



FINANCE/PERSONNEL SUBCOMMITTEE AGENDA

SUBCOMMITTEE MEMBERS

LARRY McCALLON, MEMBER
JOHN TIMMER, MEMBER

April 12, 2022
5:30 p.m.
Upright Conference Room
Highland City Hall
27215 Base Line
Highland, California

Submission of Public Comments: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 4:30 p.m. on April 12, 2022, to publiccomment@cityofhighland.org.

If you are submitting a public comment pertaining to an item on the April 12, 2022 agenda, please identify the agenda item number in the subject line. Members of the public will be permitted to make public comments in person.

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

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

THE CITY OF HIGHLAND COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT OF 1990. IF YOU REQUIRE SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CALL THE CITY CLERK'S 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.

Larry McCallon, Member

John Timmer, Member

FINANCE/PERSONNEL SUBCOMMITTEE

April 12, 2022 – 5:30 p.m.

CALL TO ORDER

PUBLIC COMMENT

ITEMS

1. Review Minutes of March 10, 2022 Meeting

RECOMMENDATION: Approve the Minutes as submitted.

2. YMCA Lease Renewal 2023-2026

RECOMMENDATION: That the subcommittee review and consider the extension of the YMCA Lease Renewal for an additional four years 2023-2026.

3. Street Repair Approval for Sterling Avenue and Pacific Street

RECOMMENDATION: That the subcommittee review and approve the proposal submitted by Mike Roquet Construction, Inc., for the Grind and Overlay work to be done at Sterling Avenue and Pacific Street.

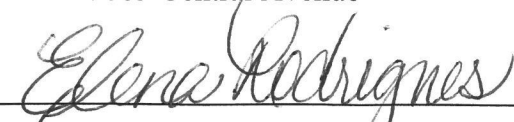
ADJOURN

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 April 2022, by 5:30 p.m. on our website at 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

Agenda Item #1

MINUTES
FINANCE/PERSONNEL SUBCOMMITTEE
March 10, 2022

CALL TO ORDER

The regular meeting of the Finance/Personnel Subcommittee of the City of Highland was called to order at 3:00 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 December 6, 2021 Meeting
Approved the Minutes as submitted.
2. Request for Proposals (RFP) for Auditing Services
Subcommittee reviewed and selected the firm of Van Lant & Fankhanel, LLP for professional auditing services. Subcommittee recommended the item to be brought forward to the City Council for consideration.
3. Request for Participation in Southern California Edison (LS-1) Option E Program – LED Retrofit of Southern California Owned Street Lights within the City of Highland
Subcommittee reviewed and approved the item to be brought forward to the City Council for consideration.

ADJOURN

There being no further business the meeting was adjourned at 4:25 p.m.

Submitted by:



Elena Rodriguez, Administrative Assistant III

Approved by:

Subcommittee Member

Agenda Item #2

Chuck Dantuono

From: Darwin Barnett <dbarnett@ymcaeastvalley.org>
Sent: Tuesday, March 8, 2022 1:47 PM
To: Chuck Dantuono
Subject: YMCA Lease renewal

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

Hi, Chuck. Please see our initial thoughts regarding the lease extension. How does this look to you?

Amendment No. 4 of the Jerry Lewis Community Center and Highland Athletic Center Lease between "The City of Highland" and the "YMCA of the East Valley" matures on December 31, 2022.

We would like to propose extending the lease for an additional four years with the City of Highland reimbursing the YMCA of the East Valley for documented operating losses as follows:

<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
\$507,500	\$520,000	\$532,500	\$545,000

One of our membership goals is to keep pricing affordable to the Highland community. Additionally, financial assistance is available to any individual, couple, or family unit that has a financial need. The Y's policy is to not turn anybody away because of their inability to afford a membership. The City of Highland has helped make this a reality at the Highland Family YMCA both through this lease and through the CDBG program which is used for financial assistance.

Membership units have declined at the Highland Family YMCA since Covid-19 caused a shutdown of the indoor fitness center, cancellation of programs including basketball, volleyball, martial arts and dance, and a reduction in our aquatics programs. The City's financial assistance will help us manage the reduction in units while we attempt to increase membership to pre-Covid levels.

The State of California has increased the minimum wage for several consecutive years and beginning in 2023, the increase will continue at an annual percentage tied to an inflationary index. We anticipate the increased reimbursements going primarily towards the increasing payroll related expense.

Thank you for your consideration and continued partnership in serving the City of Highland community.

Darwin Barnett

Chief Executive Officer

YMCA OF THE EAST VALLEY

500 East Citrus Avenue, Redlands CA 92373

(P) 909 798 9622 ext 7107

(E) dbarnett@ymcaeastvalley.org (W) ymcaeastvalley.org

(O) [facebook](https://www.facebook.com/ymcaeastvalley)

The Y: We're for youth development, healthy living and social responsibility.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Agenda Item #3



P.O. Box 539
Highland, CA 92346
(951) 533-3797
Lic #1007568

PROPOSAL

To:

Page 1 of 1

City of Highland

March 22, 2022

27215 Baseline

Highland, CA 92346

Attn: Jim Richardson

(909) 863-0284 ext 101 jrichardson@cityofhighland.org

JOB LOCATION: STERLING AVE. & PACIFIC ST., HIGHLAND

We hereby submit specifications and estimates for:

Item

total

GRIND & OVERLAY:

1. Grind & overlay 1,330 sq. ft. with 3" asphalt at one location at the southeast corner of the intersection of Pacific St. and Sterling Ave. (see Exhibit A). Price includes two lane closures with lighted arrow boards, construction signs, and traffic cones.

Lump sum: \$14,985.00

GENERAL CONDITIONS:

- One move-in is included.
- Exhibit A is attached and made a part of this agreement.
- EXCLUDED ITEMS: roadway striping, seal coats, permits, fees
- Mike Roquet Construction Inc. shall not be liable for any damage to or breakage of items not visible from the surface including underground pipes, conduits, structures, nor for any damage to approaches (including sidewalks) from the street to the property line. Unless otherwise included in the scope of work on page one of this agreement, raising utility covers to final grade is not included.
- Proposal good for 10 days from the date of issue.
- Any attorney fees, costs, or other expenses which may be incurred in the collection of monies as may become due under this contract or enforcement of the terms of this contract will be paid for by the customer.
- Unless otherwise herein provided, this contract shall be due and payable at Mike Roquet Construction Inc., P.O. Box 539, Highland, CA 92346 within 10 days from date of invoice.

MIKE ROQUET CONSTRUCTION, INC.

CITY OF HIGHLAND

By: _____
Mike Roquet, President

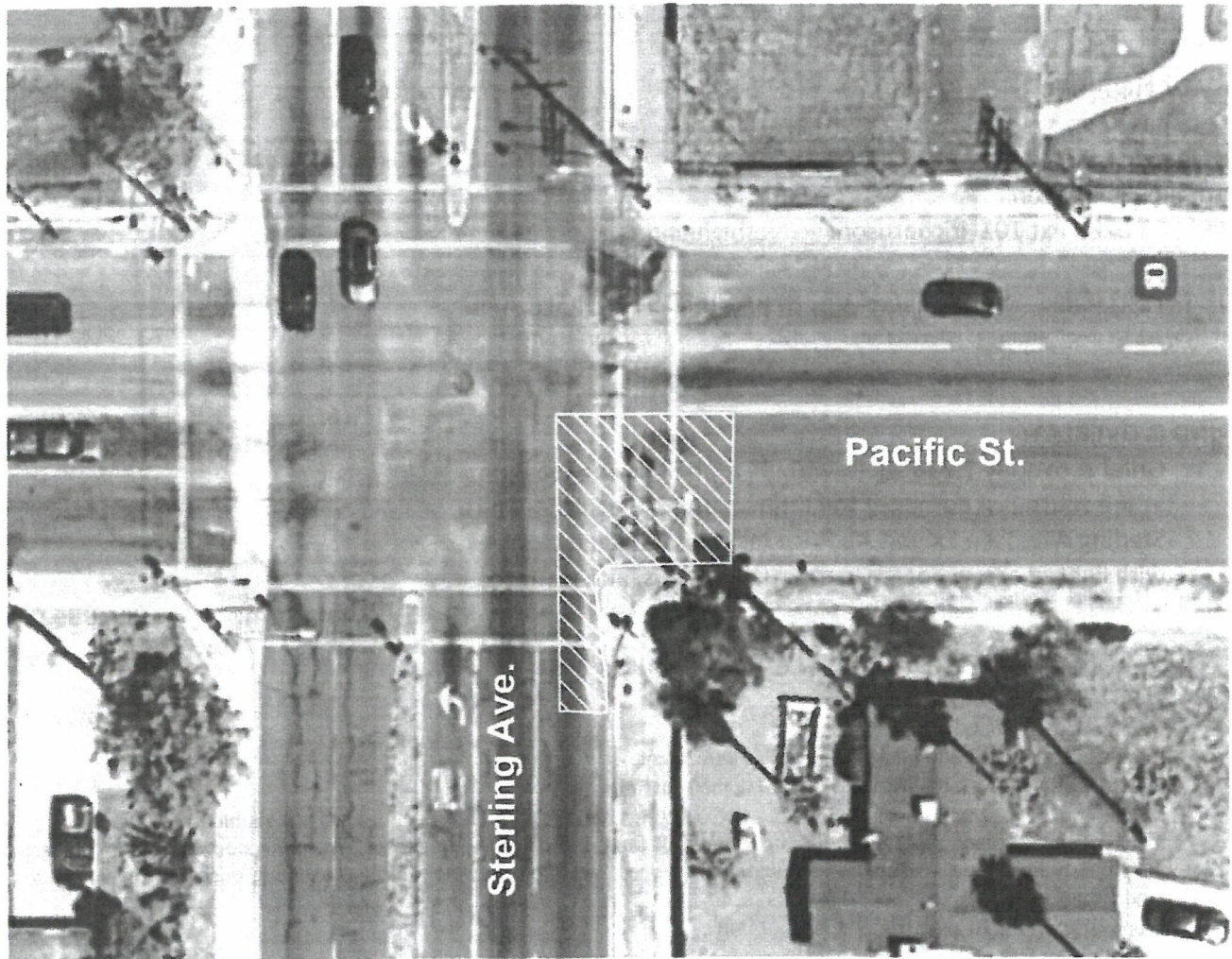
By: _____
(name)

(title)

Dated: _____

Dated: _____

*Sterling Ave. & Pacific St.
Highland*



KEY:

Grind 3" and overlay with new asphalt

