

# City of Highland Finance/Personnel Subcommittee Special Meeting Agenda

## SUBCOMMITTEE MEMBERS

LARRY McCALLON, MEMBER  
JOHN TIMMER, MEMBER

January 8, 2024  
8:00 a.m.  
Highland YMCA  
7793 Central Avenue  
Highland, California

## STAFF

Chuck Dantuono - Director of Administrative Services/City Treasurer  
Michelle Gomez - Accountant  
Lawrence Mainez - Community Development Director  
Alondra Muñoz - Deputy City Clerk  
Leticia Nava-Cruz - Assistant Director of Administrative Services  
Carlos Zamano - Public Works Director/City Engineer

## 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)

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 provided to the majority of the Subcommittee after posting of this agenda are available for public inspection at Highland City Hall, 27215 Base Line, Highland, during normal business hours and available online at [www.cityofhighland.org](http://www.cityofhighland.org).

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**FINANCE/PERSONNEL SUBCOMMITTEE  
SPECIAL MEETING  
JANUARY 8, 2024 – 8:00 a.m.**

**CALL TO ORDER**

**PUBLIC COMMENT**

Submission of Public Comments for ITEMS ON THIS AGENDA ONLY: 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 7:00 a.m. on January 8, 2024, to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the January 8, 2024 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 - December 21, 2023 Closed Session Meeting  
RECOMMENDATION: Approve the Minutes as submitted.
2. Minutes - December 21, 2023 Meeting  
RECOMMENDATION: Approve the Minutes as submitted.

**CLOSED SESSION**

Public Employee Appointment Pursuant to Government Code Section 54957  
Title: City Manager

**ADJOURN**

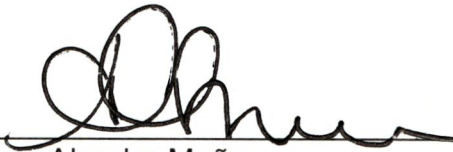
I, Alondra Muñoz, Deputy City Clerk, of the City of Highland, California, certify that I caused to be posted this Agenda on or before the 4th day of January, 2024, by 5:30 p.m. on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: January 4, 2024

  
Alondra Muñoz  
Deputy City Clerk

# Business Item No. 1

**MINUTES  
FINANCE/PERSONNEL SUBCOMMITTEE  
SPECIAL MEETING  
December 21, 2023**

**CALL TO ORDER**

The Finance/Personnel Subcommittee special 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**

None

**CLOSED SESSION**

Public Employee Appointment Pursuant to Government Code Section 54957  
Title: City Manager

Public Employee Appointment Pursuant to Government Code Section 54957  
Title: Interim City Manager

**ADJOURN**

There being no further business, the meeting was adjourned at 11:05 a.m.

Submitted by:

Approved by:

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Alondra Muñoz, Deputy City Clerk

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Subcommittee Member

# Business Item No. 2

**MINUTES  
FINANCE/PERSONNEL SUBCOMMITTEE  
SPECIAL MEETING  
December 21, 2023**

**CALL TO ORDER**

The Finance/Personnel Subcommittee special meeting was called to order at 3:00 p.m. in the Upright Conference Room, 27215 Base Line, Highland, California.

**ROLL CALL**

Present:        McCallon, Timmer  
Absent:        None

**PUBLIC COMMENT**

None

**BUSINESS ITEMS**

1.     Minutes - November 7, 2023 Meeting  
      Approved the Minutes as submitted.
  
2.     Esri Small Municipal and County Government Enterprise Agreement (SGEA)  
      The Subcommittee reviewed and approved the Esri Small Municipal and County Government Enterprise Agreement (SGEA) for access to Esri term licensing software.

**ADJOURN**

There being no further business, the meeting was adjourned at 3:04 p.m.

Submitted by:

Approved by:

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Alondra Muñoz, Deputy City Clerk

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Subcommittee Member