this Resolution have occurred.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the City Council of the City of Highland as follows:

Section 1. The City Council finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

Section 2. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

Section 3. On February 28, 2006, the City Council of the City of Highland adopted Resolution No. 2006-007 adopting a Mitigated Negative Declaration ("MND") and a Mitigation Monitoring and Reporting Program ("MMRP") for an amendment to the East Highlands Ranch Planned Development for the Blossom Trails community. An Addendum to the adopted MND addressed changes to the original project and was approved by the Highland City Council in 2018 (Resolution No. 2018-006). The Addendum discussed a revised proposal for the Blossom Trails development to be reduced from 306 multi-family residential units to 137 single-family homes. The Addendum determined that no further detrimental effects would be triggered and that the anticipated impacts from the MND would continue to be addressed by the implemented mitigation measures or by present day regulations.

Pursuant to the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §21000 *et seq.*) and the State Guidelines (the "Guidelines") (14 Cal. Code Regs. §15000 *et seq.*), the City Council has considered the potential environmental impacts of the Project. The City Council has independently reviewed the MND, and the Addendum to the MND, and based upon the whole record before it, and based on its independent review and judgment, finds that that the Project, is not subject to further environmental review pursuant to the Guidelines because:

1) The Project and the circumstances under which the Project is undertaken do not involve substantial changes which will result in new significant environmental effects, and that the Project does not involve new information of substantial importance which shows that the Project will have significant effects not discussed in the MND or the Addendum to the MND;
2) All potential environmental impacts associated with the Project are adequately addressed by the MND, and the mitigation measures contained in the MND will reduce certain impacts to a level that is less than significant; and
3) The Project has been evaluated against the previous analysis in the MND, to ensure that extending the approval time for the Tentative Tract Map and Tentative Parcel Map and the extension to the Development Agreement and the Impact Fee Development Agreement does not create new significant impacts or substantially increase the severity of previously

analyzed impacts as compared to those identified previously. It has been determined that the analyses and the conclusions in the MND remain valid and that the Project is "within the scope" pursuant to CEQA Guidelines Section 15162 (a).

Section 4. Tentative Parcel Map No. 19958 Findings of Fact covering EHR Planning Areas 40 and 42. Pursuant to California Government Code Section 66474 the City Council hereby finds and determines that:

a. The proposed map is consistent with the applicable General and Specific Plans as specified in Section 65451.

Response: The subdivision of 25.5 acres of land by TPM 19958 into four (4) parcels is intended to be a financing map defining the future phases of development for Tentative Tract Map 20090 which has proposed 137 single-family residential lots. This parcel map does not propose any development unto itself but aids developing the types of uses envisioned by the existing General Plan Planned Development of the East Highlands Ranch Planned Unit Development. This site is noted as a "Pipeline Project" in the City's 6th Cycle Housing Element (2021-2029) as accommodating 137 "above moderate" housing units in the Planned Development Zone (Housing Element Section 4.3.1 Blossom Trails).

b. The design or improvement of the proposed subdivision is consistent with applicable General and Specific Plans.

Response: The proposed configuration of the parcel map coincides with proposed phasing of development for Tentative Tract Map 20090 and is consistent with the General Plan. The configuration of lots accounts for the required improvements of Greenspot Road along the subdivision boundary and complies with the Circulation Element of the General Plan. The project is consistent with the General Plan including the 6th Cycle Housing Element. The project helps to achieve *Goal 1: A preserved and enhanced housing stock within high-quality Neighborhoods; Goal 2: A diverse range and adequate supply of housing types that align with the needs of all current and future Highland households; Policy 2.3: Ensure new residential and mixed-use developments are adequately served by park and recreation, libraries, transportation, public safety, and other public services and facilities; and Policy 2.4: Encourage the development of a range of housing types in targeted areas of the City, such as inventoried vacant residential sites, Planned Development districts, Mixed-Use districts, special Policy Areas identified in the Land Use Element, and areas with access to resources and amenities.*

Lawful Conditions of Approval have been applied to the project to ensure compliance with applicable General Plan and Development

Code provisions. Implementation of the Development Standards within the EHR PUD will further ensure consistency with the General Plan and EHR PUD. There are no Specific Plans affecting the site.

c. The site is physically suitable for the type of development.

Response: The site is fairly flat without any unusual features and is located within an urbanized area with existing services and infrastructure available to the Site. The proposed Tentative Parcel Map No. 19958 subdivides 25.5 acres into four (4) separate parcels for financing that defines the phases of development based on the configured lots and roadway within Tentative Tract Map 20090.

d. The site is physically suitable for the proposed density of development.

Response: Tentative Parcel Map No. 19958 is not intended for development but is intended to facilitate development in concert with Tentative Tract Map No. 20090 which will permit residential development with recreational amenities at a density of approximately 6 dwelling units per acre. The map is consistent with the proposed HER PUD for the property and permitted by the Planned Development Designation in the General Plan and Zoning Code. The site is physically suitable for the proposed density of development.

e. That the design of the subdivision and the proposed improvements are not likely cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

Response: The project site is adjacent to existing single-family residential development on two sides. The proposed Tentative Parcel Map No. 19958 does not propose or define development but rather defines phased development areas. It has been conditioned to comply with the City of Highland Municipal Code and EHR PUD Conditions of Approval and related Mitigation Measures. Subject to compliance with the Conditions of Approval, the design of the Subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidable injure fish or wildlife or their habitat.

f. That the design of the subdivision or type of improvements is not likely to cause serious public health problems.

Response: The proposed Tentative Parcel Map No. 19958 acts as a development phasing map for Tentative Tract Map No. 20090 and does not propose any development, thus it will not cause public health problems.

g. That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

Response: The design of the subdivision will not conflict with easements for access through, or use of, property within the proposed subdivision. No public access is currently taken over this project site. The proposed Tentative Parcel Map No. 19958 is a phasing map for Tentative Tract Map No. 20090 and does not propose any development.

Section 5. Based on the Findings of Fact and Conclusions set forth above, the City Council approves the Application, granting a two (2) year Extension of Time for Tentative Parcel Map No. 19958 (EXT 24-002/TPM 17-002).

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

PASSED, **APPROVED** AND **ADOPTED** this 12th day of March, 2024.

_____
Penny Lilburn, Mayor

ATTEST:

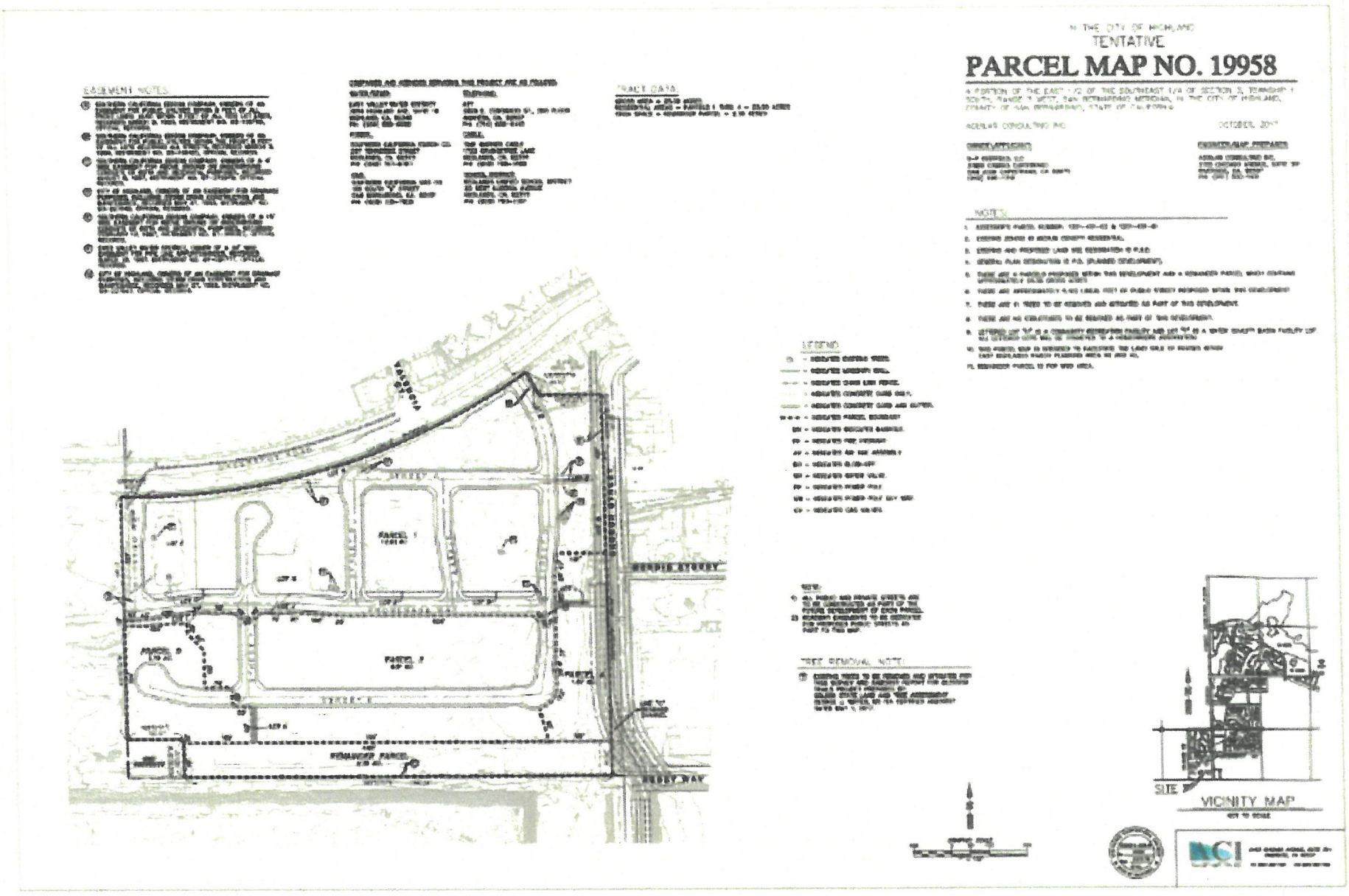
_____
Alondra Munoz
City Clerk

APPROVED AS TO FORM:

_____
Maricela Marroquin
City Attorney

Exhibit "1"

Tentative Parcel Map No. 19958


IN THE CITY OF HIGHLAND
TENTATIVE
PARCEL MAP NO. 19958
EASEMENT NOTES
TRACT DATA
NOTES
LEGEND
TREE REMOVAL NOTE
PARCEL 1
PARCEL 2
REMAINDER PARCEL
MERRIS STREET
SITE
VICINITY MAP

ATTACHMENT 6

Ordinance to Extend the EHR PUD

Development Agreement

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A FOURTH AMENDMENT TO THE DEVELOPMENT AGREEMENT BETWEEN S-P DEERFIELD, LLC AND S-P EAST HIGHLANDS, LLC AND THE CITY OF HIGHLAND WITHIN THE EAST HIGHLANDS RANCH PLANNED UNIT DEVELOPMENT

THE CITY COUNCIL OF THE CITY OF HIGHLAND HEREBY ORDAINS AS FOLLOWS:

Section 1. Procedural Findings.

A. On or about March 14, 2000, the City of Highland (the "City") and S-P East Highlands, LLC, entered into a Development Agreement, recorded as Document No. 20000145605 in Official Records of the San Bernardino County Recorder, for development of a multi-phased master planned community known as East Highlands Ranch ("EHR"), more particularly described on Exhibit "A" hereto and incorporated in full herein.

B. On or about February 28, 2006, the City Council adopted Resolution No. 2006-008 approving an amendment to the EHR Planned Unit Development ("EHR PUD"), the Supplement to the Development Standards Report (the "Supplement") and the Planning Conditions (PUD 05-003), Resolution No. 2006-009 adopting Tentative Tract Map 16488 (SUB-05-001) (a subdivision of fourteen single family detached residential lots at a minimum of 5,500 square feet on 3.9 acres within the EHR PUD Planning Area 39), and Resolution No. 2006-010 adopting Parcel Map 17630 (MS 05-005) (a subdivision of four residential lots on 25 acres within EHR PUD Planning Areas 40 and 42).

C. On or about March 26, 2006, the City Council of the City of Highland adopted Ordinance No. 304 approving the First Amendment to the Development Agreement between the City of Highland (the "City") and S-P East Highlands, LLC and S-P Deerfield, LLC, recorded as Document No. 2006-0330458 in the Official Records of the San Bernardino County Recorder, extending the term of the Development Agreement through October 30, 2014.

D. On June 10, 2014, the City Council of the City of Highland adopted Ordinance No. 391, approving a Second Amendment to the Development Agreement extending the term of the Development Agreement by five years, expiring on October 30, 2019.

E. On March 27, 2018, the City Council of the City of Highland adopted Ordinance No. 423, approving a Third Amendment to the Development Agreement extending the term of the Development Agreement by five years, expiring on October 30, 2024.

F. S-P Deerfield LLC, is the successor in interest for Planning Areas 40 and 42, and to S-P East Highlands, LLC. S-P East Highlands, LLC has retained the rights,

interest and entitlements to the remainder of the EHR PUD. S-P Deerfield, LLC and S-P East Highlands, LLC are collectively referred to herein as "Spring Pacific".

G. On October 30, 2023, S-P Deerfield, LLC ("Spring Pacific") applied for (1) a five (5) year extension of the term of the EHR PUD Development Agreement related to Planning Areas 40 and 42 only, (2) a five (5) year extension of the term of the DIF Development Agreement related to Planning Areas 40 and 42 only, (3) a two (2) year extension of time (Extension of Time EXT 24-001) for Tentative Tract Map No. 20090 (TTM 17-001) creating a 137 residential lot subdivision over 25.5 acres; and (4) a two (2) year extension of time (EXT 24-002) for Tentative Parcel Map No. 19958 (TPM 17-002) configuring four (4) lots for financing and phasing of the project. The aforementioned entitlements are referred to collectively as "the Project". The extension of the term of the Development Agreement, extending the term until October 30, 2029 is the subject matter of this ordinance ("Fourth Amendment").

H. On February 20, 2024, the Planning Commission of the City of Highland held a duly noticed public hearing to consider the Project and at the conclusion of the hearing and after considering the staff report and public comments, adopted Resolution No. 2024-04 recommending the City Council approve the Project.

I. This Ordinance, and the Fourth Amendment to the Development Agreement effected hereby, is only intended to affect and apply to the development of Planning Areas 40 and 42 (the "Covered Property,") as shown on Exhibit "B" hereto and incorporated herein in full.

Section 2. Legislative Findings. Based on the full record of these proceedings, pursuant to Highland Municipal Code Section 16.08.080, the City Council hereby finds that the proposed Fourth Amendment to the Development Agreement:

A. Is consistent with the objectives, policies, general land uses, and programs specified in the general plan and any applicable specific plan.

Response: The Project's established standards will permit residential development and recreational amenities at a density slightly above 6 dwelling units per acre. The proposed subdivision is consistent with the EHR PUD, and permitted by the site's Planned Development Designation in the General Plan and Zoning Code. The site is physically suitable for the proposed density of development and contributes to the diversity of housing encouraged by the General Plan and will not adversely affect the orderly development of property.

The Blossom Trails development and extension are consistent with the policies of the City's Certified 6th Cycle Housing Element (2021-2029). Blossom Trails is categorized in the Housing Element as a "Pipeline Project" meaning that it is a project "seeking entitlements or actively pursuing construction or having perspective development to be built within the planning period." There are nine such Pipeline Projects, including Blossom Trails that total 752 housing units. Blossom Trails is described in Section 4.1.3 of the Housing Element as a residential housing development in East Highlands Ranch that will include 137 single-family units on approximately 25.5 acres at an approximate density of

5.4 dwelling units per acre. It notes that the City adopted the development's Tentative Tract Map (TTM 17-001, No. 20090) and Tentative Parcel Map (TPM 17-002, No. 19958) in March 2018. The 137 units are categorized as "above moderate" housing units within "Higher Resources Areas" in the Planned Development Zone.

B. Is compatible with the uses authorized in, and the regulations prescribed for, the land use district in which the real property is or will be located.

Response: The Project will create 137 single-family residential lots which is consistent with the surrounding development and with the types of uses envisioned by the existing General Plan land use designation of Planned Development with a density equivalent to the Medium Density Residential land use designation. The Project also complies with the Planned Development Designation which allows any density that is compatible with surrounding existing and planned uses as determined through the development review process. In addition, the map is consistent with the proposed planned development of the East Highland Ranch Planned Unit Development. The Project is consistent with the East Highlands Ranch Land Use standards for SFD-V which allows a minimum 3,600 square foot lot size for single-family detached dwelling units.

C. Is in conformity with and will promote public convenience, general welfare and good land use practice.

Response: The Project site is flat without any unusual features and it is located within an urbanized area with existing services and infrastructure available to the Project. It is adjacent to existing single-family residential development to the north and east. The proposed development standards establish the criteria by which TTM 20090 was conceived with 137 single family lots, orderly circulation, and on-site recreational amenities will promotes good land use practices for public convenience and the general welfare of the community it creates.

D. Will not be detrimental to the health, safety and general welfare.

Response: The Project has been reviewed by Planning, Engineering, Building and Safety, the Fire Department and the Police Department and the development standards and the subdivision map design with conditions of approval will not cause serious public health problems.

E. Will not adversely affect the orderly development of property or the preservation of property values.

Response: This Project will not adversely affect orderly development or property values. The proposed amendments establish standards that permit the development of a well-planned single-family residential subdivision that will be desirable for the development of the community and consistent the surrounding development and with the types of uses envisioned by the existing General Plan Planned Development.

F. Will promote and encourage the development of the proposed project by providing a greater degree of requisite certainty.

Response: The Project establishes development standards which, as followed, permit residential development and recreational amenities at a density slightly above 6 dwelling units per acre providing a greater degree of requisite certainty that development of the type proposed will be achieved.

G. Is consistent with the provisions of California Government Code Sections 65864 through 65869.5.

Response: The Development Agreement includes all the mandatory provisions identified by California Government Code Sections 65864 through 65869.5 including, without limitation, periodic reviews, the duration of the agreement, the permitted uses of the Property, the density or intensity of uses, the maximum height and sizes of proposed buildings and provisions for the reservation or dedication of land for public purposes. The City has also complied with all procedural mandates for the adoption of a Development Agreement as required by applicable law. Thus, the Development Agreement is consistent with the provisions of California Government Code Sections 65864 through 65869.5

Section 3. CEQA.

A. On February 28, 2006, the City Council of the City of Highland adopted Resolution No. 2006-007 adopting a Mitigated Negative Declaration ("MND") and a Mitigation Monitoring and Reporting Program ("MMRP") for an amendment to the East Highlands Ranch Planned Development for the Blossom Trails community. An Addendum to the MND addressed changes to the original project and was approved by the Highland City Council in 2018 (Resolution No. 2018-006). The Addendum discussed a revised proposal for the Blossom Trails development to be reduced from 306 multi-family residential units to 137 single-family homes. The Addendum determined that no further detrimental effects would be triggered and that the anticipated impacts from the MND would continue to be addressed by the implemented mitigation measures or by present day regulations.

B. Pursuant to the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §21000 *et seq.*) and the State Guidelines (the "Guidelines") (14 Cal. Code Regs. §15000 *et seq.*), the City Council has considered the potential environmental impacts of the Project. The City Council has independently reviewed the MND, and the Addendum to the MND, and based upon the whole record before it, and based on its independent review and judgment, finds that that the Project, is not subject to further environmental review pursuant to the Guidelines because:

1) The Project and the circumstances under which the Project is undertaken do not involve substantial changes which will result in new significant environmental effects, and that the Project does not involve new information of substantial importance which shows that the Project will have significant effects not discussed in the MND or the Addendum;

2) All potential environmental impacts associated with the Project are adequately addressed by the MND, the Addendum to the MND, and the mitigation measures contained in the MND will reduce certain impacts to a level that is less than significant; and

3) The extension of time requests for TTM 17-001 and TPM 17-02, and the extension of the term for the EHR PUD Development Agreement and the DIF Development Agreement have been evaluated against the previous analysis in the MND and Addendum to the MND, to ensure that extending the approval time does not create new significant impacts or substantially increase the severity of previously analyzed impacts as compared to those identified previously. It has been determined that the analyses and the conclusions in the MND and Addendum to the MND remain valid and that the Project is "within the scope" pursuant to CEQA Guidelines Section 15162 (a)

4) The custodian of records for the MND, and the Addendum, and all other materials that constitute the record of proceedings upon which the City Council's action is based, is the Planning Department of the City of Highland. Those documents are available for public review in the Planning Department located at 27215 Base Line, Highland, CA, 92346.

Section 4. Approval of Amendment. Based upon the aforementioned findings, the City Council hereby approves the Fourth Amendment to the Development Agreement attached hereto as Exhibit "C" and authorizes the Mayor to execute the same in substantially the same form attached hereto as Exhibit "C" to this Ordinance.

Section 5. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any 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 passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Section 6. Recording of this Ordinance. Pursuant to the terms of Government Code Section 65868.5, within ten (10) days after the City adopts this Ordinance, the City Clerk shall have this Ordinance Approving the Fourth Amendment to the Development Agreement recorded in the Official Records of the San Bernardino County Recorder. If the parties to this Fourth Amendment to the Development Agreement or their successor(s) in interest amend or cancel the Development Agreement as amended hereby, as provided in Government Code Section 65868, or if the City determines to terminate or modify the Development Agreement as provided in Government Code Section 65865.1 for failure of the Applicant to materially comply in good faith with the terms or conditions in the Agreement, as amended, then the City Clerk shall have notice of such action recorded with the San Bernardino County Recorder. From and after the time of such recordation, the Development Agreement, as amended hereby, shall impart such notice thereof to all persons as is afforded by the recording laws of this State.

Section 7. Certification. The City Clerk shall certify to the passage of this Ordinance. The City Clerk shall cause the same to be published once in the City's official newspaper within 15 days after its adoption. This Ordinance shall become effective 30 days after its adoption. The executed Development Agreement shall be recorded against the title to the property.

PASSED, APPROVED AND ADOPTED this 9th day of April, 2024.

_____
Penny Lilburn
Mayor

ATTEST:

_____
Alondra Munoz
City Clerk

APPROVED AS TO FORM:

_____
Maricela Marroquin
City Attorney

EXHIBIT "A"

PORTIONS OF SECTIONS 26, 25, AND 36, TOWNSHIP 1 NORTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, TOGETHER WITH PORTIONS OF SECTIONS 1, 2, AND 3 TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS SHOWN BY A RECORD OF SURVEY ON FILE IN BOOK 42, RECORDS OF SURVEY, PAGES 5 THROUGH 20 INCLUSIVE, RECORDS OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL "A"

THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 26, TOGETHER WITH THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 26, TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SAID SECTION 26 LYING SOUTHEASTERLY OF THE BROW OF THE SOUTHEASTERLY BLUFF OF COOK'S CANYON AS DESCRIBED IN THE DEED RECORDED IN BOOK 122, PAGE 144, OF DEED, RECORDS, OF SAID COUNTY, ALL AS SHOWN BY SAID RECORD OF SURVEY.

PARCEL "B"

THE NORTH HALF OF SAID SECTION 36, TOGETHER WITH THE NORTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 36, TOGETHER WITH THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 36, TOGETHER WITH THE WEST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 36, ALL AS SHOWN BY SAID RECORD OF SURVEY.

PARCEL "C"

ALL OF SAID SECTION 35, AS SHOWN BY SAID RECORD OF SURVEY.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THE NORTH FORK DITCH, AS SHOWN BY SAID RECORD OF SURVEY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED TO THE EAST SAN BERNARDINO COUNTY WATER DISTRICT, RECORDED SEPTEMBER 15, 1971, IN BOOK 7753, PAGE 494, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED APRIL 12, 1991, INSTRUMENT NO. 91-122858, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED DECEMBER 31, 1992, INSTRUMENT NO. 92-543649, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING EASTERLY OF THE EASTERLY LINE OF TRACT NO. 12307-1, AS SHOWN PER PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 81 THROUGH 86, INCLUSIVE, RECORDS OF SAID COUNTY, AND SOUTHWESTERLY OF THE SOUTHWESTERLY LINE OF TRACT NO. 13469, AS SHOWN PER PLAT ON FILE IN BOOK 205 OF MAPS, PAGES 78 THROUGH 83, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM LOT 2 AND LOT "X" OF TRACT NO. 13551, AS SHOWN BY PLAT ON FILE IN BOOK 224 OF MAPS, PAGES 39 THROUGH 41, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13550, AS SHOWN BY PLAT ON FILE IN BOOK 206 OF MAPS, PAGES 3 THROUGH 9, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307-1, AS SHOWN BY PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 81 THROUGH 86, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307-2, AS SHOWN BY PLAT ON FILE IN BOOK 202 OF MAPS, PAGES 38 THROUGH 40, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307, AS SHOWN BY PLAT ON FILE IN BOOK 202 OF MAPS, PAGES 41 THROUGH 43, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12306, AS SHOWN BY PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 79 AND 80, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13469, AS HOWN BY PLAT ON FILE IN BOOK 205 OF MAPS, PAGES 78 THROUGH 83, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN PARCEL MAP NO. 12928, AS SHOWN BY PLAT THEREOF ON FILE IN BOOK 148 OF PARCEL MAPS, PAGES 73 AND 74, RECORDS OF SAID COUNTY.

PARCEL "D"

THAT CERTAIN PARVEL OF LAND DESCRIBED IN A DEED RECORDED AS INSTRUMENT NO. 93-522560, OFFICIAL RECORDS OF SAID COUNTY; TOGETHER WITH THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED AS INSTRUMENT NO. 93-522561, OFFICIAL RECORDS OF SAID COUNTY.

PARCEL "E"

THAT PORTION OF SAID SECTION 1, LYING NORTHERLY OF THE CENTER LINE OF THE NORTH FORK DITCH, AS SHOWN BY SAID RECORD OF SURVEY.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13729, AS SHOWN BY PLAT ON FILE IN BOOK 235 OF MAPS, PAGES 30 THROUGH 35, INCLUSIVE, RECORDS OF SAID COUNTY.

PARCEL "F"

PARCELS 2, 3, AND 4 OF PARCEL MAP NO. 14348, AS SHOWN BY PLAT ON FILE IN BOOK 168 OF PARCEL MAPS, PAGES 12 AND 13, RECORD OF SAID COUNTY.

PARCEL "G"

THE SOUTH HALF OF THE NORTHWEST QUARTER AND THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 2.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN PARCEL MAP NO. 14348, AS SHOWN BY PLAT ON FILE IN BOOK 168 OF PARCEL MAPS, PAGES 12 AND 13, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12924, AS SHOWN BY PLAT ON FILE IN BOOK 193 OF MAPS, PAGES 22 THROUGH 26, INCLUSIVE, REOCRDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13549, AS SHOWN BY PLAT ON FILE IN BOOK 214 OF MAPS, PAGES 51 THROUGH 54, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13740, AS SHOWN BY PLAT ON FILE IN BOOK 240 OF MAPS, PAGES 51 THROUGH 54, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15252, AS SHOWN BY PLAST ON FILE IN BOOK 251 OF MAPS, PAGES 75 THROUGH 81, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15253, AS SHOWN BY PLAT ON FILE IN BOOK 250 OF MAPS, PAGES 67 THROUGH 72, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15254, AS SHOWN BY PLAT ON FILE IN BOOK 252 OF MAPS, PAGES 54 THROUGH 58, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED AS INSTRUMENT NO. 87-399526, OFFICIAL RECORDS.

PARCEL "H"

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ACCORDING TO THE OFFICIAL GOVERNMENT PLAT THEREOF ON FILE IN

THE DISTRICT LAND OFFICE, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 30 FEET EAST AND NORTH 0 DEG. 37' WEST, 25 FEET FROM THE SOUTHWEST CORNER OF SAID SECTION 2; THENCE NORTH 89 DEG. 36' 30" EAST, 638 FEET; THENCE NORTH 0 DEG. 37' WEST, 494.07 FEET; THENCE SOUTH 89 DEG. 36' 30' WEST, 638 FEET TO THE EAST LINE OF CHURCH STREET, AS DESCRIBED IN THE DEED TO THE COUNTY OF SAN BERNARDINO, RECORDED SEPTEMBER 19, 1893, IN BOOK 186, PAGE 50, OF DEEDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 0 DEG. 37' EAST TO THE POINT OF BEGINNING.

EXCEPT THEREFROM THAT PORTION LYING EASTERLY OF THE WESTERLY LINE OF A STRIP OF LAND, 100.00 FEET WIDE, AS DESCRIBED IN THE DEED TO THE SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT, RECORDED NOVEMBER 9, 1972, IN BOOK 8057, PAGE 726, OFFICIAL RECORDS OF SAID COUNTY, BEING 50.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTER LINE:

COMMENCING AT A 1-1/4 INCH IRON PIPE MARKING THE SOUTHWEST CORNER OF SAID SECTION 2; THENCE NORTH 0 DEG. 37'06" WEST ALONG THE WEST LINE OF SAID SECTION 2, A DISTANCE OF 536.17 FEET; THENCE NORTH 89 DEG. 44' 07" EAST ALONG THE CENTER OF MERRIS DRIVE, 352.24 FEET TO 539.33 FEET TO THE POINT OF TERMINATION IN THE SOUTH LINE OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 2, SAID POINT OF TERMINATION BEING DISTANT ALONG SAID SOUTH UNE, SOUTH 89 DEG. 45' 00" EAST, 351.76 FEET FROM SAID 1-1/4 INCH IRON PIPE MARKING THE SOUTHWEST CORNER OF SAID SECTION 2.

PARCEL "I"

THAT PORTION OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 3, LYING SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF EAST THIRD STREET, 80.00 FEET WIDE, AS SHOWN BY SAID RECORD OF SURVEY.

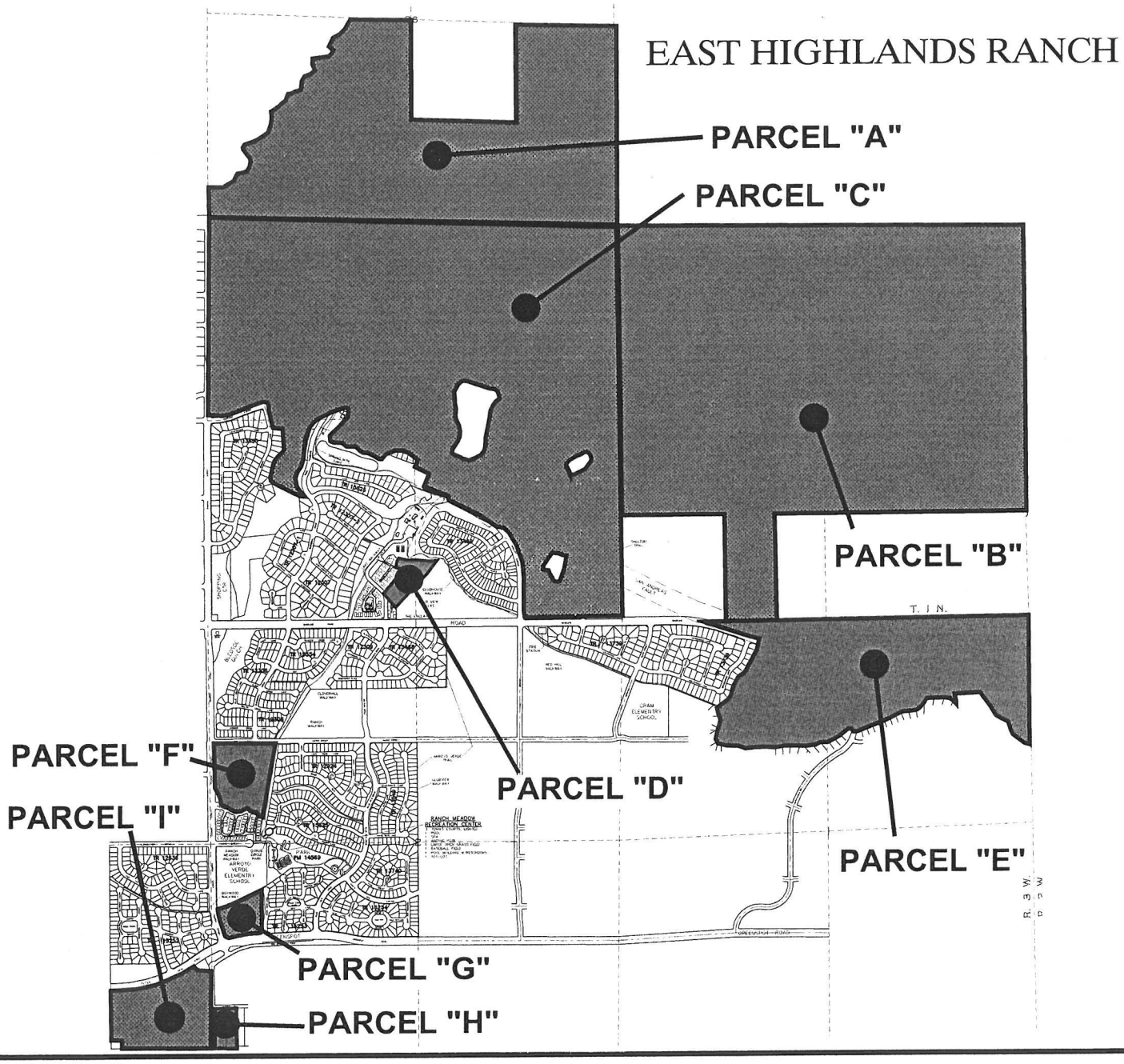
EXCEPTING THEREFROM THE SOUTHERLY 100.00 FEET OF THE WESTERLY 150.00 FEET OF SAID SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 3.

PROPERTY PLAT

(FOR EXHIBIT A)

N

NOT TO SCALE



NOTE:

THIS EXHIBIT IS INTENDED ONLY AS AN AID IN LOCATING THE CORRESPONDING PROPERTY DESCRIBED IN THE ACCOMPANYING LEGAL DESCRIPTION AND IS NOT A PART THEREOF.

EXHIBIT "B"

LEGAL DESCRIPTION FOR PLANNING AREAS 40 AND 42

Real property in the City of Highland, County of San Bernardino, State of California, described as follows:

PARCEL 1:

THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ACCORDING TO THE OFFICIAL GOVERNMENT PLAT THEREOF ON FILE IN THE DISTRICT LAND OFFICE.

EXCEPT THEREFROM THAT PORTION LYING NORTHERLY OF THE CENTER LINE OF A STRIP OF LAND, 80 FEET IN WIDTH, AS DESCRIBED IN THE DEED TO THE COUNTY OF SAN BERNARDINO RECORDED DECEMBER 11, 1931, IN BOOK 772, PAGE 333, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM THAT PORTION FIRST DESCRIBED IN THE DEED TO NORTH FORK WATER COMPANY, RECORDED NOVEMBER 25, 1958, IN BOOK 4663, PAGE 201, OFFICIAL RECORDS, AND MORE PARTICULARLY DESCRIBED THEREIN AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SAID EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE SOUTH 89 DEG. 43' 30" EAST, 150.00 FEET ALONG THE SOUTH LINE OF SAID SECTION 3; THENCE NORTH 0 DEG. 04' 45" WEST, 100.00 FEET ON A LINE PARALLEL WITH THE WEST LINE OF THE SAID EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE NORTH 89 DEG. 43' 30" WEST, 150.00 FEET TO A POINT IN THE SAID WEST LINE OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE ALONG SAID WEST LINE, SOUTH 0 DEG. 04' 45" EAST, 100.00 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH THAT PORTION OF 5TH STREET VACATED BY RESOLUTION OF THE BOARD OF SUPERVISORS SAN BERNARDINO COUNTY, CALIFORNIA, RESOLUTION NO. 93-17 RECORDED JUNE 22, 1994, INSTRUMENT NO. 94-277999, OFFICIAL RECORDS, ADJOINING SAID PROPERTY ON THE NORTH WHICH WOULD PASS BY OPERATION OF LAW BY A CONVEYANCE OF SAID PROPERTY.

APN: 1201-401-02

PARCEL 2:

LOT 111, TRACT NO. 15252, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 251 OF MAPS, PAGE(S) 75 THROUGH 81, INCLUSIVE, RECORDS OF SAID COUNTY, AS AMENDED BY CERTIFICATE OF CORRECTION RECORDED SEPTEMBER 7, 1999, INSTRUMENT NO. 19990377331, OFFICIAL RECORDS.

TOGETHER WITH THAT PORTION OF FIFTH STREET ADJOINING LOT 111 ON THE SOUTH, VACATED BY RESOLUTION OF THE BOARD OF SUPERVISORS SAN BERNARDINO COUNTY, CALIFORNIA, RESOLUTION NO. 93-17 RECORDED JUNE 22, 1994, INSTRUMENT NO. 94-277999, OFFICIAL RECORDS, WHICH WOULD PASS BY OPERATION OF LAW WITH A CONVEYANCE OF SAID PROPERTY.

EXCEPTING FROM LOT 111 THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST CORNER OF SAID LOT 111, SAID POINT HAVING A RADIAL BEARING NORTH 18 DEG. 47' 19" WEST; THENCE NORTHEASTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHWEST, WITH A RADIUS OF 1852.00 FEET; SAID ARC BEING THE NORTHWESTERLY LINE OF

SAID LOT 111, THROUGH A CENTRAL ANGLE OF 15 DEG. 33' 39", A DISTANCE OF 502.98 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING NORTHEASTERLY ALONG SAID ARC THROUGH A CENTRAL ANGLE OF 02 DEG. 14' 41", A DISTANCE OF 72.56 FEET TO THE BEGINNING OF A REVERSE CURVE WITH A RADIUS OF 1348.00 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 04 DEG. 14' 45", A DISTANCE OF 99.89 FEET; THENCE LEAVING SAID NORTHWESTERLY LINE, SOUTH 27 DEG. 28' 13" EAST, A DISTANCE OF 111.08 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF CHURCH STREET, AS SHOWN ON SAID TRACT NO. 15252, SAID POINT HAVING A RADIAL BEARING SOUTH 84 DEG. 09' 49" EAST; THENCE SOUTHERLY ALONG AN ARC OF A CURVE HAVING A RADIUS OF 70.00, THROUGH A CENTRAL ANGLE OF 30 DEG. 03' 55", A DISTANCE OF 36.73 FEET TO THE BEGINNING OF A REVERSE CURVE HAVING A RADIUS OF 50.00 FEET; THENCE SOUTHERLY ALONG AN ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 23 DEG. 33' 23", A DISTANCE OF 20.56 FEET TO A POINT 30.00 FEET WEST OF THE CENTERLINE OF CHURCH STREET, MEASURED AT RIGHT ANGLES; THENCE LEAVING SAID RIGHT-OF-WAY LINE, SOUTH 89 DEG. 20' 14" WEST A DISTANCE OF 163.51 FEET; THENCE NORTH 34 DEG. 20' 58" WEST A DISTANCE OF 69.76 FEET ALONG A LINE RADIAL TO THE NORTHWESTERLY LINE OF SAID LOT 111 TO THE TRUE POINT OF BEGINNING.

ALSO EXCEPTING FROM LOT 111 THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS SHOWN ON RECORD OF SURVEY RECORDED IN BOOK 42 OF SURVEYS, PAGES 5 THROUGH 20, INCLUSIVE; THENCE NORTHERLY ALONG THE WEST LINE OF SAID SECTION, SAID LINE ALSO BEING THE CENTERLINE OF OLD CHURCH STREET, NORTH 0 DEG. 39' 50" WEST A DISTANCE OF 1117.49 FEET TO THE POINT OF BEGINNING, SAID POINT BEING A POINT ON A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 70.00 FEET AND A RADIAL BEARING OF NORTH 26 DEG. 02' 27" WEST, SAID CURVE BEING THE NORTHERLY RIGHT-OF-WAY LINE OF OLD GREENSPOT ROAD; THENCE WESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 58 DEG. 06' 52", A DISTANCE OF 71.00 FEET; THENCE LEAVING SAID RIGHT-OF-WAY LINE NORTH 27 DEG. 27' 31" WEST A DISTANCE OF 110.10 FEET TO A POINT ON A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 1348.00 FEET AND A RADIAL BEARING OF NORTH 32 DEG. 20' 23" WEST SAID CURVE BEING THE SOUTHERLY RIGHT-OF-WAY LINE OF 5TH STREET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 4 DEG. 22' 40", A DISTANCE OF 103.00 FEET TO A POINT ON THE WEST LINE OF SAID SECTION, SAID LINE ALSO BEING THE CENTERLINE OF OLD CHURCH STREET; THENCE SOUTH 0 DEG. 39' 50" EAST A DISTANCE OF 94.55 FEET TO THE POINT OF BEGINNING.

APN: 1201-431-61

Exhibit "C" to City of Highland Ordinance No. _____
FOURTH AMENDMENT TO DEVELOPMENT AGREEMENT

This Fourth Amendment to the Development Agreement is entered into effective on the date of its recordation, (the "Effective Date"), by and between S-P East Highlands, LLC, a California limited liability company and S-P Deerfield, LLC, a California limited liability company (collectively referred to as "Spring Pacific" and "Owner"), and the City of Highland, a municipal corporation ("City"). Owner and City are sometimes collectively referred to herein as the "parties."

Recitals

A. Government Code Sections 65864 through 65869.5 and the Highland Municipal Code (the "Development Agreement Laws") authorize the City to enter into and amend binding development agreements with persons having a legal or equitable interest in real property for the development of such property, all for the purpose of strengthening the public planning process, encouraging private participation and comprehensive planning and reducing the economic cost of such development. The City is authorized by law to amend existing development agreements which are in effect and in good standing.

B. On or about January 9, 1996, the City Council of the City of Highland adopted Ordinance No. 204 approving a Development Agreement between the City of Highland and East Highlands Ranch, Incorporated recorded as Document No. 19950240975 in the Office of the San Bernardino County Recorder (the "Development Agreement"), providing for the development of that certain multi-phased master planned community known as East Highlands Ranch ("EHR"), and phased development pursuant to the EHR Planned Unit Development (the "EHR PUD"). On or about March 14, 2000, the City Council of the City of Highland adopted Ordinance No. 256, repealing Ordinance No. 204, and in accordance with the Development Agreement Laws, the City and S-P East Highlands, LLC, entered into a Development Agreement, recorded as Document No. 20000145605 in the Office of the San Bernardino County Recorder (the "Development Agreement"), providing for the development of that certain multi-phased master planned community known as East Highlands Ranch ("EHR"), and phased development pursuant to the EHR Planned Unit Development (the "EHR PUD").

C. On or about March 26, 2006, the City Council of the City of Highland adopted Ordinance No. 304 approving a First Amendment to the Development Agreement between the City of Highland (the "City") and S-P East Highlands, LLC and S-P Deerfield, LLC, recorded as Document No. 2006-0330458 in the Official Records of the San Bernardino County Recorder, extending the term of the Development Agreement through October 30, 2014. At this time, the EHR PUD has been substantially developed, with the exception of Planning Areas 40 and 42 which are designated as the "Covered Property" for purposes of this Fourth Amendment to the Development Agreement.

D. On June 10, 2014, the City Council of the City of Highland adopted Ordinance No. 391, approving a Second Amendment to the Development Agreement extending the term of the Development Agreement by five years, expiring on October 30, 2019.

E. On March 13, 2018, the City Council of the City adopted Ordinance No. 423, approving a Third Amendment to the Development Agreement, extending the term of the Development Agreement until October 30, 2024, recorded as Document No. 2018-0214474 in the Official Records of the San Bernardino County Recorder.

C. S-P Deerfield, LLC represents that it is the legal successor in interest to S-P East Highlands, LLC, a California limited liability company, and has the right, title, interest and legal authority to enter into this Fourth Amendment to the Development Agreement, affecting the Covered Property. A true and correct copy of the assignment of interest from S-P East Highlands, LLC to S-P Deerfield, LLC was previously provided to the City of Highland.

D. It is the intent of the parties hereto to (1) provide for the continued development of the EHR PUD, (2) to designate Planning Areas 40 and 42 as the remaining "Covered Property" under the Development Agreement, (3) to extend the term of the Development Agreement to allow for the continued and orderly development of the Covered Property by providing the Owner with assurance regarding the land use regulations applicable to the Covered Property during the term of this Fourth Amendment to the Development Agreement, and assurance that the Owner and its authorized successors in interest will be able to proceed with development of the Covered Property in accordance with the specific uses, densities and types of development approved by the City Council, and (4) to promote comprehensive planning for the Covered Property.

E. The City has determined that the Fourth Amendment of the Development Agreement as set forth herein is consistent with the City's General Plan, and has approved this Fourth Amendment to the Development Agreement in order to promote the health, safety and welfare of its citizens and protect the quality of life of the community and the surrounding environment.

F. On March 12, 2024, the City Council of the City adopted Ordinance No. ___, approving this Fourth Amendment to the Development Agreement with the Owner and conducted a second reading on April 9, 2024.

AGREEMENT

In light of the foregoing Recitals, which are an operative part of this Fourth Amendment to the Development Agreement and which are incorporated herein in full, the parties agree as follows:

1. The findings, terms, conditions, and amendments set forth in Ordinance No. ___ are incorporated herein in full, and shall effectively amend and extend the term of the Development Agreement in pertinent part as it applies to the Covered Property.

2. Paragraph 5 of the Development Agreement is amended to read as follows:

"5. "Term." This Agreement is intended to allow Owner and the Merchant Builders to be able to develop the Covered Property in an orderly and complete manner. This Agreement shall expire on October 30, 2029. If the parties determine that a longer period is necessary to achieve the foregoing purposes, the term of this Agreement may be extended by further written agreement of the parties in accordance with Section 15. 3 hereof."

3. Section 15.17 "Notices" of the Development Agreement is hereby revised to read as follows:

"15.17 Notices. All notices required or provided for under this Agreement shall be in writing and delivered in person or sent certified mail, postage prepaid and addressed as follows:

To Owner:
S-P Deerfield, LLC
Attn: Camille G. Bahri
31866 Camino Capistrano
San Juan Capistrano, CA 92675

S-P East Highlands, LLC
Attn: Camille G. Bahri
31866 Camino Capistrano
San Juan Capistrano, CA 92675

To City:
City of Highland
Attn: City Manager
27215 Base Line
Highland, CA 92346

Any notice given as required herein shall be deemed given seventy-two (72) hours after deposit in the United States mail or upon earlier receipt. A party may change its

address for notices by giving notice in writing to the other party as required herein, and thereafter notices shall be addressed and transmitted to the new address.

4. The remaining terms of the Development Agreement, to the extent they are not in conflict herewith, shall continue in effect and be extended as provided herein as applicable to the Covered Property as defined herein. In the event of any conflict in interpretation or application of the terms of the Development Agreement and the terms of this Fourth Amendment, the Fourth Amendment shall control with respect to the development of the Covered Property.

5. The parties acknowledge that this Fourth Amendment does not, and is not intended to, vest the Owner with any additional right to obtain monetary assistance from the City for design, construction or installation of any part of the project.

6. The burdens of this Fourth Amendment bind and the benefits of this Fourth Amendment inure to the successors-in-interest to the parties to it in accordance with the provisions of and subject to the limitations of this Fourth Amendment.

7. This Fourth Amendment is for the sole and exclusive benefit of the City and the Owner. No other parties or entities are intended to be, or shall be considered, a beneficiary of the performance of any of the parties' obligations under this Fourth Amendment. It is specifically understood and agreed that the development of the Covered Property is a private and not a public sector development, that neither party is acting as the agent of the other in any respect hereunder, and that each party is an independent contracting entity with respect to the terms, covenants and conditions contained in this Fourth Amendment. No partnership, joint venture or other association of any kind is formed by this Fourth Amendment. The only relationship between the City and the Owner is that of a government entity regulating the development of private property by the equitable owner of such property.

8. City and Owner acknowledge that this Fourth Amendment is the product of mutual arms-length negotiation and drafting and each represents and warrants to the other that it has been represented by legal counsel in the negotiation and drafting of this Fourth Amendment. Accordingly, the rule of construction, which provides the ambiguities in a document, shall be construed against the drafter of that document shall have no application to the interpretation and enforcement of this Fourth Amendment. In any action or proceeding to interpret or enforce this Fourth Amendment, the finder of fact may refer to such extrinsic evidence not in direct conflict with any specific provision of this First Amendment to determine and give effect to the intention of the parties hereto.

9. Each provision, term, condition, covenant, and/or restriction, in whole and in part, in this Fourth Amendment shall be considered severable. In the event any provision, term, condition, covenant, and/or restriction, in whole and/or in part, in this Fourth Amendment is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Fourth Amendment and shall not affect any

other provision, term, condition, covenant, and/or restriction, of this Fourth Amendment and the remainder of the Fourth Amendment shall continue in full force and effect.

10. This Fourth Amendment shall be administered for the City by, and the City shall maintain authority over this Fourth Amendment through the City Manager, or his/her designated representative, following approval of this Fourth Amendment by the City Council. The City Manager (or his/her designated representative) shall have the authority to issue interpretations of this Fourth Amendment on behalf of the City so long as such actions do not materially change the Fourth Amendment or make a commitment of additional funds of the City.

11. Each party hereto expressly warrants and represents that he/she/they has/have the authority to execute this Fourth Amendment on behalf of his/her/their corporation, partnership, business entity, or governmental entity and warrants and represents that he/she/they has/have the authority to bind his/her/their entity to the performance of its obligations hereunder.

12. This Fourth Amendment may be executed in multiple counterparts, each of which so fully executed counterpart shall be deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the counterpart executed by the other party to this Fourth Amendment is in the physical possession of the party seeking enforcement thereof.

13. Ordinance No. _____ and this Fourth Amendment, and any amendment or cancellation hereto shall be recorded in the Official Records of the San Bernardino County Recorder, by the City Clerk within the period required by Section 65868.5 of the Government Code.

The parties have executed this Fourth Amendment on the date and year first written above.

S-P Deerfield, LLC
A California Limited Liability Company

_____
William J. Griffith, Manager

_____
[Insert title]

S-P East Highlands, LLC
A California Limited Liability Company

_____
William J. Griffith, Manager

_____
[Insert title]

City of Highland

_____
Penny Lilburn, Mayor

ATTEST:

_____
Alondra Munoz, City Clerk

APPROVED AS TO FORM:

_____
Maricela Marroquin, City Attorney

ATTACHMENT 7

Ordinance to Extend the EHR PUD

Impact Fee Development Agreement

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING FOURTH AMENDMENT TO THE IMPACT FEES DEVELOPMENT AGREEMENT BY AND BETWEEN S-P EAST HIGHLANDS, LLC AND S-P DEERFIELD, LLC AND THE CITY OF HIGHLAND FOR THE EAST HIGHLANDS RANCH PLANNED UNIT DEVELOPMENT, AND MAKING FINDINGS THAT NO FURTHER CEQA REVIEW IS REQUIRED PURSUANT TO CEQA GUIDELINES SECTION 15162

THE CITY COUNCIL OF THE CITY OF HIGHLAND HEREBY ORDAINS AS FOLLOWS:

Section 1. Procedural Findings:

A. On or about October 30, 1989, the City of Highland (the "City") adopted Ordinance No. 91, approving an Impact Fees Development Agreement between the City and East Highlands Ranch, Inc., a Delaware corporation, recorded as Document No. 90-044456 in the Official Records of the San Bernardino County Recorder (the "DIF Development Agreement"), the purpose of which was to establish Development Impact Fees ("DIF") within Specified Improvement Categories, as defined in the DIF Development Agreement, which would be levied by the City and paid as a condition of the issuance of building permits for the East Highlands Ranch Planned Unit Development (the "EHR PUD") which is described in Exhibit "A" hereto and incorporated herein in full; and

B. On or about March 26, 2006, the City Council of the City of Highland adopted Ordinance No. 305 approving a First Amendment to the DIF Development Agreement between the City and Spring Pacific Properties, LLC, recorded as Document No. 2006-0330459 in the Official Records of the San Bernardino County Recorder, for development of a multi-phased master planned community known as East Highlands Ranch ("EHR"). The First Amendment extended the term of the DIF Development Agreement for five (5) years with an expiration date of October 30, 2014;

C. On or about June 10, 2014, the City Council of the City of Highland adopted Ordinance No. 392 approving a Second Amendment to the DIF Development Agreement between the City of Highland and Spring Pacific Properties, LLC, recorded as Document No. 2014-0240534 in the Official Records of the San Bernardino County Recorder, to extend the DIF Development Agreement for five (5) years with an expiration date of October 30, 2019;

D. On or about March 27, 2018, the City Council of the City of Highland adopted Ordinance No. 424 approved a Third Amendment to the DIF Development Agreement between the City of Highland and Spring Pacific Properties, LLC, recorded as Document No. 2018-0214475 in the Official Records of the San Bernardino County Recorder, to extend the Agreement for five (5) years with an expiration date of October 30, 2024.

E. The DIF Development Agreement specifically allows the City to adopt fees for the provision of public improvements which fall outside the Specified Improvement Categories, and apply such fees to the EHR PUD; and

F. On October 30, 2023, S-P Deerfield, LLC ("Spring Pacific") applied for (1) a five (5) year extension of the term of the EHR PUD Development Agreement related to Planning Areas 40 and 42 only, (2) a five (5) year extension of the term of the DIF Development Agreement related to Planning Areas 40 and 42 only, (3) a two (2) year extension of time (Extension of Time EXT 24-001) for Tentative Tract Map No. 20090 (TTM 17-001) creating a 137 residential lot subdivision over 25.5 acres; and (4) a two (2) year extension of time (EXT 24-002) for Tentative Parcel Map No. 19958 (TPM 17-002) configuring four (4) lots for financing and phasing of the project. The aforementioned entitlements are referred to collectively as "the Project". The extension of the term of the DIF Development Agreement, extending the term until October 30, 2029 is the subject matter of this ordinance; and

G. This Ordinance, and the Fourth Amendment to the DIF Development Agreement, is only intended to affect and apply to the development of Planning Areas 40 and 42 (the "Covered Property,") as shown on Exhibit "B" hereto and incorporated herein in full.

H. Spring Pacific is the successors in interest to East Highlands Ranch, Inc., and to the rights, interest and entitlements of the DIF Development Agreement; and

I. Pursuant to the DIF Development Agreement the Owner had the right, without the consent of the City, to sell, assign and transfer all or a portion of the Covered Property and/or all or a fractional share of the Owner's right, title and interest under the Agreement; and

J. The Fourth Amendment to the DIF Development Agreement is intended to ensure the orderly and complete development of the tracts located in the Covered Property. Accordingly, the term of the DIF Development Agreement shall be extended an additional five (5) years consistent with the term of EHR Development Agreement, which shall expire on October 30, 2029. In addition, a 5% annual escalator shall be added to the DIF reduced fees.

K. On February 20, 2024, the Planning Commission of the City of Highland held a duly noticed public hearing to consider the Project and at the conclusion of the hearing and after considering the staff report and public comments, adopted Resolution No. 2024-04 recommending the City Council approve the Project.

L. On March 13, 2024, the City Council of the City of Highland held a duly noticed public hearing to consider the Project.

M. The City Council has found and determined as follows:

1) The terms and conditions proposed by the Fourth Amendment to the DIF Development Agreement, as set forth herein, are consistent with the City of Highland General Plan; and

2) The proposed Fourth Amendment to the DIF Development Agreement complies with all applicable requirements of State Law and City ordinances and regulations; and

3) It is the intent of the City Council that the EHR PUD Amended Development Agreement and the DIF Development Agreement provide for the same expiration date, which would require that the DIF Development Agreement also be extended for an additional term of five (5) years; and

4) The City Council finds and determines that there are benefits to the City in approving the requested all of which are adopted herein in full by reference and which are made a part of the Fourth Amendment to the DIF Development Agreement.

N. The DIF Development Agreement is in full force and effect.

Section 2. Legislative Findings. Based on the full record of these proceedings, pursuant to Highland Municipal Code Section 16.08.080, the City Council hereby finds that the proposed Fourth Amendment to the DIF Development Agreement:

A. Is consistent with the objectives, policies, general land uses, and programs specified in the general plan and any applicable specific plan.

Response: The extension of the DIF Development Agreement allows the City to continue to impose fees for the provision of public improvements specifically within Planning Areas 40 and 42 of the EHR PUD for an additional five (5) years, terminating on October 30, 2029. These fees were negotiated by both parties and represent the development's responsibility in the categories of Law Enforcement Facilities, Fire Suppression Facilities/Vehicles/Equipment, Local Circulation System, Regional Circulation System, General Facilities/Vehicles/Equipment, Library Facilities & Collect, Public Use and Park Land Acquisition & Park Facilities Development.

The DIF Development Agreement is consistent with General Plan Policy 4.1.3 to *Ensure that existing residents and businesses are not burdened with the cost of financing infrastructure aimed at supporting new development or the intensification of existing development; Policy 4.1.17 Continue to require that all new development pay the applicable Development Impact Fees established by the City Council; Police 4.1.18 18) Maintain flexibility in the collection and application of Development Impact Fees to permit the construction of master planned facilities in lieu of fees when the City determines that it is in the public interest to do so; Policy 4.1.19 Continue to require the construction of public facilities as a condition of approval where the value of the services and facilities needed to support buildout of a proposed development exceed established Development Impact Fees, as consistent with the City's performance standards. Require an agreement with the developer for reimbursement from future development fees for the excess costs.*

Such reimbursements shall be from future fees collected for the specific excess facilities, which the initial developer was required to construct; and Policy 4.1.22 Continue to require that planned communities participate in the development of public infrastructure, in addition to the payment of development impact fees, through the following methods: •An approved development agreement for all new specific plan or planned unit development projects that specifies the timing of infrastructure improvements in relation to project development. • An annual review of improvements conducted for all new specific plans and an annual report in a format that can be easily included in the City's infrastructure assessment and reporting system.

B. Is compatible with the uses authorized in, and the regulations prescribed for, the land use district in which the real property is or will be located.

Response: The DIF Development Agreement supports development within EHR PA 40 and 42. The Project will create 137 single-family residential lots which is consistent with the surrounding development and with the types of uses envisioned by the existing General Plan land use designation of Planned Development with a density equivalent to the Medium Density Residential land use designation. The Project also complies with the Planned Development Designation which allows any density that is compatible with surrounding existing and planned uses as determined through the development review process. In addition, the map is consistent with the proposed planned development of the East Highland Ranch Planned Unit Development. The Project is consistent with the East Highlands Ranch Land Use standards for SFD-V which allows a minimum 3,600 square foot lot size for single-family detached dwelling units. The Project is consistent with the General Plan including the 6th Cycle Housing Element. The Project helps to achieve *Goal 1: A preserved and enhanced housing stock within high-quality Neighborhoods; Goal 2: A diverse range and adequate supply of housing types that align with the needs of all current and future Highland households; Policy 2.3: Ensure new residential and mixed-use developments are adequately served by park and recreation, libraries, transportation, public safety, and other public services and facilities; and Policy 2.4: Encourage the development of a range of housing types in targeted areas of the City, such as inventoried vacant residential sites, Planned Development districts, Mixed-Use districts, special Policy Areas identified in the Land Use Element, and areas with access to resources and amenities.*

C. Is in conformity with and will promote public convenience, general welfare and good land use practice.

Response: The DIF Development Agreement promotes good land use practice evident in its compliance with General Plan Policy 4.1.22 to *continue to require that planned communities participate in the development of public infrastructure, in addition to the payment of development impact fees, through the following methods: • An approved development agreement for all new specific plan or planned unit development projects that specifies the timing of infrastructure improvements in relation to project development.• An annual review of improvements conducted for all new specific plans and an annual report in a format that can be easily included in the City's infrastructure assessment and reporting system.* The DIF Agreement promotes general welfare through

the collection of fees that aid the City in constructing the appropriate infrastructure resulting from impacts of the proposed 137-unit development.

D. Will not be detrimental to the health, safety and general welfare.

Response: The DIF Development Agreement will collect fees and result in the construction of public infrastructure including law enforcement facilities, fire suppression, circulation, general facilities, library, public use and park land that will promote the health, safety and general welfare of the development and surrounding community.

E. Will not adversely affect the orderly development of property or the preservation of property values.

Response: This DIF Development Agreement supports the development of the EHR Planning Areas 40 and 42 through the application of appropriate fees with consideration given to the applicant's construction of related infrastructure. The residential development will not adversely affect orderly development or property values. The established standards that permit the development of a well-planned single-family residential subdivision that will be desirable for the development of the community and consistent the surrounding development and with the types of uses envisioned by the existing General Plan Planned Development.

F. Will promote and encourage the development of the proposed project by providing a greater degree of requisite certainty.

Response: The DIF Development Agreement reflects fees appropriate for the impacts related to the development of EHR Planning Areas 40 and 42 as studied by the City. The fees will be held for a 5-year period with predetermined escalators known to both parties. The surety of the Agreement will provide a greater degree of certainty afforded to large-scale developments such as the East Highlands Ranch Planned Unit Development.

G. Is consistent with the provisions of California Government Code Sections 65864 through 65869.5.

Response: The DIF Development Agreement includes all the mandatory provisions identified by California Government Code Sections 65864 through 65869.5 including, without limitation, periodic reviews, the duration of the agreement, the permitted uses of the Property,. The City has also complied with all procedural mandates for the adoption of a Development Agreement as required by applicable law. Thus, the Development Agreement is consistent with the provisions of California Government Code Sections 65864 through 65869.5

Section 3. CEQA.

A. On February 28, 2006, the City Council of the City of Highland adopted Resolution No. 2006-007 adopting a Mitigated Negative Declaration ("MND") and a Mitigation Monitoring and Reporting Program ("MMRP") for an amendment to the East Highlands Ranch Planned Development for the Blossom Trails community. An

Addendum to the MND addressed changes to the original project and was approved by the Highland City Council in 2018 (Resolution No. 2018-006). The Addendum discussed a revised proposal for the Blossom Trails development to be reduced from 306 multi-family residential units to 137 single-family homes. The Addendum determined that no further detrimental effects would be triggered and that the anticipated impacts from the MND would continue to be addressed by the implemented mitigation measures or by present day regulations.

B. Pursuant to the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §21000 *et seq.*) and the State Guidelines (the "Guidelines") (14 Cal. Code Regs. §15000 *et seq.*), the City Council has considered the potential environmental impacts of the Project. The City Council has independently reviewed the MND, and the Addendum to the MND, and based upon the whole record before it, and based on its independent review and judgment, finds that that the Project, is not subject to further environmental review pursuant to the Guidelines because:

1) The Project and the circumstances under which the Project is undertaken do not involve substantial changes which will result in new significant environmental effects, and that the Project does not involve new information of substantial importance which shows that the Project will have significant effects not discussed in the MND or the Addendum;

2) All potential environmental impacts associated with the Project are adequately addressed by the MND, the Addendum to the MND, and the mitigation measures contained in the MND will reduce certain impacts to a level that is less than significant; and

3) The extension of time requests for TTM 17-001 and TPM 17-02, and the extension of the term for the EHR PUD Development Agreement and the DIF Development Agreement have been evaluated against the previous analysis in the MND and Addendum to the MND, to ensure that extending the approval time does not create new significant impacts or substantially increase the severity of previously analyzed impacts as compared to those identified previously. It has been determined that the analyses and the conclusions in the MND and Addendum to the MND remain valid and that the Project is "within the scope" pursuant to CEQA Guidelines Section 15162 (a)

4) The custodian of records for the MND, and the Addendum, and all other materials that constitute the record of proceedings upon which the City Council's action is based, is the Planning Department of the City of Highland. Those documents are available for public review in the Planning Department located at 27215 Base Line, Highland, CA, 92346.

Section 4. Approval of Amendment. Based upon the aforementioned findings, the City Council hereby approves the Fourth Amendment to the DIF Development Agreement attached hereto as Exhibit "C" and authorizes the Mayor to execute the same in substantially the same form attached hereto as Exhibit "C" to this Ordinance.

Section 5. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any 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 passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Section 6. Recording of this Ordinance. Pursuant to the terms of Government Code Section 65868.5, within ten (10) days after the City adopts this Ordinance, the City Clerk shall have this Ordinance approving the Fourth Amendment to the Development Agreement recorded in the Official Records of the San Bernardino County Recorder. If the parties to this Fourth Amendment of the Development Agreement or their successor(s) in interest amend or cancel the Development Agreement as amended hereby, as provided in Government Code Section 65868, or if the City determines to terminate or modify the Development Agreement as provided in Government Code Section 65865.1 for failure of the Applicant to materially comply in good faith with the terms or conditions in the Development Agreement, as amended, then the City Clerk shall have notice of such action recorded with the San Bernardino County Recorder. From and after the time of such recordation, the Development Agreement, as amended hereby, shall impart such notice thereof to all persons as is afforded by the recording laws of this State.

Section 7. Certification. The City Clerk shall certify to the passage of this Ordinance. The City Clerk shall cause the same to be published once in the City's official newspaper within 15 days after its adoption. This Ordinance shall become effective 30 days after its adoption. The executed Development Agreement shall be recorded against the title to the property.

PASSED, APPROVED AND ADOPTED this 9th day of April, 2024.

_____

Penny Lilburn
Mayor

ATTEST:

_____

Alondra Munoz
City Clerk

APPROVED AS TO FORM:

_____

Maricela Marroquin
City Attorney

EXHIBIT "A"

PORTIONS OF SECTIONS 26, 25, AND 36, TOWNSHIP 1 NORTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, TOGETHER WITH PORTIONS OF SECTIONS 1, 2, AND 3 TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS SHOWN BY A RECORD OF SURVEY ON FILE IN BOOK 42, RECORDS OF SURVEY, PAGES 5 THROUGH 20 INCLUSIVE, RECORDS OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL "A"

THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 26, TOGETHER WITH THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 26, TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SAID SECTION 26 LYING SOUTHEASTERLY OF THE BROW OF THE SOUTHEASTERLY BLUFF OF COOK'S CANYON AS DESCRIBED IN THE DEED RECORDED IN BOOK 122, PAGE 144, OF DEED, RECORDS, OF SAID COUNTY, ALL AS SHOWN BY SAID RECORD OF SURVEY.

PARCEL "B"

THE NORTH HALF OF SAID SECTION 36, TOGETHER WITH THE NORTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 36, TOGETHER WITH THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 36, TOGETHER WITH THE WEST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 36, ALL AS SHOWN BY SAID RECORD OF SURVEY.

PARCEL "C"

ALL OF SAID SECTION 35, AS SHOWN BY SAID RECORD OF SURVEY.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THE NORTH FORK DITCH, AS SHOWN BY SAID RECORD OF SURVEY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED TO THE EAST SAN BERNARDINO COUNTY WATER DISTRICT, RECORDED SEPTEMBER 15, 1971, IN BOOK 7753, PAGE 494, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED APRIL 12, 1991, INSTRUMENT NO. 91-122858, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED DECEMBER 31, 1992, INSTRUMENT NO. 92-543649, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING EASTERLY OF THE EASTERLY LINE OF TRACT NO. 12307-1, AS SHOWN PER PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 81 THROUGH 86, INCLUSIVE, RECORDS OF SAID COUNTY, AND SOUTHWESTERLY OF THE SOUTHWESTERLY LINE OF TRACT NO. 13469, AS SHOWN PER PLAT ON FILE IN BOOK 205 OF MAPS, PAGES 78 THROUGH 83, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM LOT 2 AND LOT "X" OF TRACT NO. 13551, AS SHOWN BY PLAT ON FILE IN BOOK 224 OF MAPS, PAGES 39 THROUGH 41, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13550, AS SHOWN BY PLAT ON FILE IN BOOK 206 OF MAPS, PAGES 3 THROUGH 9, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307-1, AS SHOWN BY PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 81 THROUGH 86, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307-2, AS SHOWN BY PLAT ON FILE IN BOOK 202 OF MAPS, PAGES 38 THROUGH 40, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12307, AS SHOWN BY PLAT ON FILE IN BOOK 202 OF MAPS, PAGES 41 THROUGH 43, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12306, AS SHOWN BY PLAT ON FILE IN BOOK 179 OF MAPS, PAGES 79 AND 80, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13469, AS HOWN BY PLAT ON FILE IN BOOK 205 OF MAPS, PAGES 78 THROUGH 83, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN PARCEL MAP NO. 12928, AS SHOWN BY PLAT THEREOF ON FILE IN BOOK 148 OF PARCEL MAPS, PAGES 73 AND 74, RECORDS OF SAID COUNTY.

PARCEL "D"

THAT CERTAIN PARVEL OF LAND DESCRIBED IN A DEED RECORDED AS INSTRUMENT NO. 93-522560, OFFICIAL RECORDS OF SAID COUNTY; TOGETHER WITH THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED AS INSTRUMENT NO. 93-522561, OFFICIAL RECORDS OF SAID COUNTY.

PARCEL "E"

THAT PORTION OF SAID SECTION 1, LYING NORTHERLY OF THE CENTER LINE OF THE NORTH FORK DITCH, AS SHOWN BY SAID RECORD OF SURVEY.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13729, AS SHOWN BY PLAT ON FILE IN BOOK 235 OF MAPS, PAGES 30 THROUGH 35, INCLUSIVE, RECORDS OF SAID COUNTY.

PARCEL "F"

PARCELS 2, 3, AND 4 OF PARCEL MAP NO. 14348, AS SHOWN BY PLAT ON FILE IN BOOK 168 OF PARCEL MAPS, PAGES 12 AND 13, RECORD OF SAID COUNTY.

PARCEL "G"

THE SOUTH HALF OF THE NORTHWEST QUARTER AND THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 2.

EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN PARCEL MAP NO. 14348, AS SHOWN BY PLAT ON FILE IN BOOK 168 OF PARCEL MAPS, PAGES 12 AND 13, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 12924, AS SHOWN BY PLAT ON FILE IN BOOK 193 OF MAPS, PAGES 22 THROUGH 26, INCLUSIVE, REOCRDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13549, AS SHOWN BY PLAT ON FILE IN BOOK 214 OF MAPS, PAGES 51 THROUGH 54, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 13740, AS SHOWN BY PLAT ON FILE IN BOOK 240 OF MAPS, PAGES 51 THROUGH 54, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15252, AS SHOWN BY PLAST ON FILE IN BOOK 251 OF MAPS, PAGES 75 THROUGH 81, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15253, AS SHOWN BY PLAT ON FILE IN BOOK 250 OF MAPS, PAGES 67 THROUGH 72, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM ANY PORTION THEREOF LYING WITHIN TRACT NO. 15254, AS SHOWN BY PLAT ON FILE IN BOOK 252 OF MAPS, PAGES 54 THROUGH 58, INCLUSIVE, RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED RECORDED AS INSTRUMENT NO. 87-399526, OFFICIAL RECORDS.

PARCEL "H"

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ACCORDING TO THE OFFICIAL GOVERNMENT PLAT THEREOF ON FILE IN

THE DISTRICT LAND OFFICE, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 30 FEET EAST AND NORTH 0 DEG. 37' WEST, 25 FEET FROM THE SOUTHWEST CORNER OF SAID SECTION 2; THENCE NORTH 89 DEG. 36' 30" EAST, 638 FEET; THENCE NORTH 0 DEG. 37' WEST, 494.07 FEET; THENCE SOUTH 89 DEG. 36' 30' WEST, 638 FEET TO THE EAST LINE OF CHURCH STREET, AS DESCRIBED IN THE DEED TO THE COUNTY OF SAN BERNARDINO, RECORDED SEPTEMBER 19, 1893, IN BOOK 186, PAGE 50, OF DEEDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 0 DEG. 37' EAST TO THE POINT OF BEGINNING.

EXCEPT THEREFROM THAT PORTION LYING EASTERLY OF THE WESTERLY LINE OF A STRIP OF LAND, 100.00 FEET WIDE, AS DESCRIBED IN THE DEED TO THE SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT, RECORDED NOVEMBER 9, 1972, IN BOOK 8057, PAGE 726, OFFICIAL RECORDS OF SAID COUNTY, BEING 50.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTER LINE:

COMMENCING AT A 1-1/4 INCH IRON PIPE MARKING THE SOUTHWEST CORNER OF SAID SECTION 2; THENCE NORTH 0 DEG. 37'06" WEST ALONG THE WEST LINE OF SAID SECTION 2, A DISTANCE OF 536.17 FEET; THENCE NORTH 89 DEG. 44' 07" EAST ALONG THE CENTER OF MERRIS DRIVE, 352.24 FEET TO 539.33 FEET TO THE POINT OF TERMINATION IN THE SOUTH LINE OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 2, SAID POINT OF TERMINATION BEING DISTANT ALONG SAID SOUTH UNE, SOUTH 89 DEG. 45' 00" EAST, 351.76 FEET FROM SAID 1-1/4 INCH IRON PIPE MARKING THE SOUTHWEST CORNER OF SAID SECTION 2.

PARCEL "I"

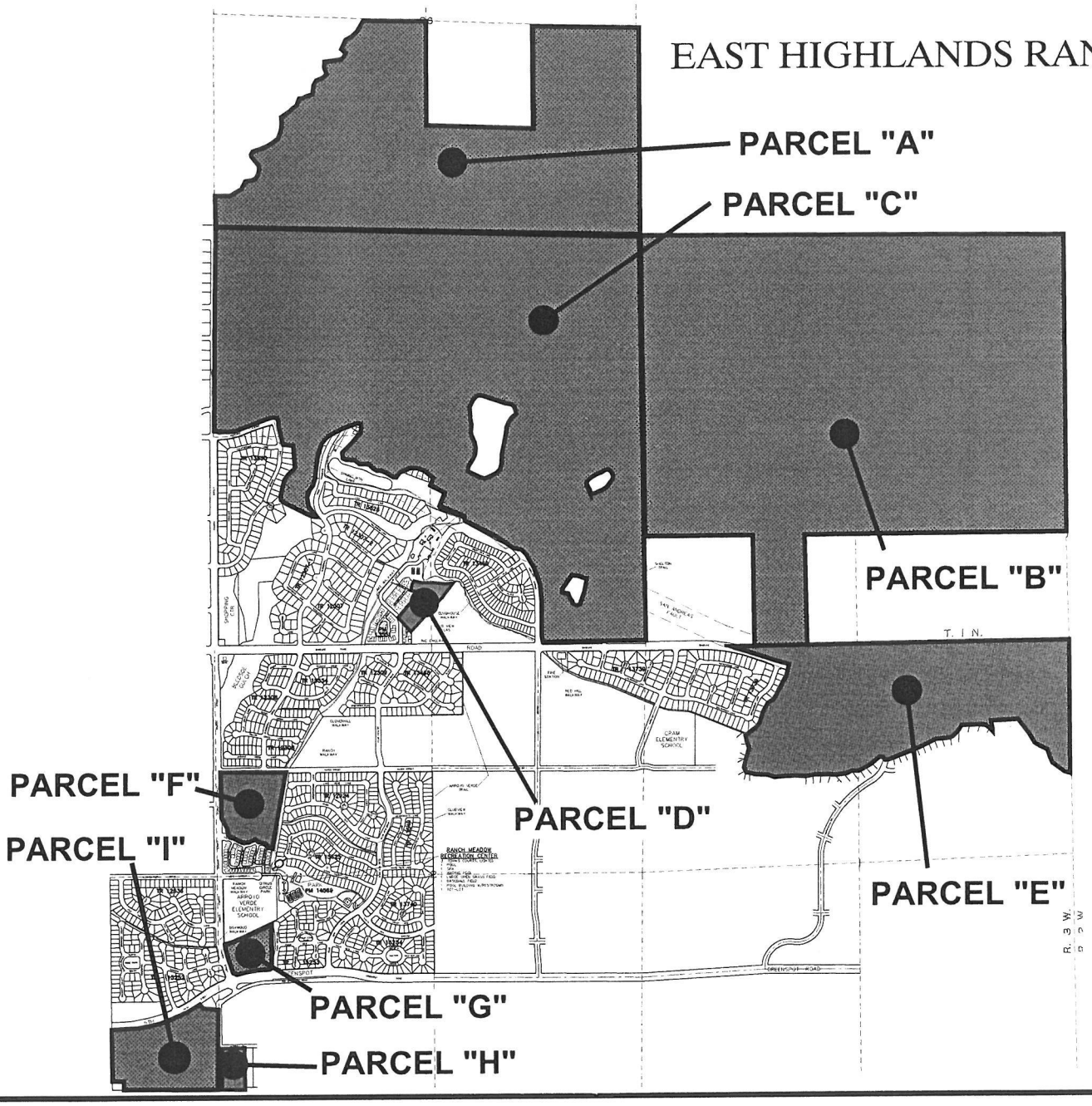
THAT PORTION OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 3, LYING SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF EAST THIRD STREET, 80.00 FEET WIDE, AS SHOWN BY SAID RECORD OF SURVEY.

EXCEPTING THEREFROM THE SOUTHERLY 100.00 FEET OF THE WESTERLY 150.00 FEET OF SAID SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 3.

PROPERTY PLAT

(FOR EXHIBIT A)

NOT TO SCALE



NOTE:

THIS EXHIBIT IS INTENDED ONLY AS AN AID IN LOCATING THE CORRESPONDING PROPERTY DESCRIBED IN THE ACCOMPANYING LEGAL DESCRIPTION AND IS NOT A PART THEREOF.

EXHIBIT "B"

LEGAL DESCRIPTION FOR PLANNING AREAS 40 AND 42

Real property in the City of Highland, County of San Bernardino, State of California, described as follows:

PARCEL 1:

THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ACCORDING TO THE OFFICIAL GOVERNMENT PLAT THEREOF ON FILE IN THE DISTRICT LAND OFFICE.

EXCEPT THEREFROM THAT PORTION LYING NORTHERLY OF THE CENTER LINE OF A STRIP OF LAND, 80 FEET IN WIDTH, AS DESCRIBED IN THE DEED TO THE COUNTY OF SAN BERNARDINO RECORDED DECEMBER 11, 1931, IN BOOK 772, PAGE 333, OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THEREFROM THAT PORTION FIRST DESCRIBED IN THE DEED TO NORTH FORK WATER COMPANY, RECORDED NOVEMBER 25, 1958, IN BOOK 4663, PAGE 201, OFFICIAL RECORDS, AND MORE PARTICULARLY DESCRIBED THEREIN AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SAID EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE SOUTH 89 DEG. 43' 30" EAST, 150.00 FEET ALONG THE SOUTH LINE OF SAID SECTION 3; THENCE NORTH 0 DEG. 04' 45" WEST, 100.00 FEET ON A LINE PARALLEL WITH THE WEST LINE OF THE SAID EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE NORTH 89 DEG. 43' 30" WEST, 150.00 FEET TO A POINT IN THE SAID WEST LINE OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE ALONG SAID WEST LINE, SOUTH 0 DEG. 04' 45" EAST, 100.00 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH THAT PORTION OF 5TH STREET VACATED BY RESOLUTION OF THE BOARD OF SUPERVISORS SAN BERNARDINO COUNTY, CALIFORNIA, RESOLUTION NO. 93-17 RECORDED JUNE 22, 1994, INSTRUMENT NO. 94-277999, OFFICIAL RECORDS, ADJOINING SAID PROPERTY ON THE NORTH WHICH WOULD PASS BY OPERATION OF LAW BY A CONVEYANCE OF SAID PROPERTY.

APN: 1201-401-02

PARCEL 2:

LOT 111, TRACT NO. 15252, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 251 OF MAPS, PAGE(S) 75 THROUGH 81, INCLUSIVE, RECORDS OF SAID COUNTY, AS AMENDED BY CERTIFICATE OF CORRECTION RECORDED SEPTEMBER 7, 1999, INSTRUMENT NO. 19990377331, OFFICIAL RECORDS.

TOGETHER WITH THAT PORTION OF FIFTH STREET ADJOINING LOT 111 ON THE SOUTH, VACATED BY RESOLUTION OF THE BOARD OF SUPERVISORS SAN BERNARDINO COUNTY, CALIFORNIA, RESOLUTION NO. 93-17 RECORDED JUNE 22, 1994, INSTRUMENT NO. 94-277999, OFFICIAL RECORDS, WHICH WOULD PASS BY OPERATION OF LAW WITH A CONVEYANCE OF SAID PROPERTY.

EXCEPTING FROM LOT 111 THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST CORNER OF SAID LOT 111, SAID POINT HAVING A RADIAL BEARING NORTH 18 DEG. 47' 19" WEST; THENCE NORTHEASTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHWEST, WITH A RADIUS OF 1852.00 FEET; SAID ARC BEING THE NORTHWESTERLY LINE OF

SAID LOT 111, THROUGH A CENTRAL ANGLE OF 15 DEG. 33' 39", A DISTANCE OF 502.98 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING NORTHEASTERLY ALONG SAID ARC THROUGH A CENTRAL ANGLE OF 02 DEG. 14' 41", A DISTANCE OF 72.56 FEET TO THE BEGINNING OF A REVERSE CURVE WITH A RADIUS OF 1348.00 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 04 DEG. 14' 45", A DISTANCE OF 99.89 FEET; THENCE LEAVING SAID NORTHWESTERLY LINE, SOUTH 27 DEG. 28' 13" EAST, A DISTANCE OF 111.08 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF CHURCH STREET, AS SHOWN ON SAID TRACT NO. 15252, SAID POINT HAVING A RADIAL BEARING SOUTH 84 DEG. 09' 49" EAST; THENCE SOUTHERLY ALONG AN ARC OF A CURVE HAVING A RADIUS OF 70.00, THROUGH A CENTRAL ANGLE OF 30 DEG. 03' 55", A DISTANCE OF 36.73 FEET TO THE BEGINNING OF A REVERSE CURVE HAVING A RADIUS OF 50.00 FEET; THENCE SOUTHERLY ALONG AN ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 23 DEG. 33' 23", A DISTANCE OF 20.56 FEET TO A POINT 30.00 FEET WEST OF THE CENTERLINE OF CHURCH STREET, MEASURED AT RIGHT ANGLES; THENCE LEAVING SAID RIGHT-OF-WAY LINE, SOUTH 89 DEG. 20' 14" WEST A DISTANCE OF 163.51 FEET; THENCE NORTH 34 DEG. 20' 58" WEST A DISTANCE OF 69.76 FEET ALONG A LINE RADIAL TO THE NORTHWESTERLY LINE OF SAID LOT 111 TO THE TRUE POINT OF BEGINNING.

ALSO EXCEPTING FROM LOT 111 THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS SHOWN ON RECORD OF SURVEY RECORDED IN BOOK 42 OF SURVEYS, PAGES 5 THROUGH 20, INCLUSIVE; THENCE NORTHERLY ALONG THE WEST LINE OF SAID SECTION, SAID LINE ALSO BEING THE CENTERLINE OF OLD CHURCH STREET, NORTH 0 DEG. 39' 50" WEST A DISTANCE OF 1117.49 FEET TO THE POINT OF BEGINNING, SAID POINT BEING A POINT ON A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 70.00 FEET AND A RADIAL BEARING OF NORTH 26 DEG. 02' 27" WEST, SAID CURVE BEING THE NORTHERLY RIGHT-OF-WAY LINE OF OLD GREENSPOT ROAD; THENCE WESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 58 DEG. 06' 52", A DISTANCE OF 71.00 FEET; THENCE LEAVING SAID RIGHT-OF-WAY LINE NORTH 27 DEG. 27' 31" WEST A DISTANCE OF 110.10 FEET TO A POINT ON A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 1348.00 FEET AND A RADIAL BEARING OF NORTH 32 DEG. 20' 23" WEST SAID CURVE BEING THE SOUTHERLY RIGHT-OF-WAY LINE OF 5TH STREET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 4 DEG. 22' 40", A DISTANCE OF 103.00 FEET TO A POINT ON THE WEST LINE OF SAID SECTION, SAID LINE ALSO BEING THE CENTERLINE OF OLD CHURCH STREET; THENCE SOUTH 0 DEG. 39' 50" EAST A DISTANCE OF 94.55 FEET TO THE POINT OF BEGINNING.

APN: 1201-431-61

Exhibit "C" to City of Highland Ordinance No. _____
FOURTH AMENDMENT TO IMPACT FEE DEVELOPMENT AGREEMENT

This Fourth Amendment to the Impact Fees Development Agreement ("Fourth Amendment") is entered into effective on the date of its recordation, (the "Effective Date"), by and between S-P East Highlands, LLC, a California limited liability company and S-P Deerfield, LLC a California limited liability company (referred to as "Spring Pacific" and "Owner"), and the City of Highland, a municipal corporation ("City"). Owner and City are sometimes collectively referred to herein as the "parties."

RECITALS

A. Government Code Sections 65864 through 65869.5 and the Highland Municipal Code (the "Development Agreement Laws") authorize the City to enter into and amend binding development agreements with persons having a legal or equitable interest in real property for the development of such property, all for the purpose of strengthening the public planning process, encouraging private participation and comprehensive planning and reducing the economic cost of such development. The City is authorized by law to amend existing development agreements which are in effect and in good standing.

B. On or about October 30, 1989, in accordance with the Development Agreement Laws, the City adopted Ordinance No. 91, approving an Impact Fees Development Agreement between the City and East Highlands Ranch, Inc., a Delaware corporation, recorded as Document No. 90-044456, in the Office of the San Bernardino County Recorder (the "DIF Development Agreement"), the purpose of which was to establish Development Impact Fees ("DIF") which would be levied by the City and paid as a condition of the issuance of building permits within the East Highlands Ranch Planned Unit Development (the "EHR PUD").

C. On or about March 26, 2006, the City Council of the City of Highland adopted Ordinance No. 305 approving a First Amendment to the DIF Development Agreement between the City and Spring Pacific Properties, LLC, which was recorded as Document No. 2006-0330459 in the Official Records of the San Bernardino County Recorder, for development of a multi-phased master planned community known as East Highlands Ranch ("EHR"). The First Amendment extended the term of the DIF Development Agreement for five (5) years with an expiration date of October 30, 2014.

D. On or about June 10, 2014, the City Council of the City of Highland adopted Ordinance No. 392 approving a Second Amendment to the DIF Development Agreement between the City and Spring Pacific Properties, LLC, recorded as Document No. 2014-0240534 in the Official Records of the San Bernardino County Recorder, to extend the DIF Development Agreement for five (5) years with an expiration date of October 30, 2019.

E. On or about March 27, 2018, the City Council of the City of Highland adopted Ordinance No. 424 approving a Third Amendment to the DIF Development Agreement between the City and Spring Pacific Properties, LLC, recorded as Document No. 2018-

0214475 in Official Records of the San Bernardino County Recorder, to extend the DIF Development Agreement for five (5) years with an expiration date of October 30, 2024.

F. The EHR PUD has been substantially developed, with the exception of Planning Areas 40 and 42 which are designated as the "Covered Property" for purposes of this Fourth Amendment.

G. S-P Deerfield, LLC represents that it is the legal successor in interest to East Highlands Ranch, Inc., and has the right, title, interest and legal authority to enter into this Fourth Amendment, affecting the Covered Property.

H. It is the intent of the parties hereto to (1) provide for the continued development of the EHR PUD, (2) to designate Planning Areas 40 and 42 as the remaining "Covered Property" under the DIF Development Agreement, and (3) to extend the term of the DIF Development Agreement to allow for the continued and orderly development of the Covered Property by providing the Owner with assurance regarding the cost of development during the term of this Fourth Amendment

I. The City Council has determined that the adoption of the Fourth Amendment to the DIF Development Agreement is consistent with the City's General Plan, and will promote the health, safety and welfare of its citizens and protect the quality of life of the community and the surrounding environment.

J. On April 9, 2024, the City Council of the City adopted Ordinance No. ___, approving this Fourth Amendment with the Owner until October 30, 2029.

AGREEMENT

In light of the foregoing Recitals, which are an operative part of this Fourth Amendment, and which are incorporated herein in full, the parties agree as follows:

1. The findings, terms, conditions, and amendments set forth in Ordinance No. ___ are incorporated herein in full and shall effectively amend and extend the term of the DIF Development Agreement in pertinent part as it applies to the Covered Property. Specifically, Paragraph 8 of the DIF Development Agreement is hereby amended to read as follows:

> "This Agreement is intended to ensure the orderly and complete development of the tracts located in the Covered Property. Accordingly, the term of this Agreement shall be extended an additional five (5) years consistent with the term of EHR Development Agreement, which shall expire on October 30, 2029."

2. A new Subsection 6.5 "Development Impact Fee Increase" is hereby added to Section 6 "Development Impact Fee Calculation Procedure" of the DIF Development Agreement to read as follows:

"6.5. Development Impact Fee Increase

Notwithstanding any other provision in this Agreement to the contrary, a five percent (5%) annual escalator shall be applied over the next five years to the reduced Development Impact Fees.

Below is a breakdown showing the escalator calculation:

$5,488.97 – current rate through October 31, 2024

November 1, 2024 through October 31, 2025 - $5,763.42 (an additional $274.45)

November 1, 2025 through October 31, 2026 - $6,051.59 (an additional $288.17)

November 1, 2026 through October 31, 2027- $6,354.17 (an additional $302.58)

November 1, 2027 through October 31, 2028 - $6,671.88 (an additional $317.71)

November 1, 2028 through October 31, 2029 - $7,005.47 (an additional $333.59)"

3. Section 14.2 "Notices" of the DIF Development Agreement is hereby revised to update the contact information for "Owner" and "City" as follows, with all remaining provisions of Section 14.2 remaining unchanged:

OWNER
S-P Deerfield, LLC
31866 Camino Capistrano
San Juan Capistrano, CA 92675

S-P East Highlands, LLC
31866 Camino Capistrano
San Juan Capistrano, CA 92675

CITY
City of Highland
27215 Base Line
Highland, CA 92346

4. The remaining terms of the DIF Development Agreement shall remain in effect and shall be construed in a manner which is consistent with the Fourth Amendment herein. In the event of any conflict in interpretation or application of the terms of the DIF Development Agreement and this Fourth Amendment, the terms of this Fourth Amendment shall control with respect to the development of the Covered Property.

5. The parties acknowledge that this Fourth Amendment does not, and is not intended to, vest the Owner with any additional right to obtain monetary assistance from the City for design, construction or installation of any part of the project.

6. In entering into this Fourth Amendment, the Owner specifically agrees that any and all new fees or categories of development-related impact or other fees adopted by the City and imposed and collected as a condition of new development or the issuance of a building permit

on a city-wide basis shall apply to and be paid by the Owner and/or Merchant Builders for development of the Covered Property, in accordance with the City's Development Impact Fee Ordinance in effect at the time of issuance of a building permit.

5. The burdens of this Fourth Amendment bind and the benefits of this Fourth Amendment insure to the successors-in-interest to the parties to it in accordance with the provisions of and subject to the limitations of this Fourth Amendment.

6. This Fourth Amendment is for the sole and exclusive benefit of the City and the Owner. No other parties or entities are intended to be, or shall be considered, a beneficiary of the performance of any of the parties' obligations under this Fourth Amendment. It is specifically understood and agreed that the development of the Covered Property is a private and not a public sector development, that neither party is acting as the agent of the other in any respect hereunder, and that each party is an independent contracting entity with respect to the terms, covenants and conditions contained in this Fourth Amendment. No partnership, joint venture or other association of any kind is formed by this Fourth Amendment. The only relationship between the City and the Owner is that of a government entity regulating the development of private property by the equitable owner of such property.

7. City and Owner acknowledge that this Fourth Amendment is the product of mutual arms-length negotiation and drafting and each represents and warrants to the other that it has been represented by legal counsel in the negotiation and drafting of this Fourth Amendment. Accordingly, the rule of construction, which provides the ambiguities in a document, shall be construed against the drafter of that document shall have no application to the interpretation and enforcement of this Fourth Amendment. In any action or proceeding to interpret or enforce this Fourth Amendment, the finder of fact may refer to such extrinsic evidence not in direct conflict with any specific provision of this Fourth Amendment to determine and give effect to the intention of the parties hereto.

8. Each provision, term, condition, covenant, and/or restriction, in whole and in part, in this Fourth Amendment shall be considered severable. In the event any provision, term, condition, covenant, and/or restriction, in whole and/or in part, in this Fourth Amendment is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Fourth Amendment and shall not affect any other provision, term, condition, covenant, and/or restriction, of this Fourth Amendment and the remainder of the Fourth Amendment shall continue in full force and effect.

9. This Fourth Amendment shall be administered for the City by, and the City shall maintain authority over this Fourth Amendment through the City Manager, or his/her designated representative, following approval of this Fourth Amendment by the City Council. The City Manager (or his/her designated representative) shall have the authority to issue interpretations of this Fourth Amendment on behalf of the City so long as such actions do not materially change the Fourth Amendment or make a commitment of additional funds of the City.

10. Each party hereto expressly warrants and represents that he/she/they has/have the authority to execute this Fourth Amendment on behalf of his/her/their corporation,

partnership, business entity, or governmental entity and warrants and represents that he/she/they has/have the authority to bind his/her/their entity to the performance of its obligations hereunder.

11. This Fourth Amendment may be executed in multiple counterparts, each of which so fully executed counterpart shall be deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the counterpart executed by the other party to this Fourth Amendment is in the physical possession of the party seeking enforcement thereof.

12. Ordinance No. ___ and this Fourth Amendment, and any amendment or cancellation hereto shall be recorded in the Official Records of the San Bernardino. County Recorder, by the City Clerk within the period required by Section 65868.5 of the Government Code.

The parties have executed this Fourth Amendment on the date and year first written above.

S-P Deerfield, LLC
A California Limited Liability Company

_____
William J. Griffith, Manager

_____
[Insert title]

S-P East Highlands, LLC
A California Limited Liability Company

_____
William J. Griffith, Manager

_____
[Insert title]

Penny Lilburn, Mayor

ATTEST:

Alondra Munoz, City Clerk

APPROVED AS TO FORM:

Maricela Marroquin, City Attorney

ATTACHMENT 8

Draft PC Minutes dated February 20, 2024

PLANNING COMMISSION REGULAR MEETING MINUTES
February 20, 2024 – 6:00 P.M.

CALL TO ORDER

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

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Jarrod Miller
	Commissioner	David Saran
Absent:	Commissioner	Craig Graves

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Matt Bennett, Assistant Public Works Director
Camille Duarte, Administrative Assistant III

Chair Hamerly led the Pledge of Allegiance.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None.

PUBLIC HEARING

1. Request for an Extension of Time for Tentative Parcel Map 19958, Tentative Tract Map 20090, the East Highlands Ranch Planned Unit Development (EHR PUD) Development Agreement and Impact Fee Development Agreement, related to the *Blossoms Trails* 137-unit-single-family residential subdivision on 25.5 acres generally located at the southwest corner of Greenspot Road and Church Street.

   Assistant Community Development Director Stater presented the staff report.

   Commissioner Miller asked what was the duration of time when the original tentative map was approved?

   Assistant Community Development Director Stater stated three years.

   Commissioner Miller asked when did that occur?

   Assistant Community Development Director Stater stated years 2018-2021. The Planning Commission has extended it three times.

   Chair Hamerly opened the public hearing.

Applicant Camille Bahri stated I am the owner. This is the last piece of land of East Highlands Ranch. The development agreement is still in good standing, but we are seeking an extension before it expires. In terms of the development agreement the tentative map has a nine-year life, an initial five years, then two extensions of two years each. So, the development agreement grants the size of this East Highland Ranch development initially 3,600 units but capping eventually at 2,800 units. By state law it's a three-year initial time frame, three extensions at one year. We did not follow exactly the allowed provision in the development agreement, but in essence, if the development agreement continues for another few years. Since we are at the juncture where the tentative map needs to be extended, the development agreement also needs to be extended. So that is why we thought that best way is to revisit rather than debate whether should it have been allowed under the DA or not. There are some provisions by the state due to COVID-19 that extend certain tentative maps that may apply to us. We have been working very hard on this to mitigate some of the issues that we have encountered that is not in our hands. What has happened when the market after the Great Recession came back, we did not feel that the original entitlements of 306 units would have been around 12 units per acre on a gross basis. We decided that maybe it is better to reduce our density by more than half and went with the program that was approved by the Planning Commission in 2018 is when we got the approval. It was at the same time frame when we were requested to conduct another survey of the Kangaroo Rat (K-Rat), which we had done for about 20 years and did not catch any. There is no habitat there, but we got 4 K-Rats, and it has been a nightmare since. We received our permit from the United States Fish and Wildlife Service, but since then the state has adopted the San Bernardino Kangaroo Rat as an endangered species and they have their own standards on how to mitigate it. We are around the corner of finalizing the final touches on the Incidental Take Permit that the state issues through the California Department of Fish and Wildlife. We are meeting somewhere in the middle where it is not such a heavy burden where it would scare off a potential builder.

Commissioner Miller asked so you initially approached California Department of Fish and Wildlife and received conditions back, but those were not acceptable to you? Since those were not acceptable that is when you had to find something that was acceptable, and I am sure it was a significant amount of time.

Applicant Camille Bahri stated sort of. The initial process in 2017 with the K-Rat has to go through a protocol. They have to notify us when and how many nights they will be conducting the trapping. It is a biologist that is certified who reports what is caught and that first started with the United States Fish and Wildlife Service. That process took about six years until mid-last year. Later in the process is when the California Department of Fish and Wildlife stepped in and adopted the K-Rat as an endangered species. While we were in the process with United States of Fish and Wildlife, the State stepped in, and we were advised by both agencies to complete the process we started with the Federal Agency. An example, you need an exclusionary fence to be placed before you start the grading, so the K-Rat does not migrate or be harmed. The initial requirement is a biologist on the job site, 8-10 hours a day watching for holes in the fence to make sure the K-Rat does not come in. The Santa Ana wash area that is owned and managed by the San Bernardino Valley Water Conservation District have areas that have been identified by the Federal Agencies and the State that they are good candidates to restore the K-Rat habitat.

Commissioner Miller stated I think the $752,000 Development Impact Fees on Greenspot Road is chump change. It is too small. I do not think it is what is best for our community, and it does not represent the impact to our infrastructure. I cannot support it.

Vice Chair Thomas asked has staff evaluated updating the Development Impact Fees ordnance?

Assistant Community Development Director Stater stated this is a part of a Master Plan community that had infrastructure requirements that have fulfilled over the term of the entire Specific Plan, like bridges, roads, and drainage systems. That is what offsets those lower fees and that is the purpose of the development agreement. A long-term project over many years and it is recognizing both sides. Staff understands exactly what you are stating, and the Director asked for the 5% escalator per year. Staff's opinion that a lower fee is appropriate, and what that fee is somewhat debatable. So, our recommendation was a 5% escalator.

Commissioner Miller stated that is small. I have been involved in projects with the roads or storm drains and we have seen escalation significantly beyond these numbers presented. They are too conservative and not representative.

Community Development Director Mainez stated it seems that there is a concern with one of our Commissioners. The Planning Commissioners can certainly recommend to the City Council but indicate the concern about that Development Impact Fee, because the authority sits with the Council. If you deny it tonight, it will still go to City Council for a recommendation of denial.

Chair Hamerly stated if we were to read the recommendation as it is written, and if it were to fail, we could parse it and state we are going to entertain a new motion and separate it into multiple motions and give the City Council. We do not have final finance authority, that always go to City Council for decision, however we can make an additional recommendation.

Assistant Community Development Director Stater stated the Planning Commissioners looked at fees five years ago. The development agreement is expiring October of 2024, so five years ago we did talk about fees for this project. This exact recommendation came before you to state if they are still appropriate fees to be charging the development.

Chair Hamerly stated as a Planning Commission, we recommended that the City Council put it on their list of future discussion items and to evaluate the Development Impact Fees that were representing the cost of delivering service to new units as they are constructed.

Community Development Director Mainez stated we just went through that process and the new fees will take effect April 1, 2024. Those were adjusted through a very detailed nexus study. There are two development agreements, Master Development Agreement, and Development Impact Fees Agreement.

Applicant Camille Bahri stated I have lived with this for a very long time, and I do have the background. I would be remised not to clarify a few things if you have been offended by the fee structure. The fee is revisited on a yearly basis. For instance, the city staff would remove something from the cities program that is covered by the Development Impact Fees. Also, the

fee is revisited for cost, what kind of index the city feels should be applied to keep up with cost of construction. All of the fees that apply either partially or fully to the East Highlands Ranch because some fees apply 100% and escalate at the same rate that everybody else. It is typically 2.5% and what staff suggested is to double it. The $750,000 plus or minus was not the sweetheart deal that East Highlands Ranch reached with the city and getting away with murder while others are paying more. This is a reduction in view of things that the ranch provided. Many years ago, the fire station on Weaver Avenue and Base Line was built and funded by the ranch. So, it is not that the ranch or Blossom Trails is getting away with the lower fee. While this owner has not had the chance to develop its own property, although it is contributed to that fire station and is still waiting to benefit from something that they contributed cost decades ago. I hope you do not feel that the city has been short changed, there has been a lot more than the balance and the difference between not being East Highlands Ranch versus East Highlands Ranch Development Impact Fees that have been expended, put in the ground and being of service to all of the existing community for many years.

Commissioner Miller stated I understand your point. As it relates to infrastructure, I feel the drainage infrastructure in your area, specifically as it relates to Church Street, is inadequate. It had huge flooding issues, and it needs more funding. The roads that will support this development and their existing state, along with the other commercial development, will be stressed. The $750,000, no matter how you spend it with 137 lots, it is a small amount. There may have been money paid back 30 years ago, but we are in different times. The construction costs that we are seeing on these projects are not 2.5% or 5%, they are more like 25 or 30%. So, I appreciate your response, I does not change my opinion.

Applicant Camille Bahri stated the flooding on Church Street is not a city burden. 15 years ago, we built the Church Street Channel before Blossom Trails. The flooding as mentioned is not the city's responsibility, it is the Flood Control responsibility. I would like to point out the traffic concern, we do contribute to the regional facilities with a fee specific to the East Highlands Ranch and the only median that has existed in the city is facing Blossom Trails because these the ranch did the full right of way before I came to the East Highlands Ranch in 1990. Thank you.

Chair Hamerly closed the public hearing.

A MOTION was made by Vice Chair Thomas and seconded by Commissioner Saran to adopt Resolution No. 2024-004, recommending the City Council adopt a Resolution to approve Extension of Time for Tentative Parcel Map 19958 and Tentative Tract Map 20090 and introduce an ordinance to extend the term of the East Highlands Ranch PUD Development Agreement and Impact Fee Development Agreement. Motion carried, 3-1-1, with Commissioner voting no and Commissioner Graves being absent.

RESOLUTION NO. 2024-004

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL APPROVE EXTENSION OF TIME EXT 24-002 TO EXTEND TENTATIVE PARCEL MAP 19958 (TPM 17-002) AND TENTATIVE TRACT MAP 20090 (TTM 17-001) FOR A PERIOD OF TWO YEARS AND APPROVE EXTENSION OF TIME 24-001 EXTENDING THE EAST HIGHLANDS RANCH

DEVELOPMENT AGREEMENT AND DEVELOPMENT FREE AGREEMENT FOR THE PERIOD OF FIVE YEARS TO FACILITATE THE DEVELOPMENT OF "BLOSSOMS TRAILS", A 137 UNIT RESIDENTIAL DEVELOPMENT LOCATED ON THE SOUTHSIDE OF GREENSPOT ROAD WEST OF CHURCH STREET.

ANNOUNCEMENTS

The Planning Commissions next regular meeting is scheduled March 5, 2024.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 6:32 p.m.

Submitted by:

Camille Duarte, Administrative Assistant III
Community Development Department

Approved by:

Randall Hamerly, Chair
Planning Commission

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager/City Treasurer

REVIEWED BY: Maricela E. Marroquin, City Attorney

PREPARED BY: Chuck Dantuono, Interim City Manager/City Treasurer

SUBJECT: Final Action on Employment Agreement between Carlos Zamano and the City of Highland.

RECOMMENDATION: That the City Council authorize the Mayor to execute the Employment agreement between Carlos Zamano and the City of Highland.

FISCAL IMPACT: Total Salary of $235,788 annually.

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

BACKGROUND: On August 31, 2023, City Manager, Joseph Hughes submitted his Notice of Retirement to be effective December 29, 2023. On October 18, 2023, the Finance/Personnel Subcommittee reviewed the submitted Request for Proposals (RFPs) for City Manager Recruitment Services and subsequently awarded a Professional Services Agreement to Ralph Andersen & Associates (RAA). Working with Fred Wilson of RAA, the Finance/Personnel Subcommittee interviewed 6 candidates in closed session on December 21, 2023. The City Council interviewed 5 candidates in closed session on January 30, 2024.

Highland Public Works Director/City Engineer, Carlos Zamano was selected as the top candidate. As directed by the City Council, the City Attorney drafted the attached proposed agreement which has been reviewed, accepted, and signed by Carlos Zamano. The main points of the agreement are as follows:

- Annual salary of $224,568 or $18,714 monthly.

Approved _____ Motion _____ Second _____ Agenda Item No. 16

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

- Continue to receive bilingual pay which is 5% of the current salary. This amounts to an additional $935 per month or $11,220 annually. This would bring the annual salary to $235,788 ($224,568 + $11,220).

- A merit salary increase, or other salary/benefit incentives may be considered by the City Council at an annual performance review.

- Be provided with a one-time offer to buy back 100 hours of accrued vacation leave, which shall not reduce the annual 60 hours of vacation leave that can be purchased.

- Be provided with the same Cost-of-Living Adjustment (COLA) as City employees.

- Vehicle allowance of $700 per month.

- Be provided with a combined contribution to the ICMA Deferred Compensation Plan. For each $2.00 of voluntary contributions made, the City will contribute $1.00 up to the maximum allowed combined contribution limit. In 2024, the maximum contribution is $30,500. The City's responsibility of this amount would be $10,165 or 33%.

- Keep the same benefits that is currently being received such as: Cafeteria Plan of $1,500 per month, Life insurance, and PERS retirement 2% at 55.

- Keep the current accrued leave balances.

The City Attorney has prepared the attached agreement and has approved as to form.

CITY MANAGER EMPLOYMENT AGREEMENT

THIS AGREEMENT is entered into as of the 12th day of March, 2024 ("Effective Date"), by and between the CITY OF HIGHLAND, a general law city and municipal corporation of the State of California (the "City"), and Carlos Zamano, an individual ("Employee" or the "City Manager"). The City and the Employee are sometimes individually referred to as a "Party" and collectively as the "Parties."

RECITALS

A. The City requires the services of a City Manager.

B. Employee has the necessary education, experience, skills and expertise to serve as the City's City Manager.

C. The City Council of the City (the "City Council") desires to employ Employee to serve as the City Manager of the City.

D. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of Government Code Sections 53260 et seq.

E. In consideration of these Recitals and the performance by the Parties of the promises, covenants and conditions herein contained, the Parties agree as provided in this Agreement.

AGREEMENT

1. EMPLOYMENT

The City hereby appoints and employs Employee, commencing on March 13, 2024 as its City Manager. Employee hereby accepts such employment.

2. COMMITMENTS AND UNDERSTANDINGS

A. Employee's Commitments.

(1) Duties and Authority.

(a) Employee shall be the chief executive officer of the City and be responsible to the City Council for the proper administration of all affairs of the City.

(b) Employee shall perform all of the duties of the City Manager as set forth in Chapter 2.08 of the Highland Municipal Code, the California Government Code, and City policies and procedures approved by the City Council, as may be provided from time to time. To the extent any provision or provisions of the Highland Municipal Code may be inconsistent with the terms of this Agreement, the terms of this Agreement shall prevail and apply. The City Council may amend Chapter 2.08 of the Highland Municipal Code in the future, but such amendment shall not affect the substantive provisions of this Agreement. In addition to the powers and duties

expressly set forth and incorporated herein, Employee shall have such powers and duties which are delegated to him by the City Council. Employee shall execute all of the powers and duties in accordance with the policies adopted by the City Council and applicable state and federal laws.

(c) Employee shall exercise such other powers and perform such other duties as City Council may from time to time assign. As determined by the City Council, Employee shall serve as representative to any agency or organization to which the City Council may make appointments. Except as otherwise determined by the City Council, Employee shall serve as Executive Director to any agency, authority or similar entity staffed by City or any City-related legal entity.

(d) Employee shall administer and enforce policies established by the City Council and promulgate rules and regulations as necessary to implement City Council policies.

(e) Employee represents that he has the necessary qualifications and licenses required in the performance of his duties and responsibilities pursuant to this Agreement, and that any such licenses will be maintained in effect and good standing during the term of this Agreement.

(f) To accomplish this, Employee shall have the power and shall be required to:

(i) Attend all meetings of the City Council, unless excused by the Mayor, and take part in the discussion of all matters before the City Council. The Mayor shall not unreasonably refuse to excuse the City Manager's absence.

(ii) Direct the work of all City officers and departments that are the concern and responsibility of the City Council, except those that are directly appointed by or report directly to the City Council. Employee shall endeavor to implement changes that Employee believes will result in greater efficiency, economy, or improved public service in the administration of City affairs.

(iii) Recommend to the City Council from time to time, adoption of such measures as Employee may deem necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services.

(iv) Develop and recommend to the City Council long-range plans to improve City operations and prepare for future City growth and development.

(v) Provide management training and develop leadership qualities among department heads and staff as necessary to build a City management team that can plan for and meet future challenges.

(vi) Exercise control of City government in emergencies as authorized by the Municipal Code and California law.

(2) Hours of Work.

(a) Employee is an exempt employee and is expected to engage in those hours of work that are necessary to fulfill the obligations of Employee's position. Employee does not have set hours of work as the City Manager is expected to be available at all times. The City Manager shall be exempt from the overtime pay provisions of California law (if any) and federal law.

(b) It is recognized that the Employee must devote a great deal of time to the business of the City outside of the City's customary office hours, and to that end, Employee's schedule of work each day and week shall vary in accordance with the work required to be performed. Employee shall spend sufficient hours on site to perform the City Manager's duties.

B. City Commitments.

(1) The City shall provide Employee with the compensation, incentives and benefits, specified elsewhere in this Agreement.

(2) The City shall provide Employee with the facilities and services adequate for the performance of the City Manager's duties.

(3) The City agrees to pay for Employee's reasonable travel and subsistence expenses for education, short courses, institutes and seminars that are necessary for the good of the City or for the professional development of Employee. Such travel and expenses shall be approved in advance by the City Council, or may be approved by the City Council on an annual basis, or by establishing a budget for the City Manager's position which allows for their reimbursement. Reimbursement of expenses shall be made by the City in accordance with established City policies and procedures.

C. City Council Commitments.

(1) The City Council sets policy for the governance and administration of the City, and implements its policies through the City Manager.

(2) The City Council recognizes that to meet the challenges facing the City they must exercise decisive policy leadership. As one step in carrying out this leadership responsibility, the City Council commits to continuing its established policy of spending time each year outside of regular City Council meetings to work with Employee and staff on setting goals and priorities for the City government, and to work on issues that may be otherwise inhibit the maximal achievement of City goals.

(3) Except for the purpose of inquiry, the City Council and its members shall deal with all subordinate City employees, officers, contractors, and consultants through the City Manager or his designee.

(4) Neither the City Council nor any of its members shall interfere with the execution of the powers and duties of the City Manager. The City Manager shall take orders and instructions from the City Council only when it is sitting as a body in a lawfully held meeting, or

where the City Manager believes that a recommended action is in the immediate best interests of the City and within the scope of his authority.

D. Mutual Commitments.

(1) Performance Evaluation.

(a) Annual performance evaluations are an important way for the City Council and Employee to ensure effective communications about expectations and performance.

(b) The City Council recognizes that for Employee to respond to its needs and to grow in the performance of Employee's job, the City Manager needs to know how the City Council Members evaluate Employee's performance.

(c) To assure that the City Manager receives this feedback, the City Council shall conduct an evaluation of Employee's performance at least once each year. The first performance evaluation shall take place on or before March 11, 2025. Employee shall establish a mutually convenient time, provide all relevant information to the City Council prior to the date scheduled, and timely agendize all such performance evaluations.

(d) The annual review and evaluation shall be in accordance with specific criteria developed jointly by the City Council and Employee. Such criteria may be added to or deleted as the City Council may from time to time determine. The City Council and Employee shall define such goals and performance objectives as they mutually determine are necessary for the proper operation of the City for the attainment of the City Council's policy objectives, and the City Council and Employee shall further establish a relative priority among those goals and performance objectives.

3. COMPENSATION

The City agrees to provide the following compensation to Employee during the term of this Agreement:

A. Base Salary.

(1) The annual base salary for the position of City Manager shall be $224,568.00, effective March 12, 2024. In addition, the annual base salary, Employee shall continue to receive bilingual pay which is 5% of his current salary. With the addition of the bilingual pay, Employee's annual salary shall be $235,788.00. Employee's salary is compensation for all hours worked and for all services under this Agreement, including those as an Executive Director or involving any other position, office or appointment associated with the City.

(2) Employee shall receive the same Cost-of-Living Adjustment (COLA) as City employees.

(3) Employee shall have a one-time opportunity to buy-back 100 hours of accrued vacation leave, which shall not reduce the annual 60 hours of vacation leave.

(4) A merit salary increase or other salary/benefit incentives may be considered by the City Council at an annual performance review.

(5) Employee shall be paid at the same intervals and in the same manner as regular City employees.

B. Deferred Compensation. Employee shall be eligible for a combined contribution to the ICMA Deferred Compensation Plan. For each $2.00 of voluntary contributions made by the Employee, the City will contribute $1.00 up to the maximum allowed combined contribution limit.

C. Retirement. The City contracts with the California Public Employees' Retirement System ("PERS") for retirement benefits; the current City PERS plan provides 2% at 55. Employee shall receive PERS benefits on the same terms and conditions as regular management employees of the City.

D. Basic Benefits.

(1) Paid Holidays. Employee shall be entitled to the same paid holidays, on the same terms, as are provided to regular employees of the City.

(2) Vacation Leave. Employee shall retain his accrued vacation leave upon commencement of this Agreement, and shall continue to receive the maximum vacation accrual offered to regular management employees of the City during the term of this Agreement.

E. Automobile. Employee is on call twenty-four hours per day, and is expected to use, maintain and insure his personal vehicle such that it is available at all times for his use on City business. In consideration of these requirements, Employee shall receive a vehicle allowance of $700.00 per month. This allowance is intended to cover the entire cost of the Employee's automobile, including, but not limited to, purchase, depreciation, maintenance, repair, insurance and mileage. Employee shall be required to provide proof of vehicle liability insurance in the amounts and in the form and with the endorsements required by the City.

F. Cellular Phone. The City shall provide Employee with a City-issued cellular device to maintain communication with the City Council and City staff. Such equipment shall remain the sole property of the City and the City reserves the right to monitor the use of its equipment. Employee agrees that Employee has no privacy rights in the use of such equipment and the equipment shall be returned upon termination or separation from employment.

4. HEALTH AND WELFARE BENEFITS

A. Health and Welfare Benefits.

(1) Cafeteria Plan. Employee shall continue to receive a Cafeteria Plan contribution equivalent to the dollar amount provided for regular management employees of the City.

(2) Life Insurance. Employee shall continue to receive the same life insurance package as is provided for regular management employees of the City.

(3) Other Benefits. Employee shall also receive other welfare benefits made available by the City Council to other City employees, on the same terms and conditions.

(4) Sick Leave. Employee shall continue to accrue sick leave at the same rate and on the same terms and conditions as it is provided to regular management employees of the City.

(5) Administrative Leave. Employee shall continue to accrue administrative leave on the same terms and conditions as such leave is afforded regular management employees of the City.

(6) Leave Buy-Back Privileges. Employee shall continue to have the same leave buy-back privileges as are afforded regular management employees of the City.

5. SEPARATION

A. Resignation/Retirement.

(1) Employee may resign at any time and agrees to give the City at least sixty (60) calendar days' advance written notice of the effective date of his resignation, unless the Parties otherwise agree in writing.

(2) If Employee retires from full time public service with the City, Employee may provide six (6) months' advance notice. Employee's actual retirement date will be mutually established.

B. Termination and Removal.

(1) Employee is an at-will employee serving at the pleasure of the City Council as provided in Government Code Section 36506. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate this Agreement and the employment of the City Manager at any time, with or without cause, as provided in this paragraph.

(2) The City Council may remove Employee at any time, with or without cause, by a four-fifths vote of its members. Notice of termination shall be provided to Employee in writing. Any such notice of termination or act constituting termination shall be given at or effectuated at a duly noticed meeting of the City Council.

C. Severance.

(1) In the event Employee is terminated by the City Council without cause during such time that Employee is willing and able to perform the City Manager's duties under this Agreement, then in that event the City agrees to pay Employee a lump sum cash payment equal to six (6) months' base salary then in effect.

(2) In the event Employee is terminated within three (3) months following a general municipal election at which at least one (1) member of the City Council is elected, Employee shall be entitled to double the amount of severance provided in section (1) above.

D. Separation for Cause.

(1) Notwithstanding the provisions of Section 5.C, Employee may be terminated for cause. As used in this section, "cause" shall mean any of the following:

(a) Conviction of a felony or any offense involving a violation of Employee's official duties;

(b) If, during the term of this Agreement, Employee becomes mentally or physically incapable of performing the City Manager's functions and duties as set forth in this Agreement with reasonable accommodation, and it reasonably appears such incapacity will last for more than six (6) months;

(c) Continued abuse or use of prescription or non-prescription drugs or alcohol that materially affects the performance of City Manager's duties;

(d) Repeated and protracted unexcused absences from the City Manager's office and duties;

(e) Refusal to comply with a lawful order or instruction issued by a majority of the City Council at a lawfully convened meeting;

(f) Deliberate falsification of City records or official documents, or instructing a City employee to commit an act which Employee knows or has reason to know is a crime; or

(g) Failure and refusal to carry out the duties of the City Manager as set forth in this Agreement.

(2) In the event the City Council terminates Employee for cause, then the City Council may also terminate this Agreement immediately, and Employee shall be entitled to only the compensation accrued up to the date of termination, payments for unused accrued vacation leave balance, and such other termination benefits and payments as may be required by law. Employee shall not be entitled to any severance benefits provided by Section 5.C. Further, in the event the City Manager is convicted of a crime involving an abuse of office or position, the City Manager shall reimburse City for any paid leave salary offered pending investigation or cash settlement (including severance), as provided by Government Code Sections 53243 – 53243.4.

E. Death of Employee.

In the event Employee dies while employed by the City under this Agreement, this Agreement shall terminate, and Employee's beneficiaries or those entitled to his estate shall be entitled to Employee's earned salary and any in-lieu payments for accrued benefits, including compensation for the value of any accrued leave balances.

6. MISCELLANEOUS PROVISIONS

A. Term.

Unless sooner terminated, the term of this Agreement shall commence on the Effective Date and terminate on March 12, 2025 ("Term"). This Agreement will automatically renew on March 11th of each year, for additional one year renewal terms on the same terms and conditions that are in force at the time of the renewal, unless either party gives the other party written notice of non-renewal at least three months prior to the end of the term of this Agreement."

B. Amendments.

This Agreement may be amended at any time by mutual agreement of the City and Employee. Any amendment shall be negotiated, in writing, and approved by the City Council.

C. Conflict of Interest.

(1) Employee shall not engage in any business or transaction or have a financial or other personal interest or association, direct or indirect, which is in conflict with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal, as distinguished from financial interest, includes an interest arising from blood or marriage relationships or close business, personal, or political relationships or close business, personal or political associations. This section shall not serve to prohibit independent acts or other forms of enterprise during those hours not covered by active City employment, providing such acts do not constitute a conflict of interest as defined herein.

(2) Employee shall also be subject to the conflict of interest provisions of the California Government Code and any conflict of interest code applicable to Employee's City employment.

(3) Employee is responsible for submitting to the City Clerk the appropriate Conflict of Interest Statements at the time of appointment, annually thereafter, and at the time of separation from his position.

D. Indemnification.

(1) Except as otherwise permitted, provided, limited or required by law, including without limitation California Government Code Sections 825, 995, and 995.2 through 995.8, the City will defend and indemnify Employee, using legal counsel of the City's choosing, against legal liability for acts or omissions by Employee occurring in the course and scope of employment under this Agreement. The City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. In the event the City provides funds for legal criminal defense pursuant to this section and the terms of the Government Code, Employee shall reimburse the City for such legal criminal defense funds if Employee is convicted of a crime involving an abuse of office or position, as provided by Government Code Sections 53243 through 53243.4. Further, in the event Employee is convicted of a crime involving an abuse of office or position, Employee shall reimburse City for any paid leave or cash settlement, as provided by Government Code Sections 53243 through 53243.4.

(2) The indemnification provided in this Section 6.D shall extend beyond termination of employment and this Agreement to provide protection for any such acts undertaken or committed in Employee's capacity as City Manager, regardless of whether the notice of filing of a claim or lawsuit occurs during or following employment with the City.

(3) In the event that the City Manager shall serve as the chief executive of other City-related legal entities as provided in Section 2.A(1)(c), then each provision of this Section shall be equally applicable to each City-related legal entity as though set forth in an indemnity agreement between Employee and that legal entity.

E. Confidential Information.

Employee acknowledges and agrees that in the performance of his duties, the City discloses and entrusts him with certain confidential proprietary information. Employee agrees not to directly or indirectly disclose or use at any time any such information, whether it be in the form of records, lists, data, personnel information, reports or otherwise, of a business or technical nature, which was acquired or viewed by Employee during Employee's relationship with the City unless such disclosure is authorized by the City in writing, required by law, or required in the performance of the duties of the City Manager. This provision shall survive the termination or expiration of this Agreement.

F. Independent Review of Agreement.

Employee acknowledges that he has had the opportunity and has conducted an independent review of the financial and legal effects of this Agreement. Employee acknowledges that he has made an independent judgment upon the financial and legal effects of this Agreement and has not relied upon any representation of the City, its officers, agents or employees other than those expressly set forth in this Agreement.

G. Severability.

If any clause, sentence, part, section, or portion of this Agreement is found by a court of competent jurisdiction to be illegal or unenforceable, such clause, sentence, part, section, or portion so found shall be regarded as though it were not part of this Agreement and the remaining parts of this Agreement shall be fully binding and enforceable by the Parties hereto.

H. Jurisdiction and Venue.

This Agreement shall be construed in accordance with the laws of the State of California, and the Parties agree that venue shall be in San Bernardino County, California.

I. Entire Agreement.

This Agreement represents the entire agreement of the Parties, and no representations have been made or relied upon except as set forth herein. This Agreement may be amended or modified only by a written, fully executed agreement of the Parties, as set forth herein.

J. Notice.

Any notice, amendments, or additions to this Agreement, including changes of address of either Party during the term hereof, which Employee or the City shall be required, or may desire, to make shall be in writing and shall be sent by prepaid first class mail or hand-delivered to the respective parties as follows:

If to the City: Mayor and City Council
27515 Base Line
Highland, CA 92346

If to Employee: Carlos Zamano
Will be mailed to his last address on file in his personnel file.

K. Drafting of Agreement.

The Parties hereto acknowledge and agree that although this Agreement has been drafted by City's legal counsel, Employee has reviewed, or had an opportunity to review the terms of this Agreement with his legal counsel. Consequently, the doctrine that ambiguities in an agreement should be resolved against the drafting party shall not be employed in connection with this Agreement and this Agreement shall be interpreted in accordance with its fair meaning.

L. Voluntary Agreement.

Employee represents and warrants that he has read carefully and fully understands all the provisions of this Agreement, that he is free to enter into this Agreement and to render the services described in it, that he entering into and performance of this Agreement will not breach or violate or conflict with any other agreement (written or oral) to which he is a party, and that he has had an opportunity to consult with his legal counsel prior to entering into this Agreement and has either done so or voluntarily chosen not to do so. Employee is voluntarily entering into this Agreement. The City represents and warrants that it has the right and power to enter into this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

"CITY"

_____
Penny Lilburn, Mayor

"CITY MANAGER" / "EMPLOYEE"

_____
Carlos Zamano, City Manager

ATTEST:

_____
Alondra Munoz, City Clerk

APPROVED AS TO FORM:

_____

Maricela E. Marroquin, City Attorney

STAFF REPORT

TO THE CITY COUNCIL

DATE: March 12, 2024

FROM: Chuck Dantuono, Interim City Manager

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

PREPARED BY: Matt Bennett, Assistant Public Works Director MB

SUBJECT: Development Impact Fee Reimbursement for Greenspot Road Improvements, TTM 18893

RECOMMENDATION: It is recommended that the City Council approve the Greenspot Road improvement reimbursement to Sunland, LLC in the amount of $63,237.00.

FISCAL IMPACT: As per DRA-012-007/ East Valley Water District Administrative Office and Corporate Yard located at 31111 Greenspot Road, EVWD paid $63,237.00 in lieu of the design and construction of a future landscaped median on Greenspot Road across their project frontage. Reimbursement paid to Sunland, LLC is offset by the design and construction of Greenspot Road street improvements constructed in conjunction with the TTM 18893 Sunland, LLC residential development.

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: In accordance with City Council Resolution No. 2020-005, TTM 18893 as approved on Dec. 8, 2020, the Engineering Conditions of Approval required the project to widen and improve Greenspot Road along the TTM 18893 project frontage. This Greenspot Road widening project incorporated existing EVWD driveways at the new Mediterra Parkway traffic signal and the corporate yard, as approved by the City Engineer.

Approved _____ Motion _____ Second _____ Agenda Item No. 17

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

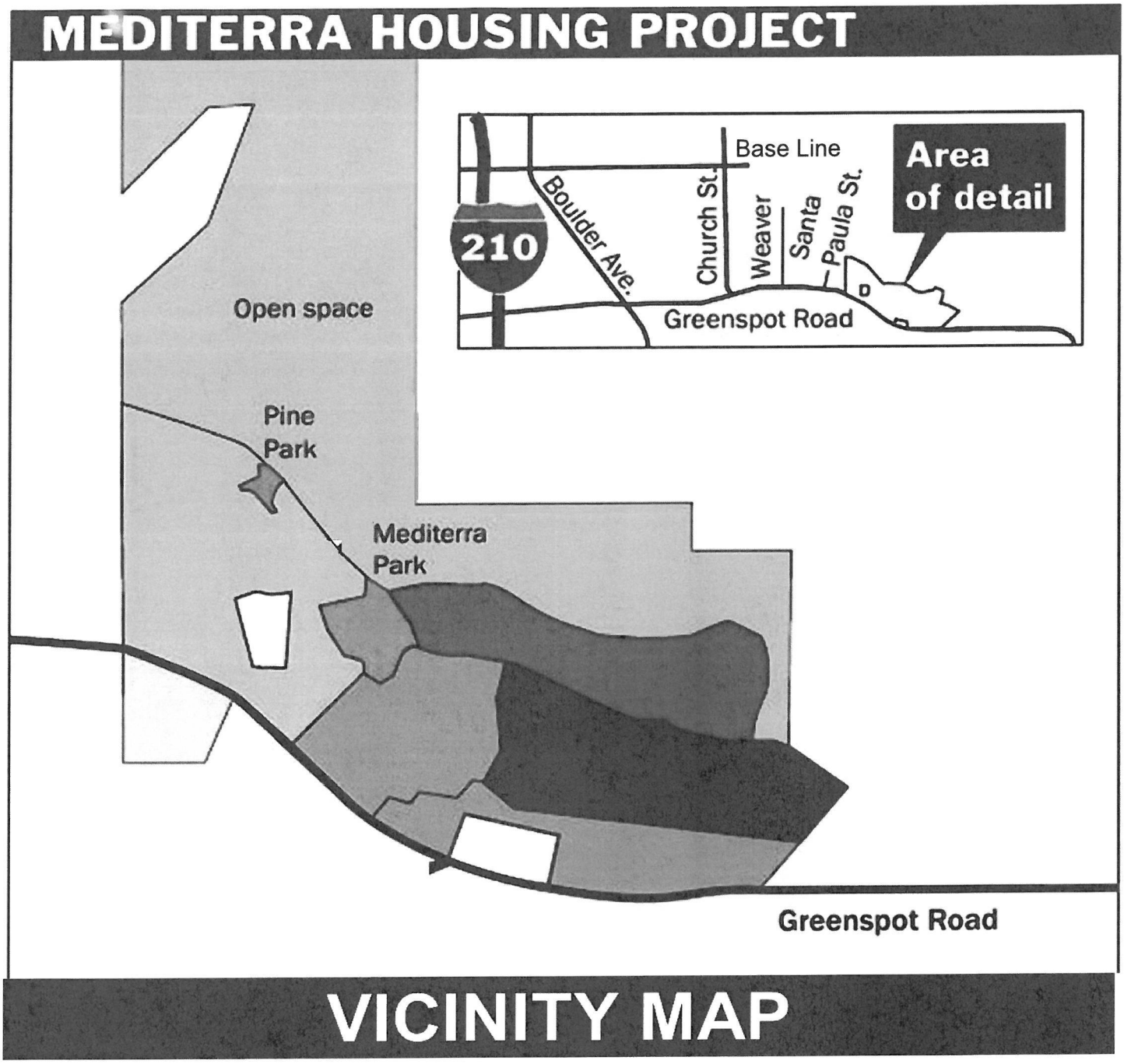
City Manager

Pursuant to the City's Policy, the developer's cost to widen Greenspot Road along the project frontage, including construction of sidewalk, curb and gutter, asphalt paving, raised landscaped medians and driveway approaches is eligible for reimbursement of the full design, construction, engineering and contract administration cost. The reimbursement request is in the amount of $63,237.00.

There will be no direct impacts to the City's existing Regional Circulation System DIF Fund because the reimbursement requested to offset the design and construction of the street improvements as conditioned by Engineering and approved by the City Council on December 8, 2020 do not exceed the in-lieu cash payment of $63,237.00 by EVWD for the design and construction of the Greenspot Road improvements. Furthermore, the on-going maintenance impacts to the City's General Fund will be offset by the Homeowner's Association (or Maintenance Community Facilities District) conditioned to establish a funding mechanism to maintain the landscaped parkways and median along Greenspot Road in perpetuity.

Based on the required findings listed above, staff recommends the City Council consider Sunland, LLC's reimbursement request for a Regional Circulation System DIF reimbursement totaling $63,237.00.

ATTACHMENT: Vicinity Map


MEDITERRA HOUSING PROJECT
Base Line
Area of detail
210
Boulder Ave.
Church St.
Weaver
Santa Paula St.
Greenspot Road
Open space
Pine Park
Mediterra Park
Greenspot Road
VICINITY MAP

STAFF REPORT

TO THE CITY COUNCIL

DATE: February 13, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, 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. 18

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: February 13, 2024

FROM: Chuck Dantuono, Interim City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Council Member Comments
(Agency/Committee/AB1234 Reports, District Updates, etc.)

RECOMMENDATION: Discussion and possible action.

Approved _____ Motion _____ Second _____ Agenda Item No. 19

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager