

City of Highland Finance/Personnel Subcommittee Agenda

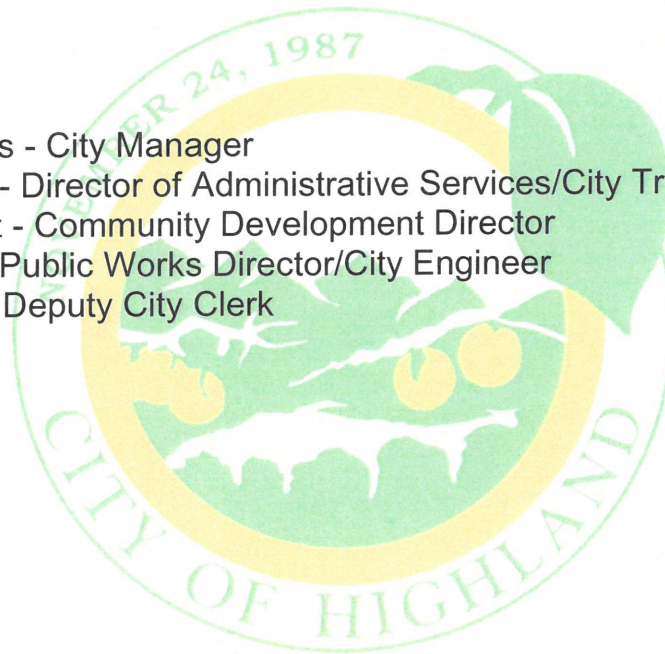
SUBCOMMITTEE MEMBERS

LARRY McCALLON, MEMBER
JOHN TIMMER, MEMBER

January 10, 2023
5:15 p.m.
Upright Conference Room
Highland City Hall
27215 Base Line
Highland, California

STAFF

Joseph A. Hughes - City Manager
Chuck Dantuono - Director of Administrative Services/City Treasurer
Lawrence Mainez - Community Development Director
Carlos Zamano - Public Works Director/City Engineer
Alondra Muñoz – Deputy 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.

Visit the City's Website at: www.cityofhighland.org

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

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.

**FINANCE/PERSONNEL SUBCOMMITTEE
JANUARY 10, 2023 – 05:15 p.m.**

CALL TO ORDER

PUBLIC COMMENT

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 4:15 p.m. on January 10, 2023, to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the January 10, 2023 agenda, please identify the agenda item number in the subject line. Members of the public will be permitted to make public comments in person.

BUSINESS ITEMS

1. Minutes – November 15, 2022 Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Development Impact Fee Protest (Dan Moore Electric, 27002 Meines Street) (DRA-19-008)
RECOMMENDATION: Staff recommends the Subcommittee uphold the City's DIF calculation and payment process as authorized by the City Council Resolution Nos. 2007-060, 2018-002, and 2018-003 and require Dan Moore Electric pay the required DIF prior to the City releasing the Certificate of Occupancy.

ADJOURN

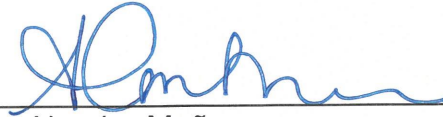
I, Alondra Muñoz, Deputy City Clerk, of the City of Highland, California, certify that I caused to be posted this Agenda on or before the 5th day of January, 2023, by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: January 5, 2023



Alondra Muñoz
Deputy City Clerk

Business Item No. 1

**MINUTES
FINANCE/PERSONNEL SUBCOMMITTEE
NOVEMBER 15, 2022**

CALL TO ORDER

The Finance/Personnel Subcommittee meeting was called to order at 10:00 a.m. in the Upright Conference Room, 27215 Base Line, Highland, California.

ROLL CALL

Present: McCallon, Timmer
Absent: None

PUBLIC COMMENT

Received no public comment.

BUSINESS ITEMS

1. Minutes – October 3, 2022 Meeting
Approved the Minutes as submitted.
2. Audit 2021/2022 – Annual Comprehensive Financial Report (ACFR), Single Audit Report, SAS 114 Letter, Management Letter, Independent Auditor's Report on Internal Control, Appropriations Limit Report
The Subcommittee reviewed the item and recommended it to be brought forward to the City Council for consideration.
3. Annual AB1600 Development Impact Fees Report 2021/2022
The Subcommittee reviewed the item and recommended it to be brought forward to the City Council for consideration.
4. Annual Developer In-Lieu Fees Report 2021/2022
The Subcommittee reviewed the item and recommended it to be brought forward to the City Council for consideration.
5. Allocation of Unencumbered Community Development Block Grant (CDBG) Funds
The Subcommittee approved the funds as proposed.
6. Purchasing Policy
The Subcommittee reviewed the proposed changes and recommended it to be brought forward to the City Council for consideration.

7. Reserve Deputy/Citizens on Patrol/Volunteer Firefighter Uniform Reimbursement Policy

The Subcommittee approved the policy change due to increased costs in uniform regulations.

8. Marinita Signal Agreement Deal Points

The Subcommittee reviewed the traffic signal agreement deal points and recommended it to be brought forward to City Council at a future date for consideration.

ADJOURN

There being no further business, the meeting was adjourned at 10:27a.m.

Submitted by:

Approved by:

Alondra Muñoz, Deputy City Clerk

Subcommittee Member

Business Item No. 2



MEMO

FINANCE SUBCOMMITTEE

DATE: January 10, 2023

FROM: Lawrence A. Mainez, Community Development Director *Laney*

SUBJECT: Development Impact Fee protest (Dan Moore Electric, 27002 Meines Street) (DRA-19-008)

BACKGROUND:

Mr. Dan Moore (owner of Moore Electric) was instrumental in petitioning the City Council to amend the City's Undergrounding Ordinance No. 434 in 2019 which eventually exempted his new facility on Meines Street from removing and undergrounding the existing utilities along the right of way.

Mr. Dan Moore subsequently submitted a Design Review Application on July 25, 2019, to construct a new 19,600 square foot Electrical Contractor Office and Warehouse at 27002 Meines Street (DRA-19-008). On November 19, 2019, the Planning Commission conducted a study session to evaluate the use of metal on for the proposed building. On November 3, 2020, the Planning Commission conditionally approved the Design Review Application. On November 17, 2020, Mr. Dan Moore signed the approved conditions of approval "*acknowledging and agreeing to implement and comply with all conditions of approval*" (See Attachment A – Acceptance of Conditions).

On December 2, 2020, Dan Moore submitted a building permit application (Permit No. 20201068) which locked in the April 13, 2020, DIFs (Industrial Use = \$13.487 per sq ft, and Office Use = \$17.706 per sq ft). In February 2022, the City issued construction permits to Mr. Dan Moore, and they submitted proof that they paid the San Bernardino Unified School District Impact Fee in the amount of \$12,936.00 (Paid by Mrs. Lisa Moore). On November 22, 2022, Mr. Dan Moore requested the City issue a Certificate of Occupancy which requires all City departments to complete all inspections and report their findings to the Building Official so a Certificate of Occupancy can be issued. Prior to Mr. Moore's request, the City's Planning Division informed him that DIFs were required to be paid prior to release of occupancy.

DRA-19-008, Planning Condition Number 8, states as follows: "*The Development Impact Fees shall be paid at the issuance of the building permits or prior to the release of the building certificate of occupancy. The Development Impact Fees are calculated at the fee rate in effect at the time of building permits issuance*" (See Attachment B – Planning Condition No. 8).

*Finance Subcommittee meeting
January 10, 2023 – Dan Moore Electric DIFs*

As stated in the conditions of approval and authorized by City Council Resolutions, the DIFs are locked in at the time of a permit application, and the DIF can be paid at the time permits are issued or prior to the release of the certificate of occupancy.

As part of the City's development review practice, a copy of the current DIF Table is always provided to the new developer (and their team) during the pre-application meeting(s). In the case of Dan Moore Electric, the DIF Table would have been distributed at their pre-application meeting on November 29, 2018 (See Attachment C – DIF Table effective 4/13/20).

New and potential developers are also added to the City's DIF update noticing mailing list and email list. Whenever the DIFs are adjusted, all developers and others requesting notification are notified of the fee adjustments and they are sent a public notice. The notice always includes a breakdown of the current fee and the proposed fees (See Attachment D – sample DIF Annual Notice and Developer List). Since 2018, Mr. Dan Moore has been notified of the potential DIF adjustments.

The DIFs Table dated April 13, 2020, is applicable to the Dan Moore Electric project. The DIF amount calculated is **\$288,604.45** [Industrial Use: \$13.487 per sf x 13,850 sf + Office Use: \$17.706 per sf x 5,750 sf = \$288,604.45].

Mr. Dan Moore is asserting he was never provided with a clear breakdown of the Development Impact Fees required to be paid, therefore he is protesting the City's requirement to pay the fee prior to the issuance of Occupancy (See Attachment E - Letter from Mr. Dan Moore received by the City on December 19, 2022).

Staff recommends the Finance Subcommittee uphold the City's DIF calculation and payment process as authorized by the City Council Resolution Nos. 2007-060, 2018-002, and 2018-003 and require Dan Moore Electric pay the required DIF prior to the City releasing the Certificate of Occupancy.

Attachments:

- A. Acceptance of Conditions (sign on November 17, 2020)
- B. DRA-19-008, Planning Conditions No. 8.
- C. DIF Table (Effective 4/13/20)
- D. DIF Annual Adjustment Notice – Sample
- E. Dan Moore Electric letter received on December 13, 2022.

ATTACHMENT A

Acceptance of Conditions (sign on November 17, 2020)



Acceptance of Conditions

November 12, 2020

DMOS Group, LLC
Attn: Dan Moore
1833 Riverview Drive, Suite E
San Bernardino, CA 92408

Re: Design Review Application (DRA) No. 19-008, to construct a 19,600 square-foot contractor's office and warehouse space and storage yard, located at 27002 Meines Street, Highland, CA 92346. Assessor's Parcel Number: 1192-611-01.

Dear Mr. Moore:

In accordance with the conditions of approval, the owner/applicant is required to acknowledge acceptance of these conditions, sign and date below, and return the signed form to the City of Highland Planning Division before the approval becomes effective.

If you have any questions, please call me at (909) 864-6861 x 259. Thank you for your attention to this request.

Salvador Quintanilla
Associate Planner

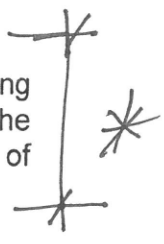
As the **property owner/applicant** for the above listed project, I understand, acknowledge, and agree to implement and comply with all conditions of approval for Design Review Application (DRA No. 19-008).

Printed Name: DAN MOORE

Signed: Date: 11-17-20

Enclosure: Conditions of Approval for DRA No. 19-008.

ATTACHMENT B
DRA-19-008, Planning Conditions No. 8.

- 
8. The Development Impact Fees shall be paid at the issuance of the building permits or prior to release of the building certificate of occupancy. The Development Impact Fees are calculated at the fee rate in effect at the time of building permits issuance.
 9. A copy of the utility plan shall be submitted with or prior to the submittal of a grading plan to the Community Development Director and City Engineer for review and approval. The utility plan shall show the location of all proposed above ground electrical transformers, utility cabinets, back flow devices, detector check valves, etc. both on site and in the public right-of-way.
 10. Prior to issuance of a certificate of occupancy by the City, all landscaping, irrigation or other improvements shown on the approved landscaping and irrigation plans, including any walls and fences, shall be installed.
 11. The project site has been reviewed and approved for contractor's storage yard use. Any change of use of this project site, the occupancy, or tenant change in the building, or portion thereof, may require a revised plot plan be submitted to the City for review and approval, which identifies location of use, letter of intent and parking requirements.
 12. All permanent parking areas shall be paved and permanently maintained with asphalt or concrete and designated with clearly painted lines. The number of parking spaces, including disabled parking, shall comply with the requirements of the City's Municipal Code. A minimum of 37 parking stalls are required on-site.
 - a. All parking areas shall be provided with nighttime security lighting. Lighting shall be shielded and directed to reflect away from neighboring properties. Lighting shall not exceed 0.5 foot candles of illumination beyond the property boundary, as approved by the Planning Commission.
 13. The Applicant / Developer shall install a bicycle rack on-site near the building. The bike rack shall park a minimum of one (1) bicycle. The bike rack shall be located in areas where they will not impede the flow of pedestrian traffic.
 14. All ground mounted, as well as wall mounted mechanical, electrical, or gas equipment shall be screened from public view by the use of landscaping and/or architectural treatments compatible with the adjoining building's architectural design.
 15. All rooftop mounted mechanical equipment, with the exception of solar panels, shall be screened from public view. This can be accomplished by architectural treatments of parapets equal in height to the tallest piece of roof-mounted equipment.

Planning Division
Conditions

DRA-19-008

ATTACHMENT C
DIF Table – Sample

**CITY OF HIGHLAND
DEVELOPMENT IMPACT FEES**
Effective 4/13/20

	<u>Detached Dwelling</u>	<u>Attached Dwelling</u>	<u>Mobile Home</u>	<u>Commercial Lodging</u>	<u>Commercial/Office</u>	<u>Industrial</u>
Law Enforcement Facilities	\$276.23	\$436.83	\$236.76	\$183.72	\$0.160	\$0.009
Fire Suppression Facilities, Vehicles & Equipment	\$981.10	\$318.42	\$1,028.73	\$1,559.41	\$0.238	\$0.071
Local Circulation System	\$4,582.61	\$3,058.86	\$2,399.11	\$2,410.43	\$4.302	\$3.214
Regional Circulation System	\$13,289.35	\$8,872.35	\$6,956.13	\$6,990.82	\$12.484	\$9.605
Regional Flood Control Facilities	\$1,068.24	\$457.13	\$376.06	\$175.08	\$0.236	\$0.302
General Facilities, Vehicles & Equipment	\$1,224.67	\$1,224.67	\$1,224.67	\$208.21	\$0.287	\$0.287
Library Facilities & Collection	\$1,126.68	\$1,084.50	\$775.62	N/A	N/A	N/A
Public Use (Community Center Facilities)	\$1,404.31	\$1,351.22	\$967.50	N/A	N/A	N/A
Park Land Acquisition & Park Facilities Development	\$4,573.4	\$4,400.64	\$3,152.85	N/A	N/A	N/A
TOTAL:	\$28,526.64	\$21,204.61	\$17,117.43	\$11,527.68	\$17.706	\$13.487

Notes:

1. Fees applicable City-wide except for East Highlands Ranch which is subject to a different fee schedule. Certain properties fronting Greenspot Road, between Gold Buckle Road and Santa Paula Street, must also pay a Greenspot Impact Fee (Resolution No.1994-037).
2. Fees are per dwelling unit for residential, per lodging unit for commercial lodging, and per gross square footage for commercial or industrial.
3. Fee locked in at time of permit application. (Reso. 2007-060) ✓
4. Fee collected at time of occupancy. (Reso. 2018-002 & 2018-003) ✓
5. Additional inclusionary housing fees of \$3,750 required per Resolution 2006-020 & Ordinance 306.
6. Certain projects may be charged an impact fee based on the Alternative Cost Methodology for Regional Circulation (\$383.95 per trip-mile), and for Local Circulation (\$156.00 per trip-mile.)

IMPACT FEE FOR BUILDING EXPANSION

(no charge for first 499 square feet of residential building expansion)

DETACHED DWELLING.....	\$19.018	per square foot
ATTACHED DWELLING.....	\$14.136	per square foot
MOBILE HOME.....	\$11.412	per square foot
COMMERCIAL LODGING.....	\$ 7.685	per square foot
COMMERCIAL/OFFICE.....	\$17.706	per square foot
INDUSTRIAL.....	\$13.487	per square foot

ATTACHMENT D
DIF Annual Adjustment Notice – Sample

Larry Mainez

From: Alondra Munoz
Sent: Tuesday, March 30, 2021 5:06 PM
To: Alondra Munoz
Cc: Matt Bennett; Carlos Zamano
Subject: Meetings Scheduled to Discuss DIF Annual Adjustment - City of Highland
Attachments: 2021 DIF Adjustments.pdf

To Whom it May Concern,

Please be informed that the following meetings have been scheduled for discussions and possible actions concerning the City's development impact fees annual adjustment for 2021:

1. Finance Subcommittee Meeting

Time – Tuesday, April 13, 2021 at 10:00AM
Location – Highland City Hall, Council Chambers

2. City Council Meeting

Time – Tuesday, April 27, 2021 at 6:00PM
Location – Highland City Hall, Council Chambers

Attached is a spreadsheet showing the various potential adjustments of development impact fees that will be presented to the Finance Subcommittee for discussion.

If you are interested in receiving a copy of the staff report for the April 27, 2021 City Council meeting, please contact me and I will email you a copy of the staff report when it is available on Thursday, April 22, 2021.

Kind regards,



ALONDRA MUÑOZ
Public Works/Engineering
Administrative Assistant III



Mobile: 909.864.6861 x 217 Email: amunoz@cityofhighland.org

Web: www.cityofhighland.org Address: 27215 Base Line Highland, CA 92346
Office Hours: Monday-Thursday 7:30 AM to 5:30 PM (OUR OFFICE IS CLOSED ON FRIDAYS)

2021 Development Impact Fees (DIF) Adjustment:

- 1) Adjustments to DIF Categories 1 thru 3, based on changes to Caltrans "Price Index for Selected Highway Construction Items" from 4th Quarter 2019 (94.63) to 4th Quarter 2020 (102.38), will be adjusted 8.19%.
- 2) Adjustment to DIF Categories 4 thru 9 includes an increase of 2.83% based on changes to "California Department of General Services California Construction Cost Index" from December 2019 (6924) to December 2020 (7120).

Detached Dwelling (Per Dwelling Unit Cost)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 12,827.55	6.47%	3.60%	\$ 13,289.35	8.19%	8.19%	\$ 14,377.74
2	Local Circulation System	\$ 4,423.37	6.47%	3.60%	\$ 4,582.61	8.19%	8.19%	\$ 4,957.93
3	Regional Flood Control Facilities	\$ 1,031.12	6.47%	3.60%	\$ 1,068.24	8.19%	8.19%	\$ 1,155.73
4	Law Enforcement Facilities	\$ 266.63	3.60%	3.60%	\$ 276.23	2.83%	2.83%	\$ 284.05
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 947.01	3.60%	3.60%	\$ 981.10	2.83%	2.83%	\$ 1,008.86
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33
7	Public Library Facility & Collection	\$ 1,087.53	3.60%	3.60%	\$ 1,126.68	2.83%	2.83%	\$ 1,158.57
8	Public Use (Community Center) Facilities	\$ 1,355.52	3.60%	3.60%	\$ 1,404.31	2.83%	2.83%	\$ 1,444.06
9	Park Land Acquisition & Park Facilities	\$ 4,414.52	3.60%	3.60%	\$ 4,573.44	2.83%	2.83%	\$ 4,702.87
		\$ 27,535.36		3.60%	\$ 28,526.64		3.60%	\$ 30,349.14

Attached Dwelling (Per Dwelling Unit Cost)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 8,564.04	6.47%	3.60%	\$ 8,872.35	8.19%	8.19%	\$ 9,598.99
2	Local Circulation System	\$ 2,952.56	6.47%	3.60%	\$ 3,058.86	8.19%	8.19%	\$ 3,309.38
3	Regional Flood Control Facilities	\$ 441.24	6.47%	3.60%	\$ 457.13	8.19%	8.19%	\$ 494.57
4	Law Enforcement Facilities	\$ 421.65	3.60%	3.60%	\$ 436.83	2.83%	2.83%	\$ 449.19
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 307.35	3.60%	3.60%	\$ 318.42	2.83%	2.83%	\$ 327.43
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33
7	Public Library Facility & Collection	\$ 1,046.82	3.60%	3.60%	\$ 1,084.50	2.83%	2.83%	\$ 1,115.20
8	Public Use (Community Center) Facilities	\$ 1,304.27	3.60%	3.60%	\$ 1,351.22	2.83%	2.83%	\$ 1,389.46
9	Park Land Acquisition & Park Facilities	\$ 4,247.72	3.60%	3.60%	\$ 4,400.64	2.83%	2.83%	\$ 4,525.18
		\$ 20,467.77		3.60%	\$ 21,204.61		3.60%	\$ 22,468.72

Mobile Home (Per Dwelling Unit Cost)

				2019				2020	
Category		2019 DIF	2019 Index Change	Recommended Adjustment	Proposed 2020 DIF	2020 Index Change	Recommended Adjustment	Proposed 2021 DIF	
1	Regional Circulation System	\$ 6,714.41	6.47%	3.60%	\$ 6,956.13	8.19%	8.19%	\$ 7,525.84	
2	Local Circulation System	\$ 2,315.74	6.47%	3.60%	\$ 2,399.11	8.19%	8.19%	\$ 2,595.60	
3	Regional Flood Control Facilities	\$ 363.00	6.47%	3.60%	\$ 376.06	8.19%	8.19%	\$ 406.86	
4	Law Enforcement Facilities	\$ 228.53	3.60%	3.60%	\$ 236.76	2.83%	2.83%	\$ 243.46	
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 992.98	3.60%	3.60%	\$ 1,028.73	2.83%	2.83%	\$ 1,057.84	
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33	
7	Public Library Facility & Collection	\$ 748.67	3.60%	3.60%	\$ 775.62	2.83%	2.83%	\$ 797.57	
8	Public Use (Community Center) Facilities	\$ 933.88	3.60%	3.60%	\$ 967.50	2.83%	2.83%	\$ 994.88	
9	Park Land Acquisition & Park Facilities	\$ 3,043.29	3.60%	3.60%	\$ 3,152.85	2.83%	2.83%	\$ 3,242.07	
		\$ 16,522.61		3.60%	\$ 17,117.43		3.60%	\$ 18,123.45	

Commercial Lodging (Per Lodging Unit)

				2019				2020	
Category		2019 DIF	2019 Index Change	Recommended Adjustment	Existing 2020 DIF	2020 Index Change	Recommended Adjustment	Proposed 2021 DIF	
1	Regional Circulation System	\$ 6,747.90	6.47%	3.60%	\$ 6,990.82	8.19%	8.19%	\$ 7,563.37	
2	Local Circulation System	\$ 2,326.67	6.47%	3.60%	\$ 2,410.43	8.19%	8.19%	\$ 2,607.84	
3	Regional Flood Control Facilities	\$ 169.00	6.47%	3.60%	\$ 175.08	8.19%	8.19%	\$ 189.42	
4	Law Enforcement Facilities	\$ 177.34	3.60%	3.60%	\$ 183.72	2.83%	2.83%	\$ 188.92	
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 1,505.22	3.60%	3.60%	\$ 1,559.41	2.83%	2.83%	\$ 1,603.54	
6	General Facilities (Vehicle & Equipment)	\$ 200.98	3.60%	3.60%	\$ 208.21	2.83%	2.83%	\$ 214.11	
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A	
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A	
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A	
		\$ 11,127.11		3.60%	\$ 11,527.68			\$ 12,367.21	

Commercial/Office (Per Building Square Footage)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 12.050	6.47%	3.60%	\$ 12.48	8.19%	8.19%	\$ 13.51
2	Local Circulation System	\$ 4.153	6.47%	3.60%	\$ 4.30	8.19%	8.19%	\$ 4.65
3	Regional Flood Control Facilities	\$ 0.228	6.47%	3.60%	\$ 0.24	8.19%	8.19%	\$ 0.26
4	Law Enforcement Facilities	\$ 0.154	3.60%	3.60%	\$ 0.16	2.83%	2.83%	\$ 0.16
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 0.230	3.60%	3.60%	\$ 0.24	2.83%	2.83%	\$ 0.24
6	General Facilities (Vehicle & Equipment)	\$ 0.277	3.60%	3.60%	\$ 0.29	2.83%	2.83%	\$ 0.29
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A
		\$ 17.091			\$ 17.706			\$ 19.120

Industrial (Per Building Square Footage)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 9.271	6.47%	3.60%	\$ 9.61	8.19%	8.19%	\$ 10.392
2	Local Circulation System	\$ 3.103	6.47%	3.60%	\$ 3.21	8.19%	8.19%	\$ 3.478
3	Regional Flood Control Facilities	\$ 0.291	6.47%	3.60%	\$ 0.30	8.19%	8.19%	\$ 0.327
4	Law Enforcement Facilities	\$ 0.008	3.60%	3.60%	\$ 0.01	2.83%	2.83%	\$ 0.009
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 0.068	3.60%	3.60%	\$ 0.07	2.83%	2.83%	\$ 0.073
6	General Facilities (Vehicle & Equipment)	\$ 0.277	3.60%	3.60%	\$ 0.29	2.83%	2.83%	\$ 0.295
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A
		\$ 13.019			\$ 13.487			\$ 14.572

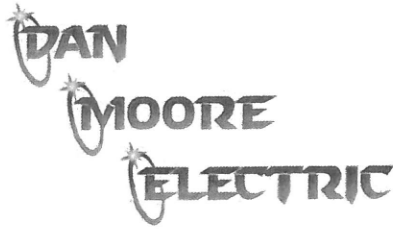
2018 DIF DEVELOPER CONTACT LIST

 Emailed Notice
 Mailed Notice

COMPANY	ATTN:	EMAIL	MAILING ADDRESS	CITY	STATE	ZIP CODE
Anvari Assoc. Corp.	Shahram Anvari	shahranvari@gmail.com	1442 Irvine Blvd, Ste 208	Tustin	CA	92708
Arco	Crossroad Petroleum, Inc.	crossroadpetroleum@gmail.com	29848 Live Oak Canyon Rd.	Redlands	CA	92373
Arnel Com. Properties	Kevin Hauber	kph@arnel.com	949 South Coast Dr. Ste. 600	Costa Mesa	CA	92626
AT&T	Julio Figueroa	jf1934@att.com				
Building Industry Association of Southern California	Carlos Rodriguez	carlos@biabuild.com	9227 Haven Ave., Suite 350	Rancho Cucamonga	CA	91730
Building Industry Association of Southern California	Casey	casey@biabuild.com	9227 Haven Ave., Suite 350	Rancho Cucamonga	CA	91730
Building Industry Association of Southern California	Gordon Lee Nichols	gordon@biabuild.com	9227 Haven Ave., Suite 350	Rancho Cucamonga	CA	91730
Building Industry Association of Southern California	Roman Nava	roman@biabuild.com				
Camden Holdings, LLC		tobi@camdenholdings.com	9454 Wilshire Blvd. #650	Beverly Hills	CA	90212
Centerstone Communities, Inc.	Hal Woods	hal@centerstone.com	3500-B W. Lake Center Dr.	Santa Ana	CA	92704
Ceres and Puyallup Trusts/ KZ Dev Co, LP	Mark Zimmerman	mz@kzdevco.com	18818 Teller Ave. Suite 100	Irvine	CA	92612
Ceres and Puyallup Trusts/ KZ Dev Co, LP	Tyler Reeves	tr@kzdevco.com	18818 Teller Ave. Suite 100	Irvine	CA	92612
Citicom Development Corp.	Mandy Ma	mandy.ma@calarc.net	1257 West Colton Ave.	Redlands	CA	92374
Coffee Family Trust	Pat Coffee	pcoffee@cox.net	19462 Sierra Luna Rd.	Irvine	CA	92603
County of Orange	James Campbell	james.campbell@rdmd.ocgov.com	300 N. Flower St. Suite 646	Santa Ana	CA	92703
Crestwood Communities	Patrick Diaz	pdiaz@crestwoodcommunities.com	510 W. Citrus Edge St.	Glendora	CA	91740
Diversified Pacific Communities	Peter Pittassi	pburum@diversifiedpacific.comppittassi@diversifiedpacific.com	10621 Civic Center Dr.	Rancho Cucamonga	CA	91730
DMOS Group, LLC	Dan Moore	dustl@dmelectric-inc.com	1833 Riverview Drivem Ste E	San Bernardino	CA	92408
ESA	Thomas A. Lundberg	esa@esterlyschneider.com	1736 E. Sunshine, Suite 417	Springfield	MO	65804
Fiedler Group	Alanna Isaac	aisaac@fiedlergroup.com	299 N. Euclid Avenue, Suite 550	Pasadena	CA	91101
Frisco Investment Group	Marcus Frisco	mfrisco@sbcglobal.net	2851 W. 120th Street, Ste EH112	Hawthorne	CA	90250
Greenspot Partners, Inc.	Stan Stringfellow	stan@dev1group.com	2011 E. Financial Way, Ste. 203	Glendora	CA	91741
Hispano Investors	Raul Sanchez	hispanofax@adelphia.net	555 Mt. Vernon Ave. Suite A	San Bernardino	CA	92410
ICO Real Estate	Jian Tokan	jtokan@icore.com	4221 Wilshire Blvd. Ste. 240	Los Angeles	CA	90010
Immanuel Baptist Church	Craig Huff	chuff@ibchighland.org	28355 Base Line	Highland	CA	92346
Jackson Pendo Development Co.	Elizabeth J. Jackson	ljackson@jacksonpendo.com	80 Otay Lakes Rd.	Bonita	CA	91902
John Acosta		john.acosta13@verizon.net	P.O. Box 6167	Big Bear Lake	CA	92315
Kiel 54	Charles Kiel	ckiel11@gmail.com	29772 Santa Ana Canyon Rd.	Highland	CA	92346
LEED AP, Architect	Thomas A. Lundberg		1736 E. Sunshine, Suite 417	Springfield	MO	65804
Lewis Group	Patrick Loy	patloy@lewisop.com	1156 N. Mountain Ave.	Upland	CA	91785
LRS Architect	Janice Goo	janada@lrsarchitects.com	720 Northwest Davis St. Ste. 300	Portland	OR	97209
Mastercraft Homes Group	Raymond E. Dorame	rdorame@mastercrafthomesllc.com	20201 SW Birch St. Suite 100	Newport Beach	CA	92660
O'Reilly Corporate Offices	Brent Green	bgreen34@oreillyauto.com	233 South Patterson	Springfield	MO	65802
Prudential Realty			1800 Studebaker Rd. #205	Cerritos	CA	90703
Ram Cam Corp.	Alex Rshald	arshald@ramcam.com	670 E. Parkridge Ave. #101	Corona	CA	92879
Real Journey Academies, Inc.	Alex Lucero	a.lucero@realjourney.org	1425 W. Foothill Blvd, Ste 100	Upland	CA	91786
Redlands Consultants & Associates	Khaled S. Farah	rca.k@live.com	621 S. Buena Vista St	Redlands	CA	92373
REXCO	Patrick Tritz	pat@rexcodev.com	2518 N. Santiago Blvd	Orange	CA	92867
Richleigh Investments			10722 Arrow Rte #702	Rancho Cucamonga	CA	91730
Roadrunner Realty	Pat Oberg	landinca@live.com				
S & S Investments, Inc.	Saber Awad		998 S. Teakwood Ave.	Bloomington	CA	92316
San Manuel Band of Mission Indians	Bryan Benso	bbenson@sanmanuel-nsn.gov	101 Pure Water Lane	Highland	CA	92346
SiteTeck, Inc.	Bernhard Mayer	bmayer@sitelechinc.com	38248 Potato Canyon Rd.	Oak Glen	CA	92399
SMG Solution (Elm St 2-SFR)	Ariel Garcia	cmgsolution2015@yahoo.com	1727 Duncan Way	Corona	CA	92436
Southern California Edison	Jonathan Kiluk	jonathan.kiluk@sce.com	7951 Redwood Avenue	Fontana	CA	92336
Southern California Gas Company	Kristine Scott	KScott@socalgas.com	155 S. G St	San Bernardino	CA	92410
S-P Deerfield LLC	Camille Bahri	cbahri@charter.net	10575 Oakdale Dr.	Rancho Cucamonga	CA	91730
Thatcher Engineering	B. Thatcher	bthatcher@thatcherengineering.com	1461 Ford St. Suite 105	Redlands	CA	92373
Transition Properties, L.P.	Art Day	art.day@cbre.com	4141 Inland Empire Blvd. Ste. 100	Ontario	CA	91764
TREH Partners	Tom Robinson	tom@v1invest.com	4 Corporate Plaza Suite 210	Newport Beach	CA	92660
TREH Partners	Ed Horovitz	rdinc10@gmail.com				
	Aysar Helo	aysarhelo@gmail.com	28809 Harwick Dr.	Highland	CA	92346
	Charles Kiel	ckiel11@gmail.com	29996 Santa Ana Canyon Rd.	Highland	CA	92346
	Dennis Stafford	dennis@stonegatedev.com				
	Rick Hartmann	rhartmann.gccs@gmail.comrick.hartmann@att.net				
	Arturo Navarro		7127 Devon Ave.	Highland	CA	92346
	Mitra Modari	jumasharif@gmail.com	14064 Nona Lane	Whittier	CA	90602
Tuttle Engineering	Warren Tuttle	warren@tuttleengineering.com	1445 W. Redlands Blvd. Ste. A	Redlands	CA	92373
W.J. McKeever Inc.		office@wjmckeeverinc.com	900 E. Washington St. Ste 208	Colton	CA	92324
WM. C. Buster Inc.	Mark & William Buster	billy@wmcbusterinc.com	1399 W. Colton Ave. Ste. #5	Redlands	CA	92374
	Daniel White	dwhite.ddwa@verizon.net	1290 E. Center Court Dr.	Covina	CA	91724
	Molly Bogh	MollyBogh@gmail.com	13861 Mustard Seed Dr.	Yucaipa	CA	92399

ATTACHMENT E

Dan Moore Electric letter received on December 13, 2022



RECEIVED
DEC 19 2022
CITY OF HIGHLAND

I am an electrical contractor. I am building an office/warehouse in the city. The building is "99%" complete. For me, it has been a very long and expensive process.

In determining my "go" or "no go" at the initial stages, the city met with me to review various conditions. Among those conditions were discussions regarding storm water, fire department access, fire hydrants, turn-around areas, parking, planters, utilities, fire sprinklers, street improvements, set-backs, etc., etc. The list was long and exhaustive, but one component was not covered in detail.

A few weeks ago, I had an over-the-counter meeting with staff, and I was presented – for the first time – a "billing" for over \$288,000.00 for Development Impact Fees ("DIF"). At first, I was just thinking it was some sort of joke, but the reality of the situation became clear over the next hours and days. If I didn't pay the DIF, I was not going to get occupancy.

The initial issue is the city's process in full and transparent disclosure of DIF. Additional issues come from this core issue.

City staff has repeatedly asserted that initial meetings with "developers" always includes a detailed discussion about "conditions", and always "covers" DIF because this issue is always important to the "bottom line" on development projects. Moreover, in follow-up conversations with staff, they have asserted that in 20 years, this is the first and only time that DIF has had this impact at this stage of the project.

First, I think there are plenty of human factor studies that would discount the term, "always". Second, a 20-year record lends itself to a first-time-ever mistake. This is why pilots use check-lists and why there are formal Transmittal Letters of important documents. To me, a bill for \$288,000.00 + is an important document.

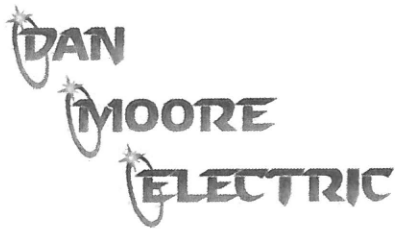
I am very good at taking notes and keeping records, while I did sign the project conditions, I did not receive the "DIF Table" handout. It is not in my records.

1833 Riverview Drive, Ste E

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Lice. No. 938017



Consistent with my records, the city does not have any record of any kind showing that I did get the handout, and they certainly do not have a signed receipt, transmittal, or other document from me acknowledging the transmission of the DIF handout or calculations, or even an internal checklist of handouts.

My point is pretty simple... The DIF on my project is one of the most expensive single-line items. I can assure you that it would have weighed heavily on my “go”/ “no-go” decision process, had the amount been fully and transparently discussed. Essentially, the Conditions are a Contract with the city, and my position is that I didn’t get all the pages to that contract. The city staff position, based on discussions and emails, is that no mistakes were made by the city, someone on “my team” caused a “communication breakdown”, and “buyer beware” (I should have figured out that I would owe over \$288,000.00 at some point.)

Initially, I requested additional time to refinance my project and pay the DIF. However, I’ve been informed that the committee and council will not be reviewing this issue in full until at least February, and I need occupancy by January 31, 2023. The loan process (as typical) takes 6 – 8 weeks, subsequently I don’t have this amount of time prior to needing to vacate our current lease space on Riverview Dr. in San Bernardino.

In light of the city’s timeline, and the conflict with my own, I’m trying to be clear on the following points:

Protest Period -

I’m not sure what rules or cases are involved, but I think my “protest period” starts when I received the bill, and I am certainly protesting – the “disclosure” /” documentation” process/procedures, and timeliness.

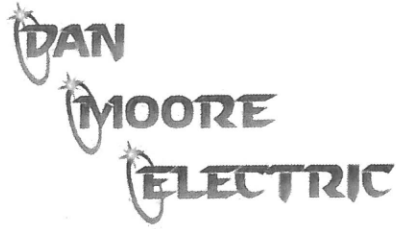
DIF Study and other dated documents -

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I am also protesting the amount of the various DIF contributions and 2006 study and other documents related to the DIF Calculations. It seems to me that a 16-year-old study is extremely out-of-date. I am hopeful the city has updated other things since 2006 and I find it questionable that the DIF are still accurate. A more detailed challenge will be presented to the committee or council.

Payment Under Protest -

Again, I'm not sure what rights I may have, or what rules or cases apply, but I want to attempt to preserve my right to pay the DIF Under Protest and to continue the Appeal Process through the committee and council.

Thank you for your consideration of these points.

Danny Moore

Dan Moore

Owner

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