

**MINUTES**  
**FINANCE/PERSONNEL SUBCOMMITTEE**  
January 12, 2021

This meeting was conducted as a teleconference meeting in the Upright Conference Room, 27215 Base Line, Highland, California.

**CALL TO ORDER**

The regular meeting of the Finance/Personnel Subcommittee of the City of Highland was called to order at 10:45 a.m. at the Upright Conference Room, 27215 Base Line, Highland, California.

**ROLL CALL**

Present: McCallon, Timmer  
Absent: None

**PUBLIC COMMENT**

Received no public comment.

**ITEMS**

1. Review Minutes of December 28, 2020 Meeting
  - Minutes were approved as submitted.
2. Proposal for Re-organization of the Consolidated Landscape and Lighting District (Attachment)
  - Finance/Personnel Subcommittee reviewed the FY 2020-21 Assessment Engineering Services proposal and authorized staff to complete Task 1 to update financial information to current fiscal year data for the Consolidated Landscape and Lighting District Reorganization project.
  - Authorized staff to prepare a proposal to minimize or reduce landscaping and replace with hardscape in Landscape Maintenance Zones that has deficit fund balance and return findings to subcommittee.
3. Third Round Community Development Block Grant COVID-19 Funding CDBG-CV3 (\$287,854.00) (Attachment)
  - Finance/Personnel Subcommittee allocated \$1,500 to a Rental Assistance Program to fund approximately 190 families. Assistance is to be paid over a 2-month period in \$750 installments payments. Residents must provide proof of delinquency.
4. Reallocation of First Round Community Development Block Grant COVID-19 Funding CDBG-CV (\$200,000) (Attachment)
  - Finance/Personnel Subcommittee allocated the remaining First Round Funds to the Highland Senior Center Readymade Food Program.

## **ADJOURN**

There being no further business the meeting was adjourned at 11:34 p.m.

*Submitted by:*

*Approved by:*

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*Elena Rodrigues, Administrative Assistant III*

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*Subcommittee Member*