



CITY OF HIGHLAND

CITY COUNCIL AGENDA

Regular Meeting
July 9, 2024 at 6:00 PM
City Hall Donahue Council Chambers
27215 Base Line, Highland CA 92346

COUNCILMEMBERS

Penny Lilburn, Mayor
District 3

Larry McCallon, Mayor Pro Tem
District 5

Jesse Chavez-Cordova, Councilmember
District 1

Anaeli Solano, Councilmember
District 2

John P. Timmer, Councilmember
District 4

STAFF

Carlos Zamano, City Manager/Public Works Director/City Engineer
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer
Lawrence Mainez, Community Development Director
Maricela Marroquin, City Attorney
Alondra Muñoz, City Clerk

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.*

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 accommodations, including 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.

Levine Act: 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 includes 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 no later than the beginning of the proceeding.

Public Comment: 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 July 9, 2024, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the July 9, 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 JULY 9, 2024 - 6:00 p.m.

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

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 acting on any item not on the agenda. Individual speakers are limited to three minutes each. Comments received via email by July 9, 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.

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2. Minutes - June 11, 2024 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
 3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 767 for July 9, 2024, in the amount of \$2,453,322.45 and Payroll of \$217,250.86.
 4. Treasurer's Report for May 2024
RECOMMENDATION: That the City Council receive and file Treasurer's Report for May 2024.
 5. Claim Consideration - Kacee Gearone Cross
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
 6. Staff Agency Appointment - California Intergovernmental Risk Authority (CIRA)
RECOMMENDATION: That the City Council adopt Resolution No. 2024-_____ appointing Leticia Nava-Cruz, Director of Administrative Services/City Treasurer, as the city's Director to the Board of Directors of CIRA, and Carlos Zamano, City Manager as the Alternate Director.
 7. Resolution No. 2024-_____ Authorizing Investment of the City of Highland Monies in the Local Agency Investment Fund (LAIF)
RECOMMENDATION: That the City Council adopt Resolution No. 2024-_____ authorizing investment of the City of Highland monies in the Local Agency Investment Fund (LAIF).
 8. Resolution No. 2024-_____ Approving a Wildland Protection Agreement (WPA) with the State of California for Fiscal Year 2024/2025
RECOMMENDATION: That the City Council:
 - 1) Adopt Resolution No. 2024-_____ approving the Department of Forestry and Fire Protection (CalFire) Wildland Protection Agreement (WPA) for July 1, 2024 through June 30, 2025; and
 - 2) Approve the following budget adjustment for Fiscal Year 2024/2025; transfer \$8,195 from 029-2512 (Fire Department - Fund Balance) to be expended from 029-2100-4568 (Contract Services - Fire Services).
 9. Resolution Authorizing the City of Highland to Enter Into the Settlement Agreement with Kroger Co., Authorize Entry Into the Subdivision Participation Form, and Other Related Documents
RECOMMENDATION: That the City Council:
 - 1) Adopt Resolution No. 2024-_____ authorizing the City of Highland to enter into the Settlement Agreement with Kroger Co., pertaining to National Opioid Litigation;
 - 2) Authorize the City Manager to execute any necessary documents; and
 - 3) Authorize that these funds be allocated to the County.
 10. Household Hazardous Waste Used Oil Payment Program
RECOMMENDATION: That the City Council authorize the City Manager to execute the Authorization Letter for San Bernardino County (County) to apply for the Used Oil Payment Program on behalf of the City of Highland (City). This payment program funding supports the contracted mandatory Household Hazardous Waste (HHW) Program.
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11. Contract Renewal - Bid No. 2020-01, "Facilities and Parks Landscape Maintenance"
RECOMMENDATION: That the City Council:
- 1) Extend the Facilities and Parks Landscape Maintenance Agreement with RP Landscape and Irrigation, Inc. for one year; and
 - 2) Approve a 15.8% increase to the contract.
12. Contract Renewal - Bid No. 2023-04, "City of Highland Landscape Maintenance Districts (LMD) Contract"
RECOMMENDATION: That the City Council:
- 1) Extend the Landscape Maintenance Districts (LMD) Contract with RP Landscape and Irrigation, Inc. for one year; and
 - 2) Approve a 13.2% increase to the contract.
13. Notice of Completion - Bid No. 2023-01, "Highland Community Park Perimeter Fence and Gates Project"
RECOMMENDATION: That the City Council:
- 1) Accept the Highland Community Park Perimeter Fence and Gates Project (Bid No. 2023-01) Project as complete;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.
14. Notice of Completion - Bid No. 2023-05, "City Hall Roof Top Coat and Coping for Existing Polyurethane Foam Roof System Project"
RECOMMENDATION: That the City Council:
- 1) Accept the City Hall Roof Top Coat and Coping for Existing Polyurethane Foam Roof System Project (Bid No. 2023-05) as complete;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.
15. Proposed Revision to Building and Safety Contract Service Rates with Willdan Associates (Addendum No. 4)
RECOMMENDATION: That the City Council:
- 1) Approve the revised contract for specific service rates with Willdan Associates for Building and Safety Inspection and Plan Check Services; and
 - 2) Direct the Mayor to execute Addendum No. 4. to the contract.
16. Proposed Revision to the Fire Prevention, Fire Plan Review, and Inspection Services Contract (Fire Marshal Services) with Charles Abbott Associates, Inc. (CAA) (Addendum No. 1)
RECOMMENDATION: That the City Council:
- 1) Approve the revised contract service rates with Charles Abbott Associates, Inc. for Fire Prevention, Fire Plan Check, and Inspection Services (Fire Marshal Services); and
 - 2) Authorize the Mayor to execute Addendum No. 1 to the contract.
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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.

17. Consideration of a Resolution to Adjust the Business Tax on the Extraction and/or Processing of Rock, Sand, and Gravel (Aggregate) Pursuant to Title 5 (Business Licenses and Regulations), Chapter 5.17 (Business License Tax on Extraction and/or Processing of Rock, Sand, and Gravel [Aggregate]), Section 5.17.040 (Rock, Sand, and Gravel [Aggregate] Extraction and Processing Tax)
RECOMMENDATION: That the City Council adopt Resolution No. 2024-_____ fixing the Highland Business License Tax on the extraction and/or processing of rock, sand, and gravel (aggregate) for Fiscal Year 2024/2025.

CITY COUNCIL LEGISLATIVE

18. Resolution Re-Authorizing the Levy of Special Tax in Community Facilities District No. 2022-01 (Mediterra), for Fiscal Year 2023/2024
RECOMMENDATION: That the City Council, acting in the capacity as the legislative body for Community Facilities District (CFD) No. 2022-01 (Mediterra), adopt Resolution No. 2024-_____ re-authorizing the levy of a special tax for this district for Fiscal Year 2023/2024.
19. Resolution No. 2024-_____ Establishing Employee Salaries
RECOMMENDATION: That the City Council adopt Resolution No. 2024-_____ establishing employee salaries and adding the classification of Associate Engineer.
20. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
21. 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. The next regular meetings of the City Council for 2024 are as follows: 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 July 3, 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: July 3, 2024



Alondra Muñoz
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

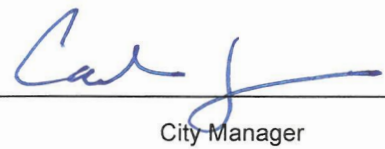
DATE: July 9, 2024

FROM: Carlos Zamano, 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. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

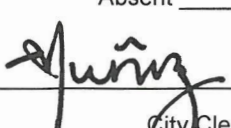
DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Alondra Muñoz, City Clerk

SUBJECT: Minutes - June 11, 2024 Regular Meeting

RECOMMENDATION: Approve the Minutes as submitted.

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

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 Willie Hicks, Harvest Care Church, and the Pledge of Allegiance was led by Councilmember Solano.

ROLL CALL

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

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Linda Crawford Fields stated her concerns about Jeffrey Court Senior Living.

Lenell Washington stated her concerns about Jeffrey Court Senior Living.

Betty Thomas stated her concerns about Jeffrey Court Senior Living.

Jane Bouch and Chris Nielsen representing the Highland Chamber of Commerce spoke regarding upcoming events.

Bob Hitchman spoke regarding concerns over motorcyclists and safety issues on the community trails.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Councilmember Chavez-Cordova, seconded by Councilmember Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Councilmember Timmer being absent.

1. Waive the Reading of All Ordinances

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

2. Minutes - May 14, 2024 City Council Regular Meeting

Approved the Minutes as submitted.

3. Warrant Register

Approved Warrant Register No. 766 for June 10, 2024, in the amount of \$5,874,167.67 and Payroll of \$226,762.66.

4. Treasurer's Report for April 2024

Received and filed Treasurer's Report for April 2024.

5. Claim Consideration - Daniel Lazaro

Rejected claim.

6. Declare One (1) Seat Vacant on the Community Trails Committee

- 1) Declared one (1) seat vacant on the Community Trails Committee; and
- 2) Directed the City Clerk to advertise the vacancy on the Community Trails Committee.

7. Declare One (1) Seat Vacant on the Historic and Cultural Preservation Board

- 1) Declared one (1) seat vacant on the Historic and Cultural Preservation Board; and
- 2) Directed the City Clerk to advertise the vacancy on the Historic and Cultural Preservation Board.

8. Declare One (1) Seat Vacant on the Planning Commission

- 1) Declared one (1) seat vacant on the Planning Commission; and
- 2) Directed the City Clerk to advertise the vacancy on the Planning Commission.

9. November 5, 2024 General Municipal Election - Proposed Resolutions Calling the November 5, 2024, General Municipal Election; Consolidating the General Municipal Election with the Statewide Election; and Adopting Regulations for Candidate Statements

- 1) Adopted Resolution No. 2024-015 calling and giving notice of the holding of the General Municipal Election to be held on November 5, 2024;
- 2) Adopted Resolution No. 2024-016 requesting San Bernardino County to consolidate the General Municipal Election with the statewide election; and
- 3) Adopted Resolution No. 2024-017 establishing regulations for candidate statements.

RESOLUTION NO. 2024-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024, FOR THE ELECTION OF CERTAIN OFFICERS IN DISTRICT 1, DISTRICT 3, AND DISTRICT 5 AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

RESOLUTION NO. 2024-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE

RESOLUTION NO. 2024-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024

10. Resolution No. 2024-018 Confirming the Authority of the City Treasurer, Pursuant to Government Code Section 53607

Adopted Resolution No. 2024-018 confirming the authority of the City Treasurer pursuant to Government Code Section 53607.

RESOLUTION NO. 2024-018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, CONFIRMING THE AUTHORITY OF THE CITY TREASURER, PURSUANT TO GOVERNMENT CODE SECTION 53607

11. Resolution No. 2024-019 Establishing the Appropriations Limit for Fiscal Year 2024/2025 for the City of Highland in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code

- 1) Adopted Resolution No. 2024-019 establishing the Appropriations Limit for Fiscal Year 2024/2025 for the City of Highland in accordance with the provisions of Division 9 of Title 1 of the California Government Code; and
- 2) Adopted Resolution No. 2024-020 amending the Appropriations Limit for Fiscal Year 2023/2024 for the City of Highland in accordance with the provisions of Division 9 of Title 1 of the California Government Code.

RESOLUTION NO. 2024-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024/2025 FOR THE CITY OF HIGHLAND IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

RESOLUTION NO. 2024-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE AMENDED APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023/2024 FOR THE CITY OF HIGHLAND IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

12. Resolution No. 2024-021 Rendering the Annual Statement of Investment Policy for Fiscal Year 2024/2025

Adopted Resolution No. 2024-021 rendering the Annual Statement of Investment Policy for Fiscal Year 2024/2025.

RESOLUTION NO. 2024-021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2024/2025

13. Resolution No. 2024-022 Amending the City of Highland Premium Only Plan

Adopted Resolution No. 2024-022 amending the City of Highland Premium Only Plan.

RESOLUTION NO. 2024-022

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

14. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024/2025

Approved the agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024/2025.

15. Resolution No. 2024-023 Establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-023 establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-023 with the tax roll.

RESOLUTION NO. 2024-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR COMMUNITY FACILITIES DISTRICT NO. 90-1 FOR THE FISCAL YEAR 2024/2025

16. Resolution No. 2024-024 Establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-024 establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-024 with the tax roll.

RESOLUTION NO. 2024-024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2001-01 FOR THE FISCAL YEAR
2024/2025

17. Resolution No. 2024-025 Establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-025 establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-025 with the tax roll.

RESOLUTION NO. 2024-025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2007-01 FOR THE FISCAL YEAR
2024/2025

18. Contract Renewal - Bid No. 2018-12 "Facilities and Parks Janitorial Service Maintenance Agreement"

- 1) Extended the Facilities and Parks Janitorial Maintenance Agreement with Base Hill, Inc. dba Jan Point for one year; and
- 2) Approved a 15.8% increase to the contract.

19. Fiscal Year 2024/2025 Senate Bill 1 Project List

Adopted Resolution No. 2024-026 approving the list of projects for Fiscal Year 2024/2025 funded by Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017.

RESOLUTION NO. 2024-026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR
2024/2025 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY
ACT OF 2017

20. Resolution Authorizing the Levy of a Special Tax in Community Facilities District No. 2022-01 (Mediterra) for Fiscal Year 2024/2025

Adopted Resolution No. 2024-027 authorizing the levy of a special tax in Community Facilities District (CFD) No. 2022-01 (Mediterra) for Fiscal Year 2024/2025.

RESOLUTION NO. 2024-027

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2022-01 (MEDITERRA), AUTHORIZING THE LEVY OF A SPECIAL TAX IN COMMUNITY FACILITIES DISTRICT 2022-01 (MEDITERRA) FOR FISCAL YEAR 2024/2025

CITY COUNCIL PUBLIC HEARING

21. Consideration of the Levy of the Annual Refuse Collection Service Charge for Fiscal Year 2024/2025 and Consideration of Annual Property Tax Roll Billing for Residential Customers in Accordance with the Current Franchise Agreement Dated August 1, 2018

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated a meeting was held with the hauler Burrtec Waste Industries (Burrtec), where Burrtec requested a rate increase but after many discussions, later rescinded their rate increase request. There is no rate increase this year. The City Council should approve the retention of the current annual fees on the tax roll.

Mayor Lilburn asked if anyone from the public wanted to speak for or against the item.

Seeing none, Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

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

- 1) Hold a Public Hearing on the collection of the residential charge on the County Tax Roll for Fiscal Year 2024/2025; and
- 2) Adopt Resolution No. 2024-028, providing for the levy of the annual refuse collection service charge for Fiscal Year 2024/2025 and providing for the collection of the residential charge on the County Tax Roll provided that the City Council determines that a majority protest against collection of the charge on the County Tax Roll does not exist. Approval requires two-thirds vote of the members of the City Council. Motion Carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-028

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, LEVYING CHARGES FOR RESIDENTIAL AND COMMERCIAL/INDUSTRIAL REFUSE COLLECTION SERVICES FOR FISCAL YEAR 2024/2025 PURSUANT TO CHAPTER 8.12 OF THE HIGHLAND MUNICIPAL CODE AND ORDERING THE RESIDENTIAL CHARGES TO BE COLLECTED ON THE COUNTY OF SAN BERNARDINO TAX ROLL

22. Consolidated Landscape and Lighting District 96-1 Annual Report (Fiscal Year 2024/2025)

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated this item is the annual approval for the Consolidated Landscape Lighting District. This item was previously presented to the City Council on May 14, 2024, for a preliminary approval of the Annual Report. There have been no changes to the report and no protests have been submitted.

Mayor Lilburn stated there were no public speaker slips in favor or in opposition of the item.

Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

A MOTION was made by Councilmember Solano, seconded by Mayor Pro Tem McCallon to approve Resolution No. 2024-029 ordering the continued maintenance of improvements in the Consolidated Landscape and Lighting District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2024/2025. Motion Carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-029

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF IMPROVEMENTS IN THE CONSOLIDATED LANDSCAPE AND LIGHTING DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND LEVYING THE ASSESSMENT FOR FISCAL YEAR 2024/2025

23. Street and Drainage Maintenance District 96-1 Annual Report (Fiscal Year 2024/2025)

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated this is the annual approval of the Street and Drainage Maintenance District. This item was previously presented to the City Council on May 14, 2024, for a preliminary approval of the Annual Report. There have been no changes to the report and no protests have been submitted.

Mayor Lilburn stated there were no public speaker slips in favor or in opposition of the item.

Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Solano to approve Resolution No. 2024-030 ordering the continued maintenance improvements in Streets and Drainage Maintenance District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2024/2025. Motion carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-030
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF
IMPROVEMENTS IN THE STREET AND DRAINAGE MAINTENANCE
DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND
LEVYING THE ASSESSMENT FOR FISCAL YEAR 2024/2025

CITY COUNCIL LEGISLATIVE

24. Allocation of the City of Highland's Community Development Block Grant Covid-19 (CDBG-CV) Funds

Mayor Lilburn stated she would recuse herself from this item due to a conflict of interest. She is employed by the Highland Senior Center. She turned the meeting over to Mayor Pro Tem McCallon to lead and left the meeting completely.

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

Mayor Pro Tem McCallon referred to the speaker slip that was submitted for this item.

Cathy Fischer, Board Member at the Highland Senior Center spoke in support of replacing the Heating, Ventilation, and Air Conditioning (HVAC) System.

A MOTION was made by Councilmember Chavez-Cordova, seconded by Councilmember Solano recommending the San Bernardino County Board of Supervisors allocate \$112,854 in CDBG-CV funds to the Highland Senior Center for the installation of a new Heating, Ventilation, and Air Conditioning (HVAC) System. Motion carried, 3-0, with Councilmember Timmer being absent and Mayor Lilburn abstaining.

25. Co-sponsored Community Events' Fiscal Impacts

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

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

- 1) Discontinue the wavier of fees for the Redlands Bicycle Classic; and
- 2) Continue to process the YMCA Fun Run at a staff level including the waiver of fees. Motion carried, 4-0, with Councilmember Timmer being absent.

26. A Special Event Permit (SEP 24-002) by Immanuel Baptist Church for a Fourth of July Community Event, Fireworks, and Request for Co-sponsorship

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

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

- 1) Approve the Special Event Permit (SEP 24-002) subject to the Conditions of Approval; and
- 2) Approve a request by Immanuel Baptist Church for co-sponsorship and waiving of police, fire permit, and Public Works traffic control fees in the amount of \$15,989.98. Motion carried, 4-0, with Councilmember Timmer being absent.

27. A Special Event Permit (SEP 24-003) by the Highland Area Chamber of Commerce for the "Discover Highland 5K and 10K Community Run" and Request for Co-sponsorship

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

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

- 1) Approve the Special Event Permit (SEP 24-003) subject to the Conditions of Approval;
- 2) Authorize the use of the city logo for promotional items; and
- 3) Approve a request by the Highland Area Chamber of Commerce for co-sponsorship and waiving of city police fees and Public Works traffic control fees in the amount of approximately \$9,458.86. Motion carried, 4-0, with Councilmember Timmer being absent.

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

City Manager Zamano stated the Highland Sheriff's Department for the period of May 13 through June 9, received a total 3,312 calls, made 381 reports, 128 arrests, 44 citations, 227 traffic enforcement stops, 83 traffic collisions, towed 26 vehicles, and received 31 transient calls.

The Highland Fire Department for the month of May received 669 calls for service, some of which included: 516 medical aids, 40 traffic collisions, 13 structure fires, 15 vegetation fires, and 10 vehicle fires.

The Planning Commission has approved a comprehensive sign program for the Shell Gas Station and Car Wash at the northeast corner of 5th Street and Palm Avenue. The program includes a new gateway monument sign at the corner to highlight one of the city's main entry points. Additionally, a warehouse project is proposed at the southeast corner of Victoria Avenue and 5th Street, with a 1/2-acre parcel to be annexed into the City of Highland. The project has completed the necessary environmental assessment and will proceed through the Local Agency Formation Commission for San Bernardino County (LAFCO) and City of San Bernardino review process. Staff expects the project to be scheduled for a public hearing in the late summer.

Mayor Pro Tem McCallon asked City Manager Zamano if the city obtained an agreement with the City of San Bernadino on the annexation.

City Manager Zamano stated he will follow up with the City of San Bernardino to confirm.

The vacant Public Works Director/City Engineer position has completed the initial and follow-up interviews. A conditional job offer has been received from the leading candidate. This individual is expected to commence July 15.

On Thursday, July 4, the City of Highland will host the Annual Fourth of July parade. It will start at 9:00 a.m. on Church Avenue.

On Thursday, July 4, from 6:00 p.m. to 10:00 p.m., Immanuel Baptist Church will host their annual fireworks show.

On Monday, July 29, from 12:00 p.m. to 5:00 p.m., a Blood Drive will be held at the Highland Police Station.

For the month of May, Burrtec completed 235 illegal dumping work orders.

29. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Mayor Lilburn stated seniors should be aware of fraudulent scams. She thanked East Valley Water District for their public outreach to the community warning residents of the same topic.

Mayor Lilburn thanked the Highland American Legion Post 421 for hosting a Memorial Day Service at the City of Highland Memorial Park.

On Friday, June 14, at 2:00 p.m., the Highland American Legion Post 421 will have a dedication ceremony for their new 50-foot flagpole.

Mayor Pro Tem McCallon announced that Director of Administrative Services Dantuono will retire and expressed gratitude for his dedicated work for the City of Highland.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:44 p.m. in memory of Amos Penney.

Submitted By:

Approved By:

Alondra Muñoz
City Clerk

Penny Lilburn
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

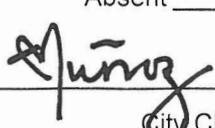
SUBJECT: Warrant Register #767

RECOMMENDATION: City Council to approve Warrant Register #767; Warrants in the amount of \$2,453,322.45 and Payroll in the amount of \$217,250.86

FISCAL IMPACT: The total of Cash and Expenditures is \$2,670,573.31

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. <u>3</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

CITY OF HIGHLAND
WARRANT REGISTER #767

July 9, 2024

Warrants:

5/31/2024	Payroll Wire #905-908 & Ck #89470-89471	59,023.95
6/4/2024	Ck#89472-89501 & Wire#1002654920	169,552.76
6/11/2024	Ck#89502-89572	1,365,896.96
6/14/2024	Payroll Wire #909-912 & Ck #89573-89574	71,609.76
6/18/2024	Ck#89575-89609	484,504.38
6/25/2024	Ck#89610-89647	302,734.64

Total Warrants \$ 2,453,322.45

Payroll:

5/31/2024	Direct Deposits #14051-14094	97,637.23
5/31/2024	Ck #722	339.27
6/14/2024	Direct Deposits #14095-14138	118,992.46
6/14/2024	Ck #723	281.90

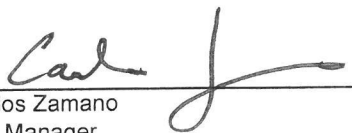
Total Payroll \$ 217,250.86

Total Warrants & Payroll \$ 2,670,573.31

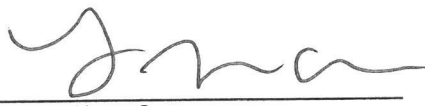
APPROVED BY:

Larry McCallon
Finance Subcommittee

John Timmer
Finance Subcommittee



Carlos Zamano
City Manager



Leticia Nava-Cruz
Director of Administrative
Services/City Treasurer

05/30/2024 1:27:45PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
905	5/31/2024	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			010.1170	345.00
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			023.1170	27.50
			ICMA DEFERRED COMP 457: Payment	
			024.1170	11.99
			ICMA DEFERRED COMP 457: Payment	
			041.1170	323.09
			ICMA DEFERRED COMP 457: Payment	
			042.1170	121.50
			ICMA DEFERRED COMP 457: Payment	
			070.1170	257.70
			ICMA DEFERRED COMP 457: Payment	
			001.1170	7,180.72
			ICMA DEFERRED COMP 457: Payment	
			004.1170	1,608.20
			Total :	9,900.72
906	5/31/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	572.43
			EPMC: Payment	
			004.1145	96.30
			EPMC: Payment	
			012.1145	2.86
			PERS SURVIVOR: Payment	
			012.1145	0.56
			PERS SURVIVOR: Payment	
			016.1145	0.54
			PERS SURVIVOR: Payment	
			023.1145	0.43

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Voucher List
CITY OF HIGHLAND

Page: 2

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
906	5/31/2024	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.33
			PERS SURVIVOR: Payment	
			042.1145	1.81
			PERS SURVIVOR: Payment	
			070.1145	0.66
			EPMC: Payment	
			016.1145	2.86
			EPMC: Payment	
			023.1145	7.96
			EPMC: Payment	
			024.1145	0.67
			EPMC: Payment	
			041.1145	32.65
			EPMC: Payment	
			042.1145	13.82
			EPMC: Payment	
			070.1145	61.75
			PERS: Payment	
			001.1145	17,075.93
			PERS: Payment	
			004.1145	2,676.53
			PERS: Payment	
			010.1145	469.67
			PERS: Payment	
			012.1145	228.74
			PERS: Payment	
			016.1145	228.73
			PERS: Payment	
			023.1145	259.86
			PERS: Payment	
			024.1145	24.69
			PERS: Payment	
			041.1145	496.97

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Voucher List
CITY OF HIGHLAND

Page: 3

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
906	5/31/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS: Payment	
			042.1145	615.37
			PERS: Payment	
			070.1145	913.05
			PERS SURVIVOR: Payment	
			001.1145	26.16
			PERS SURVIVOR: Payment	
			004.1145	4.17
			PERS SURVIVOR: Payment	
			010.1145	0.63
			Total :	23,816.18
907	5/31/2024	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			004.1140	445.84
			MEDICARE: Payment	
			008.1140	28.76
			MEDICARE: Payment	
			010.1140	83.80
			MEDICARE: Payment	
			012.1140	48.10
			MEDICARE: Payment	
			016.1140	48.10
			MEDICARE: Payment	
			023.1140	41.86
			MEDICARE: Payment	
			024.1140	4.28
			MEDICARE: Payment	
			041.1140	82.20
			MEDICARE: Payment	
			042.1140	103.42
			MEDICARE: Payment	
			070.1140	135.90
			FEDERAL TAXES: Payment	
			001.1120	11,500.32
			FEDERAL TAXES: Payment	

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
907	5/31/2024	000119	INTERNAL REVENUE SERVICE	
			(Continued)	
			004.1120	1,071.95
			FEDERAL TAXES: Payment	
			010.1120	253.48
			FEDERAL TAXES: Payment	
			012.1120	101.17
			FEDERAL TAXES: Payment	
			016.1120	101.17
			FEDERAL TAXES: Payment	
			023.1120	93.97
			FEDERAL TAXES: Payment	
			024.1120	5.53
			FEDERAL TAXES: Payment	
			041.1120	495.72
			FEDERAL TAXES: Payment	
			042.1120	203.80
			FEDERAL TAXES: Payment	
			070.1120	750.71
			SOCIAL SECURITY: Payment	
			001.1140	227.80
			SOCIAL SECURITY: Payment	
			008.1140	123.00
			MEDICARE: Payment	
			001.1140	2,940.82
			Total :	18,891.70
908	5/31/2024	000001	CALIF STATE EMPLOYMENT	
			STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	4,554.65
			STATE TAXES: Payment	
			004.1130	423.16
			STATE TAXES: Payment	
			010.1130	68.43
			STATE TAXES: Payment	
			012.1130	38.81
			STATE TAXES: Payment	
			016.1130	38.83

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
908	5/31/2024	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			023.1130	40.62
			STATE TAXES: Payment	
			024.1130	3.15
			STATE TAXES: Payment	
			041.1130	200.70
			STATE TAXES: Payment	
			042.1130	60.23
			STATE TAXES: Payment	
			070.1130	246.23
			Total :	5,674.81
89470	5/31/2024	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	12.38
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			001.1181	13.40
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			012.1181	6.71
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			016.1181	6.71
			AFLAC DENTAL: Payment	
			070.1181	0.54
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	135.44
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.98
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.58
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89470	5/31/2024	003804 AFLAC WWHQ	(Continued)	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.26
			AFLAC ACCIDENT INSURANCE: Payment	
			042.1181	4.18
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	208.82
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.69
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.29
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.29
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.51
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	218.61
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.72
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.69
			AFLAC HOSPITAL INSURANCE: Payment	
			023.1181	12.31
			AFLAC HOSPITAL INSURANCE: Payment	
			042.1181	4.97
			AFLAC DENTAL: Payment	
			001.1181	27.89
			AFLAC DENTAL: Payment	
			004.1181	0.56
			AFLAC DENTAL: Payment	
			041.1181	1.67
			Total :	735.54
89471	5/31/2024	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	3.75

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89471	5/31/2024	000433 ARROWHEAD UNITED WAY	(Continued)	
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.25
			ARROWHEAD UNITED WAY: Payment	
			041.1180	0.75
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.25
			Total :	5.00
6 Vouchers for bank code : wfb				Bank total : 59,023.95
6 Vouchers in this report				Total vouchers : 59,023.95

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Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89472	6/4/2024	005737 AGA ENGINEERS, INC.	ON CALL TRAFFIC ENG SVC-APR ON CALL TRAFFIC ENG SVC-APR 020.8440.4550 TS MONITORING-APR TS MONITORING-APR 020.8440.4550	990.00 3,200.00
Total :				4,190.00
89473	6/4/2024	005771 AMAZON CAPITAL SERVICES	B & S MATERIALS B & S MATERIALS 001.4500.4206 PD: PRINTER RETURNED PD: PRINTER RETURNED 042.9510.4203 PD: HP PRINTER PD: HP PRINTER 042.9510.4203	 -860.92 860.92
Total :				232.12
89474	6/4/2024	000165 AT&T	POLICE DEPT-JUN POLICE DEPT-JUN 001.2000.4060	 3,231.90
Total :				3,231.90
89475	6/4/2024	005345 CALIFORNIA ASSOCIATION OF CODE	WEBINAR PYI-CHAMBERS WEBINAR PYI-CHAMBERS 001.4600.4330 WEBINAR SAS-CHAMBERS WEBINAR SAS-CHAMBERS 001.4600.4330	 54.00
Total :				130.00
89476	6/4/2024	000143 COMMUNITY WORKS DESIGN GROUP	DRA21002 PLAN CHECK& REIMB CLOSED-APR DRA21002 PLAN CHECK& REIMB CLOSED-APR 001.4100.4547 DRA21007 PLAN CHECK & REIMB-APR DRA21007 PLAN CHECK & REIMB-APR	 332.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89476	6/4/2024	000143 COMMUNITY WORKS DESIGN GROUP	(Continued)	
			001.4100.4547	1,054.80
			CUP21007 PLAN CHECK-APR	
			CUP21007 PLAN CHECK-APR	
			001.4100.4547	77.50
			DRA21013 PLAN CHECK & REIMB-APR	
			DRA21013 PLAN CHECK & REIMB-APR	
			001.4100.4547	565.60
			DRA21022 PLAN CHECK-APR	
			DRA21022 PLAN CHECK-APR	
			001.4100.4547	155.00
			DRA22002 PLAN CHECK & REIMB-APR	
			DRA22002 PLAN CHECK & REIMB-APR	
			001.4100.4547	254.50
			CUP22002 PLAN CHECK-APR	
			CUP22002 PLAN CHECK-APR	
			001.4100.4547	155.00
			CUP22004 PLAN CHECK-APR	
			CUP22004 PLAN CHECK-APR	
			001.4100.4547	465.00
			CUP22008 (DRA22010)PLAN CHECK-APR	
			CUP22008 (DRA22010)PLAN CHECK-APR	
			001.4100.4547	215.75
			DRA22022 PLAN CHECK-APR	
			DRA22022 PLAN CHECK-APR	
			001.4100.4547	697.50
			CUP22014 (DRA22023) PLAN CHECK-APR	
			CUP22014 (DRA22023) PLAN CHECK-APR	
			001.4100.4547	116.25
			DRA23001 PLAN CHECK-APR	
			DRA23001 PLAN CHECK-APR	
			001.4100.4547	620.00
			DRA23008 PLAN CHECK-APR	
			DRA23008 PLAN CHECK-APR	
			001.4100.4547	620.00
			DRA23009 PLAN CHECK-APR	
			DRA23009 PLAN CHECK-APR	
			001.4100.4547	426.25

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89476	6/4/2024	000143 COMMUNITY WORKS DESIGN GROUP	(Continued)	
			CUP22013 (DRA23011) PLAN CHECK-APR	
			CUP22013 (DRA23011) PLAN CHECK-APR	
			001.4100.4547	387.50
			CUP23010 (DRA24003) PLAN CHECK-APR	
			CUP23010 (DRA24003) PLAN CHECK-APR	
			001.4100.4547	542.50
			DRA24002 PLAN CHECK-APR	
			DRA24002 PLAN CHECK-APR	
			001.4100.4547	542.50
			CUP21003 PLAN CHECK-APR	
			CUP21003 PLAN CHECK-APR	
			001.4100.4547	542.50
			CUP23014 PLAN CHECK-APR	
			CUP23014 PLAN CHECK-APR	
			001.4100.4547	542.50
			CUP23006 PLAN CHECK-APR	
			CUP23006 PLAN CHECK-APR	
			001.4100.4547	465.00
			Total :	8,777.65
89477	6/4/2024	000213 DAILY JOURNAL CORPORATION	CLL NEWSPAPER PUBLICATIONS	
			CLL NEWSPAPER PUBLICATIONS	
			001.1200.4300	650.90
			SDMD NEWSPAPER PUBLICATIONS	
			SDMD NEWSPAPER PUBLICATIONS	
			001.1200.4300	1,196.00
			Total :	1,846.90
89478	6/4/2024	006259 DEPENDABLE BREAK ROOM SOLUTION	CITY HALL & COUNCIL: COFFEE & WATER	
			CITY HALL & COUNCIL: COFFEE & WATER	
			042.9510.4200	87.59
			Total :	87.59
89479	6/4/2024	000085 EAST VALLEY WATER DISTRICT	LMD 04-MAY	
			LMD 04-MAY	
			012.8500.4030	68.84
			POLICE STATION-MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89479	6/4/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			POLICE STATION-MAY	
			001.2000.4030	325.10
			POLICE STATION-MAY	
			POLICE STATION-MAY	
			001.2000.4030	2,156.73
			LMD 29-MAY	
			LMD 29-MAY	
			012.8500.4030	197.44
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4030	249.64
			LMD 15-A-MAY	
			LMD 15-A-MAY	
			012.8500.4030	292.94
			LMD 07-MAY	
			LMD 07-MAY	
			012.8500.4030	103.50
			BASELINE MEDIAN-MAY	
			BASELINE MEDIAN-MAY	
			004.8310.4030	313.46
			FS#1-MAY	
			FS#1-MAY	
			028.2050.4030	94.95
			FS#1-MAY	
			029.2100.4030	94.95
			LMD 21-B	
			LMD 21-D-MAY	
			012.8500.4030	219.30
			FS#2-MAY	
			FS#2-MAY	
			028.2050.4030	137.45
			FS#2-MAY	
			029.2100.4030	137.45
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4030	35.14
			AURANTIA PARK-MAY	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89479	6/4/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			AURANTIA PARK-MAY	
			001.6000.4030	1,630.90
			LMD 44-MAY	
			LMD 44-MAY	
			012.8500.4030	1,018.52
			LMD 15-B-MAY	
			LMD 15-B-MAY	
			012.8500.4030	762.10
			FS#3 FS-MAY	
			FS#3 FS-MAY	
			028.2050.4030	26.35
			FS#3 FS-MAY	
			029.2100.4030	26.35
			FS#2 FS-MAY	
			FS#2 FS-MAY	
			028.2050.4030	17.57
			FS#2 FS-MAY	
			029.2100.4030	17.57
			BASELINE MEDIAN-MAY	
			BASELINE MEDIAN-MAY	
			004.8310.4030	497.30
			LMD 73-MAY	
			LMD 73-MAY	
			012.8500.4030	47.24
			LMD 37-MAY	
			LMD 37-MAY	
			012.8500.4030	198.60
			FS#3 DOM-MAY	
			FS#3 DOM-MAY	
			028.2050.4030	280.48
			FS#3 DOM-MAY	
			029.2100.4030	280.46
			LMD 21-A-MAY	
			LMD 21-A-MAY	
			012.8500.4030	112.86
			POLICE STATION FS-MAY	
			POLICE STATION FS-MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89479	6/4/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			001.2000.4030	52.70
			FS#3 IRR-MAY	
			FS#3 IRR-MAY	
			028.2050.4030	38.47
			FS#3 IRR-MAY	
			029.2100.4030	38.47
			BOULDER MEDIAN-MAY	
			BOULDER MEDIAN-MAY	
			004.8310.4030	458.80
			POLICE STATION FS-MAY	
			POLICE STATION FS-MAY	
			001.2000.4030	52.70
			Total :	9,984.33
89480	6/4/2024	000085 EAST VALLEY WATER DISTRICT	LMD 31-MAY	
			LMD 31-MAY	
			012.8500.4030	460.12
			LMD 22-MAY	
			LMD 22-MAY	
			012.8500.4030	316.82
			LMD 20 BASELINE-MAY	
			LMD 20 BASELINE-MAY	
			012.8500.4030	643.62
			LMD 01A-MAY	
			LMD 1A-MAY	
			012.8500.4030	98.54
			LMD 35-MAY	
			LMD 35-MAY	
			012.8500.4030	171.34
			LMD 01B-MAY	
			LMD 01B-MAY	
			012.8500.4030	106.64
			LMD 30-MAY	
			LMD 30-MAY	
			012.8500.4030	1,284.66
			LMD 39-MAY	
			LMD 39-MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89480	6/4/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			012.8500.4030	844.44
			CANYON OAKS PARK-MAY	
			CANYON OAKS PARK-MAY	
			016.8540.4030	1,059.28
			LMD 08-MAY	
			LMD 08-MAY	
			012.8500.4030	275.20
			LMD 20 STREATER-MAY	
			LMD 20 STREATER-MAY	
			012.8500.4030	148.84
			Total :	5,409.50
89481	6/4/2024	002190 ENGINEERING RESOURCES OF SO CA	STR07004A NP ARPA1-MAR	
			STR07004A NP ARPA1-MAR	
			030.8495.6600	2,603.50
			STR07004A NP ARPA1-APR	
			STR07004A NP ARPA1-APR	
			030.8495.6600	2,807.00
			Total :	5,410.50
89482	6/4/2024	000090 FEDEX	PD: OVERNIGHT MAIL	
			PD: OVERNIGHT MAIL	
			001.2000.4210	17.68
			Total :	17.68
89483	6/4/2024	004956 FIDELITY SECURITY	VISION-JUN	
			VISION-JUN	
			001.1160	193.05
			VISION-JUN	
			004.1160	21.31
			VISION-JUN	
			010.1160	3.82
			VISION-JUN	
			012.1160	5.18
			VISION-JUN	
			016.1160	5.18
			VISION-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
89483	6/4/2024	004956 FIDELITY SECURITY	(Continued)	
			042.1160	10.36
			VISION-JUN	
			070.1160	5.11
			VISION-JUN	
			024.1160	0.41
			VISION-JUN	
			041.1160	6.20
			Total :	250.62
89484	6/4/2024	005018 FLYERS ENERGY, LLC	FUEL-MAY	
			FUEL-MAY	
			001.2000.4220	5,381.78
			FUEL-MAY	
			001.4200.4220	56.16
			FUEL-MAY	
			001.4600.4220	224.13
			FUEL-MAY	
			001.6000.4220	188.82
			FUEL-MAY	
			004.8310.4220	708.07
			FUEL-MAY	
			028.2050.4220	877.82
			FUEL-MAY	
			029.2100.4220	877.82
			FUEL-MAY	
			042.9510.4220	47.20
			Total :	8,361.80
89485	6/4/2024	004939 GUARDIAN	DENTAL-JUN	
			DENTAL-JUN	
			001.1160	1,176.36
			DENTAL-JUN	
			004.1160	141.84
			DENTAL-JUN	
			010.1160	34.68
			DENTAL-JUN	
			012.1160	10.61

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Voucher	Date	Vendor	Description/Account	Amount
89485	6/4/2024	004939 GUARDIAN	(Continued)	
			DENTAL-JUN	
			016.1160	10.61
			DENTAL-JUN	
			024.1160	1.01
			DENTAL-JUN	
			041.1160	38.09
			DENTAL-JUN	
			070.1160	23.91
Total :				1,437.11
89486	6/4/2024	002710 HERNANDEZ, KROONE & ASSOCIATES	BRG07001 PM NP ARPA-APR	
			BRG07001 PM NP ARPA-APR	
			030.8495.6813	6,576.00
			BRG12001 REG PM NP ARPA-APR	
			BRG12001 REG PM NP ARPA-APR	
			030.8495.6813	7,248.00
			ICH17006 PM NP ARPA-APR	
			ICH17006 PM NP ARPA-APR	
			030.8495.6813	6,672.00
			ICH17004 PM NP ARPA-APR	
			ICH17004 PM NP ARPA-APR	
			030.8495.6813	1,248.00
			STR17002 PM ARPA-APR	
			STR17002 PM ARPA-APR	
			030.8495.6550	1,488.00
			STR22002 PM NP MSRI-APR	
			STR22002 PM NP MSRI-APR	
			017.8350.6530	48.00
			STR07004A PM NON PART ARPA-APR	
			STR07004A PM NON PART ARPA-APR	
			030.8495.6600	1,152.00
			SIG21001 CE HSIP-JAN	
			SIG21001 CE HSIP-JAN	
			030.8495.6550	1,270.73
			SIG21001 CE HSIP-APR	
			SIG21001 CE HSIP-APR	
			030.8495.6550	541.50

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Voucher	Date	Vendor	Description/Account	Amount
89486	6/4/2024	002710	002710 HERNANDEZ, KROONE & ASSOCIAI (Continued)	Total : 26,244.23
89487	6/4/2024	006222	NEC CLOUD COMMUNICATIONS VOIP-MAY VOIP-MAY 042.9510.4533	2,308.36 Total : 2,308.36
89488	6/4/2024	000155	NEW YORK LIFE NEW YORK LIFE-JUN 001.1180 NEW YORK LIFE-JUN 004.1180 NEW YORK LIFE-JUN 041.1180 NEW YORK LIFE-JUN 070.1180	9.75 0.65 1.95 0.65 Total : 13.00
89489	6/4/2024	005767	NOCK, LISSETTE MILEAGE-MAY MILEAGE-MAY 001.1200.4332	50.25 Total : 50.25
89490	6/4/2024	000169	PITNEY BOWES GLOBAL FINANCIAL POSTAGE METER 4/24-6/24 POSTAGE METER 4/24-6/24 042.9510.4248	579.93 Total : 579.93
89491	6/4/2024	006301	POWER ELECTRICAL SERVICES INC DUP BL REFUND DUP BL REFUND 001.1450.7450	130.00 Total : 130.00
89492	6/4/2024	000598	PR PRINTING POLICE RECEIPT BOOKS #11001 - 12200 POLICE RECEIPT BOOKS #11001 - 12200 001.2000.4250	505.44 Total : 505.44
89493	6/4/2024	000176	PRINCIPAL LIFE INSURANCE CO PRINCIPAL-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
89493	6/4/2024	000176 PRINCIPAL LIFE INSURANCE CO	(Continued)	
			PRINCIPAL-JUN	
			001.1200.3590	27.26
			PRINCIPAL-JUN	
			001.1450.3590	69.53
			PRINCIPAL-JUN	
			001.1600.3590	8.65
			PRINCIPAL-JUN	
			001.1700.3590	110.00
			PRINCIPAL-JUN	
			001.3200.3590	51.71
			PRINCIPAL-JUN	
			001.4100.3590	147.85
			PRINCIPAL-JUN	
			001.4200.3590	79.18
			PRINCIPAL-JUN	
			001.4500.3590	58.87
			PRINCIPAL-JUN	
			012.8500.3590	10.39
			PRINCIPAL-JUN	
			001.6000.3590	21.02
			PRINCIPAL-JUN	
			001.6020.3590	12.75
			PRINCIPAL-JUN	
			004.8310.3590	135.10
			PRINCIPAL-JUN	
			023.3890.3590	8.07
			PRINCIPAL-JUN	
			041.9500.3590	15.41
			PRINCIPAL-JUN	
			042.9510.3590	17.66
			PRINCIPAL-JUN	
			001.6010.3590	21.33
			PRINCIPAL-JUN	
			024.8470.3590	1.11
			PRINCIPAL-JUN	
			001.4600.3590	88.24

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Voucher	Date	Vendor	Description/Account	Amount
89493	6/4/2024	000176 PRINCIPAL LIFE INSURANCE CO	(Continued) PRINCIPAL-JUN 016.8540.3590 PRINCIPAL-JUN 010.3830.3590 PRINCIPAL-JUN 070.7000.3590	 10.37 31.96 33.97
Total :				960.43
89494	6/4/2024	006230 RALPH ANDERSEN & ASSOCIATES	PUBLIC WORKS DIRECTOR/CITY ENGINEER PUBLIC WORKS DIRECTOR/CITY ENGINEER 001.3200.4554	 15,100.00
Total :				15,100.00
89495	6/4/2024	001414 RICHARDS, WATSON & GERSHON	GENERAL-APR GENERAL-APR 001.1450.4520 DRA22011(CUP22005)-APR DRA22011(CUP22005)-APR 001.3200.4551 CODE ENFORCEMENT GEN-APR CODE ENFORCEMENT GEN-APR 001.4600.4520	 12,157.57 240.00 1,751.33
Total :				14,148.90
89496	6/4/2024	006158 RIVERSIDE PERSONNEL SERVICES I	TEMP EMPLOYEE PPE 5/19/24 TEMP EMPLOYEE PPE 5/19/24 001.1450.4535 TEMP EMPLOYEE SVC PPE 5/26/24 TEMP EMPLOYEE SVC PPE 5/26/24 001.1450.4535	 1,178.56 1,178.56
Total :				2,357.12
89497	6/4/2024	000204 SOCALGAS	CITY HALL-MAY CITY HALL-MAY 042.9510.4020 POLICE STATION-MAY POLICE STATION-MAY	 1.52

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Voucher	Date	Vendor	Description/Account	Amount
89497	6/4/2024	000204 SOCALGAS	(Continued)	
			001.2000.4020	971.36
			FS#1-MAY	
			FS#1-MAY	
			028.2050.4020	31.89
			FS#1-MAY	
			029.2100.4020	31.87
			Total :	1,036.64
89498	6/4/2024	000203 SOUTHERN CALIFORNIA EDISON	CUNNINGHAM PK-MAY	
			CUNNINGHAM PK-MAY	
			001.6000.4010	127.92
			POLICE STATION-MAY	
			POLICE STATION-MAY	
			001.2000.4010	6,731.89
			CANYON OAK PK-MAY	
			CANYON OAK PK-MAY	
			016.8540.4010	25.18
			EV STATION-MAY	
			EV STATION-MAY	
			042.9510.4012	4,859.54
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4010	674.30
			CITY HALL-MAY	
			CITY HALL-MAY	
			042.9510.4010	874.89
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4010	847.70
			FS#1-3-MAY	
			FS#3-MAY	
			028.2050.4010	816.82
			FS#3-MAY	
			029.2100.4010	816.82
			FS#1-MAY	
			028.2050.4010	344.61
			FS#1-MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89498	6/4/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			029.2100.4010	344.61
			FS#2-MAY	
			028.2050.4010	274.74
			FS#2-MAY	
			029.2100.4010	274.74
			LIBRARY-MAY	
			LIBRARY-MAY	
			001.6000.4010	4,530.00
Total :				21,543.76
89499	6/4/2024	004920 TKE ENGINEERING	STC23004 MISC PERMITS/INSP-FEB-MAR	
			STC23004 MISC PERMITS/INSP-FEB-MAR	
			001.3200.4551	110.00
			PGC23007 MISC PERMITS/INSP-FEB-MAR	
			PGC23007 MISC PERMITS/INSP-FEB-MAR	
			001.3200.4551	192.50
			STI22008 MISC PERMITS/INSP-MAR	
			STI22008 MISC PERMITS/INSP-MAR	
			001.3200.4551	371.00
			PGI23010 MISC PERMITS/INSP-MAR	
			PGI23010 MISC PERMITS/INSP-MAR	
			001.3200.4551	106.00
			WIN23002 MISC PERMITS/INSP-MAR	
			WIN23002 MISC PERMITS/INSP-MAR	
			001.3200.4551	318.00
			LDR23012 MISC PERMITS/INSP-JAN-MAR	
			LDR23012 MISC PERMITS/INSP-JAN-MAR	
			001.3200.4551	330.00
			HYD24002 MISC PERMITS/INSP-JAN-MAR	
			HYD24002 MISC PERMITS/INSP-JAN-MAR	
			001.3200.4551	385.00
			PGC24002 MISC PERMITS/INSP-JAN-MAR	
			PGC24002 MISC PERMITS/INSP-JAN-MAR	
			001.3200.4551	1,430.00
			STI23006 MISC PERMITS/INSP-MAR	
			STI23006 MISC PERMITS/INSP-MAR	
			001.3200.4551	106.00

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Voucher	Date	Vendor	Description/Account	Amount
89499	6/4/2024	004920 TKE ENGINEERING	(Continued)	
			IMP23001 MISC PERMITS/INSP-MAR	
			IMP23001 MISC PERMITS/INSP-MAR	
			001.3200.4551	2,112.00
			HYD22001 MISC PERMITS/INSP-MAR	
			HYD22001 MISC PERMITS/INSP-MAR	
			001.3200.4551	330.00
			PGC22002 MISC PERMITS/INSP-MAR	
			PGC22002 MISC PERMITS/INSP-MAR	
			001.3200.4551	467.50
			RGI22003 MISC PERMITS/INSP-MAR	
			RGI22003 MISC PERMITS/INSP-MAR	
			001.3200.4551	689.00
			RGI23003 MISC PERMITS/INSP-MAR	
			RGI23003 MISC PERMITS/INSP-MAR	
			001.3200.4551	530.00
			PGI24003 MISC PERMITS/INSP-MAR	
			PGI24003 MISC PERMITS/INSP-MAR	
			001.3200.4551	265.00
			HYD23007 MISC PERMITS/INSP-MAR	
			HYD23007 MISC PERMITS/INSP-MAR	
			001.3200.4551	590.00
			PGC23009 MISC PERMITS/INSP-MAR	
			PGC23009 MISC PERMITS/INSP-MAR	
			001.3200.4551	805.00
			LDR24001 MISC PERMITS/INSP-MAR	
			LDR24001 MISC PERMITS/INSP-MAR	
			001.3200.4551	275.00
			STC24001 MISC PERMITS/INSP-MAR	
			STC24001 MISC PERMITS/INSP-MAR	
			001.3200.4551	137.50
			HYD24001 MISC PERMITS/INSP-MAR	
			HYD24001 MISC PERMITS/INSP-MAR	
			001.3200.4551	220.00
			PGC24001 MISC PERMITS/INSP-MAR	
			PGC24001 MISC PERMITS/INSP-MAR	
			001.3200.4551	412.50
			RET24001 MISC PERMITS/INSP-MAR	

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Voucher	Date	Vendor	Description/Account	Amount
89499	6/4/2024	004920 TKE ENGINEERING	(Continued)	
			RET24001 MISC PERMITS/INSP-MAR	
			001.3200.4551	1,787.50
			STC23006 MISC PERMITS/INSP-MAR	
			STC23006 MISC PERMITS/INSP-MAR	
			001.3200.4551	687.50
			STI21002 MISC PERMITS/INSP-MAR	
			STI21002 MISC PERMITS/INSP-MAR	
			001.3200.4551	318.00
			TSI22001 MISC PERMITS/INSP-MAR	
			TSI22001 MISC PERMITS/INSP-MAR	
			001.3200.4551	106.00
			RGC23001 MISC PERMITS/INSP-MAR	
			RGC23001 MISC PERMITS/INSP-MAR	
			001.3200.4551	577.50
			PGI23009 MISC PERMITS/INSP-MAR	
			PGI23009 MISC PERMITS/INSP-MAR	
			001.3200.4551	636.00
			PGI23012 MISC PERMITS/INSP-MAR	
			PGI23012 MISC PERMITS/INSP-MAR	
			001.3200.4551	159.00
			WIN23001 MISC PERMITS/INSP-MAR	
			WIN23001 MISC PERMITS/INSP-MAR	
			001.3200.4551	159.00
			WAKELAND-MAR	
			WAKELAND-MAR	
			070.7000.4520	260.00
			Total :	14,872.50
89500	6/4/2024	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-JUN	
			LONG TERM DISABILITY-JUN	
			001.1180	748.26
			LONG TERM DISABILITY-JUN	
			004.1180	22.20
			LONG TERM DISABILITY-JUN	
			010.1180	3.70
			LONG TERM DISABILITY-JUN	
			023.1180	11.10

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Voucher	Date	Vendor	Description/Account	Amount
89500	6/4/2024	000226 UNUM LIFE INSURANCE	(Continued)	
			LONG TERM DISABILITY-JUN	
			041.1180	22.20
			LONG TERM DISABILITY-JUN	
			070.1180	51.80
			Total :	859.26
89501	6/4/2024	000233 WAXIE SANITARY SUPPLY	PD: JANITORIAL SUPPLIES	
			40% RECYCLED BIGFOLD TOWELS	
			030.8495.4349	161.64
			PD: JANITORIAL SUPPLIES	
			030.8495.4349	534.53
			Total :	696.17
1002654920	6/4/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH-JUN	
			PERS HEALTH-JUN	
			004.1150	1,315.63
			PERS HEALTH-JUN	
			010.1150	493.28
			PERS HEALTH-JUN	
			012.1150	206.61
			PERS HEALTH-JUN	
			016.1150	206.61
			PERS HEALTH-JUN	
			041.1150	481.52
			PERS HEALTH-JUN	
			070.1150	404.23
			PERS HEALTH-JUN	
			001.1450.3511	73.04
			PERS HEALTH-JUN	
			041.9500.3515	1,800.00
			PERS HEALTH-JUN	
			001.1150	13,744.15
			Total :	18,725.07
31 Vouchers for bank code : wfb			Bank total :	169,552.76
31 Vouchers in this report			Total vouchers :	169,552.76

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<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
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Voucher	Date	Vendor	Description/Account	Amount
89502	6/11/2024	005737 AGA ENGINEERS, INC.	SIG21001 HSIP PE-OCT SIG21001 HSIP PE-OCT 030.8495.6550	471.00
Total :				471.00
89503	6/11/2024	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SVC 05/12-05/25/24 CROSSING GUARD SVC 05/12-05/25/24 002.8200.4530	3,814.80
Total :				3,814.80
89504	6/11/2024	001271 ALLSTAR FIRE EQUIPMENT INC	FS#2: TYPE 6 EQUIPMENT FS#2: TYPE 6 EQUIPMENT 029.2100.6060 FS#2: TYPE 6 EQUIPMENT FS#2: TYPE 6 EQUIPMENT 029.2100.6060 FS#2: TYPE 6 EQUIPMENT FS#2: TYPE 6 EQUIPMENT 029.2100.6060	2,351.07 2,036.93
Total :				1,489.86
89505	6/11/2024	005771 AMAZON CAPITAL SERVICES	SET OF 7 PIECES EDUCATIONAL TRAINING & SET OF 7 PIECES EDUCATIONAL TRAINING & 001.2000.4250	16.15
Total :				16.15
89506	6/11/2024	006236 ANGELUS WATERPROOFING	CHR2023 DIF RET REL-MAY CHR2023 DIF RET REL-MAY 007.1350	10,353.75
Total :				10,353.75
89507	6/11/2024	003572 APPLE VALLEY COMMUNICATIONS	PD: KEY CARD ACCESS PD: KEY CARD ACCESS 001.2000.4070	390.00
Total :				390.00
89508	6/11/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	DRI CRASH PLAN-MAY DRI CRASH PLAN-MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89508	6/11/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	(Continued)	
			042.9510.4208	19.98
			DROPBOX RENEWAL 24-25	
			DROPBOX RENEWAL 24-25	
			042.9510.4533	2,880.00
			SENIOR CIVIL ENGINEER POSTING	
			SENIOR CIVIL ENGINEER POSTING	
			001.1600.4300	199.00
			CA PRESERVATION CONFERENCE: STATER,	
			CA PRESERVATION CONFERENCE: STATER,	
			001.4100.4330	1,080.00
			CIRA AIRFARE & SHUTTLE: NAVA-CRUZ	
			CIRA AIRFARE & SHUTTLE: NAVA-CRUZ	
			041.9500.4320	52.50
			Total :	4,231.48
89509	6/11/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	CITY CREEK WASH FIRE MEALS	
			CITY CREEK WASH FIRE MEALS	
			029.2100.4576	619.29
			PW DIRECTOR INTERVIEW PANEL LUNCH	
			PW DIRECTOR INTERVIEW PANEL LUNCH	
			001.1600.4330	89.76
			Total :	709.05
89510	6/11/2024	000774 ARROWHEAD CREDIT UNION-DEPT 91	ZOOM-MAY	
			ZOOM-MAY	
			042.9510.4533	110.00
			CA PRESERVATION CONFERENCE: LUNCHES & GA	
			CA PRESERVATION CONFERENCE: LUNCHES	
			001.4100.4330	80.10
			Total :	190.10
89511	6/11/2024	001072 AUTO ZONE	FS#2: VEH MAINT	
			FS#2: VEH MAINT	
			028.2050.4240	18.06
			FS#2: VEH MAINT	
			029.2100.4240	18.06
			VEH#131: EQUIP MAINT	

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Voucher	Date	Vendor	Description/Account	Amount
89511	6/11/2024	001072 AUTO ZONE	(Continued) VEH#131: EQUIP MAINT 004.8310.4245	159.99
Total :				196.11
89512	6/11/2024	000043 BALLARD PLUMBING HEATING & AIR	FS#3: HVAC QTRLY MAINT FS#3: HVAC QTRLY MAINT 029.2100.4588 FS#3: HVAC QTRLY MAINT 028.2050.4588 CITY HALL: HVAC QTRLY SVC CITY HALL: HVAC QTRLY SVC 042.9510.4070 CORP YARD: HVAC QTRLY SVC CORP YARD: HVAC QTRLY SVC 004.8310.4588	112.50 112.50 725.00
Total :				550.00
89513	6/11/2024	005516 BASE HILL, INC.	JANITORIAL SERVICE- CITY HALL-MAY 042.9510.4504 COUNCIL CHAMBERS-MAY 042.9510.4504 AURANTIA PARK-MAY 001.6000.4504 COMM PARK-MAY 001.6000.4504 PD-MAY 001.2000.4504	1,562.00 311.00 1,454.00 1,950.00 1,080.00
Total :				6,357.00
89514	6/11/2024	000232 CAPITAL ONE	CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4200 UNIFORMS: HALLOWAY UNIFORMS: HALLOWAY 001.6010.4249 UNIFORMS: AVON	241.68 85.94

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Voucher	Date	Vendor	Description/Account	Amount
89514	6/11/2024	000232 CAPITAL ONE	(Continued) UNIFORMS: AVON 004.8310.4249 CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4206	142.45 15.00 Total : 485.07
89515	6/11/2024	006099 CHARTER COMMUNICATIONS	CITY HALL TELE/INT-JUN CITY HALL TELE/INT-JUN 042.9510.4065	 1,758.08 Total : 1,758.08
89516	6/11/2024	006099 CHARTER COMMUNICATIONS	PD TELE/INT-MAY PD TELE/INT-MAY 001.2000.4065	 829.85 Total : 829.85
89517	6/11/2024	006099 CHARTER COMMUNICATIONS	CORP YARD: TELE/INT SVC-MAY CORP YARD: TELE/INT SVC-MAY 004.8310.4060	 629.75 Total : 629.75
89518	6/11/2024	005553 CLARK PEST CONTROL OF STOCKTON	YMCA PEST CONTROL YMCA PEST CONTROL 001.6000.4589 FS#2 PEST CONTROL FS#2 PEST CONTROL 028.2050.4589 FS#2 PEST CONTROL 029.2100.4589 CORP YARD PEST CONTROL CORP YARD PEST CONTROL 004.8310.4589	 109.00 26.50 26.50 84.00 Total : 246.00
89519	6/11/2024	006303 CROSLIN, CORTNEY	EDUCODE TRAINING-CROSLIN EDUCODE TRAINING-CROSLIN 001.4500.4330	 250.00

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<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
89519	6/11/2024	006303 006303 CROSLIN, CORTNEY	(Continued)	
			Total :	250.00
89520	6/11/2024	006114 D.R. HORTON LOS ANGELES, HOLDING	CFD21001 DEV DEP REFUND	
			CFD21001 DEV DEP REFUND	
			001.1320	11,373.66
			Total :	11,373.66
89521	6/11/2024	000213 DAILY JOURNAL CORPORATION	REFUSE NEWSPAPER PUBLICATIONS	
			REFUSE NEWSPAPER PUBLICATIONS	
			001.1200.4300	763.60
			Total :	763.60
89522	6/11/2024	004868 DISASTER MASTERS FIRE PROT	FS#1: EXTINGUISHER SVC	
			FS#1: EXTINGUISHER SVC	
			028.2050.4245	70.54
			FS#1: EXTINGUISHER SVC	
			029.2100.4245	70.53
			FS#2: EXTINGUISHER SVC	
			FS#2: EXTINGUISHER SVC	
			028.2050.4245	177.05
			FS#2: EXTINGUISHER SVC	
			029.2100.4245	177.05
			FS#3: EXTINGUISHER SVC	
			FS#3: EXTINGUISHER SVC	
			028.2050.4245	162.48
			FS#3: EXTINGUISHER SVC	
			029.2100.4245	162.48
			Total :	820.13
89523	6/11/2024	000085 EAST VALLEY WATER DISTRICT	BEATTIE IRRIGATION MAY	
			BEATTIE IRRIGATION MAY	
			001.6000.4030	321.31
			LMD 02-E MAY	
			LMD 02-E MAY	
			012.8500.4030	1,126.54
			LMD 48C MAY	
			LMD 48C MAY	
			012.8500.4030	127.00
			LMD 48C MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89523	6/11/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 48C MAY	
			012.8500.4030	516.06
			LMD 48 MAY	
			LMD 48 MAY	
			012.8500.4030	1,464.14
			LMD 48B MAY	
			LMD 48B MAY	
			012.8500.4030	1,263.12
			LMD 00 BASELINE MAY	
			LMD 00 BASELINE MAY	
			012.8500.4030	693.40
			LMD 03 YARNELL MAY	
			LMD 03 YARNELL MAY	
			012.8500.4030	32.74
			LMD 02 MAY	
			LMD 02 MAY	
			012.8500.4030	88.52
			LMD 03 BASELINE MAY	
			LMD 03 BASELINE MAY	
			012.8500.4030	187.46
			LMD 06 MAY	
			LMD 06 MAY	
			012.8500.4030	47.24
			LMD 02 B MAY	
			LMD 02 B MAY	
			012.8500.4030	402.60
			LMD 13 MAY	
			LMD 13 MAY	
			012.8500.4030	275.20
			LMD 02 D MAY	
			LMD 02 D MAY	
			012.8500.4030	191.50
			LMD 02 C MAY	
			LMD 02 C MAY	
			012.8500.4030	462.68
			Total :	7,199.51

Voucher	Date	Vendor	Description/Account	Amount
89524	6/11/2024	000085 EAST VALLEY WATER DISTRICT	BOULDER MEDIAN-MAY BOULDER MEDIAN-MAY 004.8310.4030	252.44
			BOULDER MEDIAN-MAY BOULDER MEDIAN-MAY 004.8310.4030	417.64
			LMD 70-MAY LMD 70-MAY 012.8500.4030	166.04
			LMD 36-MAY LMD 36-MAY 012.8500.4030	318.44
			LMD 68/69-MAY LMD 68/69-MAY 012.8500.4030	661.60
			LMD 70 IRRIGATION-MAY LMD 70 IRRIGATION-MAY 012.8500.4030	840.08
			LMD 79 5TH ST MEDIAN-MAY LMD 79 5TH ST MEDIAN-MAY 012.8500.4030	218.62
			Total :	2,874.86
89525	6/11/2024	000090 FEDEX	OVERNIGHT MAIL OVERNIGHT MAIL 001.4200.4210	34.96
			Total :	34.96
89526	6/11/2024	006157 FIGUEROA, LEON	UNIFORM REIMB: FIGUEROA UNIFORM REIMB: FIGUEROA 001.2000.4566	32.63
			Total :	32.63
89527	6/11/2024	004073 FIRE ETC	ME542: WINDOW REPLACEMENT LENS ME542: WINDOW REPLACEMENT LENS 029.2100.4204	365.19
			Total :	365.19
89528	6/11/2024	005358 FLEET SERVICES INC	FS#1: MAINT PARTS RETURNED	

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Voucher	Date	Vendor	Description/Account	Amount
89528	6/11/2024	005358 FLEET SERVICES INC	(Continued)	
			FS#1: MAINT PARTS RETURNED	
			028.2050.4240	-259.94
			FS#1: MAINT PARTS RETURNED	
			029.2100.4240	-259.93
			ME542: VEH MAINT	
			ME542: VEH MAINT	
			028.2050.4240	18.96
			ME542: VEH MAINT	
			029.2100.4240	18.95
			ME542: MAINT	
			ME542: MAINT	
			028.2050.4240	16.27
			ME542: MAINT	
			029.2100.4240	16.27
			FS#2: DEF	
			FS#2: DEF	
			028.2050.4220	121.45
			FS#2: DEF	
			029.2100.4220	121.44
			FS#1: ANTI FREEZE	
			FS#1: ANTI FREEZE	
			029.2100.4240	49.94
			FS#1: ANTI FREEZE	
			028.2050.4240	49.94
			FS#3: DEF	
			FS#3: DEF	
			028.2050.4220	94.29
			FS#3: DEF	
			029.2100.4220	94.28
			Total :	81.92
89529	6/11/2024	006187 GREASE MONKEY #977	VEH#135: MAINT	
			VEH#135: MAINT	
			004.8310.4240	193.11
			VEH#138: MAINT	
			VEH#138: MAINT	
			001.6000.4240	175.88

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Voucher	Date	Vendor	Description/Account	Amount
89529	6/11/2024	006187 006187 GREASE MONKEY #977	(Continued)	
Total :				368.99
89530	6/11/2024	002710 HERNANDEZ, KROONE & ASSOCIATES	SIG21001 CE HSIP-FEB	
			SIG21001 CE HSIP-FEB	
			030.8495.6550	459.00
Total :				459.00
89531	6/11/2024	000662 HI WAY SAFETY INC	BARRICADE LITE	
			BARRICADE LITE	
			004.8310.4206	165.00
Total :				165.00
89532	6/11/2024	000108 HIGH TECH SECURITY	BURG SYST & MONIT-JUN	
			CORP YARD BURG SYST & MONIT-JUN	
			004.8310.4066	55.00
			CITY HALL BURG SYST & MONIT-JUN	
			042.9510.4066	100.00
			COMM PARK SYST & MONIT-JUN	
			001.6000.4066	55.00
			FIRE SYST & MONIT-JUNE	
			CORP YARD FIRE SYST & MONIT-JUNE	
			004.8310.4066	85.00
			LIBRARY/YMCA FIRE SYST & MONIT-JUNE	
			001.6000.4066	135.00
			CITY HALL FIRE SYST & MONIT-JUNE	
			042.9510.4066	50.00
			FS#3 FIRE SYST & MONIT-JUNE	
			028.2050.4066	42.50
			FS#3 FIRE SYST & MONIT-JUNE	
			029.2100.4066	42.50
			PD FIRE SYST & MONIT-JUNE	
			001.2000.4066	85.00
			CCTV SYST & MONIT-JUNE	
			AURANTIA & COMM PK CCTV SYST &	
			001.6000.4066	75.00
			CANYON OAK CCTV SYS & MONIT-JUNE	
			016.8540.4066	25.00
			CITY HALL CCTV SYST & MONIT-JUNE	

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Voucher	Date	Vendor	Description/Account	Amount
89532	6/11/2024	000108 HIGH TECH SECURITY	(Continued)	
			042.9510.4066	25.00
			CORP YARD CCTV SYST & MONIT-JUNE	
			004.8310.4066	25.00
			PD: FIRE SVC CALL	
			PD: FIRE SVC CALL	
			001.2000.4066	180.00
			Total :	980.00
89533	6/11/2024	006302 HP COMMUNICATIONS INC	EXE22015 DEV DEPOSIT REFUND	
			EXE22015 DEV DEPOSIT REFUND	
			001.1320	345.65
			Total :	345.65
89534	6/11/2024	005353 IDC CONSULTING ENGINEERS, INC.	BRG12001 DE HBP OCT-APR	
			BRG12001 DE HBP OCT-APR	
			030.8495.6813	4,660.01
			Total :	4,660.01
89535	6/11/2024	000824 J & M TROPHIES	RETIREMENT PLAQUE: DANTUONO	
			RETIREMENT PLAQUE: DANTUONO	
			001.1000.4336	73.66
			Total :	73.66
89536	6/11/2024	000127 K & L HARDWARE	FS#1: MISC SUPPLIES	
			FS#1: MISC SUPPLIES	
			028.2050.4070	33.39
			FS#1: MISC SUPPLIES	
			029.2100.4070	33.38
			FS#3 MISC SUPPLIES	
			FS#3 MISC SUPPLIES	
			028.2050.4206	14.34
			FS#3 MISC SUPPLIES	
			029.2100.4206	14.34
			FS#1: BLDG MAINT	
			FS#1: BLDG MAINT	
			028.2050.4070	81.81
			FS#1: BLDG MAINT	

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Voucher	Date	Vendor	Description/Account	Amount
89536	6/11/2024	000127 K & L HARDWARE	(Continued)	
			029.2100.4070	81.81
			CORP YARD: MISC SUPPLIES	
			CORP YARD: MISC SUPPLIES	
			004.8310.4206	20.45
			CORP YARD: MISC SUPPLIES	
			CORP YARD: MISC SUPPLIES	
			004.8310.4206	12.48
			CORP YARD: MISC SUPPLIES	
			CORP YARD: MISC SUPPLIES	
			004.8310.4206	17.24
			Total :	309.24
89537	6/11/2024	000207 KONICA MINOLTA	IT MONTHLY CONTRACT-JUN	
			IT MONTHLY CONTRACT-JUN	
			042.9510.4627	5,007.00
			Total :	5,007.00
89538	6/11/2024	005285 LA VERNE POWER EQUIPMENT INC	FS EQUIP MAINT	
			FS EQUIP MAINT	
			028.2050.4245	68.50
			FS EQUIP MAINT	
			029.2100.4245	68.50
			Total :	137.00
89539	6/11/2024	001193 LIFE ASSIST, INC.	FS#1: PARAMEDIC SUPPLIES	
			FS#1: PARAMEDIC SUPPLIES	
			028.2050.4207	98.48
			Total :	98.48
89540	6/11/2024	002963 MATRIX AUDIOVISUAL DESIGNS INC	EOC INITIAL DEPOSIT	
			EOC INITIAL DEPOSIT	
			030.8495.4349	10,975.55
			Total :	10,975.55
89541	6/11/2024	001679 MC CRAY'S ENTERPRISES	ME542: CRANKCASE REPAIRS	
			ME542: CRANKCASE REPAIRS	
			029.2100.4240	1,388.80
			ME542: CRANKCASE REPAIRS	

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Voucher	Date	Vendor	Description/Account	Amount
89541	6/11/2024	001679 MC CRAY'S ENTERPRISES	(Continued) 028.2050.4240	1,388.80
Total :				2,777.60
89542	6/11/2024	005164 MIKE ROQUET CONSTRUCTION INC.	SEINE & BASELINE: ASPHALT REPAIR SEINE & BASELINE: ASPHALT REPAIR 004.8310.4570	4,500.00
Total :				4,500.00
89543	6/11/2024	002701 MIRACLE RECREATION EQUIPMENT	RUBBER PLAY SURFACE PATCHING & SWING CHA RUBBER PLAY SURFACE PATCHING & SWING 001.6000.4245	2,511.87
Total :				2,511.87
89544	6/11/2024	006300 NAME BADGES INC	NAME BADGES: MANAGEMENT NAME BADGES: MANAGEMENT 042.9510.4200 NAME BADGES: DEPUTY CITY CLERK 001.1200.4200 NAME BADGES: ADMIN 001.1450.4200 NAME BADGES: PUBLIC SERVICES 001.4200.4200 NAME BADGES: FINANCE 001.1700.4200	155.17 14.11 28.22 28.22 28.22 28.22
Total :				253.94
89545	6/11/2024	001439 OFFICE SOLUTIONS	30% RECYCLED COPY PAPER 30% RECYCLED COPY PAPER 042.9510.4200	634.29
Total :				634.29
89546	6/11/2024	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDING-MAY DOCUMENT RECORDING-MAY 001.1200.4506 DOCUMENT RECORDING-MAY DOCUMENT RECORDING-MAY 001.1200.4506 DOCUMENT RECORDING-MAY	143.00 52.00

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Voucher	Date	Vendor	Description/Account	Amount
89546	6/11/2024	002511 RECORDER-CLERK CO OF SB	(Continued) DOCUMENT RECORDING-MAY 001.1200.4506	241.00
Total :				436.00
89547	6/11/2024	005326 RP LANDSCAPE & IRRIGATION	PARKS LANDSCAPING-MAY LIBRARY LANDSCAPING-MAY 001.6000.4585 CITY HALL LANDSCAPING-MAY 042.9510.4585 YMCA LANDSCAPING-MAY 001.6000.4585 CORP YARD LANDSCAPING-MAY 004.8310.4585 CUNNINGHAM PARK LANDSCAPING-MAY 016.8540.4585 SEELEY PARK LANDSCAPING-MAY 016.8540.4585 OAK CREEK PARK LANDSCAPING-MAY 016.8540.4585 BOULDER MEDIANS LANDSCAPING-MAY 004.8310.4585 PD LANDSCAPING-MAY 001.2000.4585 CANYON OAK PARK LANDSCAPING-MAY 016.8540.4585 MEMORIAL PARK LANDSCAPING-MAY 001.6000.4585 COMMUNITY PARK LANDSCAPING-MAY 001.6000.4585 AURANTIA PARK LANDSCAPING-MAY 001.6000.4585 LMD LANDSCAPING-MAY LMD 73 LANDSCAPING MAINT-MAY 012.8500.4585 LMD 00 BASELINE LANDSCAPING MAINT-MAY 012.8500.4585	600.00 500.00 600.00 400.00 453.00 299.00 556.00 2,476.00 500.00 356.00 400.00 3,691.00 933.00 268.00 283.00

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Voucher	Date	Vendor	Description/Account	Amount
89547	6/11/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			LMD 03 YARNELL LANDSCAPING MAINT-MAY	
			012.8500.4585	173.00
			LMD 01A LANDSCAPING MAINT-MAY	
			012.8500.4585	148.00
			LMD 01B LANDSCAPING MAINT-MAY	
			012.8500.4585	148.00
			LMD 02 LANDSCAPING MAINT-MAY	
			012.8500.4585	683.00
			LMD 03A LANDSCAPING MAINT-MAY	
			012.8500.4585	133.00
			LMD 03B LANDSCAPING MAINT-MAY	
			012.8500.4585	133.00
			LMD 04 LANDSCAPING MAINT-MAY	
			012.8500.4585	40.00
			LMD 05 LANDSCAPING MAINT-MAY	
			012.8500.4585	83.33
			LMD 07 LANDSCAPING MAINT-MAY	
			012.8500.4585	73.00
			LMD 08 LANDSCAPING MAINT-MAY	
			012.8500.4585	165.00
			LMD 09 LANDSCAPING MAINT-MAY	
			012.8500.4585	1,005.00
			LMD 10 LANDSCAPING MAINT-MAY	
			012.8500.4585	1,959.00
			LMD 11 LANDSCAPING MAINT-MAY	
			012.8500.4585	469.00
			LMD 13 LANDSCAPING MAINT-MAY	
			012.8500.4585	123.00
			LMD 15 LANDSCAPING MAINT-MAY	
			012.8500.4585	453.00
			LMD 16 LANDSCAPING MAINT-MAY	
			012.8500.4585	48.00
			LMD 17 LANDSCAPING MAINT-MAY	
			012.8500.4585	609.00
			LMD 20 BASELINE LANDSCAPING MAINT-MAY	
			012.8500.4585	189.00

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Voucher	Date	Vendor	Description/Account	Amount
89547	6/11/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			LMD 20 STREATER LANDSCAPING MAINT-MAY	
			012.8500.4585	147.00
			LMD 21 LANDSCAPING MAINT-MAY	
			012.8500.4585	147.00
			LMD 22 LANDSCAPING MAINT-MAY	
			012.8500.4585	173.00
			LMD 24 LANDSCAPING MAINT-MAY	
			012.8500.4585	65.00
			LMD 25 LANDSCAPING MAINT-MAY	
			012.8500.4585	183.00
			LMD 29 LANDSCAPING MAINT-MAY	
			012.8500.4585	183.00
			LMD 30 LANDSCAPING MAINT-MAY	
			012.8500.4585	743.00
			LMD 31 LANDSCAPING MAINT-MAY	
			012.8500.4585	493.00
			LMD 34 LANDSCAPING MAINT-MAY	
			012.8500.4585	283.00
			LMD 35 LANDSCAPING MAINT-MAY	
			012.8500.4585	205.00
			LMD 36 LANDSCAPING MAINT-MAY	
			012.8500.4585	303.00
			LMD 37 LANDSCAPING MAINT-MAY	
			012.8500.4585	373.00
			LMD 39 LANDSCAPING MAINT-MAY	
			012.8500.4585	478.00
			LMD 43 LANDSCAPING MAINT-MAY	
			012.8500.4585	173.00
			LMD 44 LANDSCAPING MAINT-MAY	
			012.8500.4585	2,565.00
			LMD 47 LANDSCAPING MAINT-MAY	
			012.8500.4585	199.00
			LMD 48 LANDSCAPING MAINT-MAY	
			012.8500.4585	2,093.00
			LMD 54 LANDSCAPING MAINT-MAY	
			012.8500.4585	535.00

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Voucher	Date	Vendor	Description/Account	Amount
89547	6/11/2024	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			LMD 55 LANDSCAPING MAINT-MAY	
			012.8500.4585	473.00
			LMD 59 LANDSCAPING MAINT-MAY	
			012.8500.4585	59.00
			LMD 61 LANDSCAPING MAINT-MAY	
			012.8500.4585	333.00
			LMD 63 LANDSCAPING MAINT-MAY	
			012.8500.4585	123.00
			LMD 70 LANDSCAPING MAINT-MAY	
			012.8500.4585	573.00
			LMD 76 LANDSCAPING MAINT-MAY	
			012.8500.4585	173.00
			LMD 68 LANDSCAPING MAINT-MAY	
			012.8500.4585	513.00
			LMD 69 LANDSCAPING MAINT-MAY	
			012.8500.4585	118.00
			Total :	30,655.33
89548	6/11/2024	000030 SAN BERNARDINO COUNTY SHERIFFS	POLICE SERVICES-JUN	
			POLICE SERVICES-JUN	
			001.2000.4560	1,035,616.00
			Total :	1,035,616.00
89549	6/11/2024	003713 SATCOM GLOBAL LTD.	SATTELITE PHONES-MAY	
			SATTELITE PHONES-MAY	
			028.2050.4061	21.38
			SATTELITE PHONES-MAY	
			029.2100.4061	21.37
			SATTELITE PHONES-MAY	
			001.2000.4061	42.75
			SATTELITE PHONES-MAY	
			042.9510.4061	42.75
			Total :	128.25
89550	6/11/2024	001848 SB CO ASSESSORS OFFICE	PARCEL MAP REVISIONS-JUN	
			PARCEL MAP REVISIONS-JUN	
			001.4100.4310	8.00

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Voucher	Date	Vendor	Description/Account	Amount
89550	6/11/2024	001848	001848 SB CO ASSESSORS OFFICE (Continued)	Total : 8.00
89551	6/11/2024	005731	SITEONE LANDSCAPE SUPPLY, LLC	
			SEELEY PK: IRRIG SUPPLIES	
			SEELEY PK: IRRIG SUPPLIES	
			016.8540.4206	349.85
			ROW: WEED CONTROL HERBICIDE	
			ROW: WEED CONTROL HERBICIDE	
			004.8310.4206	599.94
			LMD 47 & 69: IRRIG SUPPLIES	
			LMD 47: IRRIG SUPPLIES	
			012.8500.4206	490.27
			LMD 69: IRRIG SUPPLIES	
			012.8500.4206	490.27
			PMD PARKS: IRRIG SUPPLIES	
			SEELEY PK: IRRIG SUPPLIES	
			016.8540.4206	264.67
			CUNNINGHAM PK: IRRIG SUPPLIES	
			016.8540.4206	264.67
			CANYON OAKS PK: IRRIG SUPPLIES	
			016.8540.4206	264.67
			OAK CREAK PK: IRRIG SUPPLIES	
			016.8540.4206	264.68
			Total :	2,989.02
89552	6/11/2024	000487	SMART & FINAL	
			TRAILS DAY EVENT SNACKS	
			TRAILS DAY EVENT SNACKS	
			001.4100.4336	83.74
			Total :	83.74
89553	6/11/2024	000203	SOUTHERN CALIFORNIA EDISON	
			STREET LIGHT ACQUISITION-SALES MAY	
			STREET LIGHT ACQUISITION-SALES	
			013.8510.4011	16,184.90
			LS1-27260 MEINES ST & VARIOUS LOC MAY	
			LS1-27260 MEINES ST MAY	
			013.8510.4011	9,068.20
			LS1-ALL NIGHT VARIOUS LOCATIONS MAY	
			013.8510.4011	303.66
			LS2 MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89553	6/11/2024	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			LS2-7435 TUOLUMNE LANE MAY	
			013.8510.4011	20.01
			LS2-VARIOUS LOCATIONS MAY	
			013.8510.4011	1,188.86
			LS2 3RD/VICTORIA/5TH MAY	
			013.8510.4011	90.90
			Total :	26,856.53
89554	6/11/2024	000203 SOUTHERN CALIFORNIA EDISON	LS3-MAY	
			LS3-MAY	
			013.8510.4011	1,433.17
			SIGNALS-MAY	
			SIGNALS-MAY	
			004.8310.4580	3,340.10
			LS2/LS3-MAY	
			LS2/LS3-MAY	
			013.8510.4011	667.55
			Total :	5,440.82
89555	6/11/2024	006127 STAPLES BUSINESS CREDIT	FS#2: OFFICE SUPPLIES & TONERS	
			FS#2: OFFICE SUPPLIES & TONERS	
			029.2100.4200	188.69
			FS#2: OFFICE SUPPLIES & TONERS	
			028.2050.4200	188.69
			Total :	377.38
89556	6/11/2024	001527 STERICYCLÉ INC.	SHREDDING SVC-APR	
			SHREDDING SVC-APR	
			001.1200.4626	138.54
			Total :	138.54
89557	6/11/2024	003044 THOMSON REUTERS WEST	CODE BOOKS	
			CODE BOOKS	
			001.1200.4626	1,577.67
			Total :	1,577.67
89558	6/11/2024	004679 TK ELEVATOR CORPORATION	PD:ELEVATOR MAINT	
			PD:ELEVATOR MAINT	

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Voucher	Date	Vendor	Description/Account	Amount
89558	6/11/2024	004679 TK ELEVATOR CORPORATION	(Continued) 001.2000.4589	718.08
Total :				718.08
89559	6/11/2024	004920 TKE ENGINEERING	HOUSING AUTHORITY-APR HOUSING AUTHORITY-APR 070.7000.4611	277.50
Total :				277.50
89560	6/11/2024	003689 TPX COMMUNICATIONS	POLICE DEPT-MAY POLICE DEPT-MAY 001.2000.4060	215.72
Total :				215.72
89561	6/11/2024	006072 TRENCH SHORING COMPANY	PERMA PATCH PERMA PATCH 004.8310.4206	2,262.75
Total :				2,262.75
89562	6/11/2024	005839 TRUSTED TECH TEAM	MICROSOFT 365 LIC-JUN MICROSOFT 365 LIC-JUN 042.9510.4533	1,484.45
Total :				1,484.45
89563	6/11/2024	000222 UNDERGROUND SERVICE ALERT	REGULATORY FEES-MAY REGULATORY FEES-MAY 004.8310.4553 MONTHLY DIG ALERT-MAY MONTHLY DIG ALERT-MAY 004.8310.4553	307.21
Total :				955.00
Total :				1,262.21
89564	6/11/2024	006065 VALENZUELA, DANA	UNIFORM REIMB: VALENZUELA UNIFORM REIMB: VALENZUELA 001.2000.4566	79.19
Total :				79.19
89565	6/11/2024	000979 VERIZON WIRELESS	AIR CARDS-MAY AIR CARDS-MAY	

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Voucher	Date	Vendor	Description/Account	Amount
89565	6/11/2024	000979 VERIZON WIRELESS	(Continued)	
			001.2000.4062	38.01
			CELL PHONES/AIR CARDS-MAY	
			CELL PHONES-MAY	
			001.2000.4061	169.68
			AIR CARDS-MAY	
			001.2000.4062	1,104.34
			CELL PHONES-MAY	
			001.6000.4061	69.00
			CELL PHONES-MAY	
			001.6010.4061	29.19
			CELL PHONES-MAY	
			004.8310.4061	149.29
			AIR CARDS-MAY	
			004.8310.4062	38.01
			CELL PHONES-MAY	
			028.2050.4061	145.79
			AIR CARDS-MAY	
			028.2050.4062	304.08
			AIR CARDS-MAY	
			042.9510.4062	40.01
			CELL PHONES-MAY	
			042.9510.4061	780.30
			AIR CARDS-MAY	
			042.9510.4062	194.05
			Total :	3,061.75
89566	6/11/2024	004988 VIGILANT SOLUTIONS, LLC	REPLACEMENT OF COMM BOXES	
			BASE LINE & CENTRAL: EQUIPMENT & LABOR	
			023.3890.6040	3,994.36
			N/B STERLING & BASE LINE: INSTALLATION	
			023.3890.6040	875.00
			E/B STERLING & BASE LINE: INSTALLATION	
			023.3890.6040	875.00
			E/B GREENSPOT & CHURCH ST INSTALLATION	
			023.3890.6040	875.00
			EQUIPMENT START UP, PROGRAMMING, TRAVEL	
			023.3890.6040	5,600.00

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Voucher	Date	Vendor	Description/Account	Amount
89566	6/11/2024	004988 VIGILANT SOLUTIONS, LLC	(Continued) ALPR CAMERAS: STERLING/BL & CENTRAL /BL ALPR CAMERAS: STERLING/BL & CENTRAL /BL 023.3890.6040	5,161.20 Total : 17,380.56
89567	6/11/2024	000113 VULCAN MATERIALS CO	ASPHALT REPAIR ASPHALT REPAIR 004.8310.4206	256.56 Total : 256.56
89568	6/11/2024	000233 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES JANITORIAL SUPPLIES 042.9510.4055	189.79 Total : 189.79
89569	6/11/2024	000237 WILLDAN ASSOCIATES	BUILDING & SAFETY PLAN CHECK-MAY BUILDING & SAFETY PLAN CHECK-MAY 001.4500.4540 BUILDING & SAFETY INSP-MAY BUILDING & SAFETY INSP-MAY 001.4500.4540 ICH17006 PM ARPA-APR ICH17006 PM ARPA-APR 030.8495.6813 ICH17004 PM ARPA-APR ICH17004 PM ARPA-APR 030.8495.6813	13,305.00 29,975.00 12,906.25 1,625.00 Total : 57,811.25
89570	6/11/2024	005770 WIRZ, MATTHEW	ADA TRAINING 3/14/2024 SCOTT RICE ADA TRAINING 3/14/2024 SCOTT RICE 051.1493	101.22 Total : 101.22
89571	6/11/2024	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-MAR MONTHLY REIMB-MAR 001.6000.4526 MONTHLY REIMB-APR	13,128.00

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Voucher	Date	Vendor	Description/Account	Amount
89571	6/11/2024	001677 YMCA OF THE EAST VALLEY	(Continued) MONTHLY REIMB-APR 001.6000.4526	43,333.00
Total :				56,461.00
89572	6/11/2024	006001 YUNEX LLC	BASELINE & BUCKEYE KD DECO POLE BASELINE & BUCKEYE KD DECO POLE 013.8510.4664	1,694.50
			STL RESPONSE CALL OUTS APR STL RESPONSE CALL OUTS APR 013.8510.4664	1,117.54
			BASELINE & CHURCH NEC KD BASELINE & CHURCH NEC KD 013.8510.4664	5,818.80
			WALKER & OSBUN KD STL#00015H WALKER & OSBUN KD STL#00015H 013.8510.4664	1,355.60
			7035 SHAY CT STL KD 7035 SHAY CT STL KD 013.8510.4664	1,002.80
			TC RESPONSE CALL OUTS APR TC RESPONSE CALL OUTS APR 004.8310.4580	9,056.34
			TC SIGNAL MAINT APR TC SIGNAL MAINT APR 004.8310.4580	3,872.28
Total :				23,917.86
71 Vouchers for bank code : wfb				Bank total : 1,365,896.96
71 Vouchers in this report				Total vouchers : 1,365,896.96

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Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
909	6/14/2024	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			010.1170	345.01
			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	27.49
			ICMA DEFERRED COMP 457: Payment	
			024.1170	12.00
			ICMA DEFERRED COMP 457: Payment	
			041.1170	323.10
			ICMA DEFERRED COMP 457: Payment	
			042.1170	121.50
			ICMA DEFERRED COMP 457: Payment	
			070.1170	257.68
			ICMA DEFERRED COMP 457: Payment	
			004.1170	1,608.18
			ICMA DEFERRED COMP 457: Payment	
			001.1170	10,442.25
			Total :	13,162.21
910	6/14/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			PERS SURVIVOR: Payment	
			023.1145	0.43
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.33
			PERS SURVIVOR: Payment	
			042.1145	1.75
			PERS SURVIVOR: Payment	
			070.1145	0.69
			EPMC: Payment	
			016.1145	2.84

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
910	6/14/2024	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS SURVIVOR: Payment	
			016.1145	0.55
			EPMC: Payment	
			001.1145	572.42
			EPMC: Payment	
			004.1145	96.29
			EPMC: Payment	
			012.1145	2.84
			EPMC: Payment	
			023.1145	7.95
			EPMC: Payment	
			024.1145	0.68
			EPMC: Payment	
			041.1145	32.64
			EPMC: Payment	
			042.1145	13.90
			EPMC: Payment	
			070.1145	61.74
			PERS: Payment	
			001.1145	17,443.19
			PERS: Payment	
			004.1145	2,681.42
			PERS: Payment	
			010.1145	469.66
			PERS: Payment	
			012.1145	228.74
			PERS: Payment	
			016.1145	228.75
			PERS: Payment	
			023.1145	259.91
			PERS: Payment	
			024.1145	24.70
			PERS: Payment	
			041.1145	496.97
			PERS: Payment	
			042.1145	707.08

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
910	6/14/2024	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS: Payment	
			070.1145	913.09
			PERS SURVIVOR: Payment	
			001.1145	26.15
			PERS SURVIVOR: Payment	
			004.1145	4.18
			PERS SURVIVOR: Payment	
			010.1145	0.63
			PERS SURVIVOR: Payment	
			012.1145	0.58
			Total :	24,280.15
911	6/14/2024	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			FEDERAL TAXES: Payment	
			001.1120	15,330.40
			FEDERAL TAXES: Payment	
			004.1120	1,604.44
			FEDERAL TAXES: Payment	
			010.1120	430.77
			FEDERAL TAXES: Payment	
			012.1120	122.33
			FEDERAL TAXES: Payment	
			016.1120	122.31
			FEDERAL TAXES: Payment	
			023.1120	511.25
			FEDERAL TAXES: Payment	
			024.1120	14.32
			FEDERAL TAXES: Payment	
			041.1120	460.22
			FEDERAL TAXES: Payment	
			042.1120	320.19
			FEDERAL TAXES: Payment	
			070.1120	852.27
			SOCIAL SECURITY: Payment	
			001.1140	625.36
			SOCIAL SECURITY: Payment	

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Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
911	6/14/2024	000119 INTERNAL REVENUE SERVICE	(Continued)	
			008.1140	105.14
			MEDICARE: Payment	
			001.1140	3,706.54
			MEDICARE: Payment	
			004.1140	509.78
			MEDICARE: Payment	
			008.1140	24.58
			MEDICARE: Payment	
			010.1140	106.36
			MEDICARE: Payment	
			012.1140	53.24
			MEDICARE: Payment	
			016.1140	53.24
			MEDICARE: Payment	
			023.1140	96.66
			MEDICARE: Payment	
			024.1140	5.24
			MEDICARE: Payment	
			041.1140	78.68
			MEDICARE: Payment	
			042.1140	143.40
			MEDICARE: Payment	
			070.1140	149.60
			Total :	25,426.32
912	6/14/2024	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	6,356.00
			STATE TAXES: Payment	
			004.1130	581.61
			STATE TAXES: Payment	
			010.1130	144.56
			STATE TAXES: Payment	
			012.1130	49.11
			STATE TAXES: Payment	
			016.1130	49.10

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
912	6/14/2024	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			023.1130	220.42
			STATE TAXES: Payment	
			024.1130	5.12
			STATE TAXES: Payment	
			041.1130	188.16
			STATE TAXES: Payment	
			042.1130	111.66
			STATE TAXES: Payment	
			070.1130	294.80
			Total :	8,000.54
89573	6/14/2024	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC DENTAL: Payment	
			070.1181	0.57
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	12.38
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			001.1181	13.42
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			012.1181	6.70
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	135.44
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.98
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89573	6/14/2024	003804 AFLAC WWHQ	(Continued)	
			024.1181	0.27
			AFLAC ACCIDENT INSURANCE: Payment	
			042.1181	4.18
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	208.78
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.70
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.31
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.31
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.50
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	218.61
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.70
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.70
			AFLAC HOSPITAL INSURANCE: Payment	
			023.1181	12.31
			AFLAC HOSPITAL INSURANCE: Payment	
			042.1181	4.98
			AFLAC DENTAL: Payment	
			001.1181	27.88
			AFLAC DENTAL: Payment	
			004.1181	0.55
			AFLAC DENTAL: Payment	
			041.1181	1.66
			AFLAC AFTER TAX HOSP INSURANCE: Payment	
			016.1181	6.70
			Total :	735.54
89574	6/14/2024	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	3.75

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89574	6/14/2024	000433 ARROWHEAD UNITED WAY	(Continued)	
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.25
			ARROWHEAD UNITED WAY: Payment	
			041.1180	0.74
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.26
			Total :	5.00

6 Vouchers for bank code : wfb

Bank total : 71,609.76

6 Vouchers in this report

Total vouchers : 71,609.76

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89575	6/18/2024	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SVC 5/26-6/08/24 CROSSING GUARD SVC 5/26-6/08/24 002.8200.4530	1,621.29
Total :				1,621.29
89576	6/18/2024	001271 ALLSTAR FIRE EQUIPMENT INC	SCOTT HARNESS FLOW TESTING SCOTT HARNESS FLOW TESTING 028.2050.4243 SCOTT HARNESS FLOW TESTING 029.2100.4243	1,080.00
Total :				1,080.00
89577	6/18/2024	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES EXEMPT SELF-SEAL ENVELOPES 001.1200.4200 EXEMPT 2024 DAILY PLANNER 001.1200.4200 OFFICE SUPPLIES 001.1200.4200 OFFICE SUPPLIES OFFICE SUPPLIES 001.1700.4200 CELL PHONE ACCESSORIES CELL PHONE ACCESSORIES 042.9510.4208 RECYCLED 100% PAPER BOWLS RECYCLED 100% PAPER BOWLS 042.9510.4200	7.09 45.89 153.66 54.99 63.39 88.86
Total :				413.88
89578	6/18/2024	000143 COMMUNITY WORKS DESIGN GROUP	GENERAL-PLAN CHECK-MAY GENERAL-PLAN CHECK-MAY 001.4100.4547 CUP19005(DRA21002) PLAN CHECK-MAY CUP19005(DRA21002) PLAN CHECK-MAY 001.4100.4547 DRA21007 PLAN CHECK & REIMB EXP-MAY	77.50 77.50

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Voucher	Date	Vendor	Description/Account	Amount
89578	6/18/2024	000143 COMMUNITY WORKS DESIGN GROUP	(Continued)	
			DRA21007 PLAN CHECK & REIMB EXP-MAY	
			001.4100.4547	1,208.70
			DRA22003 PLAN CHECK & REIMB EXP-MAY	
			DRA22003 PLAN CHECK & REIMB EXP-MAY	
			001.4100.4547	254.50
			DRA22002 PLAN CHECK-MAY	
			DRA22002 PLAN CHECK-MAY	
			001.4100.4547	542.50
			DRA22011 PLAN CHECK-MAY	
			DRA22011 PLAN CHECK-MAY	
			001.4100.4547	77.50
			CUP23006(DRA23005) PLAN CHECK-MAY	
			CUP23006(DRA23005) PLAN CHECK-MAY	
			001.4100.4547	232.50
			CUP22013(DRA23011) PLAN CHECK-MAY	
			CUP22013(DRA23011) PLAN CHECK-MAY	
			001.4100.4547	77.50
			CUP23014 PLAN CHECK & REIMB EXP-MAY	
			CUP23014 PLAN CHECK & REIMB EXP-MAY	
			001.4100.4547	474.40
			CUP23006 PLAN CHECK-MAY	
			CUP23006 PLAN CHECK-MAY	
			001.4100.4547	155.00
			DRA24004 PLAN CHECK-MAY	
			DRA24004 PLAN CHECK-MAY	
			001.4100.4547	542.50
			Total :	3,720.10
89579	6/18/2024	005394 DATA TICKET, INC.	PARKING CITATION-MAY	
			PARKING CITATION-MAY	
			001.1700.4516	122.33
			Total :	122.33
89580	6/18/2024	006259 DEPENDABLE BREAK ROOM SOLUTION	CITY HALL WATER COOLER RENTAL JUN	
			CITY HALL WATER COOLER RENTAL JUN	
			042.9510.4200	8.62
			CITY HALL WATER COOLER RENTAL JUN	

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Voucher	Date	Vendor	Description/Account	Amount
89580	6/18/2024	006259	DEPENDABLE BREAK ROOM SOLUTION (Continued) CITY HALL WATER COOLER RENTAL JUN 042.9510.4200	23.70
Total :				32.32
89581	6/18/2024	000085	EAST VALLEY WATER DISTRICT ATHLETIC CTR-MAY ATHLETIC CTR-MAY 001.6000.4030 COMMUNITY PARK-MAY COMMUNITY PARK-MAY 001.6000.4030 LMD 34-MAY LMD 34-MAY 012.8500.4030 CUNNINGHAM PARK-MAY CUNNINGHAM PARK-MAY 016.8540.4030 COMM CTR-MAY COMM CTR-MAY 001.6000.4030 LMD 30-MAY LMD 30-MAY 012.8500.4030 LMD 10-MAY LMD 10-MAY 012.8500.4030 OAK CREEK PARK-MAY OAK CREEK PARK-MAY 016.8540.4030 LMD 10-MAY LMD 10-MAY 012.8500.4030 LIBRARY/ELC-MAY LIBRARY/ELC-MAY 001.6000.4030 CORP YARD-MAY CORP YARD-MAY 004.8310.4030	291.70 8,674.79 141.74 2,250.24 52.70 243.01 982.72 2,273.08 1,022.54 70.27 74.49

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Voucher	Date	Vendor	Description/Account	Amount
89581	6/18/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			STR & STRM DRN #21-MAY	
			STR & STRM DRN #21-MAY	
			024.8470.4030	46.24
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4030	154.88
			CORP YARD-MAY	
			CORP YARD-MAY	
			004.8310.4030	1,433.00
			COMM CTR IRRIGATION-MAY	
			COMM CTR IRRIGATION-MAY	
			001.6000.4030	470.93
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4030	577.90
			YMCA COMMUNITY PARK-MAY	
			YMCA COMMUNITY PARK-MAY	
			001.6000.4030	223.85
			LIBRARY/ELC-MAY	
			LIBRARY/ELC-MAY	
			001.6000.4030	242.00
			ATHLETIC CTR-MAY	
			ATHLETIC CTR-MAY	
			001.6000.4030	35.14
			COMMUNITY PARK-MAY	
			COMMUNITY PARK-MAY	
			001.6000.4030	52.70
			Total :	19,313.92
89582	6/18/2024	006305 EVENT DESIGN LAB	CHAMBER SOUND SYSTEM: ARPA1	
			CHAMBER SOUND SYSTEM: ARPA1	
			030.8495.4349	5,300.00
			Total :	5,300.00
89583	6/18/2024	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4200	87.52

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Voucher	Date	Vendor	Description/Account	Amount
89583	6/18/2024	000090 000090 FEDEX	(Continued)	Total : 87.52
89584	6/18/2024	005018 FLYERS ENERGY, LLC	FUEL-JUN	
			FUEL-JUN	
			001.2000.4220	4,067.54
			FUEL-JUN	
			001.4200.4220	56.26
			FUEL-JUN	
			001.4600.4220	243.17
			FUEL-JUN	
			001.6000.4220	109.25
			FUEL-JUN	
			001.6010.4220	64.97
			FUEL-JUN	
			004.8310.4220	409.66
			FUEL-JUN	
			028.2050.4220	869.44
			FUEL-JUN	
			029.2100.4220	869.44
			FUEL-JUN	
			042.9510.4220	27.33
			Total :	6,717.06
89585	6/18/2024	001122 GALLS, LLC	UNIFORMS: WILSON	
			UNIFORMS: WILSON	
			001.4200.4249	443.08
			Total :	443.08
89586	6/18/2024	004453 HARRIS & ASSOCIATES	LMD & SDMD ENG ASSMT DIST-MAY	
			SDMD: ENG ASSMT DIST-MAY	
			024.8470.4550	115.00
			LMD: ENG ASSMT DIST-MAY	
			012.8500.4550	1,075.02
			Total :	1,190.02
89587	6/18/2024	000105 HIGHLAND CHAMBER OF COMMERCE	CHAMBER LUNCHEON: NAVA-CRUZ/GOMEZ	
			CHAMBER LUNCHEON: NAVA-CRUZ/GOMEZ	
			001.1700.4330	50.00

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Voucher	Date	Vendor	Description/Account	Amount
89587	6/18/2024	000105	000105 HIGHLAND CHAMBER OF COMMER (Continued)	Total : 50.00
89588	6/18/2024	001320	HIGHLAND SENIOR CENTER CDBG REIMB-MAY CDBG REIMB-MAY 006.8400.4348	2,000.00 Total : 2,000.00
89589	6/18/2024	001618	INNOVATIVE FEDERAL STRATEGIES PROFESSIONAL SERVICES-MAY PROFESSIONAL SERVICES-MAY 023.3890.4554	4,000.00 Total : 4,000.00
89590	6/18/2024	003885	IWORQ IWORQ ANNUAL CONTRACT 24/25 IWORQ ANNUAL CONTRACT 24/25 042.9510.4255	81,602.00 Total : 81,602.00
89591	6/18/2024	000824	J & M TROPHIES 20 YR AWARD 20 YR AWARD 001.1000.4336	86.99 Total : 86.99
89592	6/18/2024	000127	K & L HARDWARE FS#3: JANITORIAL SUPPLIES FS#3: JANITORIAL SUPPLIES 028.2050.4206 FS#3: JANITORIAL SUPPLIES 029.2100.4206	42.10 42.09 Total : 84.19
89593	6/18/2024	005310	KOA CORPORATION STR22002 DE MSRI-MAY STR22002 DE MSRI-MAY 017.8350.6530	2,277.00 Total : 2,277.00
89594	6/18/2024	000207	KONICA MINOLTA COPIER LEASE-JUN COPIER LEASE-JUN 001.2000.4205 COPIER LEASE-JUN 042.9510.4205	603.40 1,698.14

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Voucher	Date	Vendor	Description/Account	Amount
89594	6/18/2024	000207 000207 KONICA MINOLTA	(Continued)	Total : 2,301.54
89595	6/18/2024	001193 LIFE ASSIST, INC.	FS#1: PARAMEDIC SUPPLIES	
			FS#1: PARAMEDIC SUPPLIES	
			028.2050.4207	1,052.44
			FS#1-3: ARPA1 PPE SUPPLIES	
			FS#1-3: ARPA1 PPE SUPPLIES	
			030.8495.4349	522.70
			PARAMEDIC SUPPLIES	
			PARAMEDIC SUPPLIES	
			029.2100.6060	1,578.99
			FS #2: PARAMEDIC SUPPLIES	
			FS #2: PARAMEDIC SUPPLIES	
			029.2100.6060	2,363.26
			Total :	5,517.39
89596	6/18/2024	006306 MCPHERSON ENGINEERING	REFUND BL PAID WRONG RENEWAL	
			REFUND BL PAID WRONG RENEWAL	
			001.1450.7450	75.00
			REFUND BL PAID WRONG RENEWAL	
			051.1493	4.00
			Total :	79.00
89597	6/18/2024	001439 OFFICE SOLUTIONS	CHAIR W/ARM REST	
			CHAIR W/ARM REST	
			001.1700.4200	130.87
			CHAIR W/ARM REST	
			001.1700.4203	341.17
			RETURN: CHAIR W/ARM	
			RETURN: CHAIR W/ARM	
			001.1700.4200	-130.05
			RETURN: CHAIR W/ARM	
			001.1700.4203	-339.03
			Total :	2.96
89598	6/18/2024	006307 PERFECTION PAINTING	REFUND BL JOB NOT IN CITY LIMITS	
			REFUND BL JOB NOT IN CITY LIMITS	
			001.1450.7450	180.00

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Voucher	Date	Vendor	Description/Account	Amount
89598	6/18/2024	006307 PERFECTION PAINTING	(Continued) REFUND BL JOB NOT IN CITY LIMITS 051.1493	4.00
Total :				184.00
89599	6/18/2024	006158 RIVERSIDE PERSONNEL SERVICES I	TEMP EMP SVC-PPE 6/2/24 TEMP EMP SVC-PPE 6/2/24 001.1450.4535 TEMP EMP SVC-PPE 6/9/24 TEMP EMP SVC-PPE 6/9/24 001.1450.4535	897.73
Total :				1,190.71
89600	6/18/2024	001070 SAFETY-KLEEN SYSTEMS, INC.	PD: WASHING SERVICE PD: WASHING SERVICE 001.2000.4245	282.20
Total :				282.20
89601	6/18/2024	006304 SAM-HIGHLANDS 46 LLC	TR 19915 EROSION CONTROL DEP REFUND TR 19915 EROSION CONTROL DEP REFUND 051.1440 TR 19915 MONUMENTATION DEP REFUND TR 19915 MONUMENTATION DEP REFUND 051.1420	28,500.00
Total :				12,300.00
89602	6/18/2024	000192 SAM'S CLUB/SYNCHRONY BANK	FS#2: OPEN HOUSE SUPPLIES FS#2: OPEN HOUSE SUPPLIES 001.6020.4336	111.84
Total :				111.84
89603	6/18/2024	000030 SAN BERNARDINO COUNTY SHERIFFS	VEHICLE MAINT 01/2024-03/2024 VEHICLE MAINT 01/2024-03/2024 001.2000.4240 CELL PHONES 1/2024-03/2024 CELL PHONES 1/2024-03/2024 001.2000.4061 OFFICE EXPENDITURES 1/2024/3/2024 OFFICE EXPENDITURES 1/2024/3/2024	10,815.46
Total :				4,032.96

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Voucher	Date	Vendor	Description/Account	Amount
89603	6/18/2024	000030 SAN BERNARDINO COUNTY SHERIFFS	(Continued)	
			001.2000.4200	12,278.80
			TRANSCRIPTIONS 1/2024-3/2024	
			TRANSCRIPTIONS 1/2024-3/2024	
			001.2000.4560	2,726.94
			SHERIFF O/T & ON CALL 1/2024-3/2024	
			SHERIFF O/T & ON CALL 1/2024-3/2024	
			001.2000.4560	122,160.22
			Total :	152,014.38
89604	6/18/2024	002149 SB CO DEPT OF PUBLIC HEALTH	ANIMAL CONTROL 1/1-3/31/24	
			ANIMAL CONTROL 1/1-3/31/24	
			001.2200.4565	147,148.00
			Total :	147,148.00
89605	6/18/2024	000203 SOUTHERN CALIFORNIA EDISON	LS3-MAY	
			LS3-MAY	
			013.8510.4011	82.09
			SIGNALS-MAY	
			SIGNALS-MAY	
			004.8310.4580	398.23
			Total :	480.32
89606	6/18/2024	006238 SUNLAND COMMUNITIES LLC	REFUND DUPL PMT BUSINESS LIC #13597	
			REFUND DUPL PMT BUSINESS LIC #13597	
			001.1450.7450	75.00
			REFUND DUPL PMT BUSINESS LIC #13597	
			051.1493	4.00
			Total :	79.00
89607	6/18/2024	005823 THE ECOHERO SHOW LLC	CALR2223 PRESENTATION & PERFORMANCES	
			CALR2223 PRESENTATION & PERFORMANCES	
			027.8490.4349	1,710.00
			Total :	1,710.00
89608	6/18/2024	000237 WILLDAN ASSOCIATES	ICH17004 NP IVDA-DEC	
			ICH17004 NP IVDA-DEC	
			027.8490.6813	225.00

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Voucher	Date	Vendor	Description/Account	Amount
89608	6/18/2024	000237 000237 WILLDAN ASSOCIATES	(Continued)	Total : 225.00
89609	6/18/2024	004298 ZOLL MEDICAL CORPORATION	FS #3: PARAMEDIC SUPPLIES FS #3: PARAMEDIC SUPPLIES 028.2050.4207	258.61 Total : 258.61
35 Vouchers for bank code : wfb				Bank total : 484,504.38
35 Vouchers in this report				Total vouchers : 484,504.38

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Voucher	Date	Vendor	Description/Account	Amount
89610	6/25/2024	005771 AMAZON CAPITAL SERVICES	IPAD FOR COUNCIL CHAMBERS SOUND SYSTEM IPAD FOR COUNCIL CHAMBERS SOUND SYSTEM 030.8495.4349 OFFICE SUPPLIES OFFICE SUPPLIES 001.3200.4200	433.90 84.43 Total : 518.33
89611	6/25/2024	001072 AUTO ZONE	VEH#124: MAINT VEH#124: MAINT 042.9510.4240 VEH#116: MAINT VEH#116: MAINT 001.6010.4240 VEH#124: MAINT VEH#124: MAINT 042.9510.4240	132.49 35.31 6.25 Total : 174.05
89612	6/25/2024	005543 BEAR SPRINGS HOTEL	VOLUNTEER DINNER BUFFET VOLUNTEER DINNER BUFFET 001.6020.4336	 8,838.66 Total : 8,838.66
89613	6/25/2024	003445 BOOT BARN, INC.	UNIFORM ALLOWANCE: COLEMAN UNIFORM ALLOWANCE: COLEMAN 001.6000.4249 UNIFORM ALLOWANCE: LAYNE UNIFORM ALLOWANCE: LAYNE 004.8310.4249 UNIFORMS: LAYNE UNIFORMS: LAYNE 004.8310.4249	176.12 204.39 195.66 Total : 576.17
89614	6/25/2024	005345 CALIFORNIA ASSOCIATION OF CODE	WEBINAR-CHAMBERS WEBINAR-CHAMBERS	

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Voucher	Date	Vendor	Description/Account	Amount
89614	6/25/2024	005345 CALIFORNIA ASSOCIATION OF CODE	(Continued) 001.4600.4330	54.00
Total :				54.00
89615	6/25/2024	002479 CAM PROPERTY SERVICES	CAM SERVICES CASH BOND RELEASE CAM SERVICES CASH BOND RELEASE 051.1420	33,488.00
Total :				33,488.00
89616	6/25/2024	006099 CHARTER COMMUNICATIONS	FS#3: TELE/INT-JUN FS#3: TELE/INT-JUN 028.2050.4065 FS#3: TELE/INT-JUN 029.2100.4065	222.17
Total :				222.17
Total :				444.34
89617	6/25/2024	006099 CHARTER COMMUNICATIONS	FS#1: TELE/INT-JUN FS#1: TELE/INT-JUN 028.2050.4065 FS#1: TELE/INT-JUN 029.2100.4065	182.75
Total :				182.75
Total :				365.50
89618	6/25/2024	006099 CHARTER COMMUNICATIONS	FS#2: TELE/INT-JUN FS#2: TELE/INT-JUN 028.2050.4065 FS#2: TELE/INT-JUN 029.2100.4065	106.57
Total :				106.57
Total :				213.14
89619	6/25/2024	005933 COMPASS CONSULTING ENTERPRISES	SDR17001 ENV APRA-MAY SDR17001 ENV APRA-MAY 030.8495.6550 SDR17001 ENV ARPA-MAY SDR17001 ENV ARPA-MAY 030.8495.6550	2,620.00
Total :				3,342.00
Total :				5,962.00
89620	6/25/2024	001035 DEPARTMENT OF JUSTICE	FINGERPRINTING APPS	

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Voucher	Date	Vendor	Description/Account	Amount
89620	6/25/2024	001035 DEPARTMENT OF JUSTICE	(Continued)	
			FINGERPRINTING APPS-GARTH	
			001.1700.4236	32.00
			FINGERPRINTING APPS-MILLER	
			001.1700.4236	32.00
			FINGERPRINTING APPS-STANLEY	
			001.1700.4236	32.00
			FINGERPRINTING APPS-ZELAYA	
			001.1700.4236	32.00
			Total :	128.00
89621	6/25/2024	000324 DIB'S SAFE & LOCK SERVICE	PD: DOOR LOCK REPAIR	
			PD: DOOR LOCK REPAIR	
			001.2000.4070	40.40
			Total :	40.40
89622	6/25/2024	003360 DIRECTV	PD: SATTELITE CABLE-JUN	
			PD: SATTELITE CABLE-JUN	
			001.2000.4065	90.99
			Total :	90.99
89623	6/25/2024	000085 EAST VALLEY WATER DISTRICT	LMD17-B-JUN	
			LMD17-B-JUN	
			012.8500.4030	408.48
			LMD 11-JUN	
			LMD 11-JUN	
			012.8500.4030	449.64
			LMD 55-JUN	
			LMD 55-JUN	
			012.8500.4030	796.66
			LMD 17-D-JUN	
			LMD 17-D-JUN	
			012.8500.4030	289.86
			LMD 25-JUN	
			LMD 25-JUN	
			012.8500.4030	176.84
			LMD 17-C-JUN	
			LMD 17-C-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
89623	6/25/2024	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			012.8500.4030	157.24
			LMD 76-JUN	
			LMD 76-JUN	
			012.8500.4030	197.46
			LMD 17-A-JUN	
			LMD 17-A-JUN	
			012.8500.4030	93.44
			SEELEY PARK-JUN	
			SEELEY PARK-JUN	
			016.8540.4030	304.68
			LMD 43-JUN	
			LMD 43-JUN	
			012.8500.4030	237.44
			LMD 47-JUN	
			LMD 47-JUN	
			012.8500.4030	208.70
			LMD 16-JUN	
			LMD 16-JUN	
			012.8500.4030	48.94
			Total :	3,369.38
89624	6/25/2024	005885 EPLUS TECHNOLOGY, INC.	WASABI CLOUD STORAGE	
			WASABI CLOUD STORAGE	
			042.9510.4533	2,082.43
			Total :	2,082.43
89625	6/25/2024	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	105.15
			Total :	105.15
89626	6/25/2024	005018 FLYERS ENERGY, LLC	FUEL-JUN	
			FUEL-JUN	
			001.2000.4220	3,754.14
			FUEL-JUN	
			001.4200.4220	81.12
			FUEL-JUN	

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Voucher	Date	Vendor	Description/Account	Amount
89626	6/25/2024	005018 FLYERS ENERGY, LLC	(Continued)	
			001.4600.4220	104.79
			FUEL-JUN	
			001.6000.4220	153.74
			FUEL-JUN	
			001.6010.4220	164.68
			FUEL-JUN	
			004.8310.4220	576.54
			FUEL-JUN	
			028.2050.4220	788.74
			FUEL-JUN	
			029.2100.4220	788.74
			FUEL-JUN	
			042.9510.4220	38.44
			Total :	6,450.93
89627	6/25/2024	006146 FM THOMAS AIR CONDITIONING	YMCA: QTRLY PM	
			YMCA: QTRLY PM	
			001.6000.4588	1,876.00
			YMCA: HVAC MAINT	
			YMCA: HVAC MAINT	
			001.6000.4588	1,373.26
			Total :	3,249.26
89628	6/25/2024	001122 GALLS, LLC	UNIFORMS: FLOREZ	
			UNIFORMS: FLOREZ	
			001.4200.4202	450.00
			Total :	450.00
89629	6/25/2024	000662 HI WAY SAFETY INC	GREENSPOT & SANTA ANA: LIGHT KIT RENTAL	
			GREENSPOT & SANTA ANA: LIGHT KIT RENTAL	
			004.8310.4206	165.00
			GREENSPOT & SANTA ANA: LITE KIT REAL &	
			GREENSPOT & SANTA ANA: LITE KIT REAL &	
			004.8310.4206	177.00
			CORP YARD: SIGN MAINT	
			CORP YARD: SIGN MAINT	
			004.8310.4206	307.35

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Voucher	Date	Vendor	Description/Account	Amount
89629	6/25/2024	000662 HI WAY SAFETY INC	(Continued) CORP YARD: SIGN MAINT CORP YARD: SIGN MAINT 004.8310.4206	911.07
Total :				1,560.42
89630	6/25/2024	000127 K & L HARDWARE	FS#1: LOCK REPLACED FS#1: LOCK REPLACED 028.2050.4206 FS#1: LOCK REPLACED 029.2100.4206 CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4206	14.53 14.53
Total :				2.58
89631	6/25/2024	005285 LA VERNE POWER EQUIPMENT INC	CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4245	79.92
Total :				79.92
89632	6/25/2024	003604 LOU'S TIRE SERVICE	VEH#120: TIRES VEH#120: TIRES 004.8310.4245	347.13
Total :				347.13
89633	6/25/2024	001404 LOWE'S	FS#2: GARAGE CABINET & WORK BENCH FS#2: GARAGE CABINET & WORK BENCH 029.2100.4070 FS#2: GARAGE CABINET & WORK BENCH 028.2050.4070 PD: LIGHTING PARTS PD: LIGHTING PARTS 001.2000.4070	1,210.98 1,210.97
Total :				54.16
89634	6/25/2024	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES 30% RECYCLED COPY PAPER 042.9510.4200	634.28

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Voucher	Date	Vendor	Description/Account	Amount
89634	6/25/2024	001439 OFFICE SOLUTIONS	(Continued)	
			30% RECYCLED GALAXY GOLD COPY PAPER	
			042.9510.4200	26.11
			30% RECYCLED LUNAR BLUE COPY PAPER	
			042.9510.4200	130.54
			30% RECYCLED GREEN COPY PAPER	
			042.9510.4200	18.49
			30% RECYCLED PINK COPY PAPER	
			042.9510.4200	18.49
			30% RECYCLED CREAM COPY PAPER	
			042.9510.4200	20.67
			30% RECYCLED SALMON COPY PAPER	
			042.9510.4200	11.81
			Total :	860.39
89635	6/25/2024	005099 OMEGA INDUSTRIAL SUPPLY, INC.	GRAFFITI ABATEMENT	
			GRAFFITI ABATEMENT	
			001.6010.4206	232.15
			Total :	232.15
89636	6/25/2024	003980 POSITIVE PROMOTIONS	FS#1-3: OPEN HOUSE SUPPLIES	
			FS#1-3: OPEN HOUSE SUPPLIES	
			001.6020.4336	400.95
			Total :	400.95
89637	6/25/2024	002037 RDO EQUIPMENT CO	JOHN DEERE 210P SKIPLOADER TRACTOR	
			JOHN DEERE 210P SKIPLOADER TRACTOR	
			004.8310.6040	77,486.55
			SB1383 JOHN DEERE 210P SKIPLOADER	
			SB1383 JOHN DEERE 210P SKIPLOADER	
			027.8490.6040	49,680.10
			Total :	127,166.65
89638	6/25/2024	006158 RIVERSIDE PERSONNEL SERVICES I	TEMP EMPLOYEE SVC- PPE 6/16/2024	
			TEMP EMPLOYEE SVC- PPE 6/16/2024	
			001.1450.4535	294.64
			Total :	294.64
89639	6/25/2024	000030 SAN BERNARDINO COUNTY SHERIFFS	VEHICLE MAINT 01/2024-03/2024	

06/24/2024 5:29:35PM

Voucher List
CITY OF HIGHLAND

Page: 8

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89639	6/25/2024	000030 SAN BERNARDINO COUNTY SHERIFFS	(Continued)	
			VEHICLE MAINT 01/2024-03/2024	
			001.2000.4240	10,815.46
			CELL PHONES 1/2024-03/2024	
			CELL PHONES 1/2024-03/2024	
			001.2000.4061	4,032.96
			OFFICE EXPENDITURES 1/2024/3/2024	
			OFFICE EXPENDITURES 1/2024/3/2024	
			001.2000.4200	12,278.80
			TRANSCRIPTIONS 1/2024-3/2024	
			TRANSCRIPTIONS 1/2024-3/2024	
			001.2000.4560	2,726.94
			SHERIFF O/T 1/2024-3/2024	
			SHERIFF O/T 1/2024-3/2024	
			001.2000.4560	114,516.70
			ON CALL/STANDBY 1/2024-3/2024	
			ON CALL/STANDBY 1/2024-3/2024	
			001.2000.4560	7,643.52
			O/T ARPA 01/2024-03/2024	
			O/T ARPA 01/2024-03/2024	
			030.8495.4560	28,191.74
			2019 JAG O/T 01/2024-03/2024	
			2019 JAG O/T 01/2024-03/2024	
			026.8480.4560	14,938.91
			O/T YMCA RUN 01/2024-03/2024	
			O/T YMCA RUN 01/2024-03/2024	
			001.2000.4560	2,724.05
			PERSONNEL CREDITS 01/2024-03/2024	
			PERSONNEL CREDITS 01/2024-03/2024	
			001.2000.4560	-99,800.80
			Total :	98,068.28
89640	6/25/2024	000022 SB CO AUDITOR/CONTROLLER	PARKING FINE VIOLATIONS-JAN	
			PARKING FINE VIOLATIONS-JAN	
			051.1490	216.50
			PARKING FINE VIOLATIONS-FEB	
			PARKING FINE VIOLATIONS-FEB	
			051.1490	449.00

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Voucher List
CITY OF HIGHLAND

Page: 9

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89640	6/25/2024	000022 SB CO AUDITOR/CONTROLLER	(Continued) PARKING FINE VIOLATIONS-MAR PARKING FINE VIOLATIONS-MAR 051.1490 PARKING FINE VIOLATIONS-APR PARKING FINE VIOLATIONS-APR 051.1490	175.50
Total :				234.50
				1,075.50
89641	6/25/2024	004662 SKYLINE SAFETY AND SUPPLY	CORP YARD: MISC SUPPLIES CORP YARD: MISC SUPPLIES 004.8310.4206	31.08
Total :				31.08
89642	6/25/2024	000204 SOCALGAS	FS#2-JUN FS#2-JUN 028.2050.4020 FS#2-JUN 029.2100.4020 POLICE STATION-JUN POLICE STATION-JUN 001.2000.4020 FS#3-JUN FS#3-JUN 028.2050.4020 FS#3-JUN 029.2100.4020 FS#1-JUN FS#1-JUN 028.2050.4020 FS#1-JUN 029.2100.4020	29.81 29.80 933.16 29.80 29.79 28.58
Total :				28.56
				1,109.50
89643	6/25/2024	000970 SOUTH COAST AQMD	PD: AQMD FEES 23/24 PD: AQMD FEES 23/24 001.2000.4222	161.81
Total :				161.81

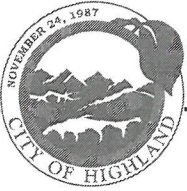
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Voucher List
CITY OF HIGHLAND

Page: 10

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
89644	6/25/2024	000203 SOUTHERN CALIFORNIA EDISON	LS3-FEB & MAR LS3-FEB & MAR 013.8510.4011	39.39
Total :				39.39
89645	6/25/2024	000231 VISTA PAINT CORP	GRAFFITI ABATEMENT GRAFFITI ABATEMENT 001.6010.4206	686.05
Total :				686.05
89646	6/25/2024	000233 WAXIE SANITARY SUPPLY	CORP YARD: JANITORIAL SUPPLIES CORP YARD: JANITORIAL SUPPLIES 004.8310.4055	334.92
			FS#1: 65% RECYCLE PRODUCTS FS#1: 65% RECYCLE PRODUCTS 028.2050.4055	81.88
			FS#1: 65% RECYCLE PRODUCTS 029.2100.4055	81.87
			FS #2: JANITORIAL SUPPLIES FS#2: JANITORIAL SUPPLIES 028.2050.4055	49.32
			FS#2: JANITORIAL SUPPLIES 029.2100.4055	49.31
Total :				597.30
89647	6/25/2024	003535 WEST COAST ARBORISTS, INC.	CITYWIDE TREE MAINT-MAY CITYWIDE TREE MAINT-MAY 004.8310.4680	915.00
Total :				915.00
38 Vouchers for bank code : wfb				Bank total : 302,734.64
38 Vouchers in this report				Total vouchers : 302,734.64



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

SUBJECT: Treasurer's Report for May 2024

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

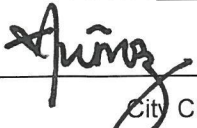
FISCAL IMPACT:

Cash and Investments:	
General Fund	\$15,037,902.08
Special Revenue Funds	\$41,714,349.92
Internal Service Funds	\$ 5,839,924.97
Capital Projects Funds	\$28,164,447.60
Agency Funds	\$ 2,506,237.52
Housing Authority Fund	\$ 3,724,090.18
SARDA Funds	\$ 3,692,725.55

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.

Attachments: Treasurers Report, Treasurer's Report Graph, Cash and Investments Graph and General Fund Reserves Graph

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

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

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking Account (reconciled book balance)	9,986,924.30

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
<u>California Treasurer's Local Agency Investment Fund (LAIF)</u>	n/a	4.332%		
General Fund			13,823,465.24	
Special Revenue Funds			26,859,904.00	
Internal Service Funds			5,804,427.00	
Capital Projects Funds			26,385,016.00	
Total City LAIF Funds				72,872,812.24
Housing Authority Fund			3,757,567.86	
Total Housing Authority LAIF Funds				3,757,567.86
Total LAIF Funds				76,630,380.10

- 1) Maximum limits on accounts are \$75M City and \$75M Housing Authority.
2) Market Value is based on the April 30, 2024 applicable percentage of 0.994191267
3) Market Value is \$76,185,254.68 (\$76,630,380.10 x 0.994191267).

<u>California Asset Management Program (CAMP)</u>	n/a	5.430%		
General Fund			3,325,437.23	
Special Revenue Funds			1,865,630.00	
Capital Projects Funds			6,246,029.00	
Total CAMP Funds				11,437,096.23

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	4.94%	113,430.02	113,430.02
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	517,709.01	517,709.01
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	191,481.37	191,481.37

Community Facilities District (CFD) 2001-1

Special Tax Fund #217795000				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	342,265.01	342,265.01
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	4.94%	26,763.59	26,763.59
Surplus Fund #217795004				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	29,931.68	29,931.68

Community Facilities District (CFD) 2007-1

Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	11,019.09	11,019.09
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	26,432.16	26,432.16
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #60934N872	n/a	4.94%	9,776.26	9,776.26

TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				1,268,808.19
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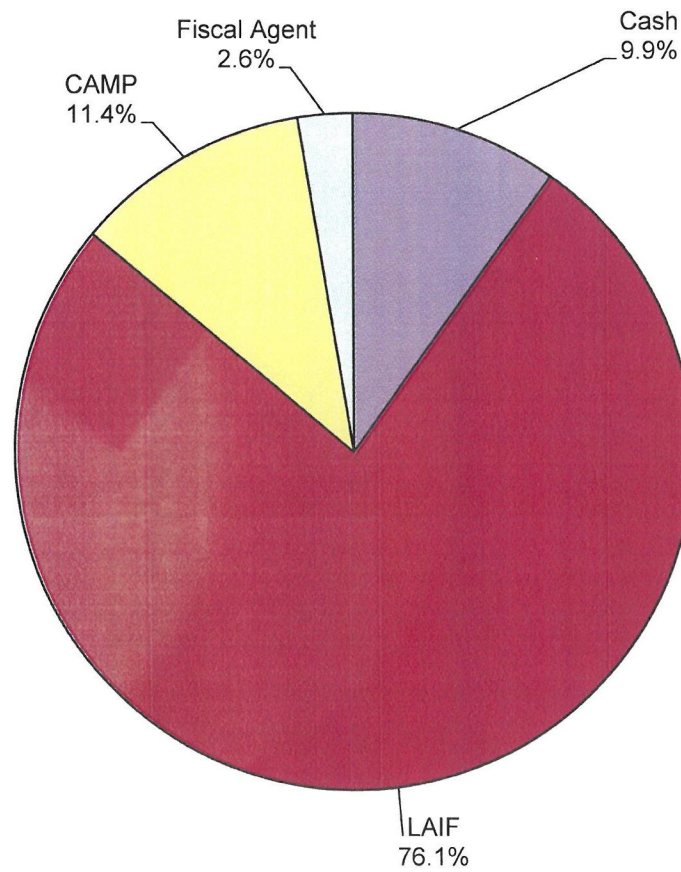
DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
<u>US Bank Corporate Trust Services (SARDA)</u>				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	7,791.34	7,791.34
Interest Fund 786709002				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	703.18	703.18
Principal Fund 786709003				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 786709004				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	173,205.96	173,205.96
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	169,586.89	169,586.89
Interest Fund 268777001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	23,699.47	23,699.47
Principal Fund 268777002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 268777004				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	963,310.13	963,310.13
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	14,575.29	14,575.29
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	980.93	980.93
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	388.34	388.34
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	4.94%	1,077.47	1,077.47
Reserve Fund 259928004				
Assured Guaranty Municipal Bond Insurance	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				<u>1,355,319.00</u>
TOTAL CASH AND INVESTMENTS				<u><u>100,679,677.82</u></u>

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

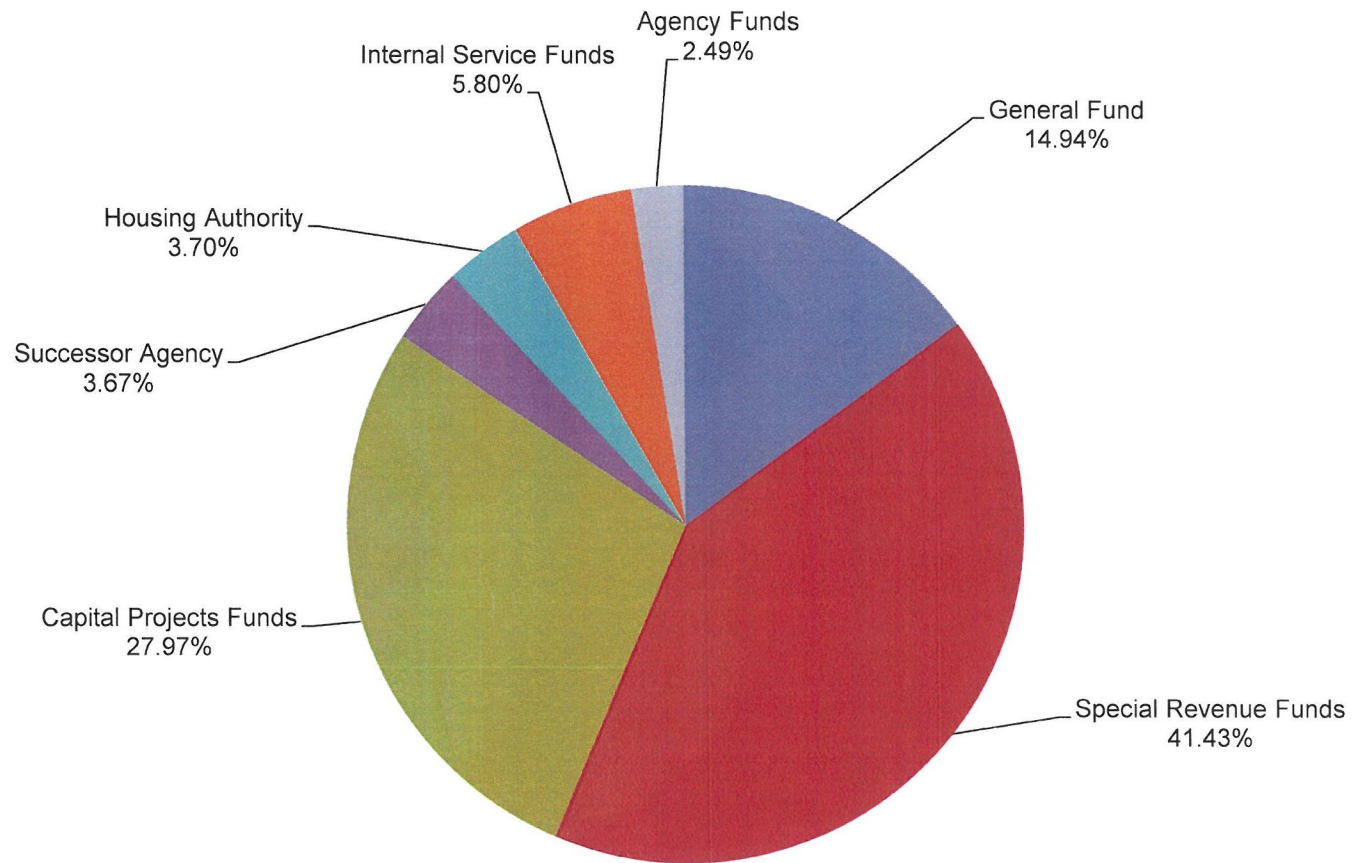
SIGNED: _____
Carlos Zamano
CITY MANAGER

SIGNED:  _____
Leticia Nava-Cruz
DIRECTOR OF ADMINISTRATIVE
SERVICES/CITY TREASURER

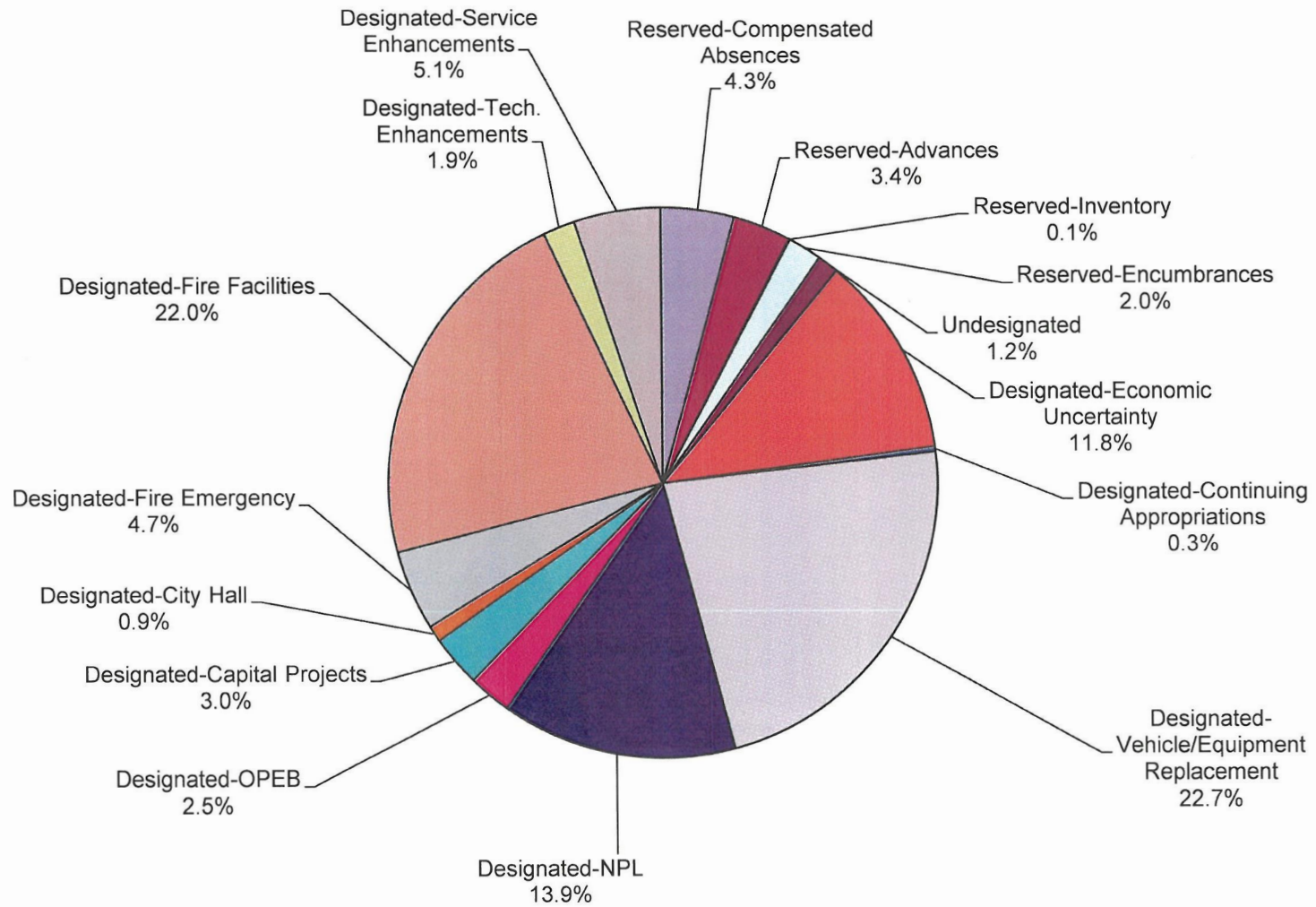
Treasurer's Report



Cash & Investments



General Fund Reserves





STAFF REPORT TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

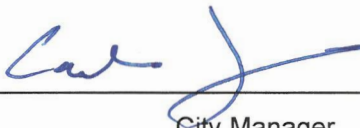
PREPARED BY: Alondra Muñoz, City Clerk

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

SUBJECT: Claim Consideration - Kacee Gearone Cross

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

BACKGROUND: The Claim was received in the City Clerk's Office on May 30, 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. <u>5</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

July 1, 2024

Alondra Muñoz
City of Highland

RE: Client: City of Highland
 Claim Number: GHC0072728
 Date of Loss: 05/06/2024
 Claimant: Cross, Kacee

Dear Ms. Muñoz:

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

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

Please provide us with a copy of the notices 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

City of
HIGHLAND
Inc. 1987



May 30, 2024

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

Re: Claimant(s): Kacee Gearone Cross
Incident Date: May 6, 2024

Dear Patti:

Enclosed is a copy of a Claim received via mail at the Office of the City Clerk on May 30, 2024, by the above referenced claimant(s). Note: The location stated in the attachment indicates the incident occurred in the City of San Bernardino. I attached a vicinity map for reference.

This item will be tentatively scheduled for the City Council regular meeting of Tuesday, July 9, 2024, pending your recommendation. All correspondence will be required from George Hills no later than June 28. Please review and advise this office on the appropriate action to be taken.

If you have any questions, please contact Chuck Dantuono at (909) 864-6861, ext. 224 or myself at ext. 226.

Sincerely,

A handwritten signature in black ink, appearing to read "Alondra Muñoz".

Alondra Muñoz
City Clerk

cc: Carlos Zamano, City Manager
Chuck Dantuono, Director of Administrative Services
Maricela Marroquin, City Attorney

Mayor
Penny Lilburn

Mayor Pro Tem
Larry McCallon

City Council
Jesse Chavez-Cordova

City Council
Anaeli Solano

City Council
John P. Timmer

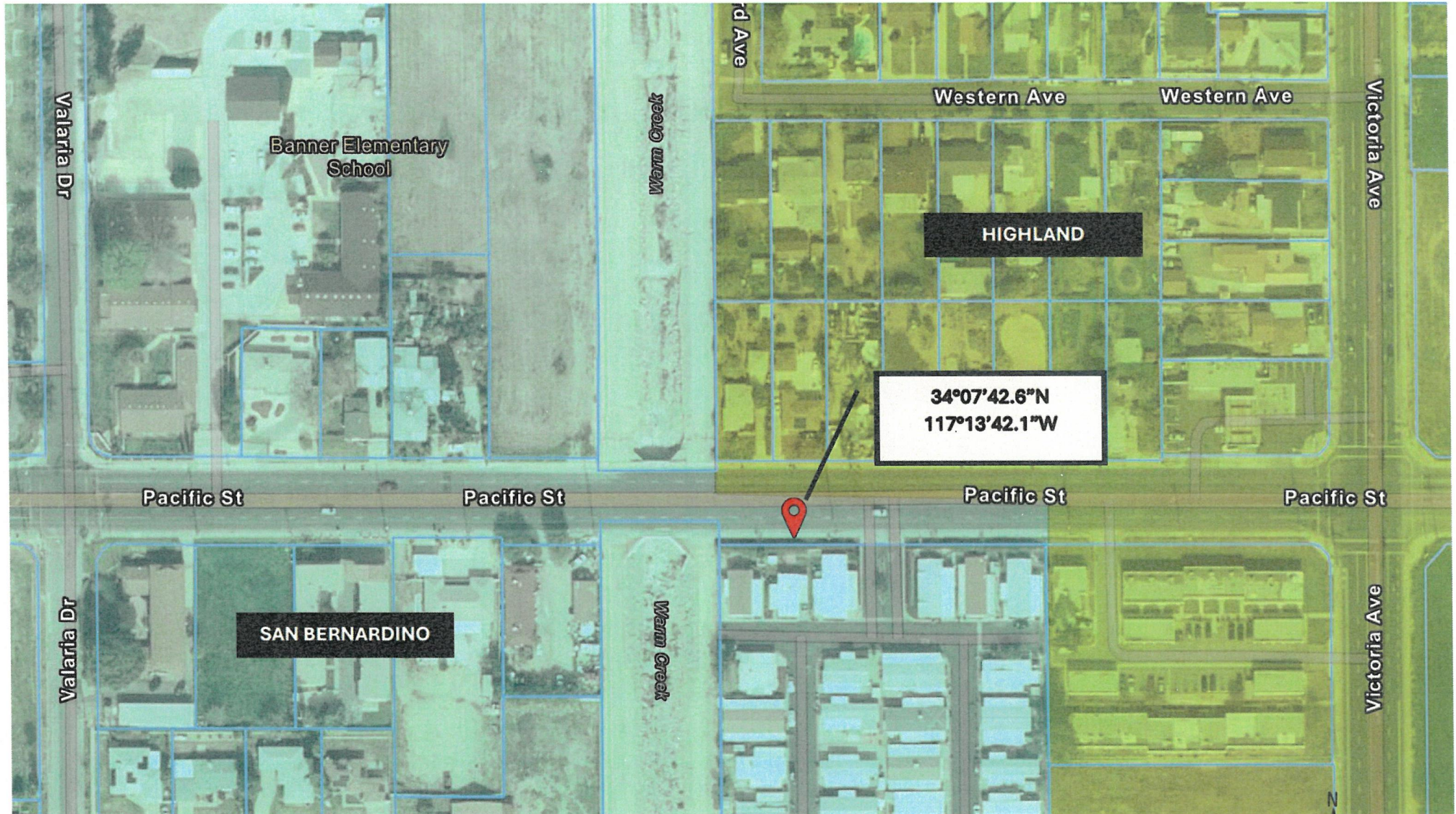
City Manager
Carlos Zamano

27215 Base Line • Highland, CA 92346

Tel: 909.864.6861 • Fax: 909.862.3180 • www.cityofhighland.org



VICINITY MAP



The blue shading is in the City of San Bernardino and the green shading is in the City of Highland.

MAY 30 2024

Received: 5/30/2024

By: Alondra Muñoz
☐ E-Mail ☒ Mail ☐ In person

5

Issued by which State: California

X Driver's License _____ Identification Card

Expiration Date: _____

Name: _____

Address: _____

a. Date of occurrence 05/06/2024

b. Time of occurrence 9:30AM

c. Place of occurrence (Exact and specific location)

34°07'42.6"N 117°13'42.1"W

26408 Pacific Street, Highland CA 92346

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).

Mr. Cross was running on the public sidewalk adjacent to eastbound Pacific Street in Highland City, CA when he suddenly fell to the ground due to an unmarked, improperly cut metal pole protruding from the ground.

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

Creating a dangerous condition on a public walkway.
Failure to remove a dangerous condition on a public sidewalk.
Failure to warn of a dangerous condition on a public sidewalk

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".

Injuries including, but not limited to, neck, back, shoulders and

right knee. Damages include: past and future medical specials, pain and suffering, emotional distress, & fees and costs

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

Unknown to claimant

6. Name and address of any other person injured:

Not Applicable

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

Not Applicable

8. Damages Claimed:

a. Amount claimed as of this date: \$ Unlimited

b. Estimate amount of future costs: \$ Unlimited

c. Total amount claimed: \$ Unlimited

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. Highland Urgent Care
- 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: HIGHLAND, CALIFORNIA
City and State

Date: 05/28/2024


Signature of Claimant

Kacee Cross
Printed name of person signing above



11110 Ohio Avenue. Suite #201
Los Angeles, CA 90025
Phone: 213-314-3031
Fax: 213-238-5179

May 28, 2024

VIA FACSIMILE TO
City of Highland
27215 Base Line
Highland, CA 92346

Re:	Our Client(s):	Kacee Gearone Cross
	Date of Loss:	5/6/2024
	Claim No.:	

Dear Claims Representative:

Please be advised that this firm has been retained by the above mentioned client(s) in order to pursue a bodily injury and property damage claims against your insured(s) and therefore, pursuant to Siciliano v. Fireman's Fund Ins. Co., 62 Cal. App. 3d, 745 (1976) and Fedmart Corp. v. Pell Enterprises, 111 Cal. App. 3d, 215 (1980), we do maintain a lien on this matter.

Please note, pursuant to California Insurance Code § 2695.7 [Standards for Prompt Fair and Equitable Settlements Section (b)], upon receiving proof of claim, every insurer shall immediately, but in no event more than forty (40) calendar days later, accept or deny the claim in whole or in part, and affirm or deny liability.

Please refrain from contacting our client(s), and refer all documents and correspondences to the attention of the undersigned. **Please be further advised that all payments made to any individual, or entity regarding this accident must bear our name as co-payee.** This includes payment for possible property damage, loss of use of vehicle, loss of income.

In addition, please let this letter serve as a demand to preserve any and all evidentiary items relating to the cause of our client's incident, as required by law. Said evidence includes but is not limited to: documents, reports, any and all photographs and/or video of the incident and incident site.

Please ensure that your insured and/or driver does not erase any social media, text, or any other type of communication from his/her cell phone sent or posted for the time period 20 minutes before and 20 minutes after the subject incident took place. It is imperative that your insured preserves these items, as failure to do so may constitute negligent/intentional spoliation of evidence, in which case we would seek evidentiary, issue and/or terminating sanctions.

Lastly, please let this correspondence also serve as a formal **request for disclosure of your insured's policy limits and a copy of you insured's Declarations Page.**

Please contact the undersigned to discuss the matter further as soon as possible.

Sincerely,



11110 Ohio Avenue, Suite #201
Los Angeles, CA 90025
213-314-3031

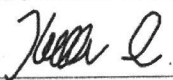
Authorization for Release of Records

To: _____

You are authorized and directed to release to my attorneys, **ME LAWYERS, A PROFESSIONAL LAW CORPORATION**, or their representatives, including copy service personnel serving this authorization, ALL police reports, arrest reports, booking reports, medical or hospital records, bills, employment records, and any other documents or records requested. All prior authorizations are revoked. A photocopy of this authorization shall be considered valid as the original.

This document authorizes you to discuss my case with an attorney or other personnel from the **ME LAWYERS, A PROFESSIONAL LAW CORPORATION**, who represent my legal interests in this matter.

This authorization shall remain in effect for one (1) year. I understand that the information obtained is to be used for negotiating settlement of my case. I further understand that I may obtain a copy of this authorization if I desire.

Client Signature: 

Printed Name: Kacee Cross

Date: 5/4/24

Date of Loss: 5/6/2024 5/4/24

Evidence Code section 1158 reads in pertinent part as follows; "Failure to make such records available during business hours, within five days after presentation of the written authorization, may subject the person or entity having custody or control of the records liability for all reasonable expenses, including attorney's fees, incurred in any proceeding to enforce this section."

The maximum fees allowed for making the records available are set by California Evidence Code sections 1158 and 1563(b).



11110 Ohio Avenue, Suite #201
Los Angeles, CA 90025
213-314-3031

Designation of Authorized Agent

Date of Loss: 5/6/2024 5/6/24

Pursuant to Section 2695.29(c) of the California Code of Regulations, Title 10, Chapter 5;
I authorize ME LAWYERS, A PROFESSIONAL LAW CORPORATION, my attorneys, to
handle my Personal Injury Claim under the above-captioned loss.

This authorization shall be valid until revoked by the undersigned. Any and all prior
authorizations are hereby revoked by the undersigned as of the date of this authorization.

A handwritten signature in black ink, appearing to read 'Kacee Cross', written over a horizontal line.

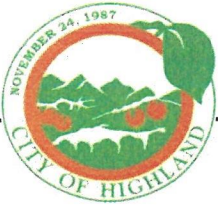
Signature

Kacee Cross Kacee Cross

Name Printed

05/06/2024

Date



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

SUBJECT: Staff Agency Appointment-CIRA.

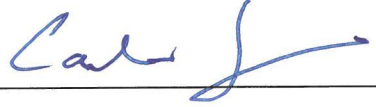
RECOMMENDATION: That the City Council adopt Resolution No. 2024-____ Appointing Leticia Nava-Cruz, Director of Administrative Services/City Treasurer, as the City's Director to the Board of Directors of CIRA, and Carlos Zamano, City Manager, as the Alternate Director.

FISCAL IMPACT: None.

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

BACKGROUND: Each member of CIRA (California Intergovernmental Risk Authority) must appoint a Director and Alternate Director to CIRA's Board of Directors. The Director and Alternate Director have the ability to act on behalf of the City, a Member Agency of CIRA, on all matters to come before the Board of Directors, as if the City itself were present and acting at such meeting.

It is recommended that effective July 10, 2024, Leticia Nava-Cruz will retain her role as Director and Carlos Zamano will be appointed the Alternate Director.

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

RESOLUTION NO. 2024 -

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF HIGHLAND, CALIFORNIA, CONFIRMING THE APPOINTMENT
OF THE DIRECTOR AND ALTERNATE DIRECTOR TO THE CIRA BOARD OF
DIRECTORS (RESCINDING RESOLUTION NO. 2023-050)**

WHEREAS, every member entity of CIRA (California Intergovernmental Risk Authority) must appoint a Director and Alternate Director to the CIRA Board of Directors; and,

WHEREAS, the City of Highland is a member of CIRA; and,

WHEREAS, Resolution No. 2024- appoints Leticia Nava-Cruz, Director of Administrative Services/City Treasurer as the City's Director to the CIRA Board of Directors and to serve at the pleasure of the City Council; and,

WHEREAS, Resolution No. 2024- appoints Carlos Zamano, City Manager as the City's Alternate Director to the CIRA Board of Directors and to serve at the pleasure of the City Council; and,

NOW THEREFORE, BE IT RESOLVED that the City Council hereby reaffirms the appointment, effective July 10, 2024, of Leticia Nava-Cruz to serve as its Director and appoints Carlos Zamano to serve as its Alternate Director on the CIRA's Board of Directors, to act on behalf of the City, a Member Agency of CIRA, on all matters to come before the Board of Directors, as if the City itself were present and acting at such meeting, and for such Director to be eligible for serving on the CIRA Executive Committee.

APPROVED AND ADOPTED this 9th day of July, 2024.

Penny Lilburn, Mayor

ATTEST:

Alondra Munoz, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

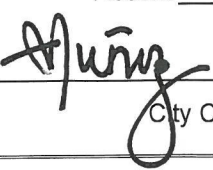
SUBJECT: Resolution No 2024-____ authorizing investment of the City of Highland monies in the Local Agency Investment Fund (LAIF).

RECOMMENDATION: That the City Council of the City of Highland approve Resolution No. 2024-____ authorizing investment of the City of Highland monies in the Local Agency Investment Fund (LAIF).

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: This resolution will add the new Assistant Director of Administrative Services, Michelle Gomez, to the list of authorized City of Highland Officers to order the deposit or withdrawal of monies in the Local Agency Investment Fund. This resolution will also remove Chuck Dantuono and replace him with Leticia Nava-Cruz as Director of Administrative Services/City Treasurer.

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

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY OF HIGHLAND, CALIFORNIA AUTHORIZING
INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF) &
REPEALING RESOLUTION NO. 2024-008**

WHEREAS, pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City Council of the City of Highland does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the City of Highland; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Highland does hereby authorize the deposit and withdrawal of the City of Highland monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following City of Highland officers holding the titles(s) specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this Resolution and the transactions contemplated hereby:

Carlos Zamano
City Manager

Leticia Nava-Cruz
Director of Administrative Services/
City Treasurer

Michelle Gomez
Assistant Director of Admin. Services

Section 2. This Resolution shall remain in full force and effect until rescinded by the City Council by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

Section 3. Repealer. The following Resolutions are repealed in their entirety or portions repealed as noted below:

Resolution No. 2024-008 repeal in its entirety.

All resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

PASSED, APPROVED AND ADOPTED this 9th day of July, 2024.

Penny Lilburn
Mayor

ATTEST:

Alondra Munoz
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *lnc*
Michelle Gomez, Assistant Director of Administrative Services *mc*

SUBJECT: Resolution No. 2024-___ approving a Wildland Protection Agreement (WPA) with the State of California for FY 2024-2025.

RECOMMENDATION:

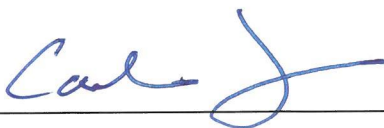
1. That the City Council approve Resolution No. 2024-___ approving the Department of Forestry and Fire Protection (Cal Fire) Wildland Protection Agreement (WPA) for July 1, 2024 - June 30, 2025 &
2. That the City Council approve the following budget adjustment for FY 2024-2025; Transfer \$8,195 from 029-2512 (Fired Dept-Fund Balance) to be expended from 029-2100-4568 (Contract Services-Fire Services).

FISCAL IMPACT: \$60,190.28.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations per Resolution 2011-047 and on the City's website.

BACKGROUND: This item is presented to the Council annually. The City Council in August of 2021 approved the first WPA for FY 2021-2022. The Wildland Protection Agreement is essentially an insurance policy. With the constant threat of deadly and destructive wildland fires in California, especially evident by the recent large fires that have impacted the City as well as the surrounding areas in California, two years ago the State proposed a WPA for specially chosen open space areas (acres) within the foothill areas of East Highland. The City has large areas of wildlands as well as structures located in the wildland-urban interface. Within the last five years the City has had multiple wildland fires, the "Bridge Fire" on Greenspot near the old iron bridge, the "King Fire" on Base Line just east of Fire Station No. 2, and the "Mentone Fire" on Greenspot Rd/Newport. These three fires were within the City, which makes the City responsible for all fire suppression costs. The cost of suppressing a wildland fire with aircraft, hand-crews, and dozers can become extremely costly very quick.

With this agreement, if there is a fire within or adjacent to the chosen open space areas, CAL FIRE will

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

send a full wildland fire response including aircraft, hand-crews, and dozers. CAL FIRE will protect those lands as if they were a State Reasonability Area (SRA). All suppression costs for a fire within or adjacent to that chosen area will be covered under the WPA. This will continue to be an annual fee and will be due whether it is used or not, like an insurance policy. There is no proposed change to the map. Planning staff has reviewed the map attached to the WPA and agrees with the proposed boundaries. The City Attorney has reviewed the WPA and has approved as to form.

Staff budgeted \$52,000 for this in FY 2024-2025. The WPA cost is \$60,190.28 therefore the budget adjustment is needed in the amount of \$8,195.

Attachments:

1. Proposed Resolution No. 2024-_____
2. Exhibit A: Cooperative Fire Programs Local Responsibility Wildland Protection Reimbursement Agreement

Attachment 1
Proposed Resolution No. 2024-_____

RESOLUTION NO. 2024 -

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,
APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)
WILDLAND PROTECTION AGREEMENT (WPA) FOR JULY 1, 2024, TO JUNE 30, 2025**

BE IT RESOLVED, by the City Council of the City of Highland, that said City Council does hereby approve the attached agreement (Exhibit A) with the California Department of Forestry and Fire Protection (CAL FIRE) dated July 9, 2024. This agreement provides Wildland Fire Protection for the City of Highland from July 1, 2024, to June 30, 2025.

NOW THEREFORE, BE IT RESOLVED that the Mayor of the City Council of the City of Highland, is authorized to sign and execute said agreement on behalf of the City of Highland.

APPROVED AND ADOPTED this 9th day of July 2024.

Penny Lilburn, Mayor

ATTEST:

Alondra Muñoz, City Clerk

Attachment 2

Exhibit A: Cooperative Fire Programs Local Responsibility Wildland Protection
Reimbursement Agreement

Exhibit A



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 653-7772
Website: www.fire.ca.gov



June 5, 2024

Liz Brown
26974 Baseline St.
Highland, CA 92346

Chief Brown:

Please find the following documents enclosed:

- **(1) Full LG-W Agreement** (Courtesy Copy) - between the City of Highland and the California Department of Forestry and Fire Protection (CAL FIRE) for Wildland Services during the fiscal years of 2024 through 2025.
- **(1) LG-W Agreement Signature Page** Please return dated with the wet (scanned) signatures. (See email address below)

Additional document required:

- **Resolution** Agreement approved by the board. Please return dated with the wet (scanned) signatures. (See email address below)

The Resolution must be signed by the same person signing the LG-W Agreement.

Once the signature page and resolution agreement have been signed, please scan and email them to me at alison.hesterly@fire.ca.gov

I will then forward the completed package to Cooperative Fire in Sacramento. Please do not mail a copy to Sacramento.

Feel free to contact me at 760-442-2594 or via email if you have any questions and/or concerns.

Respectfully,

Alison Hesterly
Battalion 3511

STATE OF CALIFORNIA
COOPERATIVE FIRE PROGRAMS
LOCAL RESPONSIBILITY AREA WILDLAND PROTECTION
REIMBURSEMENT AGREEMENT
LG-W REV 1/2024

AGREEMENT NUMBER 3CA06942
REGISTRATION NUMBER:

1. This Agreement is entered into between the State Agency and the Local Agency named below:

STATE AGENCY'S NAME

California Department of Forestry and Fire Protection – (CAL FIRE)

LOCAL AGENCY'S NAME

City of Highland (Wildland)

2. The term of this Agreement is: July 1, 2024 through June 30, 2025

3. The maximum amount of this Agreement is: \$ 60,190.28
Sixty Thousand, One Hundred Ninety Dollars, and Twenty Eight Cents.

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work – Includes page 2 (contact page) in count for Exhibit A	2 pages
Exhibit B – Budget Detail and Payment Provisions	2 pages
Exhibit C* – General Terms and Conditions; DGS GTC Version: 04/2017	0 pages
Exhibit D – Special Terms and Conditions (Attached hereto as part of this Agreement)	1 pages
Exhibit E – Additional Provisions	6 pages

Items shown with an Asterisk (), are hereby incorporated by reference and made part of this Agreement as if attached hereto.
General Terms and Conditions can be viewed at: <http://www.dgs.ca.gov/ols>

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

LOCAL AGENCY

LOCAL AGENCY'S NAME
City of Highland

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS
27215 Base Line Rd. Highland, CA 92346

STATE OF CALIFORNIA

AGENCY NAME
California Department of Forestry and Fire Protection

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING
Nathan Barclay, Assistant Deputy Director, Cooperative Fire

ADDRESS P.O. Box 944246, Sacramento, CA 94244-2460

California Department of General
Services Use Only

EXHIBIT A

COOPERATIVE FIRE PROGRAMS

AGREEMENT FOR PROTECTION OF WILDLANDS WITHIN LOCAL AGENCY RESPONSIBILITY AREA

1. The project representatives during the term of this Agreement will be:

CAL FIRE Unit Chief:		Local Agency:	City of Highland
Name:	Shane Littlefield	Name:	Larry McCallon
Phone:	(909) 881-6900	Phone:	(909) 864-6861
Fax:	(909) 881-6969	Fax:	

All required correspondence shall be sent through U.S. Postal Service by certified mail and directed to:

CAL FIRE Unit Chief:	Shane Littlefield	Local Agency:	City of Highland
Section/Unit:	San Bernardino Unit	Section/Unit:	
Attention:	Alison Hesterly	Attention:	Larry McCallon
Address:	3800 N. Sierra Way San Bernardino, CA 92405	Address:	27215 Base Line Rd Highland, CA 92346
Phone:	(909) 881-6900	Phone:	(909) 864-6861
Fax:	(909) 881-6969	Fax:	

Send an additional copy of all correspondence to:

CAL FIRE
Cooperative Fire Services
P.O. Box 944246
Sacramento, CA 94244-2460

2. AUTHORIZATION

This Agreement is entered into this 1st day of July, 2024, by and between the State of California, hereinafter called STATE and City of Highland, County of San Bernardino, State of California, hereinafter called Local Agency through its duly authorized officers. As used herein, Director shall mean Director of the California Department of Forestry and Fire Protection (CAL FIRE). Where the standard clauses for example in Exhibit C, use the word "Contractor" that word shall mean LOCAL AGENCY as LOCAL AGENCY is used in this Agreement.

Section 4142 of the Public Resources Code provides that the Director may enter into cooperative Agreements with local jurisdictions for the purpose of providing wildland fire protection.

3. SCOPE OF WORK

LOCAL AGENCY has the responsibility for protection of life, property, and wildland areas comprising 1261 acres of land as indicated on the map included under Exhibit E and desires to contract with the STATE to provide wildland fire protection to said area.

STATE has the ability to provide wildland fire protection for said area, of the type and degree, which it now provides on adjacent State Responsibility Areas.

4. SERVICES BY STATE

- A. STATE shall provide wildland fire protection for the areas defined in the above section.
- B. For those areas, which are adjacent to State Responsibility Area, STATE will provide wildland fire protection at the same level of service it now provides on adjacent State Responsibility Area.
- C. For those areas (islands), which are not adjacent to State Responsibility Area, the wildland fire protection provided by the STATE will be limited to those resources identified in the preplanned wildland response for the respective area. Any resources beyond those specified in the preplanned wildland response are assistance by hire and the financial responsibility of the LOCAL AGENCY.

5. ADMINISTRATION

- A. LOCAL AGENCY agrees that STATE may dispatch fire protection resources available under this Agreement to other areas of the state when needed at the sole discretion of STATE.
- B. STATE response will be subject to availability of resources.
- C. Incident Management within the contract area shall conform to current Incident Command System criteria for Unified Command.
- D. STATE and LOCAL AGENCY shall, through established dispatch procedures, immediately notify each other of any fire incident within the contract area.

6. MUTUAL AID

LOCAL AGENCY shall provide mutual aid response into the contract area for wildfires. Structural fire protection remains the jurisdictional and financial responsibility of LOCAL AGENCY.

7. ENTIRE AGREEMENT

This Agreement contains the whole Agreement between the parties. It cancels and supersedes any previous Agreement for the same or similar services.

EXHIBIT B

BUDGET DETAIL, INVOICING, PAYMENT AND RECONCILIATION

1. Invoicing and Payment:

- A. LOCAL AGENCY shall pay STATE for providing said protection at the rate of \$42.58 per acre, plus an 12.10% administrative charge for a total of \$60,190.28 upon presentation of an invoice by STATE. The rate per acre and administrative charge will be calculated by STATE prior to January 1, of each year and annually thereafter, for the succeeding fiscal year subject to approval by LOCAL AGENCY. This Agreement shall be amended each fiscal year to reflect new rates.
- B. STATE shall provide thirty (30) day written notice to LOCAL AGENCY of the cost per acre and the administrative charge to be assessed for each subsequent fiscal year during the term of this Agreement; LOCAL AGENCY shall have thirty (30) days to approve said rate; if written approval is not received by STATE within said period, STATE's obligations hereunder shall terminate; LOCAL AGENCY shall be liable for all amounts due up to and including the date of such termination.
- C. To minimize the need for reconciliation payment is expected in full after the LOCAL AGENCY receives the STATE invoice. Payments made by the LOCAL AGENCY will cover the protection rate per acre and the administrative charge for the protection services rendered by STATE and including any other costs as provided herein, giving credit for all payments made by LOCAL AGENCY and claiming the balance due to STATE, if any, or refunding to LOCAL AGENCY the amount of any overpayment.

2. Budget Contingency Clause

- A. If the LOCAL AGENCY's governing authority does not appropriate sufficient funds for the current year or any subsequent years covered under this Agreement, which results in an inability to pay the STATE for the services specified in this Agreement, the LOCAL AGENCY shall promptly notify the STATE and this Agreement will terminate pursuant to the notice periods required herein.
- B. If funding for any fiscal year is reduced or deleted by the LOCAL AGENCY for purposes of this program, the LOCAL AGENCY shall promptly notify the STATE, and the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced amount, pursuant to the notice terms herein
- C. If the STATE Budget Act does not appropriate sufficient funds to provide the services for the current year or any subsequent years covered under this Agreement, which results in an inability to provide the services specified in this Agreement to the LOCAL AGENCY, the STATE shall promptly notify the LOCAL AGENCY, and this Agreement will terminate pursuant to the notice periods required herein.

- D. If funding for any fiscal year is reduced or deleted by the STATE Budget Act for purposes of this program, the STATE shall promptly notify the LOCAL AGENCY, and the LOCAL AGENCY shall have the option to either cancel this Agreement with no liability occurring to the LOCAL AGENCY, or offer an agreement amendment to LOCAL AGENCY to reflect the reduced services, pursuant to the notice terms herein.
- E. Notwithstanding the foregoing provisions in paragraphs A and B above, the LOCAL AGENCY shall remain responsible for payment for all services actually rendered by the STATE under this Agreement regardless of LOCAL AGENCY funding being reduced, deleted or not otherwise appropriated for this program. The LOCAL AGENCY shall promptly notify the STATE in writing of any budgetary changes that would impact this Agreement.
- F. LOCAL AGENCY and STATE agree that this Budget Contingency Clause shall not relieve or excuse either party from its obligation(s) to provide timely notice as may be required elsewhere in this Agreement.

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

1. **Cancellation**

Failure of either party to meet any of the terms and conditions of this Agreement, including non-payment of monies due hereunder, shall be cause for the termination of this Agreement; such termination shall become effective upon written receipt of 30 day notice of cancellation.

2. **Audit**

If the Agreement is over \$10,000, the parties shall, in accordance with Government Code Section 10532, be subject to examination and audit of the State Auditor General for a period of three (3) years after final payment under the Agreement. Examination and audit shall be confined to those matters connected with performance of the Agreement including, but not limited to, cost of administering the Agreement. The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon Agreement or understanding.

3. **Operating Plan**

Prior to April 1 of each year, STATE and LOCAL AGENCY shall establish a joint Operating Plan for the contract area, which shall be attached after Exhibit E. If LOCAL AGENCY received its structural fire protection from another local agency, the local agency providing the structural fire protection must be party to the Operating Plan.

4. **Extension of Agreement**

Unless there is written notice by LOCAL AGENCY to terminate this Agreement STATE shall extend this Agreement for a single one-year period from the original termination date. The cost of services provided by STATE during the extended period shall be based upon the rates published for the fiscal year in which the extended period falls had a new Agreement been entered into.

5. **Modification**

This Agreement may be amended at any time by written mutual consent of the parties hereto.

6. **Indemnification**

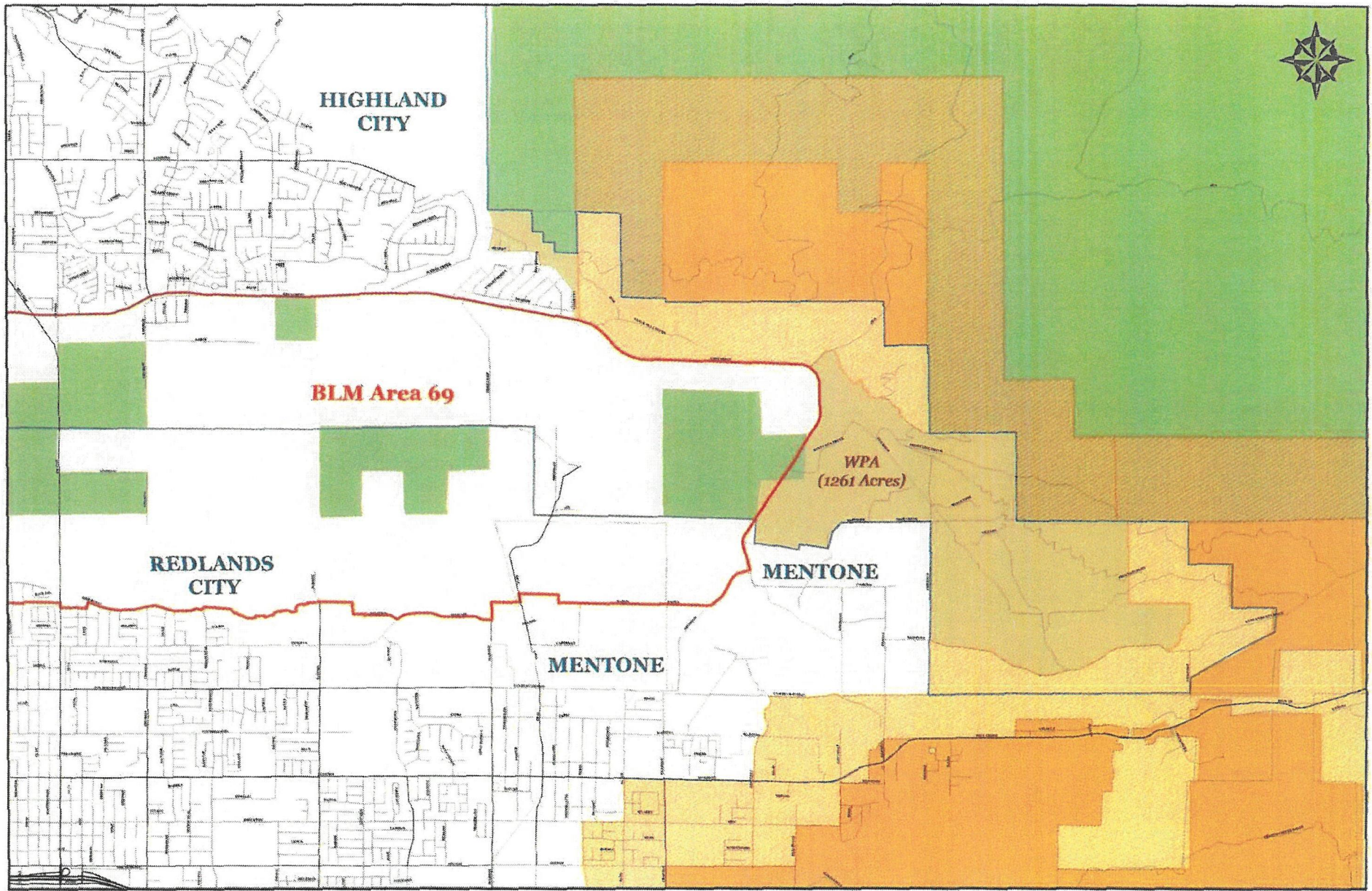
Each party, to the extent permitted by law, agrees to indemnify and hold harmless the other party, its officers, agents, and employees from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the indemnifying party.

EXHIBIT E

ADDITIONAL PROVISIONS

Attachments

- ☒ Budget Plan
- ☒ Topographic Map
- ☒ Operating Plan
- ☐ Annual Report



City of Highland

Wildland Protection Agreement (WPA)

0 0.25 0.5 1 Miles

Lines

- City of Highland
- Other City/Community
- BLM Area 69 (CAL FIRE UOP)

CAL FIRE WPA

- CAL FIRE WPA / Highland

Threat Zone (TZONE)

- Local DPA / CAL FIRE TZONE
- Federal DPA / CAL FIRE TZONE

Direct Protection Area (DPA)

- State DPA-SRA
- Federal DPA-FRA
- Local DPA

CONTRACT# 3CA06932 p. 9



THREAT & RISK
CAL FIRE Subcontractor
Revised: April 2, 2017

HIGHLAND WILDLAND CONTRACT AREA OPERATIONAL PLAN

Between

**CALIFORNIA DEPARTMENT OF FORESTRY and FIRE PROTECTION (CAL FIRE),
San Bernardino Unit,**

And

CITY OF HIGHLAND

Purpose

The purpose of this operating plan is to increase and/or enhance the fire ground operations within the California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Highland Wildland Contract area including mutual threat zones. This plan would allow responding agencies to pre-designate the Unified Ordering point, VHF Radio Frequencies, establishment of a Unified Command structure for wildland fires in the contract area.

Proposal

1. The proposed plan is to:
 - a. Suppress Wildland fires within the contract area and/or mutual threat zone.
2. Area involved:
 - a. See attached map, Highland Wildland Contract area inclusive of mutual threat zones.

Procedures

1. Regardless of which agency Company Officer is on scene of the incident first, the first arriving Company Officer shall:
 - a. Assume command,
 - b. Establish jurisdiction,
 - c. Determine threats with potential,
 - d. Provide a report on conditions,
 - e. Formulate and effect a plan of action,
 - f. Prioritize control objectives,
 - g. Life, Property and Natural Resources,
 - h. Request additional resources as appropriate,
 - i. Establish the Unified Ordering Point.
2. The Unified Ordering Point shall be the California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Emergency Command Center (BDCC).

3. Regardless of which agency Chief Officer is on scene of the incident first:
 - a. The first arriving Chief Officer will transition command from the initial attack incident commander.
 - b. Announce and assume command.
 - c. Establish an Incident Command Post.
4. Wildland fires will be managed via Unified Command structure affording all agencies with jurisdictional responsibility to establish a common set of objectives and strategies.
5. Common communications shall be established utilizing the FIREScope Statewide channel plan with the following VHF frequencies.
 - a. Command
 - i. Common command frequency assigned by the BDCC
 - b. Tactical
 - ii. Common tactical frequencies assigned by the BDCC
 - c. Air to Ground
 - iii. Common air to ground frequencies assigned by the BDCC
 - d. Note: California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Emergency Command Center (BDCC) will make every effort to assign VHF frequencies utilizing the pre-designated frequency chart below.

VHF FREQUENCIES			
BDU L1	151.4450	159.3900	BDU LOCAL 1
CDF C1	151.3550	159.3000	CDF COMMAND 1
CDF C2	151.2650	159.3300	CDF COMMAND 2
CDF C3	151.3400	159.3450	CDF COMMAND 3
CDF T5	151.2500	151.2500	CDF TAC 5
CDF T8	151.3700	151.3700	CDF TAC 8
CDF A/G	151.2200	151.2200	CDF AIR TO GND NET
VFIRE22	154.2650	154.2650	VFIRE22
VFIRE23	154.2950	154.2950	VFIRE23

6. Wildland fires in jurisdictions outside of the Highland Wildland Contract area that are deemed an imminent threat to Highland Wildland Contract area or mutual threat zone:
 - a. Immediate notification will be made to BDCC. BDCC will in turn notify Highland Fire Department, coordinating with San Bernardino County Communications Center (XBOC).

7. For Wildland fires originating in the Highland Wildland Contract area or mutual threat zone, CAL FIRE will dispatch resources based on the Low, Medium or High dispatch levels, as well as by the closest resource concept. Additional resources may be responded based upon initial reports.

RESPONSE LEVELS			
STATE RESOURCES	HIGH	MEDIUM	LOW
Engines	5	3	2
Dozers	1	1	-
Crews	2	1	-
Helicopter	2	1	-
Air Tanker	2	1	-
Air Attack	1	1	-
Prevention Officer	1	1	-
Battalion Chief	1	1	-

Repair of Fire Suppression Damage

1. The nature of fire and other emergency activity work invites accidents, injuries, and general confusion. In addition, fire control forces may take actions that are reasonably necessary to control a fire or other emergency, but which are damaging to property. Such actions will be considered reasonable and proper if good judgment is used by responsible personnel according to the conditions that exist at the time of the action. CAL FIRE is not obligated or authorized to make actual expenditures or efforts to repair or replace private property.
2. Advise those claimants who insist upon taking formal action to correspond with the Secretary, State Board of Control, P.O. Box 3035, 926 J Street, Suite 300, Sacramento, 5814. The claimant may be supplied by the Board of Control with a copy of form STD 275, entitled, Damage Claims Against the State of California.

Fire Information

1. Joint fire information dissemination as determined and approved by the Unified Incident Commanders.

General Procedures

1. Plan to be reviewed and updated as necessary prior to June 30th.

Administrative listings

1. California Department of Forestry and Fire Protection (CAL FIRE) San Bernardino Unit Head Quarters 3800 N. Sierra Way San Bernardino, CA 92406. (909) 881-6900.
2. City of Highland Fire Department 27215 Baseline St. Highland, CA 92346



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

REVIEWED BY: Maricela Marroquin, City Attorney

PREPARED BY: Maricela Marroquin, City Attorney
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

SUBJECT: Resolution authorizing the City of Highland to Enter into the Settlement Agreement with Kroger Co., and Authorize Entry into the Subdivision Participation Form, and other related documents.
(SB 1439 Campaign Contributions and Conflicts of Interest - Government Code Section 84308 is applicable)

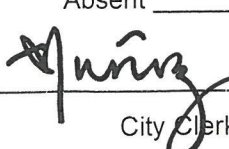
RECOMMENDATION: That the City Council:

- 1) Approve Resolution No. 2024- authorizing the City of Highland to enter into the Settlement Agreement with Kroger Co., pertaining to National Opioid Litigation.
- 2) Authorize the City Manager to execute any necessary documents.
- 3) Authorize that these funds be allocated to the County.

FISCAL IMPACT: The City is expected to receive approximately \$3,500 as part of the settlement and this amount would be allocated to the County.

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: Between 2017 and 2020, the State of California, 51 of 58 California counties and approximately 28 California cities filed lawsuits against opioid manufacturers and distributors seeking to abate the opioid crisis. Similar lawsuits were filed by almost all states and many cities and local governments within those states. These lawsuits were consolidated into one lawsuit in the Federal Court for the Northern District of Ohio. That Court then converted the consolidated lawsuits into a class action lawsuit with the Plaintiffs' Class consisting of all states and local governments in the United States. As a result, the City of Highland is a plaintiff in these lawsuits although the City is not required to pay any attorney fees or litigation costs.

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

In 2021, nationwide settlements were reached to resolve opioid litigation brought by states and local agencies against a group of pharmaceutical distributors. On December 14, 2021, the City Council approved Resolution No 2021-047 authorizing the City to participate in 2021 settlements and to enter into settlement agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutical Inc., agree to the terms of the State-Subdivision agreements and authorize entry into the State-Subdivision agreements with the Attorney General. The City elected to have the funds from these settlements directly deposited with the County because of the strict uses for opioid remediation and reporting obligations of these funds.

In late 2022, additional settlement agreements were announced with three pharmacy chains—CVS, Walgreens, and Walmart—and two manufacturers—Allergan and Teva. As with the 2021 settlements, states and local agencies that wanted to participate in the 2022 settlements had to opt in. On March 14, 2023, the City Council approved Resolution No. 2023-007 authorizing the City of Highland to enter into the Settlement Agreements with CVS, Allergan, Teva, Walmart, and Walgreens, Agree to the Terms of the related State-Subdivision Agreements, and Authorize Entry into the related State-Subdivision Agreements with the Attorney General. The City once again elected to have these funds directly deposited with the County because of the strict uses and reporting of these funds.

The City now has an opportunity to join an additional settlement with Kroger Co. The agreement is for a payment totaling \$1.2 billion to be paid out over eleven years. The Settlement Agreement, Participation Form and other related documents must be executed, without alteration, and submitted on or before August 12, 2024, in order for any subdivision to be considered for initial participation calculations and payment eligibility. The Settlement Agreement, Participation Form, and other documents can be found here: <https://nationalopioidsettlement.com/kroger-co-settlement/>.

Similar to the prior settlements, the City of Highland is eligible to participate. If the City Council decides to participate in the proposed settlement, the proceeds will be paid to the County, unless the City requests direct payment. The proposed settlements require the funds to be used for specified purposes related to addressing the opioid crisis. The settlement agreement provides that 70% of the funds must be used in connection with future opioid-remediation efforts. The settlement agreement includes broad and non-exhaustive lists of qualifying opioid-remediation expenditures. The funds require the preparation of annual written reports concerning use of the funds. These reporting requirements would not apply to the City if chooses to direct its share of the settlement funds to the County, as recommended by staff.

Since the City does not have the staff nor the services to meet the required opioid remediation uses, staff is recommending that the funds the City is set to receive be allocated to the County as the County offers program and services to combat opioid addiction that would meet the opioid remediation strategies prescribed by the national settlement. While it is unclear how much funding the City would be allocated in the settlement agreement, as it depends on a number of factors including how many parties opt in, the County has estimated the amount to be just under \$3,500.

Attachments:

1. Resolution No. 2024-_____

Attachment 1
Resolution No. 2024-_____

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
AUTHORIZING THE CITY TO ENTER INTO A SETTLEMENT AGREEMENT WITH
KROGER COMPANY AND OTHER RELATED DOCUMENTS PERTAINING TO THE
NATIONAL OPIOID LITIGATION**

WHEREAS, the United States is facing an ongoing public health crisis of opioid abuse, addiction, overdose, and death, forcing the State of California and California counties and cities to spend billions of dollars each year to address the direct consequences of this crisis; and,

WHEREAS, pending in the U.S. District Court for the Northern District of Ohio is a multidistrict litigation (“MDL”) being pursued by numerous public entity plaintiffs against the manufacturers and distributors of various opioids based on the allegation that the defendants’ unlawful conduct caused the opioid epidemic; and,

WHEREAS on or about March 22, 2024, a proposed nationwide tentative settlement was reached between the plaintiffs in the MDL and the Kroger Co. (“Kroger”) as well as its subsidiaries, affiliates, officers, and directors named in the Kroger Settlement ; and,

WHEREAS, as part of the settlement with the Kroger, local subdivisions, including certain cities, that are not plaintiffs in the MDL may participate in the settlements in exchange for a release of Kroger; and,

WHEREAS, the proposed terms of those proposed nationwide settlements have been set forth in the Settlement Agreement with Kroger; and,

WHEREAS, a copy of the Settlement Agreement have been provided to the City Council; and,

WHEREAS, the Settlement Agreement provides, among other things, for the payment of a certain sum to settling government entities in California including to the State of California and Participating Subdivisions upon occurrence of certain events as defined in the Settlement Agreements (“California Opioid Funds”); and,

WHEREAS, California local governments in the MDL have engaged in extensive discussions with the State Attorney General’s Office (“AGO”) as to how the California Opioid Funds will be allocated, which has resulted in the California State-Subdivision Agreements Regarding Distribution and Use of Settlement Funds (“Allocation Agreements”) which the City previously entered into; and,

WHEREAS, under the Settlement Agreement, certain local subdivisions that did not file a lawsuit against Kroger may qualify to participate in the settlements and obtain funds from the Abatement Account Fund; and,

WHEREAS, the City is eligible to participate in the Settlement and become a CA Participating Subdivision; and,

WHEREAS, the funds in the CA Abatement Accounts Fund (the 70% allocation) will be allocated based on the allocation model developed in connection with the proposed negotiating class in the National Prescription Opiate Litigation (MDL No. 2804), as adjusted to reflect only those cities and counties that are eligible, based on population or litigation status, to become a CA Participating Subdivision (those above 10,000 in population). The percentage from the CA Abatement Accounts Fund allocated to each CA Participating Subdivision is set forth in Appendix 1 to the Allocation Agreement that was previously entered into by the City and the State of California; and,

WHEREAS, a CA Participating Subdivision that is a city will be allocated its Local Allocation share as of the date on which it becomes a Participating Subdivision. The Local Allocation share for a city that is a CA Participating Subdivision will be paid to the county in which the city is located, unless the city elects to take a direct election of the settlement funds, so long as: (a) the county is a CA Participating Subdivision, and (b) the city has not advised the Settlement Fund Administrator that it requests direct payment at least 60 days prior to a Payment Date; and,

WHEREAS, it the intent of this Resolution is to authorize the City to enter into the Settlement Agreement with the Kroger by executing the Settlement Agreement, Participation Form and any other documents necessary to effectuate the settlement.

NOW, THEREFORE, BE IT RESOLVED: the City Council hereby approves and authorizes the City Manager to settle and release the City's claims against Kroger in exchange for the consideration set forth in the Settlement Agreement, Allocation Agreement previously entered into by the City and all exhibits thereto.

BE IT FURTHER RESOLVED that all actions heretofore taken by the City Council and other appropriate public officers and agents of the City with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Highland on this 9th day of July, 2024.

Penny Lilburn, Mayor

ATTEST:

Alondra Munoz, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Melissa Morgan, Public Services Manager

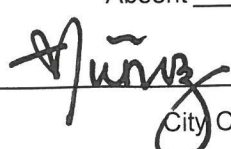
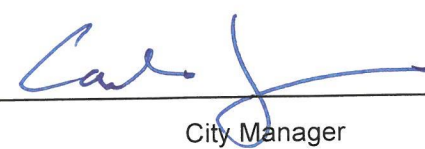
SUBJECT: Household Hazardous Waste Used Oil Payment Program

RECOMMENDATION: City Staff recommends the City Council authorize the City Manager to execute the Authorization Letter for San Bernardino County ("County") to apply for the Used Oil Payment Program on behalf of the City of Highland ("City"). This payment program funding supports the contracted mandatory Household Hazardous Waste ("HHW") program.

FISCAL IMPACT: The HHW program for Highland residents is provided by the County on behalf of the City. This program is fully funded by a HHW 1.25% fee assessed on all solid waste fees. The contract amount for Fiscal Year 23/24 was \$50,464.02. For Fiscal Year 24/25 the contract amount is \$52,230.36. The estimated revenue of the HHW fee for Fiscal Year 23/24 is approximately \$103,000.00. The revenue also supports the costs of proper disposal of illegally dumped hazardous waste in the City.

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 California Public Resources Code requires the City to administer a HHW Program for the safe collection, recycling, treatment and disposal of hazardous wastes which are generated by the households in the City. Currently the City contracts with the County to provide those services to City residents and to administer the City's Used Oil Payment Program. In calendar year 2023 approximately 2,871 residents visited the County's HHW sites and disposed of 158,235 pounds of hazardous waste.

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

July 9, 2024

California Department of Resources, Recycling and Recovery
Used Oil Payment Program
1001 I Street
P O Box 4025
Sacramento, CA 95812-4025

RE: OPP Letter of Authorization Regional Participant

Dear CalRecycle:

I am the City Manager of the City of Highland. I am authorized to contractually bind the City of Highland. Pursuant to this authority, I hereby authorize San Bernardino County to submit a regional Used Oil Payment Program (OPP) application and act as Lead Agency on behalf of the City of Highland. San Bernardino County is hereby authorized to execute all documents necessary to implement and secure payment under the OPP. This authorization is in effect until July 2029 or rescinded by me or my successor.

If you have any questions, please contact Melissa Morgan at (909) 864-6861, extension 230.

Sincerely,

Carlos Zamano
City Manager
Telephone Number (909) 864-6861, ext. 254

cc: Melissa Morgan, Public Services Manager



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

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

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

SUBJECT: Contract Renewal – 2020-01 “Facilities and Parks Landscape Maintenance”

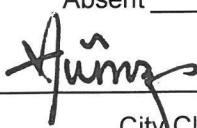
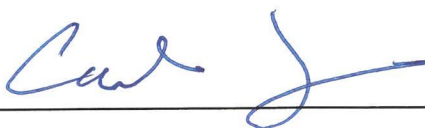
RECOMMENDATION: It is recommended that the City Council (1) extend the Facilities and Parks Landscape Maintenance Agreement with RP Landscape & Irrigation, Inc. for one-year, and (2) approve a 15.8% increase to the contract.

FISCAL IMPACT: All work is to be paid from current budgets

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 currently has a contract with the RP Landscape & Irrigation, Inc. to maintain the City’s Irrigation and Landscape at the following locations: City Hall, Police Station, Fire Stations 1-3, Corporate Yard, YMCA, Library, Community Park, Aurantia Park, Cunningham Park, Seeley Park, Canyon Oak Park, Oak Creek Park, Memorial Park, and Parkways and Medians along Boulder Avenue between Webster St. and Atlantic not covered under landscape maintenance districts.

The current contract amount for one year is \$141,168.00. The contract documents establish guidelines for a potential contract increase at the time of the contract renewal based on the Common Labor Cost index published in the November 2023 issue of Engineering News Record. This year the publication shows a 15.8% increase from last year and the contractor has requested this increase to offset cost increases and to set the new contract amount at \$163,472.54. The services provided by the contractor are satisfactory. The contract documents provide the City with the option of five one-year contract extensions, and this will be the fourth contract extension.

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

CONSTRUCTION ECONOMICS

ENR's 20-city average cost indexes, wages and materials prices.
Historical data for ENR's 20 cities can be found at [ENR.com/economics](https://enr.com/economics)

Construction Cost Index

+2.5%

ANNUAL INFLATION RATE

NOV. 2023

1913=100	INDEX VALUE	MONTH	YEAR
CONSTRUCTION COST	13510.57	+0.1%	+2.5%
COMMON LABOR	25080.22	0.0%	+1.8%
WAGE \$/HR.	48.30	0.0%	+1.8%

The Construction Cost Index's annual escalation rose 2.5%, while the monthly component rose 0.1%.

Building Cost Index

+3.8%

ANNUAL INFLATION RATE

NOV. 2023

1913=100	INDEX VALUE	MONTH	YEAR
BUILDING COST	8268.19	+0.2%	+3.8%
SKILLED LABOR	11697.70	0.0%	+3.4%
WAGE \$/HR.	64.60	0.0%	+3.4%

The Building Cost Index was up 3.8% on an annual basis, while the monthly component rose 0.2%.

Materials Cost Index

+0.3%

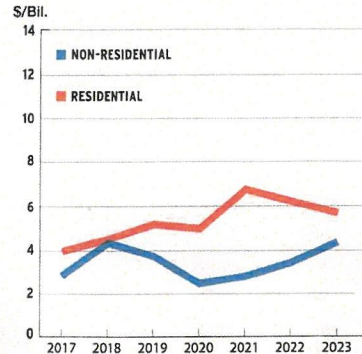
MONTHLY INFLATION RATE

NOV. 2023

1913=100	INDEX VALUE	MONTH	YEAR
MATERIALS COST	6144.21	+0.3%	+4.2%
CEMENT \$/TON	207.48	-0.2%	+20.1%
STEEL \$/CWT	99.77	+1.7%	+7.4%
LUMBER \$/MBF	1073.19	0.0%	-1.4%

The Materials Cost Index rose 0.3% this month, while the annual escalation rate increased 4.2%.

Construction starts in the Minneapolis metro area are expected to rise 4.2% in 2023, to \$10.1 billion, according to Dodge Construction Network. Dodge predicts a 27.4% increase in non-residential starts, while residential is expected to fall 8.5%. Hotel and health care starts are expected to increase, while warehouse work is predicted to drop.

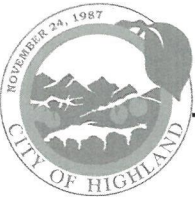


SOURCE: DODGE CONSTRUCTION NETWORK

ENR's Cost Indexes by City

	CONSTRUCTION COST		BUILDING COST		COMMON LABOR		SKILLED LABOR		MATERIALS	
	NOV '23: 1967	% CHG. YEAR	NOV '23: 1967	% CHG. YEAR	NOV '23: 1967	% CHG. YEAR	NOV '23: 1967	% CHG. YEAR	NOV '23: 1967	% CHG. YEAR
ATLANTA	8214.67	-4.7	6270.06	-5.6	825.83	0.0	770.13	+1.4	1379.18	-9.8
BALTIMORE	10489.14	-6.7	7141.86	-9.1	1214.52	0.0	980.21	+1.3	1282.52	-16.9
BIRMINGHAM	8651.41	-1.7	6015.83	-2.1	978.68	0.0	868.43	+0.9	1150.72	-4.4
BOSTON	17734.42	-1.0	10191.79	-0.2	1756.25	0.0	1609.6	+2.6	1317.72	-4.3
CHICAGO	19977.56	+9.1	10047.54	+4.5	1859.31	+10.0	1536.02	+3.8	1134.35	+5.6
CINCINNATI	12627.11	+4.7	7632.82	+8.6	1077.82	0.0	953.18	+1.0	1440.31	+15.6
CLEVELAND	14483.18	+6.0	8136.68	+11.3	1095.01	0.0	972.7	0.0	1379.51	+24.6
DALLAS	7709.38					0.0	738.52	0.0	1304.7	+0.2
DENVER	9283.25					0.0	943.19	+0.4	1309.65	+18.4
DETROIT	13613.86					0.0	1104	+6.5	1101.2	+5.7
KANSAS CITY	13903.75	+4.6	8215.38	+4.6	1390.03	+3.7	1300.95	+2.6	1235.15	+6.9
LOS ANGELES	15301.44	+14.1	8585.15	+11.4	1287.67	+15.8	1193.11	+13.2	1288.96	+9.1
MINNEAPOLIS	14365.24	+1.7	8326.26	+4.3	1339.26	0.0	1371.67	+2.3	1127.86	+7.1
NEW ORLEANS	7724.8	-3.5	6332.51	-3.3	749.82	0.0	848.69	+2.5	1266.37	-7.2
NEW YORK CITY	22528.39	+2.9	11872.72	+7.5	1663.39	0.0	1547.48	+2.3	1385.31	+19.8
PHILADELPHIA	15971.73	+2.9	9327.89	+6.0	1637.07	0.0	1421.38	+1.3	1337.73	+14.0
PITTSBURGH	12924.31	+3.2	8177.45	+8.0	1178.28	0.0	1099.94	+4.7	1150.96	+12.0
ST. LOUIS	13843.97	-1.1	7869.52	-1.2	1112.34	0.0	1082.07	+1.3	1256.69	-4.1
SAN FRANCISCO	15526.28	+2.7	10778.49	+9.8	1076.13	0.0	1277.98	+17.1	1708.18	+2.5
SEATTLE	15337.56	+0.9	8754.46	+1.6	1314.48	0.0	1302.87	0.0	1507.03	+3.6

November 2023 Cost Index
Report LA Region



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

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

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

SUBJECT: Contract Renewal – 2023-04 "City of Highland Landscape Maintenance Districts Maintenance Contract".

RECOMMENDATION: It is recommended that the City Council (1) extend the Landscape Maintenance Districts (LMD) Maintenance Contract with RP Landscape & Irrigation, Inc. for one-year, and (2) approve a 13.2% increase to the contract.

FISCAL IMPACT: All work is to be paid from current budgets

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 currently has a contract with the RP Landscape & Irrigation, Inc. to maintain the City's Irrigation and Landscape at 43 of its designated Landscape Maintenance District (LMD) Annexations.

The current contract amount for one year is \$234,447.00. The contract documents establish guidelines for a potential contract increase at the time of the contract renewal based on the Skilled Labor Cost index published in the November 2023 issue of Engineering News Record for the Los Angeles Region. This year the publication shows a 13.2% increase from last year and the contractor has requested this increase to offset cost increases and to set the new contract amount at \$265,394.00. The services provided by the contractor are satisfactory. The contract documents provide the City with the option of four one-year contract extensions, and this will be the First contract extension.

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

CONSTRUCTION ECONOMICS

ENR's 20-city average cost indexes, wages and materials prices.
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Construction Cost Index

+2.5%

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NOV. 2023

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The Construction Cost Index's annual escalation rose 2.5%, while the monthly component rose 0.1%.

Building Cost Index

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ANNUAL INFLATION RATE

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Materials Cost Index

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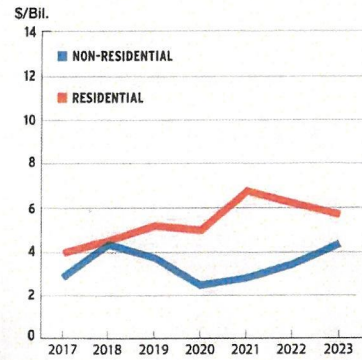
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SOURCE: DODGE CONSTRUCTION NETWORK

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SEATTLE	15337.56	+0.9	8754.46	+1.6	1314.48	0.0	1302.87	0.0	1507.03	+3.6

November 2023 Cost Index Report LA Region



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

REVIEWED BY: Matt Bennett, Assistant Public Works Director *MM*

PREPARED BY: Jim Richardson, Public Works Manager

SUBJECT: Notice of Completion – 2023-01 Highland Community Park Perimeter Fence and Gates Project.

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

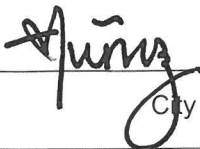
RECOMMENDATION: It is recommended that the City Council:

1. Accept the Highland Community Park Perimeter Fence and Gates Project (Bid No. 2023-01) as complete;
2. Authorize the Mayor to sign the Notice of Completion; and
3. Direct the City Clerk to file the Notice of Completion.

FISCAL IMPACT: The original contract amount was \$218,129.00. One change order was issued in the amount of \$2,208.20. The final contract price is \$220,337.20

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 currently has a contract with Everfence Corp. for the project identified as 2023-01 Highland Community Park Perimeter Fence and Gates Project. The project consisted of new wrought iron fencing and gates around the perimeter of the park complex, including Lillian Lane, Hibiscus St., and Central Avenue. The work has been completed in accordance with the contract documents and is ready for City Council acceptance.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>13</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

RECORDING REQUESTED BY &
WHEN RECORDED MAIL TO:

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

APN 1192-571-47-0000
1192-571-48-0000
1192-591-48-0000

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner or agent of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is City of Highland.
3. The full address of the owner is 27215 Base Line, Highland, CA 92346.
4. All work of improvement on the property hereinafter described was substantially completed on or before June 1, 2024.
5. The work of improvement completed is described as follows: Project No. 2023-01 Highland Community Park Perimeter Fence and Gates Project, (Bid No. 2023-01).
6. The name of the original contractor for such work of improvement is Everfence Corp.
7. The properties on which said work of improvement is located at 26901 Hibiscus St, 7793 Central Avenue, and 7863 Central Avenue, in the City of Highland.

Date: _____

Penny Lilburn
Mayor, City of Highland

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Mayor of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

Penny Lilburn
Mayor, City of Highland



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

REVIEWED BY: Matt Bennett, Assistant Public Works Director *[Signature]*

PREPARED BY: Jim Richardson, Public Works Manager

SUBJECT: Notice of Completion – 2023-05 City Hall Roof Top Coat and Coping For Existing Polyurethane Foam Roof System.

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

RECOMMENDATION: It is recommended that the City Council:

1. Accept the City Hall Roof Top Coat and Coping For Existing Polyurethane Foam Roof System (Bid No. 2023-05) as complete;
2. Authorize the Mayor to sign the Notice of Completion; and
3. Direct the City Clerk to file the Notice of Completion.

FISCAL IMPACT: The original contract amount was \$207,075.00. No change orders were issued for this project. The final contract price is \$207,075.00

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 currently has a contract with Angelus Waterproofing & Restoration, Inc. for the project identified as 2023-05 City Hall Roof Top Coat and Coping For Existing Polyurethane Foam Roof System. The work consisted of new sheet metal coping and a new top coat for the existing Polyurethane Foam roof system, extending the life of the roof for 15 years with a 15 year manufacturer warranty. The work has been completed in accordance with the contract documents and is ready for City Council acceptance.

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

RECORDING REQUESTED BY &
WHEN RECORDED MAIL TO:

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

APN 1192-421-03-0000
1192-421-08-0000

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner or agent of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is City of Highland.
3. The full address of the owner is 27215 Base Line, Highland, CA 92346.
4. All work of improvement on the property hereinafter described was substantially completed on or before June 7, 2024.
5. The work of improvement completed is described as follows: Project No. 2023-05 City Hall Roof Top Coat and Coving For Existing Polyurethane Foam Roof System, (Bid No. 2023-05).
6. The name of the original contractor for such work of improvement is Angelus Waterproofing& Restoration, Inc.
7. The property on which said work of improvement is located at 27215 Base Line, in the City of Highland.

Date: _____

Penny Lilburn
Mayor, City of Highland

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Mayor of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

Penny Lilburn
Mayor, City of Highland



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

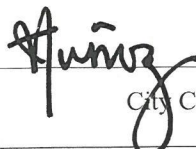
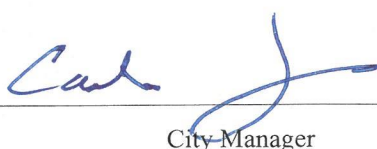
FROM: Carlos Zamano, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director, 
Matt Wirz, Building Official 

SUBJECT: Proposed revision to Building and Safety Contract Service Rates with Willdan Associates (Addendum No. 4).

RECOMMENDATION: Staff recommends the City Council approve the revised contract for specific service rates with Willdan for Building and Safety Inspection and Plan Check Services and direct the Mayor to execute the Contract - Addendum No. 4.

FISCAL IMPACT: The proposed revision to the Willdan Contract will adjust the hourly rate for some areas of their building services; specifically increasing the Engineering/Architect Plan Check Rate from \$110 per hour to \$145 per hour, increasing the Certified Plans Examiner Rate from \$100 per hour to \$125 per hour, increasing the Building Official Rate from \$135 per hour to \$155 per hour, increasing the Inspection Rate from \$85 per hour to \$95 per hour. There will be no increase to the current Permit Technician Rate of \$65 per hour. In addition, Willdan is proposing service rates for other services that may be requested by the City, which include; CASp services (Certified Access Specialists) to ensure commercial buildings comply with the Americans with Disabilities Act (ADA) at a Rate of \$135 per hour, Senior Building Inspector at a Rate of \$115 per hour, Senior Permit Technician at a Rate of \$75 per hour, and Administrative Assistant at a Rate of \$60 per hour. The existing Willdan Professional Service Contract expends General Fund dollars for the subject services, which is accounted for within the City's current Building & Safety Division Budget (Account No. 001-4500-4540, Contract Services - Building Inspections). The existing budget for FY 2024-25 is \$389,410 for the subject services. The charges for Building and Safety services are reconciled through the Building & Safety permit fee process, therefore the proposed Addendum No. 4 should have no discernable impact on the

Approved _____	Motion _____	Second _____	Agenda Item No. 15
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

City's General Fund.

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

BACKGROUND AND DISCUSSION: In September 1997, the City Council elected to bring portions of the Building and Safety Services in-house and established a contract with Willdan Engineering (Willdan). That contract was amended in 2001 which included an hourly rate revision along with expansion of services. Then in 2002 a new contract with Willdan was approved including hourly rate updates (Addendum No. 1), and a second update was approved by the City Council in 2008 (Addendum No. 2). In 2018, a rate for service review was conducted by the City's Building Official and approved by the City Council in September 2018 (Addendum No. 3). As part of that review staff worked closely with Willdan to simplify their rate structure for the City's Building & Safety Division Services. At that time, Willdan agreed to eliminate the Senior Inspector rate (\$90.00 per hour) and replace it with a descriptive title (Inspection) and lower rate (\$85.00 per hour). In addition, Willdan agreed to continue to provide the City's Building & Safety Division with an *as-needed-basis* Permit Technician to cover the Division's public counter/phone during periods of extended staff leave, such as vacation. As part of the subject Contract Addendum No. 3, Willdan's rate for its Permit Technician services increased from \$55 per hour (2008) to \$65 per hour (2018). No changes were proposed to the Willdan plan checking hourly rates at that time, and no further contract amendments have been approved since 2018.

Today the City's Building and Safety Division consists of two (2) full-time City employees which includes a Building Official and Permit Technician, and two (2) contract inspectors provided by Willdan. As noted above, Willdan also provides the City with a part-time Permit Technician to cover Building's public counter and phones on an *as-needed-basis*. Since 2008, Willdan has made every effort not to increase its Plan Check Rates (approximately 16-year time period), and since 2018 has made no change to its Inspection Rates (approximately 6-year time period). However, Willdan has advised staff that the current rates of inflation have made it difficult to maintain their current rate schedule, so they are requesting the City consider their proposed rate schedule as follows:

Willdan – Building & Safety Service Rate Schedule		
Service:	Current Rate:	Proposed Rate:
1. Plan Check Engineering / Architect	\$110/hr (2008)	\$145/hr
2. Certified Plans Examiner	\$100/hr (2008)	\$125/hr
3. CASp Services	-	\$135/hr
4. Senior Building Inspector	-	\$115/hr
5. Inspection	\$85/hr (2018)	\$95/hr
6. Building Official	\$135/hr (2018)	\$155/hr
7. Permit Technician	\$65/hr (2018)	\$65/hr
8. Sr Permit Technician	-	\$75/hr
9. Administrative Assistant	-	\$60/hr

Willdan has provided satisfactory service since their last contract update in 2018.

Staff recommends the City Council approve Willdan's Contract Addendum No.4, related to Building and Safety Inspection and Plan Check Service rates and direct the Mayor to execute the Contract Addendum.

A copy of the proposed contract Addendum No. 4 is provided as Attachment 1.

Attachments:

1. Proposed Willdan Contract Addendum No.4

Attachment 1
(Proposed Willdan Contract Addendum No.4)

**ADDENDUM No. 4
TO AGREEMENT FOR BUILDING AND SAFETY SERVICES BETWEEN
THE CITY OF HIGHLAND AND WILLDAN**

The addendum to the Agreement for Building and Safety Services is made and entered into this 22nd day of August 2018 by and between the City of Highland (City) and Willdan Engineering (Consultant).

Willdan entered into an agreement for Building and Safety Services with the City on July 9, 2002. The agreement provided for a Billing Rate Schedule for services performed by consultant's staff. The agreement has been amended by Addendum No. 3 on September 25, 2018.

This Addendum alters the Agreement and Addendum No. 3 as follows:

1. That the Billing Rate Schedule be replaced by Exhibit "A" attached hereto and effective July 1, 2024.

Except as expressly modified above, the terms of the original agreement dated July 9, 2002, and Addendum No. 4 shall control the respective rights and obligations of the parties hereto.

Penny Lilburn,
City of Highland Mayor

Patrick Johnson, PE, CBO,
Director of Building and Safety
Willdan

Name:
Title:
Willdan

ATTEST:

Alondra Munoz,
City of Highland City Clerk

EXHIBIT A
(Addendum No. 4)

Willdan – Building & Safety Services Fee Schedule

<u>Service:</u>	<u>Hourly Rate:</u>
1. Plan Check Engineering/Architect	\$145/hr
2. ICC Certified Plans Examiner	\$125/hr
3. CAsp Services	\$135/hr
4. Sr. Building Inspector	\$115/hr
5. Building Inspector	\$95/hr
6. Building Official	\$155/hr
7. Permit Technician	\$65/hr
8. Sr. Permit Technician	\$75/hr
9. Administrative Assistant	\$60/hr

Notes:

- A. Expedited plan review will be billed at 1.35x the rate.
- B. Overtime inspections will be billed at 1.5x the rate.



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Lawrence A. Mainez Community Development Director *Lamy*
Matt Wirz, Building Official *[Signature]*

SUBJECT: Proposed revision to the Fire Prevention, Fire Plan Review, and Inspection Services Contract (Fire Marshal Services) with Charles Abbott Associates, Inc. (CAA) (Addendum No. 1)

RECOMMENDATION: Staff recommends the City Council approve the revised contract service rates with Charles Abbott Associates, Inc. for Fire Prevention, Fire Plan Check, and Inspection Services (Fire Marshal Service), and authorize the Mayor to execute the Contract – Addendum No. 1.

FISCAL IMPACT: The proposed revisions to the Charles Abbott Associates, Inc, service contract will adjust the hourly rate for Fire Marshal from \$85 per hour to \$90 per hour. No changes to the Fire Plan Review Rate (\$95 per hour) are proposed at this time. The existing Charles Abbott Associates, Inc. service contract expends General Fund dollars for the subject contract services, which is accounted for within the City's current Fire Department Budget (Account 029-2100-4540, Contract Services, Building Inspections). The existing budget for FY 2024-25 is \$64,000.00 for the subject Service. The charges for Fire Prevention, Fire Plan Check, and Inspection Services are reconciled through the Fire Prevention permit fee process, therefore the proposed Addendum No. 1 should have no discernable impact on the City's General Fund.

PUBLIC NOTICE: No Public Notice is required prior to the City Council taking action on this item. However, the Agenda has been posted in the three (3) designated posting locations as required by Resolution and on the City's website.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>16</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>[Signature]</i> City Clerk		<i>[Signature]</i> City Manager	

BACKGROUND/PROPOSAL: In May 2017, the City Council approved a professional service contract with Charles Abbott and Associates, Inc. to provide Fire Prevention, Fire Plan Check, and Inspection services (Fire Marshal Services). The professional service contract is administered by the Community Development Director, and oversight provided by the Building Official.

Under the existing professional services contract, Charles Abbott and Associates are providing Fire Marshal, Fire Plan Check, and Inspection services part-time to the City of Highland, generally in the morning hours. They have been providing satisfactory services and are in good standing.

Since 2017, Charles Abbott and Associates, Inc has made every effort not to increase its rates (approximately 7-year time period). However, in an attempt to keep pace with inflation they are requesting the City consider their proposed rate schedule as follows.

Charles Abbott & Assoc Inc Service Rate Schedule		
Service:	Current Rate:	Proposed Rate:
1. Fire Marshal/ Inspection	\$85/hr	\$90/hr
2. Fire Plan Review	\$95/hr	\$95/hr

The proposed fire prevention service will be covered in the current Fire Department Budget.

Staff recommends the City Council approve Charles Abbott & Associate, Inc. Contract Addendum No. 1 related to Fire Prevention, Fire Plan Review, and Inspection Service (Fire Marshal) rates and direct the Mayor to execute the Contract Addendum.

A copy of the proposed contract Addendum No. 1 is provided as Attachment 1.

Attachment 1 – Proposed Charles Abbott & Associates, Inc. Addendum No. 1

Attachment 1

(Proposed Charles Abbott Contract Addendum No. 1)

ADDENDUM No. 1
TO AGREEMENT FOR FIRE MARSHAL, FIRE INSPECTION, & FIRE PLAN REVIEW
SERVICES BETWEEN THE CITY OF HIGHLAND AND CHARLES ABBOTT ASSOCIATE

The Agreement for Fire Marshal, Fire Inspection, and Fire Plan Review Services was made and entered into on the 9th day of May 2017 by and between the City of Highland (City) and Charles Abbott Associates (Consultant).

The Agreement provided for a Billing Rate Schedule for services performed by consultant's staff.

This Addendum alters the Agreement as follows:

1. That the Billing Rate Schedule be replaced by Exhibit "A" attached hereto and effective July 1, 2024.

Except as expressly modified above, the terms of the original agreement dated May 9, 2017, and Addendum No. 1 shall control the respective rights and obligations of the parties hereto.

Penny Lilburn,
City of Highland Mayor

Ron Grinder, PE, MCP, CFM, CASp
Sr. Vice President of Operations
Charles Abbott Associate

Name:
Title:
Charles Abbott Associate

ATTEST:

Alondra Munoz,
City of Highland City Clerk

EXHIBIT A
(Addendum No.1)

Charles Abbott Associate Fee Schedule

<u>Service:</u>	<u>Hourly Rate:</u>
1. Fire Marshall/Inspection	\$90/hr
2. Fire Plan Review	\$95/hr



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director *LAM*
Leticia Nava-Cruz, Director of Admin Services/City Treasurer *LNC*

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

RECOMMENDATION:

Staff recommends the City Council adopt Resolution No. 2024 - _____ fixing the Highland Business License Tax on the extraction and/or processing of rock, sand, and gravel (aggregate) for Fiscal Year 2024-2025.

FISCAL IMPACT:

The fiscal impact of the proposed adjustment of the Business License Tax will result in a minor increase of General Fund revenue for Fiscal Year 2024-25. However, there are indications that current economic conditions are slowing, and mining activity may decrease so this adjustment may have less impact on City revenues.

Points Changes*

Current CPI May 2024	133.943
Minus Previous CPI May 2023	128.768
Index Point Change	5.175

*Period of Review is from May 31, 2023, to May 31, 2024.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>17</u>
Denied _____	Ayes _____		File No. _____
Continued _____	Noes _____		
Tabled _____	Abstain _____		
	Absent _____		
 _____ City Clerk		 _____ City Manager	

Percent Change

Index Point Change	5.175
Change in CPI	0.04019 ($5.175/128.768 = 0.04019$)
Percent Change	4.02 ($0.04019 \times 100 = 4.02\%$)

Proposed Business License Tax Increase

Existing Tax (July 1, 2023)	\$0.2597 per ton
Proposed Tax Increase (July 1, 2024)	\$0.04019 per ton ($\$0.2527 \times 4.02\% = \0.04019)
Proposed Tax (July 1, 2024)	\$0.2701 per ton

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

PUBLIC NOTICE: The required public notice was published twice in the newspaper on June 21, 2024, and June 28, 2024, and posted on the City's website on June 21, 2024. Staff also notified the two (2) mining operators (CEMEX, and Robertson's Ready Mix) on June 14, 2024. On July 3, 2024, the meeting Agenda was posted on the City's web site and at three locations pursuant to City Council resolution.

BACKGROUND: Pursuant to the Highland Municipal Code Chapter 5.17 (Business Licenses and Regulations), Section 5.17.040 (Rock, Sand, and Gravel [Aggregate] Extraction and Processing Tax), the City Council must consider annually an adjustment to the business license tax on each ton of material excavated from and/or processed in the City as approved by the voters in a special election on November 3, 1998, as per Ordinance No. 237 and amended by Ordinance No. 265 (Attachments 1 and 2 respectively).

ANALYSIS: Staff has prepared the appropriate Resolution for consideration by the City Council. The proposed adjustment will be from \$0.2597 per ton to \$0.2701 per ton (a 4.02% increase). If the City Council adopts the Resolution, the new rate will be effective back to July 1, 2024. The payment of the license tax is on a quarterly basis and the first payment due to the City is on October 1, 2024.

Attachments:

1. Ordinance No. 237 (1998)
2. Ordinance No. 265 (2000)
3. Proposed CC Resolution No. 2024-____ (proposed 2024)

Attachment 1

ORDINANCE NO. 237

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

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

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

"Chapter 5.17

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

Section:

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

Section 5.17.010. Purpose.

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

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

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

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

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

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

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

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

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

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

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

Section 5.17.030. Verification of Annual Production.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 5.17.080. Exemption from Tax.

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

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

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

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

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

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

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

Section 5.17.100. Misrepresentation.

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

Section 5.17.110. Amendments.

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

Section 5.17.120. General Penalty for Violations.

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

Section 5.17.130. Severability.

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

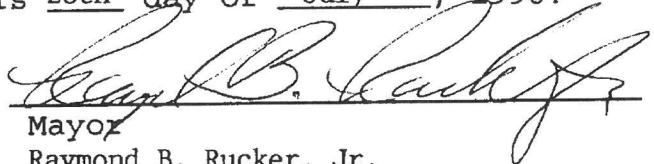
Section 5.17.140. Effective date.

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

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

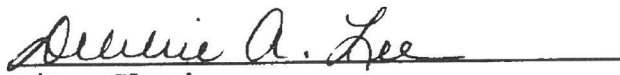
SECTION 3. The Mayor shall sign this Ordinance and the City Clerk shall attest and certify the passage and adoption of this Ordinance if a majority of the voters voting in the City's special election on November 3, 1998 approve that measure asking whether the voters approve this Ordinance.

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



Mayor
Raymond B. Rucker, Jr.

ATTEST:



City Clerk
Debbie A. Lee

STATE OF CALIFORNIA)

COUNTY OF SAN BERNARDINO)

CITY OF HIGHLAND)

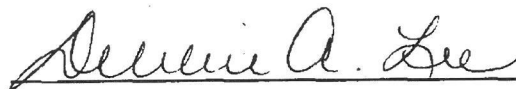
I, DEBBIE A. LEE, City Clerk of the City of Highland, California, do hereby certify that Ordinance No. 237 had its first reading on July 14, 1998 and had its second reading on December 8, 1998 and was duly and regularly adopted by the City Council of the City of Highland at a regular meeting of said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

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

NOES: None

ABSTAIN: None

ABSENT: None


DEBBIE A. LEE, CITY CLERK

Attachment 2

ORDINANCE NO. 265

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

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

SECTION 1. Findings and Purpose.

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

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

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

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

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

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

determination and the amount of the tax.”

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

“E. The Collector may require the filing of a verified statement from any person claiming to be excluded or exempt by the provisions of this Chapter. Such statement shall set forth all facts upon which the exclusion or exemption is claimed.

F. Interstate Commerce - Relief from undue burdens.

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

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

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

“Section 5.17.110. Appeals.

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

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

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

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

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

“Section 5.17.130. General Penalty for Violations.

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

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

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

“Section 5.17.140. Effect on Past Actions and Obligations.

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

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

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

F. Sections shall be renumbered consistent with this amendment.

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

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

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

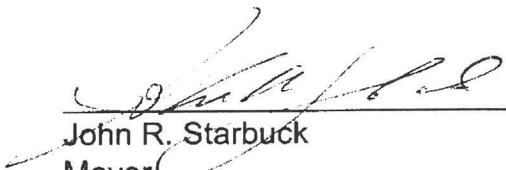
SECTION 3. Savings and Severability.

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

SECTION 4. Publication and Effective date.

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

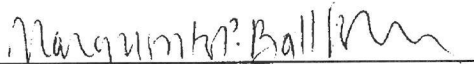
PASSED, APPROVED AND ADOPTED this 12th day of December, 2000.



John R. Starbuck
Mayor

APPROVED AS TO FORM:

ATTEST:



Marguerite P. Battersby
City Attorney



Debbie A. Lee, CMC
City Clerk

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

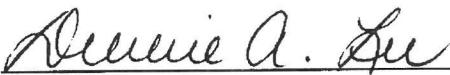
I, DEBBIE A. LEE, City Clerk of the City of Highland, California, do hereby certify that Ordinance No. 265 had its first reading on November 28, 2000 and had its second reading on December 12, 2000 and was duly and regularly adopted by the City Council of the City of Highland at a regular meeting of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

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

NOES: None

ABSTAIN: None

ABSENT: None


DEBBIE A. LEE, CITY CLERK

Attachment 3

RESOLUTION NO. 2024 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
FIXING THE HIGHLAND BUSINESS LICENSE TAX ON THE EXTRACTION
AND/OR PROCESSING OF ROCK SAND AND GRAVEL (AGGREGATE)
FOR FISCAL YEAR 2024-2025**

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

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

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

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

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

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

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

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

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

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

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

SECTION 6. The City Council does hereby set the Mining Tax as reflected in Exhibit A, effective July 1, 2024, with returns for the tax submitted within 15 days following the end of each quarter commencing on October 1, 2024.

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

APPROVED AND ADOPTED this 9th day of July, 2024.

Penny Lilburn, Mayor

ATTEST:

APPROVED AS TO FORM:

Alondra Munoz, City Clerk

Maricela Marroquin, City Attorney

Exhibit A

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

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

Points Changes*

Current CPI May, 2024	133.943
Minus Previous CPI May, 2023	<u>128.768</u>
Index Point Change	5.175

**Period of Review is from May 31, 2023, to May 31, 2024.*

Percent Change

Index Point Change	5.175
Change in CPI	0.04019 (5.175/128.768 = 0.04019)
Percent Change	4.02% (0.04019x100 = 4.02%)

Proposed Business License Tax Increase

Existing Tax (July 1, 2023)	\$0.2597 per ton
Proposed Tax Increase (July 1, 2024)	\$0.0104 per ton (\$0.2597 x 4.02% = \$0.0104)
Proposed Tax (July 1, 2024)	\$0.2701 per ton



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

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

SUBJECT: Resolution re-authorizing the Levy of a Special Tax in Community Facilities District No. 2022-01 (Mediterra), for Fiscal Year 2023-2024

RECOMMENDATION: It is recommended that the City Council acting in its capacity as the legislative body of Community Facilities District (CFD) No. 2022-01 (Mediterra) adopt Resolution No. 2024-_____ re-authorizing the levy of a special tax for this district for Fiscal Year 2023-2024

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2024-_____ and on the City's website.

BACKGROUND: On July 14, 2022, the City Council passed Resolution 2022-039 (Resolution of Formation) to create CFD No. 2022-01 (Mediterra). CDF 2022-01 (Mediterra) is composed of Special Tax A, Special Tax B, Special Tax C and Special Tax D. Last year on June 13th, 2023 City Council adopting Resolution No. 2023-029 and authorized the levy of a special tax for this district for Fiscal Year 2023-2024 in accordance with procedures set forth in the Mello-Roos Community Facilities District Act of 1982. The Auditor-Controller of the County of San Bernardino failed to process the submitted Special Tax A and Special Tax B and therefore the special taxes were not placed on the tax rolls of the parcels in CFD 2022-01 for FY 2023-2024.

ANALYSIS

In order to receive funding for the District and per the Auditor-Controller's request, the City Council must adopt by annual Resolution and in this case re-authorization of the levy of a special tax for the District. By having City Council re-authorize the FY 2023-2024 levy of CFD 2022-01 the tax will be placed on the FY 2024-2025 tax rolls of the parcels in CFD 2022-01.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>18</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>[Signature]</i> City Clerk		<i>[Signature]</i> City Manager	

For FY 2023-2024 the total proposed levy for Special Tax A is \$4,219.68 and Special Tax B is \$10,138.80, to be taxed amongst 102 parcels. Special Tax C and Special Tax D are dormant at this time and will not be taxed in FY 2023-2024. In this FY 2024-2025 the parcels in CFD 2022-01 will see the following on their tax bill.

CFD 2022-01		
	Tax A	Tax B
CFD 2022-01 FY 2023-2024 (102 lots per June 13, 2023 City Council adopted Resolution 2023-029)	\$41.37	\$99.40
CFD 2022-01 FY 2024-2025 (121 lots per June 11, 2024 City Council adopted Resolution 2024-027)	\$150.12	\$443.10

FINANCIAL IMPACT

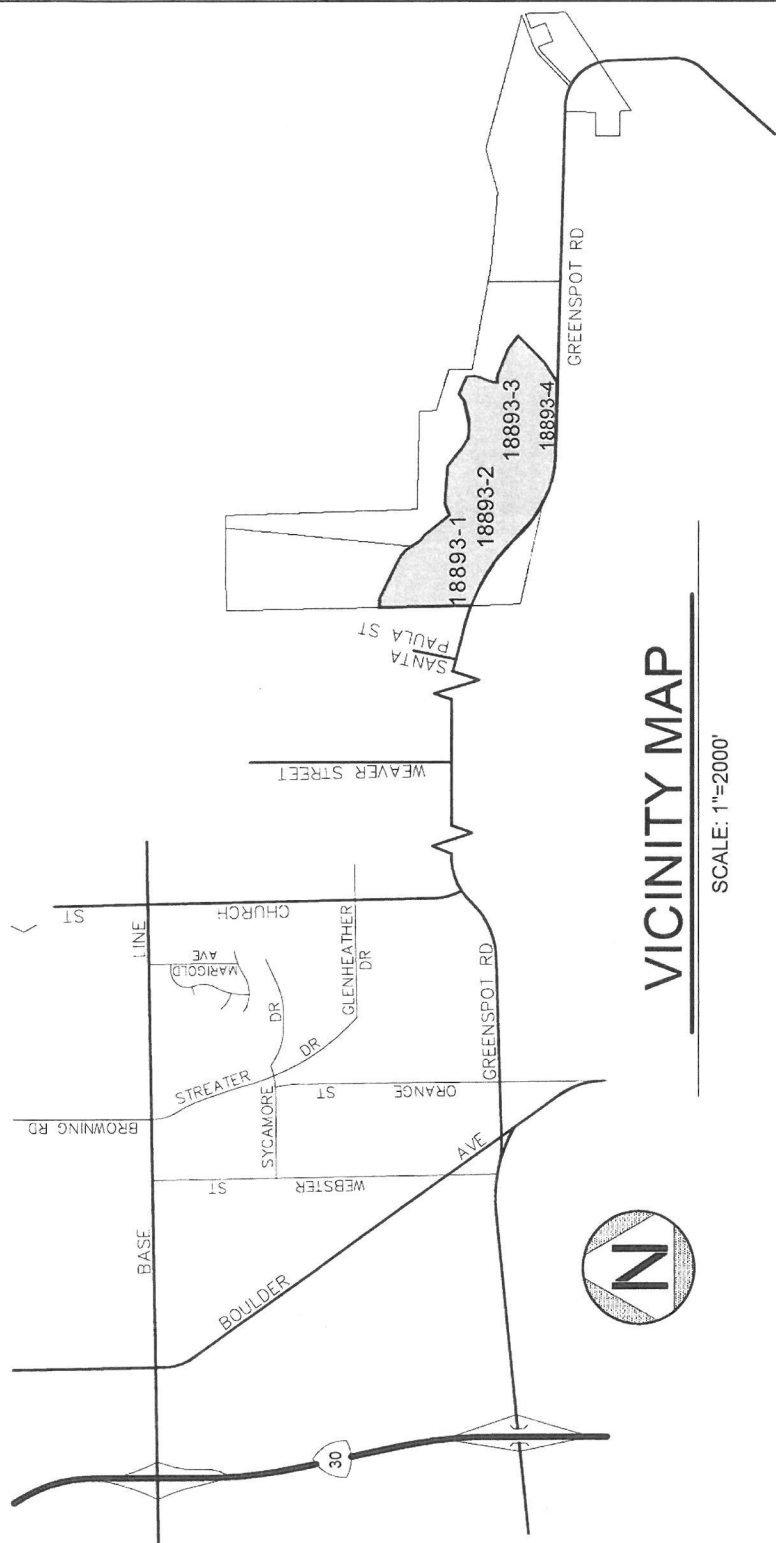
FISCAL IMPACT: The revenue from this special tax is deposited into the CFD 2022-01 (Mediterra) Fund #019.8430.7010 and is used to pay for costs and expenses of services rendered as listed below. Both the revenue and expense are part of the City's FY 2023-2024 Adopted Budget. There is no anticipated impact to the general fund in FY 2023-2024. Approval of the actions set forth in this staff report do not in any way commit the City to any financial contribution or liability by CFD No. 2022-01 (Mediterra).

LEGAL

The District is being administered pursuant to provisions of the "Mello Roos Community Facilities Act of 1982", being Chapter 2.5, Part 1, Division 2, Title 5 of the Government Code of the State of California.

ATTACHMENTS:

1. Vicinity Map
2. Resolution No. 2024-____ Levy of Special Tax for FY 2023-2024



VICINITY MAP

SCALE: 1"=2000'

CITY OF HIGHLAND PUBLIC WORKS ENGINEERING TRACT 18893

Highland_CFD2022-01(Mediterra)

RESOLUTION NO. 2024-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2022-01 (MEDITERRA), RE-AUTHORIZING THE LEVY OF A SPECIAL TAX IN COMMUNITY FACILITIES DISTRICT 2022-01 (MEDITERRA) FOR FISCAL YEAR 2023-2024.

The City Council of the City of Highland the ("City Council") does resolve as follows:

WHEREAS, the City Council of the City of Highland is the legislative body for Community Facilities District No. 2022-01 (Mediterra) (hereinafter referred to as "CFD 2022-01" or "CFD"), pursuant to the Mello-Roos Community Facilities District Act of 1982, as amended (the "Act"), being Chapter 2.5 of the State of California Government Code; and

WHEREAS, the City Council approved a Resolution of Formation July 14, 2022, Resolution No. 2022-039, to form CFD No. 2022-001 and enacted Ordinance No. 453 July 14th, 2022, in accordance with Government Code Section 53340 authorizing the levy of a special tax assessment on the property located within the CFD; and

WHEREAS, On June 13, 2023, pursuant to the provisions of Resolution No. 2022-039 and City of Highland Ordinance No. 453, the City adopted Resolution No. 2023-029 "A Resolution of the City Council of the City of Highland, California, Acting in its Capacity as the Legislative Body of the Community Facilities District No. 2022-01(Mediterra), Authorizing the Levy of a Special Tax in Community Facilities District 2022-01 (Mediterra) for Fiscal Year 2023-2024" authorizing an aggregate special tax of \$4,219.68 for Special Tax A and \$10,138.80 for Special Tax B on the parcels which comprise the CFD for Fiscal Year 2023-2024 as set forth in an electronic format acceptable to the Auditor-Controller of the County of San Bernardino by Harris & Associates.

WHEREAS, the City Council completed all steps necessary to levy CFD 2022-01 for the FY 2023-2024 special tax in accordance with procedures set forth in the Act.

WHEREAS, the Auditor-Controller of the County of San Bernardino did not process the submitted Special Tax A and Special Tax B and therefore the special taxes were not placed on the tax rolls of the parcels in CFD 2022-01. The Auditor-Controller of the County of San Bernardino has authorized the City to re-submit the CFD 2022-01 Special Tax A and Special Tax B for FY 2023-204 for placement on the FY 2024-2025 tax rolls.

WHEREAS, the City Council does hereby re-authorize the FY 2023-2024 levy of CFD 2022-01 for placement on the FY 2024-2025 tax rolls of the parcels in CFD 2022-01 as follows:

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGHLAND DOES HEREBY FIND AND RESOLVE: by the City Council of the City of Highland, acting as the legislative body for the Community Facilities District 2022-01 (Mediterra) as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Pursuant to the provisions of Resolution No. 2022-039 and City of Highland Ordinance No. 453, there is to be levied an aggregate special tax of \$4,219.68 for Special Tax A and \$10,138.80 for Special Tax B on the parcels which compris the CFD for Fiscal Year 2023-2024 as set forth in an electronic format acceptable to the Auditor-Controller of the County by Harris & Associates. Each parcel's special tax amount is determined based on the Fiscal Year 2023-2024 special tax rates which are as follows:

Special Tax A		
Land Use Class	Taxable Unit	FY 23-24 Max Special Tax Per Taxable Unit
Zone 1 - Single Family Low Density Residential Property	D/U	\$ 144.00
Zone 1 - Single Family Medium Density Residential Property	D/U	\$ 86.00
Zone 1 - Multifamily Residential Property	Acre	\$ 810.00
Zone 1 - Non-Residential Property	Acre	\$ 810.00
Zone 1 - Approved Property	Acre	\$ 810.00
Zone 1 - Undeveloped	Acre	\$ 810.00

Special Tax B		
Land Use Class	Taxable Unit	FY 23-24 Max Special Tax Per Taxable Unit
Zone 2 - Single Family Low Density Residential Property	D/U	\$ 425.00
Zone 2 - Single Family Medium Density Residential Property	D/U	\$ 255.00
Zone 2 - Multifamily Residential Property	Acre	\$ 1,161.00
Zone 2 - Non-Residential Property	Acre	\$ 1,161.00

Section 3. The special tax levy set forth above does not exceed the amount previously authorized by City of Highland Ordinance No. 453 and is not in excess of the rate previously approved by the qualified electorate of the CFD.

Section 4. The proceeds of the special tax levy shall be used to pay, in whole or in part, the costs for the following items:

- **Street Lights and Park Lights:** Street lights and park lights maintenance including energy charges, operation, maintenance and administrative costs of streetlights and park lights within the boundaries of the CFD.

- **Landscape Maintenance:** Landscape maintenance to be financed, including streetscape, fencing and related facilities specifically identified within the CFD. The landscape maintenance may include, but is not limited to, all landscaping materials such as turf, ground cover, shrub, trees, plants, irrigation and drainage systems, weed control and other abatements, electricity, repair/replacement and inspection.

- **Park Maintenance:** Park maintenance to be financed, including maintenance of landscaping and park facilities. Park facilities may include, but is not limited to, fencing, retaining walls, drainage structures, play structures, public gathering spaces, multi-purpose tables and shade structures, signage and lighting, trash and recycling receptacles, barbeque areas and related facilities specifically identified within the CFD. The landscape maintenance may include, but is not limited to, all landscaping materials such as turf, ground cover, shrub, trees, plants, irrigation and drainage systems, weed control and other abatements, electricity, repair/replacement and inspection.

- **Trails and Private Access Roads:** Trails and Private Access Roads maintenance includes furnishing of services and materials for the ordinary and usual operation, maintenance and servicing of trails and private access roads.

- **Stormwater Facilities:** Maintenance, administration and inspection of the stormwater facilities and BMPs including water quality basins and any other NPDES/WQMP/BMP related devices. The maintenance may include but is not limited to all landscaping materials such as turf, ground cover, shrub, trees, plants, irrigation and drainage systems, weed control and other abatements, lighting, electricity, repair/replacement and inspection. Inspection is inclusive of scheduling, travel time, visual inspection process and procedures, GPS location recording, reporting by device, annual reporting, visual inspection for functionality, vegetated as designed, irrigation is complete and in working order, noting any of the following: any deficiencies, erosion, trash, silt, sediment, structural deficiencies. Maintenance is inclusive of repair or replacing any of the items noted as deficient or needing to be corrected to not be deficient. Administration is inclusive of quality

assurance and control of inspection and maintenance, general contract administration, including phone calls and procurement of goods and services.

- Litter and graffiti removal on sound walls and other amenities, plus normal painting as required, within the CFD.
- All other services necessary or useful for, or in connection with, the authorized services listed above, including building a reserve fund for replacement

The proceeds of the special tax levy shall be used as set forth above and shall not be used for any other purpose.

Section 5. The special tax for services shall be collected in the same manner as ordinary ad valorem property taxes are collected and shall be subject to the same penalties and procedure, sale, and lien priority in cases of delinquency as is provided for ad valorem taxes; provided, unless another procedure has been authorized in the resolution of formation establishing the district and adopted by the legislative body for each lot or parcel of land affected on the next County assessment roll on which taxes will become due.

Section 6. The County Auditor-Controller shall, at the close of the tax collection period, promptly render the CFD a detailed report showing the amounts of the special tax installments, penalties, interest and fees collected and from which properties they have been collected. Any expenses to be paid to the Auditor-Controller for carrying out the foregoing responsibilities shall be in accordance with a contract entered into between the CFD and Auditor, pursuant to Section 29304 of the Government Code.

Section 7. The City Clerk shall certify adoption of the resolution.

APPROVED AND ADOPTED this 9th day of July, 2024.

Penny Lillburn
Mayor

ATTEST:

Alondra Munoz
City Clerk

State of California)
County of San Bernardino)
City of Highland)

I, Betty Hughes, MMC, City Clerk of the City of Highland, do hereby certify that the foregoing resolution is the actual resolution adopted by the City Council of the City of Highland and was passed at a regular meeting of the City Council on the 9th day of July, 2024 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Alondra Munoz
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: July 9, 2024

FROM: Carlos Zamano, City Manager

PREPARED BY: Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *LNC*

SUBJECT: Resolution No 2024-____ establishing employee salaries.

RECOMMENDATION: That the City Council approve Resolution No. 2024-____ establishing employee salaries and adding the classification of Associate Engineer.

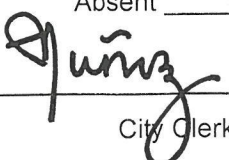
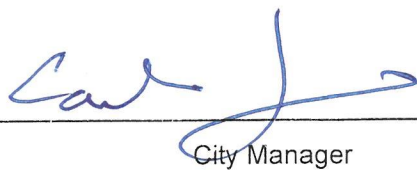
FISCAL IMPACT: The total fiscal impact of adding this position will be \$165,309 (Salary of \$121,536 & Benefits of \$43,773). This position is already budgeted for under the Senior Civil Engineer position.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations per Resolution 2011-047 and on the City's website.

BACKGROUND: The Engineering Department is having a difficult time hiring for the Senior Civil Engineer position. Staff is proposing creating the position of Associate Engineer. This would allow the City to bring in a lower-level engineering staff member that would be able to fill the void while the Engineering Department develops a restructuring plan in the next budget cycle. The Associate Engineer will manage small and mid-size land development projects and serve on a team to manage large and complex projects. The duties include, but are not limited to, responding to inquiries from realtors, developers, engineers, and general public; attending meetings with developers; preparing conditions of approval; review plan checks performed by City's consultant engineer for completeness and conformance with City standards, codes, department policies, and conditions of approval; and provide complex assistance to the Assistant Public Works Director and City Engineer.

Staff is proposing that the salary range for this position be A-step of \$8,331 per month (\$99,972 annually) and E-step of \$10,128 (\$121,536 annually). Salary and benefits calculated at the top E-step is \$165,309 (\$121,536 Salary & \$43,773 benefits). All steps are separated by 5%.

This item was presented to the Finance/Personnel Subcommittee on July 2, 2024 and the subcommittee recommends that the City Council adopt the proposed Resolution adding the Associate

Approved _____	Motion _____	Second _____	Agenda Item No. <u>19</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
City Clerk		City Manager	

Engineer classification.

Attachments:

- 1. Proposed Resolution No. 2024-_____

RESOLUTION NO. 2024-

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF HIGHLAND, CALIFORNIA,
ESTABLISHING EMPLOYEE SALARIES**

WHEREAS, the City Council of the City of Highland has determined it is necessary for the efficient operation and management of the City that salary ranges be established for employees; and

WHEREAS, the City Council recognizes that it competes in a market place to obtain qualified personnel to perform and provide municipal service, and that compensation and conditions of employment must be sufficiently attractive to recruit and retain qualified employees.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Highland does hereby resolve to:

1. Add the salary range for the following position effective July 10, 2024.

<u>Position Title</u>	<u>Minimum Monthly</u>	<u>Maximum Monthly</u>
Associate Engineer	\$8,331	\$10,128

PASSED, APPROVED AND ADOPTED this 9th day of July 2024.

Penny Lilburn, Mayor

Attest:

Alondra Muñoz, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

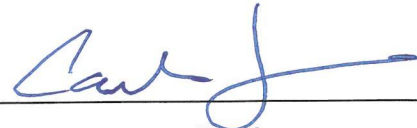
DATE: July 9, 2024

FROM: Carlos Zamano, 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. <u>20</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

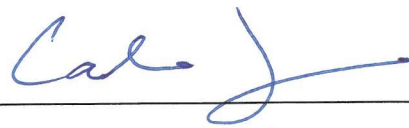
DATE: July 9, 2024

FROM: Carlos Zamano, 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. <u>21</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	