



# FINANCE/PERSONNEL SUBCOMMITTEE AGENDA

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## SUBCOMMITTEE MEMBERS

LARRY McCALLON, MEMBER  
JOHN TIMMER, MEMBER

October 12, 2021  
5:15 p.m.  
Upright Conference Room  
Highland City Hall  
27215 Base Line  
Highland, California

## SPECIAL NOTICE REGARDING COVID-19

This meeting is being held in person. Please be advised, facial coverings or masks are required to be worn in the Upright Conference Room. If you do not have a facial covering or mask, one will be provided to you.

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Submission of Public Comments: To limit the number of persons in the Upright Conference Room, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 4:15 p.m. on October 12, 2021, to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the October 12, 2021 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 a Council meeting. Members of the public will be permitted to make public comments in person.

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## ***CITY OF HIGHLAND MISSION STATEMENT***

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

Visit the City's Website at: [www.cityofhighland.org](http://www.cityofhighland.org)

City of Highland, 27215 Base Line, Highland, CA 92346 (909) 864-6861 FAX (909) 862-3180

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THE CITY OF HIGHLAND COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT OF 1990. IF YOU REQUIRE SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CALL THE CITY CLERK'S OFFICE AT (909) 864-8732, EXT. 226 AT LEAST 48 HOURS PRIOR TO THE MEETING.

*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 Subcommittee less than 72 hours prior to that meeting are available for public inspection at Highland City Hall, 27215 Base Line, Highland, during normal business hours.*

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Larry McCallon, Member

John Timmer, Member

### FINANCE/PERSONNEL SUBCOMMITTEE

October 12, 2021 – 5:15 p.m.

### CALL TO ORDER

### PUBLIC COMMENT

### ITEMS

1. Review Minutes of September 14, 2021 Meeting

RECOMMENDATION: Approve the Minutes as submitted.

2. 2020-2022 Community Development Block Grant (CDBG) – Corona Virus (CV) Highland Grocery Delivery Program

RECOMMENDATION: That the Finance/Personnel Subcommittee review and open the Highland Grocery Delivery Program to all income qualifying individuals.

### ADJOURN

I, Elena Rodrigues, Administrative Assistant III, of the City of Highland, California, certify that I caused to be posted this Agenda on the 7th day of October 2021, by 5:30 p.m. on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

City Hall  
27215 Base Line

Highland Branch Library  
7863 Central Avenue

Highland Fire Station No. 1  
26974 Base Line



Elena Rodrigues, Administrative Assistant III

**MINUTES**  
**FINANCE/PERSONNEL SUBCOMMITTEE**  
September 14, 2021

**CALL TO ORDER**

The regular meeting of the Finance/Personnel Subcommittee of the City of Highland was called to order at 5:30 p.m. in the Donahue Council Chambers, 27215 Base Line, Highland, California.

**ROLL CALL**

Present: McCallon, Timmer

Absent: None

**PUBLIC COMMENT**

Received no public comment.

**ITEMS**

1. Review Minutes of August 24, 2021 Meeting
  - Approved Minutes as submitted.
  
2. City Fiscal Year 2020/2021 Year -End Budget Adjustment Expenditures/Revenues
  - The Finance Subcommittee reviewed the item and approved Fiscal Year 2020/2021 Year - End Budget Adjustment Expenditures/Revenues.
  - Approved Item will be brought forward to City Council

**ADJOURN**

There being no further business the meeting was adjourned at 5:35 p.m.

*Submitted by:*

*Approved by:*

  
Elena Rodriguez, Administrative Assistant III

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Subcommittee Member