

CITY OF HIGHLAND

FINANCE/PERSONNEL SUBCOMMITTEE AGENDA

Special Meeting
July 2, 2024 at 11:30 AM
City Hall Upright Conference Room
27215 Base Line, Highland CA 92346

SUBCOMMITTEE MEMBERS

Larry McCallon, Member
District 5

John P. Timmer, Member
District 4

STAFF

Carlos Zamano, City Manager/Public Works Director/City Engineer
Lawrence Mainez, Community Development Director
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer
Lissette Nock, Deputy City Clerk
Michelle Gomez, Assistant Director of Administrative Services

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.

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, prior to the meeting for any requests for reasonable accommodations, including 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.

FINANCE/PERSONNEL SUBCOMMITTEE

July 2, 2024 - 11:30 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 10:30 a.m. on July 2, 2024, to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the July 2, 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 - May 14, 2024 Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Resolution No. 2024-_____ Establishing Employee Salaries
RECOMMENDATION: That the Subcommittee:
 - 1) Review and approve the item be brought forward to the City Council regarding Resolution No. 2024-_____ establishing employee salaries; and
 - 2) Adding the classification of Associate Engineer.
3. Amendment to Title 5, Chapter 5.04 Sections 5.04.160 and 5.04.240 of the City of Highland Municipal Code (Business License)
RECOMMENDATION: That the Subcommittee:
 - 1) Review and approve the item be brought forward to the City Council to introduce and conduct a 1st and 2nd reading and subsequently adopt Ordinance No._____ amending sections 5.04.160 (License Fee-Payment Due Dates) and 5.04.240 (Penalty for Delinquency-Action to Collect) of Title 5 (Business Licenses and Regulations) of the Highland Municipal Code establishing a single annual business license fee renewal date;
 - 2) Amending penalties and procedures for collecting penalties for delinquent business license fees; and
 - 3) Making a finding of exemption under the California Environmental Quality Act.
4. State and Local Fiscal Recovery Funds (SLFRF) Through the American Rescue Plan Act (ARPA) 1st and 2nd Installments Recommended Use Allocation Changes
RECOMMENDATION: That the Subcommittee review and approve the item be brought forward to the City Council regarding project allocation changes to ARPA recommended uses.

ADJOURN

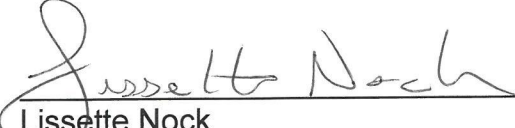
I, Lissette Nock, Deputy City Clerk, of the City of Highland, California, certify that I caused to be posted this Agenda on or before the 27th day of June, 2024, by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: June 27, 2024



Lissette Nock
Deputy City Clerk