



# City of Highland

Penny Lilburn, Mayor  
District 3

Larry McCallon, Mayor Pro Tem  
District 5

Gregory Hogan, Councilmember  
District 1

Jimmy Saldana, Councilmember  
District 2

John P. Timmer, Councilmember  
District 4

## **City Council Regular Meeting Agenda**

November 12, 2025 at 6:00 PM  
City Hall Donahue Council Chambers  
27215 Base Line, Highland CA 92346

### **Staff**

Carlos Zamano, City Manager  
Lawrence Mainez, Community Development Director  
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer  
Octavio Duran Jr., Public Works Director/City Engineer  
Maricela Marroquin, City Attorney  
Alondra Muñoz, 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.*

In compliance with the Brown Act, any writings or documents provided to a majority of the legislative body regarding any item on this agenda, that are not exempt from disclosure under the California Public Records Act, will be made available for public inspection at City Hall, 27215 Base Line Highland, CA 92346, during normal business hours. Such documents will also be made available on 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 accommodations, including interpreters.

Levine Act: Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but no later than the beginning of the proceeding.

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## **Call to Order**

## **Invocation**

## **Pledge of Allegiance**

## **Roll Call**

## **Report From Closed Session**

## **Special Presentations**

Community Spirit Award recognizing Miko Flores, Firefighter Lee Fonseca, Firefighter Michael Watanabe, and Firefighter Jesus Feria for their heroic actions in saving a Highland resident's life.

## **Public Comment**

To address the City Council, please complete a speaker form located at the entrance and give it to the City Clerk prior to the beginning of the meeting. Your name will be called when it is your turn to speak. State Law prohibits the City Council from acting on any item not on the agenda. Individual speakers are limited to 3 minutes each. For those wishing to make public comments by email, please submit your comments by 5:00 p.m. on November 12, 2025, to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the agenda, please identify the agenda item number. Members of the public may submit comments on public hearing items at any time before the meeting, as well as during the meeting up until the close of the public hearing for the respective item.

## **City Council Consent Calendar**

### **1. Waive the Reading of All Ordinances**

Waive the reading of all ordinances in their entirety and read by title only.

### **2. Minutes - October 14, 2025 Joint City Council Regular Meeting & Housing Authority Special Meeting**

Approve the minutes as submitted.



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3. Warrant Register No. 783

Approve Warrant Register #783; Warrants in the amount of \$2,057,933.73 and Payroll in the amount of \$272,756.58.

4. Treasurer's Report for September 2025

Receive and file the Treasurer's Report for September 2025.

5. Claim Considerations

George Hills recommends the City Council reject the claims.

6. Proposed City of Highland Community Development Block Grant (CDBG) Applications for Fiscal Year 2026-2027 Including One for Enhanced Code Enforcement and One for Pavement Rehabilitation and Ancillary Work on Cole Avenue and 14th Street

1. Approve the City's Application for Enhanced Code Enforcement that supports a portion of the salary and benefits of a Code Compliance Officer, Administrative Assistant, and Community Development Director; and
2. Approve the City's Application to construct pavement rehabilitation and ancillary work on two streets within the CDBG Low-Mod Income eligible block area on Cole Avenue from Base Line to 14th Street and 14th Street from Cole Avenue to Central Avenue.

7. Approval of Amendment to Agreement between the City and San Bernardino County Sheriff's Department Contract for FY 2025-2026 & Amendment No. 5 to the Reimbursement Agreement Between the City of Highland & East Valley Water District (EVWD) for Law Enforcement Services for FY 2025-2026 Due to MOU Negotiated Salary Increases

1. The Finance/Personnel Subcommittee recommends that the City Council authorize the Mayor to execute the amended contract (FY 2025-2026) for Law Enforcement Services with the San Bernardino County Sheriff's Department (Sheriff's Department) to update the salaries in Schedule A; and
2. Approve Amendment No. 5 to the Reimbursement Agreement Between the City of Highland & East Valley Water District (EVWD) for Law Enforcement Services (FY 2025-2026).

8. Bid Award – Bid No. 2025-07, "City of Highland Recycle and Refuse Dumpster Enclosure Project"

1. Award the bid for Bid No. 2025-07 "City of Highland Recycle and Refuse Dumpster Enclosure Project" Contract to the lowest responsive bidder, Gentry General Engineering, Inc. in the amount of \$117,154.00; and
2. Approve a budget adjustment of \$48,000 from the Unreserved/Undesignated Development Impact Fee (DIF) fund balance (Acct # 007-2100) to be expended from Facility Construction (Acct # 007-8330-6803).

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9. Grant Funding Agreement between the City of Highland and San Bernardino County Transportation Authority (SBCTA) for the Base Line/Greenspot Road Smart Corridor Project
    1. Approve the Agreement between the City of Highland and San Bernardino County Transportation Authority (SBCTA) for the Base Line/Greenspot Rd Smart Corridor Project; and
    2. Authorize the Mayor to sign the Agreement.
  10. Declare Three (3) Seats Vacant on the Community Trails Committee
    1. Declare three (3) seats vacant on the Community Trails Committee; and
    2. Direct the City Clerk to advertise the vacancies on the Community Trails Committee.
  11. Notice of Completion - Bid No. 2025-05, "2025 Arterial Resurfacing Project", (Project No. ola23002)
    1. Accept Bid No. 2025-05, "2025 Arterial Resurfacing Project", (Project No. ola23002) as complete;
    2. Authorize the Mayor to sign the Notice of Completion; and
    3. Direct the City Clerk to file the Notice of Completion.

### **City Council Public Hearing**

The order of business for Public Hearings shall be: 1) Mayor opens Public Hearing; 2) Staff presentation; 3) Applicant/Representative presentation; 4) Speakers in favor of proposal; 5) Speakers in opposition to proposal; 6) Applicant rebuttal; 7) Mayor closes Public Hearing; 8) Council discussion, motion and vote. Once the Public Hearing is closed, no further testimony is taken.

12. A Public Hearing to Confirm the Costs of Abatement and Establish a Special Assessment Against the Respective Parcel of Land Described as Tax Assessor's Parcel Number 0273-261-06, Generally Located at 25646 Base Line, San Bernardino, CA 92410 (Within the Corporate Boundaries of the City of Highland)
  1. Conduct a public hearing and adopt Resolution No. 2025- \_\_\_\_, confirming the costs and expenses in the amount of \$75,353.55 that have been expended by the City to abate the Public Nuisance on the above Property, as itemized in the attached invoices;
  2. Approve a Special Assessment against the above Property which will be collected at the same time and in the same manner as ordinary municipal taxes and shall be subject to the same procedure for foreclosure and sale in case of delinquency; and
  3. Direct staff to effectuate the recordation of the subject Notice of Lien for Abatement of Public Nuisance in the Office of the San Bernardino County Recorder; a copy of the Special Assessment Lien shall also be filed with the Assessor and Tax Collector of San Bernardino County.

13. Ordinance No. 477, an Ordinance of the City Council of the City of Highland, Amending Title 15 of the Highland Municipal Code Adopting by Reference, the California Code of Regulations Title 24, Comprising Part 1 the 2025 California Administrative Code; Part 2 the 2025 California Building Code, Volumes 1 and 2, with Appendices F, G, H, I, J, N, and Chapter 1, Division II; Part 2.5 the 2025 California Residential Code, with Appendices AB, BF, CI; Part 3 the 2025 California Electrical Code; Part 4 the 2025 California Mechanical Code; Part 5 the 2025 California Plumbing Code, with Appendix H; Part 6 the 2025 California Energy Code; Part 7 the 2025 California Wildlife-Urban Interface Code; Part 8 the 2025 California Historical Building Code; Part 9 the 2025 California Fire Code, with Appendices Chapter 4, B, BB, C, CC, D, E, F, G, H, I, K, N, O, P and Q; Part 10 the 2025 California Existing Building Code; Part 11 the 2025 California Green Building Standards Code; and Part 12 the 2025 California Referenced Standards Code; Together With Certain Amendments Thereto, and Making a Finding of Exemption Under the California Environmental Quality Act; and Resolution No. 2025-\_\_\_\_, a Resolution of the City Council of the City of Highland Making Express Findings and Determinations that Modifications to the 2025 California Building Code, 2025 California Residential Code, 2025 Wildland-Urban Interface Code, and the 2025 California Fire Code as Adopted by the City of Highland, are Reasonably Necessary because of Local Climate, Geological and/or Topographical Conditions

1. Open and conduct a public hearing, and conduct a second reading of Ordinance No. 477; and
2. Adopt Resolution No. 2025-\_\_\_\_, making express findings for modifications to the 2025 California Residential Building Code, 2025 California Building Code, 2025 California Wildland-Urban interface Code, and the 2025 California Fire Code.

14. Conduct a Public Hearing and Adopt Resolution No. 2025-\_\_\_\_ Amending the Fee Schedule for Storage Impound Release Processing Fees

The Finance/Personnel Subcommittee recommends the City Council conduct a Public Hearing and adopt Resolution No. 2025-\_\_\_\_, amending the Fee Schedule for storage impound release processing fees.

### **City Council Legislative**

15. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)

Discussion and possible action.

16. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Discussion and possible action.

### **Announcements**

### **Closed Session**

#### **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9(d)(2) and/or (3)

Significant exposure to litigation: One case.

**Adjourn**

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**Regular Meetings**

Effective March 1, 2022, pursuant to Resolution No. 2022-001, the regular City Council meetings will be held once a month on the second Tuesday of each month. The next regular meeting of the City Council is scheduled for December 9, 2025.

**Certification**

I, Alondra Muñoz, City Clerk, or my designee, hereby certify that the foregoing agenda was posted 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), and City Hall (27215 Base Line) at least seventy-two (72) hours prior to the meeting per Government Code Section 54954.2.



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# Staff Report

## to the City Council

Agenda  
Item  
No.1.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Alondra Muñoz, City Clerk  
**Subject:** Waive the Reading of All Ordinances

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**Recommendation:**

Waive the reading of all ordinances in their entirety and read by title only.

**Fiscal Impact:**

None.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

Under California Government Code Section 36934, before adopting an ordinance, the title of the ordinance must be read in full or by title only. Government Code Section 36933 further allows the legislative body to waive the reading of the ordinance in full, provided that the ordinance has been made available to the public and the Council by title and in writing. Copies of all proposed ordinances are included in the City Council agenda packet, made available to the public in advance, and posted on the City's website.

**Attachments:**

None



# Staff Report

## to the City Council

Agenda  
Item  
No.2.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Lissette Nock, Deputy City Clerk  
**Subject:** Minutes - October 14, 2025 Joint City Council Regular Meeting & Housing Authority Special Meeting

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**Recommendation:**

Approve the minutes as submitted.

**Fiscal Impact:**

None.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The City Council is required to maintain an official record of its proceedings. Minutes serve as the permanent record of actions taken by the City Council and provide transparency to the public regarding the business conducted at each meeting. In accordance with standard practice, the draft minutes from the October 14, 2025 City Council meeting have been prepared and are submitted for City Council review and approval.

**Attachments:**

1. Minutes - Joint City Council Regular Meeting & Housing Authority Special Meeting

## **Call to Order - City Council and Housing Authority**

The regular meeting of the City Council of the City of Highland and the special meeting of the Housing Authority was called to order at 6:03 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

## **Invocation**

The invocation was given by Pastor Willie Hicks, Harvest Care Church.

## **Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Lilburn.

## **Roll Call**

Present: Hogan (Arrived late), Lilburn, Saldana, Timmer

Absent: McCallon

## **Report From Closed Session**

None

## **Special Presentations**

Marvin Hernandez introduced himself as the new Executive Director of the Highland YMCA.

Mayor Lilburn presented the Director of Administrative Services/City Treasurer Nava-Cruz with a plaque in recognition of her ten years of dedicated service to the City of Highland.

## **Public Comment**

Chris Nielsen representing the Highland Chamber of Commerce spoke regarding upcoming events.

## **City Council Consent Calendar**

**A MOTION** was made by Councilmember Timmer, Seconded by Councilmember Saldana, to approve the consent calendar, with Mayor Lilburn abstaining from Agenda Item No's. 9, 10, and 11. Motion carried, 3-0, with Mayor Pro Tem McCallon and Councilmember Hogan being absent.

Councilmember Hogan arrived late and was present for the second motion of the Consent Calendar.

**A MOTION** was made by Councilmember Saldana, seconded by Councilmember Timmer to approve consent calendar Agenda Item No's 9, 10, and 11. Motion carried, 3-0, with Mayor Lilburn abstaining and Mayor Pro Tem McCallon being absent.

### **1. Waive the Reading of All Ordinances**

Waived the reading of all Ordinances in their entirety and read by title only.

### **2. Minutes - September 9, 2025 Regular City Council Meeting**

Approved the Minutes as submitted.

3. Warrant Register No. 782  
Approved Warrant Register No. 782; warrants in the amount of \$4,596,853.65 and Payroll in the amount of \$274,440.45.
4. Treasurer's Report for August 2025  
Received and filed Treasurer's Report for August 2025.
5. Claim Consideration - Frances Trujillo  
Rejected claim.
6. Records Destruction Authorization  
Approved the destruction of certain records.
7. Conflict of Interest Code Amendment  
Adopted Resolution No. 2025-047, amending the City's Conflict of Interest Code.

RESOLUTION NO. 2025-047

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,  
ADOPTING THE CITY'S CONFLICT OF INTEREST CODE AND RESCINDING  
RESOLUTION NO. 2024-038

8. Second Reading of Ordinance No. 476 Amending Section 2.36.040 of the Highland Municipal Code to Add Fees for Passport Photography Services and Adoption of Resolution Establishing Fees for Passport Photography Services
  - 1) Conducted a second reading, read by title only, and waived further reading of Ordinance No. 476, amending Section 2.36.040 of the Highland Municipal Code to add fees for passport services; and
  - 2) Adopted Resolution No. 2025-048, establishing a schedule of fees for passport photography.

ORDINANCE NO. 476

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,  
AMENDING SECTION 2.36.040 OF THE HIGHLAND MUNICIPAL CODE TO ADD  
FEES FOR PASSPORT PHOTOGRAPHY SERVICES

RESOLUTION NO. 2025-048

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,  
ESTABLISHING A SCHEDULE OF FEES FOR PASSPORT PHOTO SERVICES AT  
THE PASSPORT ACCEPTANCE FACILITY

9. Community Development Block Grant (CDBG) Subrecipient Contract between the City of Highland and Highland District Council on Aging, Inc. to Provide for Senior Programs, Activities, and Services to Improve Quality of Life, Physical Fitness, Social Programs, Daily Interaction and Nutrition to Low- and Moderate-Income Seniors  
Approved the Contract and authorized execution by the Assistant Community Development Director.



10. Community Development Block Grant (CDBG) Subrecipient Contract between the City of Highland and Central Little League to Provide Youth Baseball and Softball Programs  
Approved the Contract and authorized execution by the Assistant Community Development Director.
11. Community Development Block Grant (CDBG) Subrecipient Contract between the City of Highland and the Highland Family YMCA to Provide Health and Wellness Programs and Resources  
Approved the Contract and authorized execution by the Assistant Community Development Director.
12. San Bernardino County Flood Control District Purchase and Sales Agreement (PSA) Twelve (12) Month Escrow Extension  
Authorized the City Manager to execute the necessary escrow documents to effectuate the subject escrow extension for an additional twelve (12) months.
13. Resolution No. 2025-049, a Resolution of the City Council of the City of Highland, California Terminating the Local Emergency in the City of Highland Related to the Line Fire  
Adopted Resolution No. 2025-049, Terminating Proclamation of the Local Emergency related to the Line Fire in the City of Highland.

RESOLUTION NO. 2025-049

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,  
PROCLAIMING THE TERMINATION OF A LOCAL EMERGENCY RELATED TO THE  
LINE FIRE

14. Yuhaaviatam of San Manuel Nation Restricted Grant Agreement  
Authorized the City Manager to sign the attached Yuhaaviatam of San Manuel Nation Restricted Grant Agreement to replace handheld radio communications equipment for the City's Fire Department.
15. Bid Award - 2025-06 Highland City Hall Fence and Gates Project (Work Program)
  - 1) Awarded the bid for Bid No. 2025-06 "Highland City Hall Fence and Gates Project" Contract to the lowest responsive bidder, Golden West Fence in the amount of \$193,624.00; and
  - 2) Approved a budget adjustment of \$120,000 from the Unreserved/Undesignated Development Impact Fee (DIF) fund balance (Acct# 007.2100) to be expended from Facility Construction (Acct# 007-8330-6803).

**City Council Public Hearing**

16. Introduction and First Reading of an Ordinance of the City Council of the City of Highland, Amending Title 15 of the Highland Municipal Code Adopting by Reference, the California Code of Regulations Title 24, Comprising Part 1 the 2025 California Administrative Code; Part 2 the 2025 California Building Code, Volumes 1 and 2, with Appendices F, G, H, I, J, N, and Chapter 1, Division II; Part 2.5 the 2025 California Residential Code, with Appendices AB, BF, CI; Part 3 the 2025 California Electrical Code; Part 4 the 2025 California Mechanical Code; Part 5 the 2025 California Plumbing Code, with Appendix H; Part 6 the 2025 California Energy Code; Part 7 the 2025 California Wildlife-Urban Interface Code; Part 8 the 2025 California Historical Building Code; Part 9 the 2025 California Fire Code, with Appendices Chapter 4, B, BB, C, CC, D, E, F, G, H, I, K, N, O, P and Q; Part 10 the 2025 California Existing Building Code; Part 11 the 2025 California Green Building Standards Code; and Part 12 the 2025 California Referenced Standards Code; Together with Certain Amendments Thereto, and Making a Finding of Exemption Under the California Environmental Quality Act

Mayor Lilburn opened the public hearing.

City Attorney Marroquin stated the Building Code Amendments are typically updated every three years. The process for considering this type of ordinance differs slightly from our usual procedures. Normally, if an ordinance requires a public hearing, it is conducted at the first reading when the ordinance is introduced. In this case, the City Council will be conducting the first reading today. Building Official Wirz will give his presentation regarding the ordinance, and there will be an opportunity for questions. Following the presentation, a motion will be requested to schedule a public hearing for the proposed ordinance at the November 12, 2025, City Council Regular meeting. This procedure aligns with the requirements outlined in the government code for adopting these types of ordinances, and therefore differs from our standard process.

Building Official Wirz stated the State of California adopts, amends, and publishes the model building codes on a three-year cycle. Earlier this year, the State approved the 2025 California Building Code Standards, which become effective January 1, 2026. The City is required to adopt these codes and may incorporate substantive amendments that are more restrictive and tailored to our local conditions, including climatic, geological, and topographical considerations. As part of this cycle, the State has introduced the 2025 California Wildland Urban Interface (WUI) Codes. These codes provide additional guidance and measures to mitigate risks in high fire hazard areas, aiming to reduce the potential loss of life and property due to wildfires. Additionally, California passed Assembly Bill 130 earlier this year, which imposes a statewide freeze on residential building code updates until June 1, 2031. This legislation prohibits both state and local agencies from adopting new standards for residential buildings unless necessary for emergency wildfire mitigation. The purpose of this six-year moratorium is to facilitate permit processing for developers and to support the ongoing efforts to address the state's housing affordability challenges. Any modifications to the residential building codes during this period must be substantially equivalent to the amendments implemented by the City prior to September 30, 2025. The 2025 codes are to be adopted by reference, with amendments outlined in the proposed ordinance Attachment "A". The supporting findings and justifications are included in Resolution Attachment "B".

Staff recommends City Council waive the full reading of the ordinance and introduce it by title only. Additionally, staff proposes scheduling a public hearing for the proposed adoption of the ordinance at the November 12, 2025, City Council regular meeting, and requests authorization to provide notice of this public hearing.

Mayor Lilburn asked if there were any questions from the public? Seeing none, she closed the public hearing and brought it back to City Council for deliberation.

Councilmember Timmer stated, in a previous meeting, City Council adopted new fire hazard zones. Are those new zones incorporated into the ordinance implemented today? Building Official Wirz stated no. The high fire hazard zones are designated by the state, and these designations are incorporated into the building code updates at the state level. When reviewing the WUI codes, the state categorizes zones into tiers, which correspond to our local ordinances for high, medium, and low fire hazard areas.

Councilmember Timmer inquired whether the updated fire code mandates the inclusion of residential fire sprinklers.

Building Official Wirz stated all new buildings constructed since 2013 have been mandated to incorporate residential fire sprinkler systems. Additionally, the fire codes include provisions in the appendices that require fire flow test, and may necessitate supplementary sprinkler requirements as part of mitigation measures.

**A MOTION** was made by Councilmember Saldana, seconded by Councilmember Timmer to:

- 1) Waive full reading and introduce Ordinance No. 477, as read by title only; and
- 2) Schedule a public hearing on the proposed adoption of Ordinance No. 477 for the November 12, 2025, City Council meeting, and direct staff to provide notice of said public hearing. Motion carried on a roll call vote, 3-0, with Mayor Pro Tem McCallon and Councilmember Hogan being absent for this item.

City Clerk Muñoz introduced Ordinance No. 477.

ORDINANCE NO. 477

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, AMENDING TITLE 15 OF THE HIGHLAND MUNICIPAL CODE ADOPTING BY REFERENCE, THE CALIFORNIA CODE OF REGULATIONS TITLE 24, COMPRISING PART 1 THE 2025 CALIFORNIA ADMINISTRATIVE CODE; PART 2 THE 2025 CALIFORNIA BUILDING CODE, VOLUMES 1 AND 2, WITH APPENDICES, F, G, H, I, J, N AND CHAPTER 1, DIVISION 11; PART 2.5 THE 2025 CALIFORNIA RESIDENTIAL CODE, WITH APPENDICES AB, BF, CI; PART 3 THE 2025 CALIFORNIA ELECTRICAL CODE; PART 4 THE 2025 CALIFORNIA MECHANICAL CODE; PART 5 THE 2025 CALIFORNIA PLUMBING CODE, WITH APPENDIX H; PART 6 THE 2025 CALIFORNIA ENERGY CODE; PART 7 THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE; PART 8 THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; PART 9 THE 2025 CALIFORNIA FIRE CODE, WITH APPENDICES CHAPTER 4, APPENDICES B, BB, C, CC, D, E, F, G, H, I, K, N, O, P AND Q; PART 10 THE 2025 CALIFORNIA EXISTING BUILDING CODE; PART 11 THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; PART 12 THE 2025 CALIFORNIA REFERENCED STANDARDS CODE; TOGETHER WITH CERTAIN AMENDMENTS THERETO, AND MAKING A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Which title was read.

**City Council Legislative**

17. Selection of an Event Date and Budget for the 28th Annual Citrus Harvest Festival

Assistant Community Development Director Stater gave a brief review of the staff report.

**A MOTION** was made by Councilmember Saldana, seconded by Mayor Lilburn to:

- 1) Select March 28, 2026, as the Event Date for the Citrus Harvest Festival with a Rain Date of April 4, 2026; and
  - 2) Adopt the Budget and include a banner to be placed on the west side of the city.
- Motion carried, 3-0, with Mayor Pro Tem McCallon and Councilmember Hogan being absent for this item.

18. Consideration of Proposals for the City's Tow Rotation List Program Beginning January 1, 2026 and ending December 31, 2027

Community Development Director Mainez gave a brief review of the staff report.

**A MOTION** was made by Councilmember Timmer, seconded by Councilmember Saldana to:

- 1) Review the proposals from the Tow Operators and award two (2) year agreements to participate in the City's Tow Rotation Program with only six (6) contracts; and
- 2) Authorize the Mayor to execute the associated agreements. Motion carried, 3-0 with Mayor Pro Tem McCallon and Councilmember Hogan being absent for this item.

19. Appoint One (1) Member of the Public to the Community Trails Committee

The floor was opened for nominations.

Mayor Lilburn nominated applicant, Joey Martin.

Hearing no other nominations, City Clerk Muñoz closed the floor for nominations.

City Council unanimously appointed applicant Joey Martin.

20. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)

City Manager Zamano stated the Highland Sheriff's Department for the month of September received 2,728 calls for service, made 319 reports, 152 arrests, issued 66 citations, conducted 196 traffic enforcement stops, responded to 50 traffic collisions, 17 transient calls, and 20 towed vehicles.

The Highland Fire Department for the month of September received 630 calls for service, some of which included: 482 medical aids, 29 traffic collisions, 9 structure fires, 9 vegetation fires, 18 other fires, 8 vehicle fires and 33 public service assistance.

The Administrative Services/Finance Department for the month of September issued 44 business licenses, renewed 266 business licenses, issued 112 dog licenses, 52 yard sale permits, and 204 account payable checks.

Human Resources is currently recruiting a Maintenance Worker I for the Public Works Department following the retirement of Jack Avon in September 2025. Anyone interested can apply on the city website.

Public Works announced the Natural Parkland Trail Project north of Base line at Brookwood Lane is currently under construction. Please note that the trail is temporarily closed to the public. The project is scheduled for completion and reopening in the first quarter of 2026, with new improvements.

The 9th Street Sidewalk Gap Closure Project and the 2025 Arterial Resurfacing Project are completed. Final inspections are currently in progress, and notices of completion will be presented at an upcoming City Council meeting.

California's rainy season typically begins on October 1 and lasts through April 4. This serves as a reminder to inform the public of relevant safety measures. City departments, including Fire, Police, and Public Works, will closely monitor key areas during significant storm forecasts and are prepared to respond to emergencies. Sandbags are available at all Fire Stations and City Hall. Self-serve sand and sandbags are located at Fire Station #2 and City Hall. East Valley Water District (EVWD) offices, including their headquarters on 31111 Greenspot Road and the Sterling Natural Resources Center (SNRC) at Fifth Street and Del Rosa Drive, offer free sandbags and sand to residents. Residents are encouraged to register for the Smart 911 Telephone Emergency Notification System (TENS) to receive important alerts and updates from the San Bernardino County Emergency Management team. Further details are available on the city's website and social media.

On October 8, the San Bernardino County Transportation Authority (SBCTA) recommended that the Board approve the Transportation Development Act (TDA) Article 3 funding of \$357,700 to the City of Highland to address sidewalk gaps providing access to Highland Grove Elementary, Beattie Middle School, and the U.S. Post Office. This project includes the installation of sidewalks on the east side of Boulder Avenue from Eucalyptus Avenue to Webster Street, as well as on the west side of Webster Street from

Boulder Avenue to Eucalyptus Avenue. The project has a local match of \$372,300, bringing the total estimated cost to \$730,000.

On October 10, the City received notification of a federal grant award totaling \$625,000 through the 2025 COPS Hiring Program, from the U.S. Department of Justice Office of Community Oriented Policing Services. This grant aims to support the recruitment of full-time law enforcement officers dedicated to community policing initiatives. It will fund up to \$125,000 for each of the five new deputies recently added under the sheriff's contract, covering a portion of their salaries and fringe benefits over a three-year period. A 25% local match is required, and all officers hired through this grant must be retained for at least one year beyond the end of federal funding. The program provides a five-year window to complete the recruitment, hiring, and full implementation of these positions.

October 23 through October 31 will be Red Ribbon Week. Residents are encouraged to wear red to initiate the week and promote a drug-free community.

For the month of September, Burrtec completed 281 illegal dumping work orders.

The Community Development Department announced grading activities are underway by Alliance Residential Company in the northern section of Greenspot Village and the Marketplace Specific Plan, located north of Costco, to support the construction of 294 multi-family residential market rate units.

The new Vim and Vigor Gym is making progress on the interior and exterior renovations at the former Esporta Fitness facility on Greenspot Road. A temporary trailer is available for membership sign-ups, with the official opening expected to take place in December.

Quick Quack Car Wash will have an official ribbon cutting ceremony scheduled for October 21, 2025, at 4:30 p.m.

Dutch Bros Coffee is now open. They are located within Highland Village Plaza at the intersection of Base Line and Boulder Avenue.

The next upcoming City Council regular meeting is scheduled for Wednesday, November 12, 2025, due to the observance of the Veterans Day holiday on Tuesday, November 11, 2025.

21. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)  
Councilmember Saldana stated he participated in the State Water Project Tour and the California League of Cities Conference. During the water tour, he gained insight into how supplemental water from Northern California is transported to Southern California and the infrastructure required for this process. At the League of Cities Conference, the sessions focused on public safety, housing, and infrastructure funding, which provided valuable ideas from other municipalities that could benefit the City of Highland's growth and development. The Cruising at Altitude concert at the San Bernardino International Airport, is scheduled for this Saturday, October 18, 2025. This promises to be an enjoyable event for families and the surrounding community. There will be a free Trunk or Treat Halloween event on Friday, October 31, from 5 to 8 p.m. at Showcase Auto Glass, located at 26411 Base Line. This will be a safe and festive occasion featuring decorated vehicles, candy, and music. Everyone is welcome to attend, and we look forward to seeing you there.

Mayor Lilburn attended the League of California Cities Conference. She is scheduled to participate in the East Valley Water District (EVWD) Facilities Tour on October 16, 2025. Additionally, she participated in the Highland Run 5K and 10K event, which was a great turn out. The Cruising at Altitude concert at the San Bernardino International Airport is scheduled for this Saturday, October 18, 2025. Please visit the San Bernardino International Airport website to obtain your complimentary tickets.

### **Announcements**

None

### **Adjourn Joint City Council Regular Meeting and Housing Authority Special Meeting**

Mayor Lilburn adjourned the Joint City Council Regular Meeting and Housing Authority Special Meeting into closed session at 6:49 p.m. in memory of Charlie Kirk and Don Clay.

### **Closed Session**

City Attorney Marroquin read the City Council into closed session at 6:49 p.m. regarding the following:

#### **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Government Code Section 54956.9(d)(1)

Garay v. City of Highland, San Bernardino County Court Case Number CIVDS1920292

#### **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Government Code Section 54956.9(d)(2)

A point has been reached where, based on existing facts and circumstances, there is a significant exposure to litigation against the City resulting from a claim submitted by Lucia Cruz related to property damage that occurred to a backyard retaining wall at 28599 Cherokee Rose Drive in the City of Highland on August 1, 2024. The claim that was submitted on March 6, 2025 is available for public inspection at the City Clerk's office.

#### **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Government Code Section 54956.9(d)(1)

City of Highland v. Shahatit, et al., San Bernardino County Court Case Number CIVSB2418718

#### **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Government Code Section 54956.9(d)(1)

City of Highland v. Pathak, et al., San Bernardino County Court Case Number CIVSB2521254

At 7:39 p.m. City Council reconvened into open session.

City Attorney Marroquin stated the City Council met in closed session to discuss four (4) separate items.

Conference with legal counsel regarding existing litigation in the Garay v. City of Highland case. This matter was discussed with Mayor Lilburn, Councilmember Timmer, and Councilmember Saldana, who all voted in favor, with Mayor Pro Tem McCallon and Councilmember Hogan being absent. Direction was provided concerning a potential settlement. However, as no settlement agreement had been finalized at this time, no reportable action was taken.

Conference with legal counsel regarding anticipated litigation pursuant to a claim submitted by Lucia Cruz pertaining to 28699 Cherokee Rose Drive. No reportable action was taken. However, direction was provided to staff.

Conference with legal counsel existing litigation in the City of Highland v. Shahatit case. Mayor Lilburn, Councilmember Timmer, and Councilmember Saldana, rejected the settlement proposal made by the defendants and provided direction to staff.

Conference with legal counsel, existing litigation in the City of Highland v. Pathak case. A status update was provided to the City Council, but no reportable action was taken.

At 7:44 p.m., City Attorney Marroquin read the City Council into closed session to conclude the remaining closed session item. Because a quorum had not been present earlier, the item was deferred until Councilmember Hogan's late arrival, which established a quorum and enabled the City Council to reconvene. Mayor Lilburn abstained from participation due to a conflict of interest.

### **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Government Code Section 54956.8

Property: 7433 Central Avenue, Highland, California - San Bernardino County Assessor's Parcel Numbers 1192-431-04 and 05

City/Authority Negotiator: Lawrence Mainez, Community Development Director

Negotiating Parties: Highland Housing Authority, City of Highland and Wakeland Highland LP, a California limited partnership

Under Negotiation: Instructions to City/Authority concerning price and terms of payment

City Council reconvened into open session.

City Attorney Marroquin stated the City Council met in closed session to discuss the remaining item regarding real property negotiations contributing the property located at 7433 Central Avenue pertaining to the price in terms of payment. Direction was provided to staff, but no reportable action was taken.

Mayor Lilburn adjourned at 8:33 p.m.

Submitted By:

Approved By:

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Alondra Muñoz  
City Clerk

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Penny Lilburn  
Mayor





# Staff Report

## to the City Council

Agenda  
Item  
No.3.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Prepared By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Subject:** Warrant Register No. 783

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**Recommendation:**

Approve Warrant Register #783; Warrants in the amount of \$2,057,933.73 and Payroll in the amount of \$272,756.58.

**Fiscal Impact:**

The total of Cash and Expenditures is \$2,330,690.31.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

See printouts attached.

**Attachments:**

1. Warrant Register
2. Voucher List

Attachment 1  
Warrant Register

**CITY OF HIGHLAND**  
**WARRANT REGISTER #783**

**November 12, 2025**

**Warrants:**

|                       |                         |                               |
|-----------------------|-------------------------|-------------------------------|
| 9/30/2025             | Ck#92364-92402          | 709,810.97                    |
| 10/3/2025             | Payroll Wire #1073-1076 | 84,436.51                     |
| 10/3/2025             | Payroll Wire #1077      | -                             |
| 10/3/2025             | Payroll Wire #1078-1080 | 1,175.75                      |
| 10/7/2025             | Ck#92403-92440          | 238,633.70                    |
| 10/14/2025            | Ck#92441-92490          | 686,024.86                    |
| 10/17/2025            | Payroll Wire #1081-1084 | 81,899.02                     |
| 10/21/2025            | Ck#92491-92545          | 255,952.92                    |
| <b>Total Warrants</b> |                         | <b><u>\$ 2,057,933.73</u></b> |

**Payroll:**

|                      |                              |                             |
|----------------------|------------------------------|-----------------------------|
| 10/3/2025            | Direct Deposits #15565-15614 | 137,280.39                  |
| 10/3/2025            | Ck #765                      | 278.07                      |
| 10/3/2025            | Direct Deposits #15615       | 1,175.75                    |
| 10/17/2025           | Direct Deposits #15616-15664 | 133,744.30                  |
| 10/17/2025           | Ck #766                      | 278.07                      |
| <b>Total Payroll</b> |                              | <b><u>\$ 272,756.58</u></b> |

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| <b>Total Warrants &amp; Payroll</b> | <b><u><u>\$ 2,330,690.31</u></u></b> |
|-------------------------------------|--------------------------------------|

**APPROVED BY:**

\_\_\_\_\_  
Larry McCallon  
Finance Subcommittee

\_\_\_\_\_  
Carlos Zamano  
City Manager

\_\_\_\_\_  
John Timmer  
Finance Subcommittee

*Leticia Nava-Cruz*  
\_\_\_\_\_  
Leticia Nava-Cruz  
Director of Administrative  
Services/City Treasurer

## Attachment 2

### Voucher Lists

|            |                         |  |  |  |            |
|------------|-------------------------|--|--|--|------------|
| 9/30/2025  | Ck#92364-92402          |  |  |  | 709,810.97 |
| 10/3/2025  | Payroll Wire #1073-1076 |  |  |  | 84,436.51  |
| 10/3/2025  | Payroll Wire #1077      |  |  |  | -          |
| 10/3/2025  | Payroll Wire #1078-1080 |  |  |  | 1,175.75   |
| 10/7/2025  | Ck#92403-92440          |  |  |  | 238,633.70 |
| 10/14/2025 | Ck#92441-92490          |  |  |  | 686,024.86 |
| 10/17/2025 | Payroll Wire #1081-1084 |  |  |  | 81,899.02  |
| 10/21/2025 | Ck#92491-92545          |  |  |  | 255,952.92 |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                                | Description/Account                                                                                                                                                                                                                                                                                                                                                                         | Amount                                                                    |
|---------|-----------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 92364   | 9/30/2025 | 005737 AGA ENGINEERS, INC.            | TS MONITORING-AUG<br>TS MONITORING-AUG<br>020.8440.4550                                                                                                                                                                                                                                                                                                                                     | 3,200.00                                                                  |
| Total : |           |                                       |                                                                                                                                                                                                                                                                                                                                                                                             | 3,200.00                                                                  |
| 92365   | 9/30/2025 | 000014 ALL CITY MANAGEMENT SERVICES   | CROSSING GUARD SVC:8/31/25-9/13/25<br>CROSSING GUARD SVC:8/31/25-9/13/25<br>002.8200.4530                                                                                                                                                                                                                                                                                                   | 3,740.04                                                                  |
| Total : |           |                                       |                                                                                                                                                                                                                                                                                                                                                                                             | 3,740.04                                                                  |
| 92366   | 9/30/2025 | 005771 AMAZON CAPITAL SERVICES        | CORP YARD:HARDWARE BOLTS FOR SIGNS<br>CORP YARD:HARDWARE BOLTS FOR SIGNS<br>004.8310.4206<br>FS#1:PRESSURE SWITCH FOR NEW AIR COMPRES<br>FS#1:PRESSURE SWITCH FOR NEW AIR<br>029.2100.4245<br>FS#1:PRESSURE SWITCH FOR NEW AIR<br>028.2050.4245<br>PARKS:RUBBER PLAYGROUND PATCH<br>AURANTIA PK:RUBBER PLAYGROUD PATCH<br>001.6000.4206<br>COMM PK:RUBBER PLAYGROUND PATCH<br>001.6000.4206 | 47.10<br><br><br><br><br><br><br><br><br><br><br><br><br>387.20<br>387.21 |
| Total : |           |                                       |                                                                                                                                                                                                                                                                                                                                                                                             | 992.83                                                                    |
| 92367   | 9/30/2025 | 006439 ASHMORE, DENNIS                | UNIFORM REIMB:ASHMORE<br>UNIFORM REIMB:ASHMORE<br>001.2000.4566                                                                                                                                                                                                                                                                                                                             | 316.47                                                                    |
| Total : |           |                                       |                                                                                                                                                                                                                                                                                                                                                                                             | 316.47                                                                    |
| 92368   | 9/30/2025 | 001072 AUTO ZONE                      | EMERG MESS BOARD:TRAILER LOCK<br>EMERG MESS BOARD:TRAILER LOCK<br>004.8310.4245                                                                                                                                                                                                                                                                                                             | 114.95                                                                    |
| Total : |           |                                       |                                                                                                                                                                                                                                                                                                                                                                                             | 114.95                                                                    |
| 92369   | 9/30/2025 | 000043 BALLARD PLUMBING HEATING & AIR | CITY HALL:HVAC QTRLY SVC<br>CITY HALL:HVAC QTRLY SVC<br>042.9510.4070                                                                                                                                                                                                                                                                                                                       | 725.00                                                                    |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                                       | Description/Account               | Amount                |
|---------|-----------|----------------------------------------------|-----------------------------------|-----------------------|
| 92369   | 9/30/2025 | 000043 000043 BALLARD PLUMBING HEATING & AIR | (Continued)                       | <b>Total : 725.00</b> |
| 92370   | 9/30/2025 | 006290 BEAZER HOMES HOLDING LLC              | TR 20142 EC DEPOSIT REFUND        |                       |
|         |           |                                              | TR 20142 EC DEPOSIT REFUND        |                       |
|         |           |                                              | 051.1440                          | 70,000.00             |
|         |           |                                              | TR 20142 MONUMENTATION DEP REFUND |                       |
|         |           |                                              | TR 20142 MONUMENTATION DEP REFUND |                       |
|         |           |                                              | 051.1420                          | 13,900.00             |
|         |           |                                              | <b>Total :</b>                    | <b>83,900.00</b>      |
| 92371   | 9/30/2025 | 004923 BRIAN'S LIVE BEE REMOVAL SVC          | CHURCH ST BEE REMOVAL             |                       |
|         |           |                                              | CHURCH ST BEE REMOVAL             |                       |
|         |           |                                              | 004.8310.4570                     | 1,750.00              |
|         |           |                                              | <b>Total :</b>                    | <b>1,750.00</b>       |
| 92372   | 9/30/2025 | 002480 CASC ENGINEERING & CONSULTING         | FWQ20001-AUG                      |                       |
|         |           |                                              | FWQ20001-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 665.00                |
|         |           |                                              | WQP24005-AUG                      |                       |
|         |           |                                              | WQP24005-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 577.50                |
|         |           |                                              | WQP25001-AUG                      |                       |
|         |           |                                              | WQP25001-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 227.50                |
|         |           |                                              | WQP25004-AUG                      |                       |
|         |           |                                              | WQP25004-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 262.50                |
|         |           |                                              | WQP25005-AUG                      |                       |
|         |           |                                              | WQP25005-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 840.00                |
|         |           |                                              | WQP21001-AUG                      |                       |
|         |           |                                              | WQP21001-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 1,200.00              |
|         |           |                                              | FWQ19001-AUG                      |                       |
|         |           |                                              | FWQ19001-AUG                      |                       |
|         |           |                                              | 001.3200.4551                     | 135.00                |
|         |           |                                              | FWQ21006-AUG                      |                       |
|         |           |                                              | FWQ21006-AUG                      |                       |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                                | Description/Account | Amount          |
|---------|-----------|---------------------------------------|---------------------|-----------------|
| 92372   | 9/30/2025 | 002480 CASC ENGINEERING & CONSULTING  | (Continued)         |                 |
|         |           |                                       | 001.3200.4551       | 135.00          |
|         |           |                                       | FWQ22001-AUG        |                 |
|         |           |                                       | FWQ22001-AUG        |                 |
|         |           |                                       | 001.3200.4551       | 2,665.00        |
|         |           |                                       | FWQ24002-AUG        |                 |
|         |           |                                       | FWQ24002-AUG        |                 |
|         |           |                                       | 001.3200.4551       | 600.00          |
|         |           |                                       | WQP21001-AUG        |                 |
|         |           |                                       | WQP21001-AUG        |                 |
|         |           |                                       | 001.3200.4551       | 250.00          |
|         |           |                                       | WQP22010-AUG        |                 |
|         |           |                                       | WQP22010-AUG        |                 |
|         |           |                                       | 001.3200.4551       | 150.00          |
|         |           |                                       | FWQ17006-AUG        |                 |
|         |           |                                       | FWQ17006-AUG        |                 |
|         |           |                                       | 001.3200.4551       | 202.50          |
|         |           |                                       | <b>Total :</b>      | <b>7,910.00</b> |
| 92373   | 9/30/2025 | 005553 CLARK PEST CONTROL OF STOCKTON | FS#1:PEST CONTROL   |                 |
|         |           |                                       | FS#1:PEST CONTROL   |                 |
|         |           |                                       | 028.2050.4589       | 28.00           |
|         |           |                                       | FS#1:PEST CONTROL   |                 |
|         |           |                                       | 029.2100.4589       | 28.00           |
|         |           |                                       | FS#2:PEST CONTROL   |                 |
|         |           |                                       | FS#2:PEST CONTROL   |                 |
|         |           |                                       | 028.2050.4589       | 28.00           |
|         |           |                                       | FS#2:PEST CONTROL   |                 |
|         |           |                                       | 029.2100.4589       | 28.00           |
|         |           |                                       | FS#3:PEST CONTROL   |                 |
|         |           |                                       | FS#3:PEST CONTROL   |                 |
|         |           |                                       | 028.2050.4589       | 28.00           |
|         |           |                                       | FS#3:PEST CONTROL   |                 |
|         |           |                                       | 029.2100.4589       | 28.00           |
|         |           |                                       | YMCA:PEST CONTROL   |                 |
|         |           |                                       | YMCA:PEST CONTROL   |                 |
|         |           |                                       | 001.6000.4589       | 114.00          |
|         |           |                                       | PD:PEST CONTROL     |                 |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                                | Description/Account                                                                                                                                                                                                                               | Amount                                                                                |
|---------|-----------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 92373   | 9/30/2025 | 005553 CLARK PEST CONTROL OF STOCKTON | (Continued)<br>PD:PEST CONTROL<br>001.2000.4589<br>CORP YARD:PEST CONTROL<br>CORP YARD:PEST CONTROL<br>004.8310.4589                                                                                                                              | 116.00<br><br><br><br><br>88.00<br><b>Total : 486.00</b>                              |
| 92374   | 9/30/2025 | 002106 CODE PUBLISHING, INC.          | MUNI CODE CODIFICATION-AUG<br>MUNI CODE CODIFICATION-AUG<br>001.1200.4625                                                                                                                                                                         | <br><br><br>188.00<br><b>Total : 188.00</b>                                           |
| 92375   | 9/30/2025 | 006373 COMPUTERIZED EMBROIDERY INC.   | UNIFORMS:VARGAS<br>UNIFORMS:VARGAS<br>001.4600.4249                                                                                                                                                                                               | <br><br><br>102.23<br><b>Total : 102.23</b>                                           |
| 92376   | 9/30/2025 | 000213 DAILY JOURNAL CORPORATION      | NIB 2025-07:NEWSPAPER PUB<br>NIB 2025-07:NEWSPAPER PUB<br>001.1200.4300<br>ORD 474 ADOPTION:NEWSPAPER PUB<br>ORD 474 ADOPTION:NEWSPAPER PUB<br>001.1200.4300<br>ORD 475 ADOPTION:NEWSPAPER PUB<br>ORD 475 ADOPTION:NEWSPAPER PUB<br>001.1200.4300 | <br><br><br>606.34<br><br><br>1,716.32<br><br><br>1,381.04<br><b>Total : 3,703.70</b> |
| 92377   | 9/30/2025 | 005394 DATA TICKET, INC.              | PARKING CITATIONS-AUG<br>PARKING CITATIONS-AUG<br>001.1700.4516                                                                                                                                                                                   | <br><br><br>119.16<br><b>Total : 119.16</b>                                           |
| 92378   | 9/30/2025 | 003360 DIRECTV                        | PD SATTELITE CABLE-SEP<br>PD SATTELITE CABLE-SEP<br>001.2000.4065                                                                                                                                                                                 | <br><br><br>120.00<br><b>Total : 120.00</b>                                           |



Bank code : wfb

| Voucher | Date      | Vendor                            | Description/Account | Amount   |
|---------|-----------|-----------------------------------|---------------------|----------|
| 92379   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT | LMD 04-SEP          |          |
|         |           |                                   | LMD 04-SEP          |          |
|         |           |                                   | 012.8500.4030       | 71.21    |
|         |           |                                   | POLICE STATION-SEP  |          |
|         |           |                                   | POLICE STATION-SEP  |          |
|         |           |                                   | 001.2000.4030       | 290.46   |
|         |           |                                   | POLICE STATION-SEP  |          |
|         |           |                                   | POLICE STATION-SEP  |          |
|         |           |                                   | 001.2000.4030       | 2,751.04 |
|         |           |                                   | LMD 29-SEP          |          |
|         |           |                                   | LMD 29-SEP          |          |
|         |           |                                   | 012.8500.4030       | 207.52   |
|         |           |                                   | CITY HALL-SEP       |          |
|         |           |                                   | CITY HALL-SEP       |          |
|         |           |                                   | 042.9510.4030       | 282.11   |
|         |           |                                   | LMD 15A-SEP         |          |
|         |           |                                   | LMD 15A-SEP         |          |
|         |           |                                   | 012.8500.4030       | 290.19   |
|         |           |                                   | LMD 07-SEP          |          |
|         |           |                                   | LMD 07-SEP          |          |
|         |           |                                   | 012.8500.4030       | 94.55    |
|         |           |                                   | BASELINE MEDIAN-SEP |          |
|         |           |                                   | BASELINE MEDIAN-SEP |          |
|         |           |                                   | 004.8310.4030       | 246.57   |
|         |           |                                   | FS#1-SEP            |          |
|         |           |                                   | FS#1-SEP            |          |
|         |           |                                   | 029.2100.4030       | 78.16    |
|         |           |                                   | FS#1-SEP            |          |
|         |           |                                   | 028.2050.4030       | 78.16    |
|         |           |                                   | LMD 21B-SEP         |          |
|         |           |                                   | LMD 21B-SEP         |          |
|         |           |                                   | 012.8500.4030       | 321.36   |
|         |           |                                   | FS#2-SEP            |          |
|         |           |                                   | FS#2-SEP            |          |
|         |           |                                   | 029.2100.4030       | 131.23   |
|         |           |                                   | FS#2-SEP            |          |
|         |           |                                   | 028.2050.4030       | 131.23   |
|         |           |                                   | AURANTIA PK-SEP     |          |

Bank code : wfb

| Voucher | Date      | Vendor                            | Description/Account | Amount   |
|---------|-----------|-----------------------------------|---------------------|----------|
| 92379   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT | (Continued)         |          |
|         |           |                                   | AURANTIA PK-SEP     |          |
|         |           |                                   | 001.6000.4030       | 1,748.27 |
|         |           |                                   | LMD 44-SEP          |          |
|         |           |                                   | LMD 44-SEP          |          |
|         |           |                                   | 012.8500.4030       | 1,180.09 |
|         |           |                                   | LMD 15-B-SEP        |          |
|         |           |                                   | LMD 15-B-SEP        |          |
|         |           |                                   | 012.8500.4030       | 333.93   |
|         |           |                                   | FS#3 FS-SEP         |          |
|         |           |                                   | FS#3 FS-SEP         |          |
|         |           |                                   | 029.2100.4030       | 11.26    |
|         |           |                                   | FS#3 FS-SEP         |          |
|         |           |                                   | 028.2050.4030       | 11.25    |
|         |           |                                   | FS#2 FS-SEP         |          |
|         |           |                                   | FS#2 FS-SEP         |          |
|         |           |                                   | 029.2100.4030       | 10.56    |
|         |           |                                   | FS#2 FS-SEP         |          |
|         |           |                                   | 028.2050.4030       | 10.55    |
|         |           |                                   | BASELINE MEDIAN-SEP |          |
|         |           |                                   | BASELINE MEDIAN-SEP |          |
|         |           |                                   | 004.8310.4030       | 438.03   |
|         |           |                                   | LMD 73-SEP          |          |
|         |           |                                   | LMD 73-SEP          |          |
|         |           |                                   | 012.8500.4030       | 62.69    |
|         |           |                                   | LMD 37-SEP          |          |
|         |           |                                   | LMD 37-SEP          |          |
|         |           |                                   | 012.8500.4030       | 304.61   |
|         |           |                                   | FS#3 DOM-SEP        |          |
|         |           |                                   | FS#3 DOM-SEP        |          |
|         |           |                                   | 028.2050.4030       | 139.30   |
|         |           |                                   | FS#3 DOM-SEP        |          |
|         |           |                                   | 029.2100.4030       | 325.02   |
|         |           |                                   | LMD 21-A-SEP        |          |
|         |           |                                   | LMD 21-A-SEP        |          |
|         |           |                                   | 012.8500.4030       | 86.96    |
|         |           |                                   | POLICE STATION-SEP  |          |
|         |           |                                   | POLICE STATION-SEP  |          |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                            | Description/Account    | Amount           |
|---------|-----------|-----------------------------------|------------------------|------------------|
| 92379   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT | (Continued)            |                  |
|         |           |                                   | 001.2000.4030          | 22.51            |
|         |           |                                   | FS#3 IRR-SEP           |                  |
|         |           |                                   | FS#3 IRR-SEP           |                  |
|         |           |                                   | 029.2100.4030          | 37.03            |
|         |           |                                   | FS#3 IRR-SEP           |                  |
|         |           |                                   | 028.2050.4030          | 37.02            |
|         |           |                                   | BOULDER MEDIAN-SEP     |                  |
|         |           |                                   | BOULDER MEDIAN-SEP     |                  |
|         |           |                                   | 004.8310.4030          | 1,377.11         |
|         |           |                                   | POLICE STATION-SEP     |                  |
|         |           |                                   | POLICE STATION-SEP     |                  |
|         |           |                                   | 001.2000.4030          | 22.51            |
|         |           |                                   | CITY HALL FS-SEP       |                  |
|         |           |                                   | CITY HALL FS-SEP       |                  |
|         |           |                                   | 042.9510.4030          | 21.11            |
|         |           |                                   | <b>Total :</b>         | <b>11,153.60</b> |
| 92380   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT | BEATTIE-IRRIGATION-SEP |                  |
|         |           |                                   | BEATTIE-IRRIGATION-SEP |                  |
|         |           |                                   | 001.6000.4030          | 447.66           |
|         |           |                                   | LMD 48B-SEP            |                  |
|         |           |                                   | LMD 48B-SEP            |                  |
|         |           |                                   | 012.8500.4030          | 840.43           |
|         |           |                                   | LMD 02-E-SEP           |                  |
|         |           |                                   | LMD 02-E-SEP           |                  |
|         |           |                                   | 012.8500.4030          | 951.75           |
|         |           |                                   | LMD 48C-SEP            |                  |
|         |           |                                   | LMD 48C-SEP            |                  |
|         |           |                                   | 012.8500.4030          | 129.47           |
|         |           |                                   | LMD 48C-SEP            |                  |
|         |           |                                   | LMD 48C-SEP            |                  |
|         |           |                                   | 012.8500.4030          | 1,176.55         |
|         |           |                                   | LMD 31-SEP             |                  |
|         |           |                                   | LMD 31-SEP             |                  |
|         |           |                                   | 012.8500.4030          | 622.64           |
|         |           |                                   | LMD 00-BASELINE-SEP    |                  |
|         |           |                                   | LMD 00-BASELINE-SEP    |                  |

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| Voucher | Date      | Vendor                            | Description/Account | Amount |
|---------|-----------|-----------------------------------|---------------------|--------|
| 92380   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT | (Continued)         |        |
|         |           |                                   | 012.8500.4030       | 498.02 |
|         |           |                                   | LMD 22-SEP          |        |
|         |           |                                   | LMD 22-SEP          |        |
|         |           |                                   | 012.8500.4030       | 285.68 |
|         |           |                                   | LMD 03-YARNELL-SEP  |        |
|         |           |                                   | LMD 03-YARNELL-SEP  |        |
|         |           |                                   | 012.8500.4030       | 45.64  |
|         |           |                                   | LMD 02-A-SEP        |        |
|         |           |                                   | LMD 02-A-SEP        |        |
|         |           |                                   | 012.8500.4030       | 83.19  |
|         |           |                                   | LMD 03-BASELINE-SEP |        |
|         |           |                                   | LMD 03-BASELINE-SEP |        |
|         |           |                                   | 012.8500.4030       | 110.97 |
|         |           |                                   | LMD 20-BASELINE-SEP |        |
|         |           |                                   | LMD 20-BASELINE-SEP |        |
|         |           |                                   | 012.8500.4030       | 429.25 |
|         |           |                                   | LMD 01-A-SEP        |        |
|         |           |                                   | LMD 01-A-SEP        |        |
|         |           |                                   | 012.8500.4030       | 99.61  |
|         |           |                                   | LMD 36-SEP          |        |
|         |           |                                   | LMD 36-SEP          |        |
|         |           |                                   | 012.8500.4030       | 338.39 |
|         |           |                                   | LMD 35-SEP          |        |
|         |           |                                   | LMD 35-SEP          |        |
|         |           |                                   | 012.8500.4030       | 152.27 |
|         |           |                                   | LMD 06-SEP          |        |
|         |           |                                   | LMD 06-SEP          |        |
|         |           |                                   | 012.8500.4030       | 51.33  |
|         |           |                                   | LMD 01-B-SEP        |        |
|         |           |                                   | LMD 01-B-SEP        |        |
|         |           |                                   | 012.8500.4030       | 91.09  |
|         |           |                                   | LMD 48-SEP          |        |
|         |           |                                   | LMD 48-SEP          |        |
|         |           |                                   | 012.8500.4030       | 931.19 |
|         |           |                                   | LMD 30-SEP          |        |
|         |           |                                   | LMD 30-SEP          |        |
|         |           |                                   | 012.8500.4030       | 861.01 |

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| Voucher | Date      | Vendor                                | Description/Account        | Amount           |
|---------|-----------|---------------------------------------|----------------------------|------------------|
| 92380   | 9/30/2025 | 000085 EAST VALLEY WATER DISTRICT     | (Continued)                |                  |
|         |           |                                       | LMD 39-SEP                 |                  |
|         |           |                                       | LMD 39-SEP                 |                  |
|         |           |                                       | 012.8500.4030              | 709.75           |
|         |           |                                       | CANYON OAKS PK-SEP         |                  |
|         |           |                                       | CANYON OAKS PK-SEP         |                  |
|         |           |                                       | 016.8540.4030              | 1,580.77         |
|         |           |                                       | LMD 02-B-SEP               |                  |
|         |           |                                       | LMD 02-B-SEP               |                  |
|         |           |                                       | 012.8500.4030              | 400.73           |
|         |           |                                       | LMD 13-SEP                 |                  |
|         |           |                                       | LMD 13-SEP                 |                  |
|         |           |                                       | 012.8500.4030              | 363.85           |
|         |           |                                       | LMD 02-D-SEP               |                  |
|         |           |                                       | LMD 02-D-SEP               |                  |
|         |           |                                       | 012.8500.4030              | 166.37           |
|         |           |                                       | LMD 02-C-SEP               |                  |
|         |           |                                       | LMD 02-C-SEP               |                  |
|         |           |                                       | 012.8500.4030              | 381.47           |
|         |           |                                       | LMD 08-SEP                 |                  |
|         |           |                                       | LMD 08-SEP                 |                  |
|         |           |                                       | 012.8500.4030              | 265.77           |
|         |           |                                       | LMD 20-STREATER-SEP        |                  |
|         |           |                                       | LMD 20-STREATER-SEP        |                  |
|         |           |                                       | 012.8500.4030              | 153.86           |
|         |           |                                       | <b>Total :</b>             | <b>12,168.71</b> |
| 92381   | 9/30/2025 | 002190 ENGINEERING RESOURCES OF SO CA | SDR19001 DES DIF FLOOD-JUL |                  |
|         |           |                                       | SDR19001 DES DIF FLOOD-JUL |                  |
|         |           |                                       | 007.8330.6600              | 880.00           |
|         |           |                                       | SDR19001 DES DIF FLOOD-AUG |                  |
|         |           |                                       | SDR19001 DES DIF FLOOD-AUG |                  |
|         |           |                                       | 007.8330.6600              | 6,941.25         |
|         |           |                                       | <b>Total :</b>             | <b>7,821.25</b>  |
| 92382   | 9/30/2025 | 000090 FEDEX                          | OVERNIGHT MAIL             |                  |
|         |           |                                       | OVERNIGHT MAIL             |                  |
|         |           |                                       | 001.4200.4210              | 42.12            |

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| Voucher | Date      | Vendor                            | Description/Account                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Amount                                                                                                                           |
|---------|-----------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 92382   | 9/30/2025 | 000090 000090 FEDEX               | (Continued)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Total : 42.12</b>                                                                                                             |
| 92383   | 9/30/2025 | 006392 FLEMING, BIANEY            | MILEAGE REIM-SEP<br>MILEAGE REIM-SEP<br>001.1700.4332                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 3.89<br><b>Total : 3.89</b>                                                                                                      |
| 92384   | 9/30/2025 | 006146 FM THOMAS AIR CONDITIONING | YMCA:HVAC REPAIRS<br>YMCA:HVAC REPAIRS<br>001.6000.4588<br>LIBRARY:ANNUAL HVAC MAINT<br>LIBRARY:ANNUAL HVAC MAINT<br>001.6000.4588<br>YMCA:ANNUAL HVAC MAINT<br>YMCA:ANNUAL HVAC MAINT<br>001.6000.4588<br>LIBRARY:HVAC REPAIRS<br>LIBRARY:HVAC REPAIRS<br>001.6000.4588<br>LIBRARY:HVAC REPAIRS<br>LIBRARY:HVAC REPAIRS<br>001.6000.4588<br>PD:HVAC REPAIR<br>PD:HVAC REPAIR<br>001.2000.4588<br>YMCA:HVAC REPAIR<br>YMCA:HVAC REPAIR<br>001.6000.4588<br>YMCA:HVAC REPAIRS<br>YMCA:HVAC REPAIRS<br>001.6000.4588<br>PD:HVAC REPAIRS<br>PD:HVAC REPAIRS<br>001.2000.4588 | 4,861.96<br>6,876.00<br>5,626.00<br>775.00<br>8,338.78<br>4,040.92<br>3,337.59<br>175.00<br>4,959.26<br><b>Total : 38,990.51</b> |
| 92385   | 9/30/2025 | 006429 GOLDEN WEST FENCE          | LINE FIRE:TRL FNC REPLACE<br>LINE FIRE:TRL FNC REPLACE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                  |

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|-------------|-----------|--------|-----------------------|-------------------------------------------------------------------------|------------------|
| Voucher     | Date      | Vendor | Description/Account   |                                                                         | Amount           |
| 92385       | 9/30/2025 | 006429 | GOLDEN WEST FENCE     | (Continued)<br>041.9500.4351                                            | 69,959.17        |
|             |           |        |                       | <b>Total :</b>                                                          | <b>69,959.17</b> |
| 92386       | 9/30/2025 | 002845 | GRAINGER INC          | PD:HVAC REPAIRS<br>PD:HVAC REPAIRS<br>001.2000.4070                     | 280.70           |
|             |           |        |                       | <b>Total :</b>                                                          | <b>280.70</b>    |
| 92387       | 9/30/2025 | 003947 | HDR ENGINEERING, INC. | STR17002 PE CCF(2017)-JUL<br>STR17002 PE CCF(2017)-JUL<br>027.8490.6550 | 1,350.00         |
|             |           |        |                       | <b>Total :</b>                                                          | <b>1,350.00</b>  |
| 92388       | 9/30/2025 | 000127 | K & L HARDWARE        | CORP YARD:BATTERY<br>CORP YARD:BATTERY<br>004.8310.4206                 | 8.61             |
|             |           |        |                       | CORP YARD:MISC SUPPLIES<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206     | 11.93            |
|             |           |        |                       | CITY HALL:MISC SUPPLIES<br>CITY HALL:MISC SUPPLIES<br>042.9510.4070     | 16.15            |
|             |           |        |                       | CORP YARD:MISC SUPPLIES<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206     | 3.21             |
|             |           |        |                       | CORP YARD:MISC SUPPLIES<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206     | 14.17            |
|             |           |        |                       | <b>Total :</b>                                                          | <b>54.07</b>     |
| 92389       | 9/30/2025 | 000207 | KONICA MINOLTA        | COPIER LEASE-SEP<br>COPIER LEASE-SEP<br>001.2000.4205                   | 603.40           |
|             |           |        |                       | COPIER LEASE-SEP<br>042.9510.4205                                       | 1,698.14         |
|             |           |        |                       | <b>Total :</b>                                                          | <b>2,301.54</b>  |
| 92390       | 9/30/2025 | 000145 | MATICH CORPORATION    | OLA23002 PPE#3 CON SB1 MOE-AUG                                          |                  |

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| Voucher | Date      | Vendor                               | Description/Account                                                                                                                                                                               | Amount                                                                     |
|---------|-----------|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| 92390   | 9/30/2025 | 000145 MATICH CORPORATION            | (Continued)<br>OLA23002 PPE#3 CON SB1 MOE-AUG<br>004.8310.6550<br>OLA23002 PPE#3 CON SB1 MOE RET-AUG<br>OLA23002 PPE#3 CON SB1 MOE RET-AUG<br>004.1350                                            | 126,249.32<br><br><br><br>-6,312.47<br><b>Total : 119,936.85</b>           |
| 92391   | 9/30/2025 | 006437 MDM CONSTRUCTION, INC.        | DUTCH BROS EC DEPOSIT REFUND<br>DUTCH BROS EC DEPOSIT REFUND<br>051.1440                                                                                                                          | <br><br>8,635.00<br><b>Total : 8,635.00</b>                                |
| 92392   | 9/30/2025 | 002439 MORGAN, MELISSA               | MILEAGE REIM-SEP<br>MILEAGE REIM-SEP<br>001.4200.4332                                                                                                                                             | <br><br>107.20<br><b>Total : 107.20</b>                                    |
| 92393   | 9/30/2025 | 001787 MOTOROLA SOLUTIONS INC.       | ALPR CAMERAS 25/26<br>ALPR CAMERAS 25/26<br>023.3890.4533                                                                                                                                         | <br><br>15,158.00<br><b>Total : 15,158.00</b>                              |
| 92394   | 9/30/2025 | 002408 PEOPLEREADY                   | 9TH ST:CLEAN UP R.O.W.<br>9TH ST:CLEAN UP R.O.W.<br>004.8310.4570                                                                                                                                 | <br><br>496.00<br><b>Total : 496.00</b>                                    |
| 92395   | 9/30/2025 | 005731 SITEONE LANDSCAPE SUPPLY, LLC | COMM PK:IRRIG PARTS<br>COMM PK:IRRIG PARTS<br>001.6000.4206<br>OAK CREEK PK:IRRIG PARTS<br>OAK CREEK PK:IRRIG PARTS<br>016.8540.4206<br>LMD 69:IRRIG PARTS<br>LMD 69:IRRIG PARTS<br>012.8500.4206 | <br><br>474.82<br><br><br>420.08<br><br><br>83.82<br><b>Total : 978.72</b> |



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| Voucher        | Date      | Vendor                            | Description/Account                                                                                                                                                                                                                                         | Amount                                                         |
|----------------|-----------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 92396          | 9/30/2025 | 006438 SMITH, WALTER N & CATHY JO | MILE MAKER REFUND:SMITH.W<br>MILE MAKER REFUND:SMITH.W<br>051.1488                                                                                                                                                                                          | 100.00                                                         |
| <b>Total :</b> |           |                                   |                                                                                                                                                                                                                                                             | <b>100.00</b>                                                  |
| 92397          | 9/30/2025 | 000204 SOCALGAS                   | FS#2-SEP<br>FS#2-SEP<br>028.2050.4020<br>FS#2-SEP<br>029.2100.4020<br>POLICE-SEP<br>POLICE-SEP<br>001.2000.4020<br>FS#3-SEP<br>FS#3-SEP<br>028.2050.4020<br>FS#3-SEP<br>029.2100.4020<br>FS#1-SEP<br>FS#1-SEP<br>028.2050.4020<br>FS#1-SEP<br>029.2100.4020 | 33.87<br>33.86<br>2,205.72<br>30.56<br>30.55<br>37.68<br>37.67 |
| <b>Total :</b> |           |                                   |                                                                                                                                                                                                                                                             | <b>2,409.91</b>                                                |
| 92398          | 9/30/2025 | 006238 SUNLAND COMMUNITIES LLC    | VOLUNTEER DINNER DONATION REF<br>VOLUNTEER DINNER DONATION REF<br>001.1450.8910                                                                                                                                                                             | 1,000.00                                                       |
| <b>Total :</b> |           |                                   |                                                                                                                                                                                                                                                             | <b>1,000.00</b>                                                |
| 92399          | 9/30/2025 | 004257 TRANE U.S. INC.            | YMCA CHILLER PROJ PPE#1-AUG<br>YMCA CHILLER PROJ PPE#1-AUG<br>007.8330.6030<br>YMCA CHILLER PROJ PPE#1 RET-AUG<br>YMCA CHILLER PROJ PPE#1 RET-AUG<br>007.1350                                                                                               | 316,900.00<br>-15,845.00                                       |
| <b>Total :</b> |           |                                   |                                                                                                                                                                                                                                                             | <b>301,055.00</b>                                              |

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| Voucher                     | Date      | Vendor                            | Description/Account                   | Amount     |
|-----------------------------|-----------|-----------------------------------|---------------------------------------|------------|
| 92400                       | 9/30/2025 | 000233 WAXIE SANITARY SUPPLY      | CITY HALL:JANITORIAL SUPPLIES         |            |
|                             |           |                                   | CITY HALL:JANITORIAL SUPPLIES         |            |
|                             |           |                                   | 042.9510.4055                         | 279.04     |
|                             |           |                                   | 60% RECYCLEABLE:JANITRIAL SUPPLIES    |            |
|                             |           |                                   | 042.9510.4055                         | 268.13     |
|                             |           |                                   | PARK:JANITORIAL SUPPLIES              |            |
|                             |           |                                   | 65% RECYCLABLE AURANTIA PK:JANITORIAL |            |
|                             |           |                                   | 001.6000.4055                         | 571.00     |
|                             |           |                                   | 65% RECYCLABLE COMM PK:JANITORIAL     |            |
|                             |           |                                   | 001.6000.4055                         | 446.48     |
|                             |           |                                   | Total :                               | 1,564.65   |
| 92401                       | 9/30/2025 | 003535 WEST COAST ARBORISTS, INC. | CITY WIDE TREE MAINT-AUG              |            |
|                             |           |                                   | CITY WIDE TREE MAINT-AUG              |            |
|                             |           |                                   | 004.8310.4680                         | 5,011.40   |
|                             |           |                                   | LMD 31 TREE MAINT-AUG                 |            |
|                             |           |                                   | LMD 31 TREE MAINT-AUG                 |            |
|                             |           |                                   | 012.8500.4585                         | 430.80     |
|                             |           |                                   | Total :                               | 5,442.20   |
| 92402                       | 9/30/2025 | 000237 WILLDAN ASSOCIATES         | STR22002 CE MSRI-AUG                  |            |
|                             |           |                                   | STR22002 CE MSRI-AUG                  |            |
|                             |           |                                   | 017.8350.6550                         | 1,433.50   |
|                             |           |                                   | Total :                               | 1,433.50   |
| 39 Vouchers for bank code : | wfb       |                                   | Bank total :                          | 709,810.97 |
| 39 Vouchers in this report  |           |                                   | Total vouchers :                      | 709,810.97 |

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| Voucher | Date      | Vendor                              | Description/Account                   | Amount           |
|---------|-----------|-------------------------------------|---------------------------------------|------------------|
| 1073    | 10/3/2025 | 006400 MISSION SQUARE PLAN SERVICES | MISSION SQ DEF COMP 457 TRAD: PAYMENT |                  |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 001.1170                              | 10,174.23        |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 004.1170                              | 1,612.12         |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 010.1170                              | 465.00           |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 012.1170                              | 14.51            |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 016.1170                              | 14.49            |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 023.1170                              | 23.76            |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 024.1170                              | 12.01            |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 041.1170                              | 185.34           |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 042.1170                              | 525.26           |
|         |           |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |                  |
|         |           |                                     | 070.1170                              | 215.10           |
|         |           |                                     | MISSION SQ DEF COMP 457 ROTH: Payment |                  |
|         |           |                                     | 001.1170                              | 169.99           |
|         |           |                                     | MISSION SQ DEF COMP 457 ROTH: Payment |                  |
|         |           |                                     | 042.1170                              | 30.01            |
|         |           |                                     | <b>Total :</b>                        | <b>13,441.82</b> |
| 1074    | 10/3/2025 | 000119 INTERNAL REVENUE SERVICE     | FEDERAL TAXES: PAYMENT                |                  |
|         |           |                                     | FEDERAL TAXES: Payment                |                  |
|         |           |                                     | 070.1120                              | 957.36           |
|         |           |                                     | SOCIAL SECURITY: Payment              |                  |
|         |           |                                     | 001.1140                              | 720.26           |
|         |           |                                     | SOCIAL SECURITY: Payment              |                  |
|         |           |                                     | 008.1140                              | 150.44           |
|         |           |                                     | SOCIAL SECURITY: Payment              |                  |
|         |           |                                     | 042.1140                              | 55.88            |

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| Voucher | Date      | Vendor                          | Description/Account    | Amount    |
|---------|-----------|---------------------------------|------------------------|-----------|
| 1074    | 10/3/2025 | 000119 INTERNAL REVENUE SERVICE | (Continued)            |           |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 001.1140               | 3,972.40  |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 004.1140               | 737.25    |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 008.1140               | 35.18     |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 010.1140               | 195.66    |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 012.1140               | 71.16     |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 016.1140               | 71.16     |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 023.1140               | 50.04     |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 024.1140               | 5.50      |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 041.1140               | 123.89    |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 042.1140               | 496.76    |
|         |           |                                 | MEDICARE: Payment      |           |
|         |           |                                 | 070.1140               | 176.68    |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 001.1120               | 16,803.96 |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 004.1120               | 2,674.20  |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 008.1120               | 5.92      |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 010.1120               | 745.68    |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 012.1120               | 301.04    |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 016.1120               | 301.02    |
|         |           |                                 | FEDERAL TAXES: Payment |           |
|         |           |                                 | 023.1120               | 199.24    |

Bank code : wfb

| Voucher | Date      | Vendor                                | Description/Account          | Amount           |
|---------|-----------|---------------------------------------|------------------------------|------------------|
| 1074    | 10/3/2025 | 000119 INTERNAL REVENUE SERVICE       | (Continued)                  |                  |
|         |           |                                       | FEDERAL TAXES: Payment       |                  |
|         |           |                                       | 024.1120                     | 17.06            |
|         |           |                                       | FEDERAL TAXES: Payment       |                  |
|         |           |                                       | 041.1120                     | 601.07           |
|         |           |                                       | FEDERAL TAXES: Payment       |                  |
|         |           |                                       | 042.1120                     | 1,427.49         |
|         |           |                                       | <b>Total :</b>               | <b>30,896.30</b> |
| 1075    | 10/3/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | EPMC: PAYMENT                |                  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |                  |
|         |           |                                       | 012.1145                     | 18.07            |
|         |           |                                       | PERS SERVICE CREDIT: Payment |                  |
|         |           |                                       | 016.1145                     | 18.07            |
|         |           |                                       | PERS SERVICE CREDIT: Payment |                  |
|         |           |                                       | 042.1145                     | 45.17            |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 001.1145                     | 25.37            |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 004.1145                     | 5.43             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 010.1145                     | 1.10             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 012.1145                     | 0.66             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 016.1145                     | 0.63             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 023.1145                     | 0.39             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 024.1145                     | 0.04             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 041.1145                     | 0.33             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 042.1145                     | 5.34             |
|         |           |                                       | PERS SURVIVOR: Payment       |                  |
|         |           |                                       | 070.1145                     | 0.70             |
|         |           |                                       | EPMC: Payment                |                  |

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| Voucher | Date      | Vendor                                | Description/Account | Amount    |
|---------|-----------|---------------------------------------|---------------------|-----------|
| 1075    | 10/3/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | (Continued)         |           |
|         |           |                                       | 001.1145            | 545.53    |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 004.1145            | 103.43    |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 012.1145            | 3.16      |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 016.1145            | 3.16      |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 023.1145            | 9.96      |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 024.1145            | 0.79      |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 041.1145            | 22.60     |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 042.1145            | 15.73     |
|         |           |                                       | EPMC: Payment       |           |
|         |           |                                       | 070.1145            | 64.49     |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 001.1145            | 19,598.57 |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 004.1145            | 3,843.64  |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 010.1145            | 1,116.50  |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 012.1145            | 302.51    |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 016.1145            | 302.46    |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 023.1145            | 269.40    |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 024.1145            | 26.50     |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 041.1145            | 559.05    |
|         |           |                                       | PERS: Payment       |           |
|         |           |                                       | 042.1145            | 2,212.61  |
|         |           |                                       | PERS: Payment       |           |

Bank code : wfb

| Voucher                        | Date      | Vendor                                | Description/Account          | Amount                            |
|--------------------------------|-----------|---------------------------------------|------------------------------|-----------------------------------|
| 1075                           | 10/3/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | (Continued)                  |                                   |
|                                |           |                                       | 070.1145                     | 1,029.24                          |
|                                |           |                                       | PERS SERVICE CREDIT: Payment |                                   |
|                                |           |                                       | 001.1145                     | 18.07                             |
|                                |           |                                       | PERS SERVICE CREDIT: Payment |                                   |
|                                |           |                                       | 004.1145                     | 81.31                             |
|                                |           |                                       | <b>Total :</b>               | <b>30,250.01</b>                  |
| 1076                           | 10/3/2025 | 000001 CALIF STATE EMPLOYMENT         | STATE TAXES: PAYMENT         |                                   |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 001.1130                     | 6,991.53                          |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 004.1130                     | 1,096.77                          |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 010.1130                     | 354.71                            |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 012.1130                     | 80.26                             |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 016.1130                     | 80.26                             |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 023.1130                     | 69.67                             |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 024.1130                     | 6.53                              |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 041.1130                     | 241.37                            |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 042.1130                     | 579.17                            |
|                                |           |                                       | STATE TAXES: Payment         |                                   |
|                                |           |                                       | 070.1130                     | 348.11                            |
|                                |           |                                       | <b>Total :</b>               | <b>9,848.38</b>                   |
| 4 Vouchers for bank code : wfb |           |                                       |                              | <b>Bank total : 84,436.51</b>     |
| 4 Vouchers in this report      |           |                                       |                              | <b>Total vouchers : 84,436.51</b> |

Bank code : wfb

| Voucher | Date | Vendor | Description/Account | Amount |
|---------|------|--------|---------------------|--------|
|---------|------|--------|---------------------|--------|



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CITY OF HIGHLAND

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| Voucher | Date      | Vendor                                | Description/Account          | Amount |
|---------|-----------|---------------------------------------|------------------------------|--------|
| 1078    | 10/3/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | EPMC: PAYMENT                |        |
|         |           |                                       | EPMC: Payment                |        |
|         |           |                                       | 001.1145                     | 0.79   |
|         |           |                                       | EPMC: Payment                |        |
|         |           |                                       | 004.1145                     | 3.55   |
|         |           |                                       | EPMC: Payment                |        |
|         |           |                                       | 012.1145                     | 0.79   |
|         |           |                                       | EPMC: Payment                |        |
|         |           |                                       | 016.1145                     | 0.79   |
|         |           |                                       | EPMC: Payment                |        |
|         |           |                                       | 042.1145                     | 1.97   |
|         |           |                                       | PERS SURVIVOR: Payment       |        |
|         |           |                                       | 042.1145                     | 0.21   |
|         |           |                                       | PERS: Payment                |        |
|         |           |                                       | 001.1145                     | 11.27  |
|         |           |                                       | PERS: Payment                |        |
|         |           |                                       | 004.1145                     | 50.75  |
|         |           |                                       | PERS: Payment                |        |
|         |           |                                       | 012.1145                     | 11.27  |
|         |           |                                       | PERS: Payment                |        |
|         |           |                                       | 016.1145                     | 11.27  |
|         |           |                                       | PERS: Payment                |        |
|         |           |                                       | 042.1145                     | 28.22  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |        |
|         |           |                                       | 001.1145                     | 18.08  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |        |
|         |           |                                       | 004.1145                     | 81.32  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |        |
|         |           |                                       | 012.1145                     | 18.08  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |        |
|         |           |                                       | 016.1145                     | 18.08  |
|         |           |                                       | PERS SERVICE CREDIT: Payment |        |
|         |           |                                       | 042.1145                     | 45.13  |
|         |           |                                       | PERS SURVIVOR: Payment       |        |
|         |           |                                       | 001.1145                     | 0.10   |
|         |           |                                       | PERS SURVIVOR: Payment       |        |

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CITY OF HIGHLAND

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Bank code : wfb

| Voucher | Date      | Vendor                                | Description/Account    | Amount |
|---------|-----------|---------------------------------------|------------------------|--------|
| 1078    | 10/3/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | (Continued)            |        |
|         |           |                                       | 004.1145               | 0.42   |
|         |           |                                       | PERS SURVIVOR: Payment |        |
|         |           |                                       | 012.1145               | 0.10   |
|         |           |                                       | PERS SURVIVOR: Payment |        |
|         |           |                                       | 016.1145               | 0.10   |
|         |           |                                       | Total :                | 302.29 |
| 1079    | 10/3/2025 | 000119 INTERNAL REVENUE SERVICE       | FEDERAL TAXES: PAYMENT |        |
|         |           |                                       | FEDERAL TAXES: Payment |        |
|         |           |                                       | 001.1120               | 41.84  |
|         |           |                                       | FEDERAL TAXES: Payment |        |
|         |           |                                       | 004.1120               | 188.29 |
|         |           |                                       | FEDERAL TAXES: Payment |        |
|         |           |                                       | 012.1120               | 41.84  |
|         |           |                                       | FEDERAL TAXES: Payment |        |
|         |           |                                       | 016.1120               | 41.84  |
|         |           |                                       | FEDERAL TAXES: Payment |        |
|         |           |                                       | 042.1120               | 104.62 |
|         |           |                                       | MEDICARE: Payment      |        |
|         |           |                                       | 001.1140               | 13.90  |
|         |           |                                       | MEDICARE: Payment      |        |
|         |           |                                       | 004.1140               | 62.58  |
|         |           |                                       | MEDICARE: Payment      |        |
|         |           |                                       | 012.1140               | 13.90  |
|         |           |                                       | MEDICARE: Payment      |        |
|         |           |                                       | 016.1140               | 13.90  |
|         |           |                                       | MEDICARE: Payment      |        |
|         |           |                                       | 042.1140               | 34.74  |
|         |           |                                       | Total :                | 557.45 |
| 1080    | 10/3/2025 | 000001 CALIF STATE EMPLOYMENT         | STATE TAXES: PAYMENT   |        |
|         |           |                                       | STATE TAXES: Payment   |        |
|         |           |                                       | 001.1130               | 31.61  |
|         |           |                                       | STATE TAXES: Payment   |        |
|         |           |                                       | 004.1130               | 142.21 |
|         |           |                                       | STATE TAXES: Payment   |        |
|         |           |                                       | 012.1130               | 31.61  |

Bank code : wfb

| Voucher                    | Date      | Vendor                        | Description/Account  | Amount   |
|----------------------------|-----------|-------------------------------|----------------------|----------|
| 1080                       | 10/3/2025 | 000001 CALIF STATE EMPLOYMENT | (Continued)          |          |
|                            |           |                               | STATE TAXES: Payment |          |
|                            |           |                               | 016.1130             | 31.61    |
|                            |           |                               | STATE TAXES: Payment |          |
|                            |           |                               | 042.1130             | 78.97    |
|                            |           |                               | Total :              | 316.01   |
| 3 Vouchers for bank code : | wfb       |                               | Bank total :         | 1,175.75 |
| 3 Vouchers in this report  |           |                               | Total vouchers :     | 1,175.75 |

**Voucher List**  
**CITY OF HIGHLAND**

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| Voucher | Date      | Vendor                         | Description/Account                                                                                                                                                                                                                                                                                                                                                                                                        | Amount                                                                                                        |
|---------|-----------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 92403   | 10/7/2025 | 004193 AECOM USA INC.          | BRG07001 DES RDA07 MAR-JUN<br>BRG07001 DES RDA07 MAR-JUN<br>010.3830.6813<br>BRG07001 DES HBP MAR-JUN<br>BRG07001 DES HBP MAR-JUN<br>030.8495.6813                                                                                                                                                                                                                                                                         | 808.59<br><br><br><br><br>6,241.02                                                                            |
| Total : |           |                                |                                                                                                                                                                                                                                                                                                                                                                                                                            | 7,049.61                                                                                                      |
| 92404   | 10/7/2025 | 005771 AMAZON CAPITAL SERVICES | OFFICE SUPPLIES<br>OFFICE SUPPLIES<br>001.1600.4200<br>OFFICE SUPPLIES<br>OFFICE SUPPLIES<br>042.9510.4203<br>50% RECYCLEABLE OFFICE SUPPLIES<br>001.1200.4200<br>OFFICE SUPPLIES<br>001.0500<br>LOGITECH IPAD CASE<br>LOGITECH IPAD CASE<br>001.4600.4200<br>DISASTER SUPPLIES FOR SHAKEOUT<br>DISASTER SUPPLIES FOR SHAKEOUT<br>042.9510.4260<br>IPAD A16 SCREEN PROTECTOR<br>IPAD A16 SCREEN PROTECTOR<br>042.9510.4203 | 10.76<br><br><br><br><br>68.16<br><br>112.63<br><br>13.80<br><br><br>129.29<br><br><br>104.51<br><br><br>9.71 |
| Total : |           |                                |                                                                                                                                                                                                                                                                                                                                                                                                                            | 448.86                                                                                                        |
| 92405   | 10/7/2025 | 006389 AMERIFLEX               | FSA:ZAMANO/FLEMING<br>FSA:ZAMANO 9/22/25-9/23/25<br>001.1182<br>FSA:FLEMING 9/19/25<br>001.1182<br>FSA:ZAMANO 9/25/25<br>FSA:ZAMANO 9/25/25<br>001.1182                                                                                                                                                                                                                                                                    | 20.00<br><br><br><br>50.00<br><br><br>2.41                                                                    |

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**CITY OF HIGHLAND**

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Bank code : wfb

| Voucher | Date      | Vendor                                | Description/Account                  | Amount               |
|---------|-----------|---------------------------------------|--------------------------------------|----------------------|
| 92405   | 10/7/2025 | 006389 006389 AMERIFLEX               | (Continued)                          | <b>Total : 72.41</b> |
| 92406   | 10/7/2025 | 000043 BALLARD PLUMBING HEATING & AIR | FS#1:HVAC QTRLY SVC                  |                      |
|         |           |                                       | FS#1:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 028.2050.4588                        | 112.50               |
|         |           |                                       | FS#1:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 029.2100.4588                        | 112.50               |
|         |           |                                       | FS#2:HVAC QTRLY SVC                  |                      |
|         |           |                                       | FS#2:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 028.2050.4588                        | 112.50               |
|         |           |                                       | FS#2:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 029.2100.4588                        | 112.50               |
|         |           |                                       | FS#3:HVAC QTRLY SVC                  |                      |
|         |           |                                       | FS#3:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 028.2050.4588                        | 112.50               |
|         |           |                                       | FS#3:HVAC QTRLY SVC                  |                      |
|         |           |                                       | 029.2100.4588                        | 112.50               |
|         |           |                                       | <b>Total : 675.00</b>                |                      |
| 92407   | 10/7/2025 | 006228 BIG BRAND TIRE & SERVICE CO    | TRAILER#136:TIRES                    |                      |
|         |           |                                       | TRAILER#136:TIRES                    |                      |
|         |           |                                       | 004.8310.4245                        | 185.34               |
|         |           |                                       | VEH#121:VEH MAINT                    |                      |
|         |           |                                       | VEH#121:VEH MAINT                    |                      |
|         |           |                                       | 001.4600.4240                        | 478.19               |
|         |           |                                       | <b>Total : 663.53</b>                |                      |
| 92408   | 10/7/2025 | 002912 CHAMPION ELECTRIC, INC.        | FS#1:AIR COMPRESSOR INSTALL          |                      |
|         |           |                                       | FS#1:AIR COMPRESSOR INSTALL          |                      |
|         |           |                                       | 028.2050.4245                        | 745.00               |
|         |           |                                       | FS#1:AIR COMPRESSOR INSTALL          |                      |
|         |           |                                       | 029.2100.4245                        | 745.00               |
|         |           |                                       | <b>Total : 1,490.00</b>              |                      |
| 92409   | 10/7/2025 | 005580 CIVICPLUS, LLC.                | DNS ANNUAL FEE:URL 12/11/25-12/10/26 |                      |
|         |           |                                       | DNS ANNUAL FEE:URL 12/11/25-12/10/26 |                      |
|         |           |                                       | 042.9510.4623                        | 18,149.94            |
|         |           |                                       | <b>Total : 18,149.94</b>             |                      |

**Voucher List**  
**CITY OF HIGHLAND**

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Bank code : wfb

| Voucher | Date      | Vendor                                | Description/Account                                                                                                                                                   | Amount                                                                                                   |
|---------|-----------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| 92410   | 10/7/2025 | 000744 D&T AUTO REPAIR                | VEH#105:VEH MAINT<br>VEH#105:VEH MAINT<br>004.8310.4240<br>VEH#127:VEH MAINT<br>VEH#127:VEH MAINT<br>001.4600.4240                                                    | 530.57<br><br><br><br><br>200.47<br><b>Total : 731.04</b>                                                |
| 92411   | 10/7/2025 | 006259 DEPENDABLE BREAK ROOM SOLUTION | CITY HALL:MONTHLY COFFEE<br>CITY HALL:MONTHLY COFFEE<br>042.9510.4200                                                                                                 | <br><br><br>49.50<br><b>Total : 49.50</b>                                                                |
| 92412   | 10/7/2025 | 002190 ENGINEERING RESOURCES OF SO CA | OLA23002 CE MSRI-AUG<br>OLA23002 CE MSRI-AUG<br>017.8350.6550<br>TRA20001 CE RTP-AUG<br>TRA20001 CE RTP-AUG<br>030.8495.6816                                          | <br><br><br><br><br>2,610.00<br><br>6,789.84<br><b>Total : 9,399.84</b>                                  |
| 92413   | 10/7/2025 | 002617 FERGUSON ENTERPRISES LLC       | COMM PK:IRRIG PARTS<br>COMM PK:IRRIG PARTS<br>001.6000.4206                                                                                                           | <br><br><br>162.88<br><b>Total : 162.88</b>                                                              |
| 92414   | 10/7/2025 | 005018 FLYERS ENERGY, LLC             | FUEL-SEP<br>FUEL-SEP<br>001.2000.4220<br>FUEL-SEP<br>001.4600.4220<br>FUEL-SEP<br>001.6000.4220<br>FUEL-SEP<br>004.8310.4220<br>FUEL-SEP<br>028.2050.4220<br>FUEL-SEP | <br><br><br><br><br><br><br><br><br><br>4,865.19<br><br>262.86<br><br>140.29<br><br>526.26<br><br>953.96 |

**Voucher List**  
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| Voucher        | Date      | Vendor                               | Description/Account     | Amount          |
|----------------|-----------|--------------------------------------|-------------------------|-----------------|
| 92414          | 10/7/2025 | 005018 FLYERS ENERGY, LLC            | (Continued)             |                 |
|                |           |                                      | 029.2100.4220           | 953.96          |
|                |           |                                      | FUEL-SEP                |                 |
|                |           |                                      | 042.9510.4220           | 35.10           |
| <b>Total :</b> |           |                                      |                         | <b>7,737.62</b> |
| 92415          | 10/7/2025 | 006146 FM THOMAS AIR CONDITIONING    | YMCA:HVAC REPAIRS       |                 |
|                |           |                                      | YMCA:HVAC REPAIRS       |                 |
|                |           |                                      | 001.6000.4588           | 2,434.13        |
|                |           |                                      | LIBRARY:HVAC REPAIR     |                 |
|                |           |                                      | LIBRARY:HVAC REPAIR     |                 |
|                |           |                                      | 001.6000.4588           | 700.00          |
| <b>Total :</b> |           |                                      |                         | <b>3,134.13</b> |
| 92416          | 10/7/2025 | 002845 GRAINGER INC                  | LIBRARY:HVAC MAINT      |                 |
|                |           |                                      | LIBRARY:HVAC MAINT      |                 |
|                |           |                                      | 001.6000.4070           | 76.43           |
| <b>Total :</b> |           |                                      |                         | <b>76.43</b>    |
| 92417          | 10/7/2025 | 006187 GREASE MONKEY #977            | VEH#121:OIL CHANGE      |                 |
|                |           |                                      | VEH#121:OIL CHANGE      |                 |
|                |           |                                      | 001.4600.4240           | 119.08          |
| <b>Total :</b> |           |                                      |                         | <b>119.08</b>   |
| 92418          | 10/7/2025 | 000662 HI WAY SAFETY INC             | SIGNS                   |                 |
|                |           |                                      | SIGNS                   |                 |
|                |           |                                      | 004.8310.4206           | 78.85           |
| <b>Total :</b> |           |                                      |                         | <b>78.85</b>    |
| 92419          | 10/7/2025 | 005671 HOME DEPOT CREDIT SERVICES    | CORP YARD:MISC SUPPLIES |                 |
|                |           |                                      | CORP YARD:MISC SUPPLIES |                 |
|                |           |                                      | 004.8310.4206           | 36.04           |
| <b>Total :</b> |           |                                      |                         | <b>36.04</b>    |
| 92420          | 10/7/2025 | 001618 INNOVATIVE FEDERAL STRATEGIES | PROFESSIONAL SVC-SEP    |                 |
|                |           |                                      | PROFESSIONAL SVC-SEP    |                 |
|                |           |                                      | 023.3890.4554           | 4,250.00        |
| <b>Total :</b> |           |                                      |                         | <b>4,250.00</b> |

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|---------|-----------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 92421   | 10/7/2025 | 006343 INTERMEDIA.NET INC.          | VOIP-OCT<br>VOIP-OCT<br>042.9510.4533                                                                                                                                                                                                                                                                                                                                                                          | 2,499.18                                            |
| Total : |           |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                | 2,499.18                                            |
| 92422   | 10/7/2025 | 000127 K & L HARDWARE               | CORP YARD:MISC SUPPLIES<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206                                                                                                                                                                                                                                                                                                                                            | 10.78                                               |
| Total : |           |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                | 10.78                                               |
| 92423   | 10/7/2025 | 000207 KONICA MINOLTA               | IT MONTHLY CONTRACT-OCT<br>IT MONTHLY CONTRACT-OCT<br>042.9510.4627                                                                                                                                                                                                                                                                                                                                            | 351.84                                              |
| Total : |           |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                | 351.84                                              |
| 92424   | 10/7/2025 | 001404 LOWE'S                       | FS#1-AIR COMPRESSOR INSTALL<br>FS#1-AIR COMPRESSOR INSTALL<br>028.2050.4245<br>FS#1-AIR COMPRESSOR INSTALL<br>029.2100.4245<br>MEM PARK:WATER FOUNTAIN REPAIR<br>MEM PARK:WATER FOUNTAIN REPAIR<br>001.6000.4206<br>CORP YARD:GENERATOR<br>CORP YARD:GENERATOR<br>004.8310.4206<br>FS#1-AIR COMPRESSOR INSTALL<br>FS#1-AIR COMPRESSOR INSTALL<br>028.2050.4245<br>FS#1-AIR COMPRESSOR INSTALL<br>029.2100.4245 | 13.07<br>13.06<br>254.88<br>60.39<br>30.23<br>30.22 |
| Total : |           |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                | 401.85                                              |
| 92425   | 10/7/2025 | 006407 MCCI,LLC C/O ENTERPRISE BANK | LASER FISCHE:SUBSCRIPTION 25/26<br>LASER FISCHE:SUBSCRIPTION 25/26<br>042.9510.4255                                                                                                                                                                                                                                                                                                                            | 1,443.75                                            |
| Total : |           |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                | 1,443.75                                            |
| 92426   | 10/7/2025 | 002511 RECORDER-CLERK CO OF SB      | DOCUMENT RECORDING-SEP                                                                                                                                                                                                                                                                                                                                                                                         |                                                     |



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| 92426   | 10/7/2025 | 002511 | RECORDER-CLERK CO OF SB               |               |
|         |           |        | (Continued)                           |               |
|         |           |        | DOCUMENT RECORDING-SEP                |               |
|         |           |        | 001.1200.4506                         | 44.00         |
|         |           |        | DOCUMENT RECORDING-SEP                |               |
|         |           |        | DOCUMENT RECORDING-SEP                |               |
|         |           |        | 001.1200.4506                         | 135.00        |
|         |           |        | <b>Total :</b>                        | <b>179.00</b> |
| 92427   | 10/7/2025 | 001414 | RICHARDS, WATSON & GERSHON            |               |
|         |           |        | GENERAL-MAR                           |               |
|         |           |        | GENERAL-MAR                           |               |
|         |           |        | 001.1450.4520                         | 12,531.53     |
|         |           |        | CODE ENFORCEMENT CASE#11382-MAR       |               |
|         |           |        | CODE ENFORCEMENT CASE#11382-MAR       |               |
|         |           |        | 001.4600.4520                         | 1,627.40      |
|         |           |        | CODE ENFORCEMENT GEN-MAR              |               |
|         |           |        | CODE ENFORCEMENT GEN-MAR              |               |
|         |           |        | 001.4600.4520                         | 2,035.31      |
|         |           |        | CODE ENFORCEMENT CASE#9971-MAR        |               |
|         |           |        | CODE ENFORCEMENT CASE#9971-MAR        |               |
|         |           |        | 001.4600.4200                         | 2,408.90      |
|         |           |        | PERSONNEL & LABOR RELATIONS-MAR       |               |
|         |           |        | PERSONNEL & LABOR RELATIONS-MAR       |               |
|         |           |        | 001.1450.4520                         | 1,584.80      |
|         |           |        | CODE ENFORCEMENT-MAR                  |               |
|         |           |        | CODE ENFORCEMENT-MAR                  |               |
|         |           |        | 001.4600.4520                         | 1,900.60      |
|         |           |        | GENERAL-AUG                           |               |
|         |           |        | GENERAL-AUG                           |               |
|         |           |        | 001.1450.4520                         | 17,594.25     |
|         |           |        | TTM24003 DIVERSIFIED-AUG              |               |
|         |           |        | TTM24003 DIVERSIFIED-AUG              |               |
|         |           |        | 001.4100.4520                         | 391.40        |
|         |           |        | WAKELAND-AUG                          |               |
|         |           |        | WAKELAND-AUG                          |               |
|         |           |        | 070.7000.4520                         | 61.80         |
|         |           |        | CODE ENFORCEMENT CASE#27356 5THST-AUG |               |
|         |           |        | CODE ENFORCEMENT CASE#27356 5THST-AUG |               |
|         |           |        | 001.4600.4520                         | 41.20         |

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| 92427   | 10/7/2025 | 001414 RICHARDS, WATSON & GERSHON   | (Continued)                           |                  |
|         |           |                                     | CODE ENFORCEMENT-AUG                  |                  |
|         |           |                                     | CODE ENFORCEMENT-AUG                  |                  |
|         |           |                                     | 001.4600.4520                         | 10,905.07        |
|         |           |                                     | CODE ENFORCEMENT CASE#8203-AUG        |                  |
|         |           |                                     | CODE ENFORCEMENT CASE#8203-AUG        |                  |
|         |           |                                     | 001.4600.4520                         | 110.50           |
|         |           |                                     | CODE ENFORCEMENT CASE#10715-AUG       |                  |
|         |           |                                     | CODE ENFORCEMENT CASE#10715-AUG       |                  |
|         |           |                                     | 001.4600.4520                         | 88.40            |
|         |           |                                     | CODE ENFORCEMENT CASE#11453-AUG       |                  |
|         |           |                                     | CODE ENFORCEMENT CASE#11453-AUG       |                  |
|         |           |                                     | 001.4600.4520                         | 44.20            |
|         |           |                                     | CODE ENFORCEMENT CASE#12364-AUG       |                  |
|         |           |                                     | CODE ENFORCEMENT CASE#12364-AUG       |                  |
|         |           |                                     | 001.4600.4200                         | 44.20            |
|         |           |                                     | SWK19001 RW MSRI-AUG                  |                  |
|         |           |                                     | SWK19001 RW MSRI-AUG                  |                  |
|         |           |                                     | 017.8350.6545                         | 14.72            |
|         |           |                                     | SWK19001 RW ART3-AUG                  |                  |
|         |           |                                     | SWK19001 RW ART3-AUG                  |                  |
|         |           |                                     | 005.8320.6545                         | 14.71            |
|         |           |                                     | CODE ENFORCEMENT-AUG                  |                  |
|         |           |                                     | CODE ENFORCEMENT-AUG                  |                  |
|         |           |                                     | 001.4600.4520                         | 886.12           |
|         |           |                                     | ADV PEOPLES COLLECTIVE ENVIRO JUS-AUG |                  |
|         |           |                                     | ADV PEOPLES COLLECTIVE ENVIRO JUS-AUG |                  |
|         |           |                                     | 001.1450.4520                         | 604.80           |
|         |           |                                     | CODE ENFORCEMENT CASE#9971-AUG        |                  |
|         |           |                                     | CODE ENFORCEMENT CASE#9971-AUG        |                  |
|         |           |                                     | 001.4600.4200                         | 1,127.20         |
|         |           |                                     | <b>Total :</b>                        | <b>54,017.11</b> |
| 92428   | 10/7/2025 | 006440 S & D CARWASH MANAGEMENT,LLC | QUICK QUACK CARWASH EC DEP REFUND     |                  |
|         |           |                                     | QUICK QUACK CARWASH EC DEP REFUND     |                  |
|         |           |                                     | 051.1440                              | 10,600.00        |
|         |           |                                     | <b>Total :</b>                        | <b>10,600.00</b> |

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| 92429   | 10/7/2025 | 003713 SATCOM GLOBAL LTD.            | SATTELITE PHONE-SEP                 |               |
|         |           |                                      | SATTELITE PHONE-SEP                 |               |
|         |           |                                      | 028.2050.4061                       | 28.61         |
|         |           |                                      | SATTELITE PHONE-SEP                 |               |
|         |           |                                      | 029.2100.4061                       | 28.60         |
|         |           |                                      | SATTELITE PHONE-SEP                 |               |
|         |           |                                      | 001.2000.4061                       | 57.21         |
|         |           |                                      | SATTELITE PHONE-SEP                 |               |
|         |           |                                      | 042.9510.4061                       | 57.21         |
|         |           |                                      | <b>Total :</b>                      | <b>171.63</b> |
| 92430   | 10/7/2025 | 005731 SITEONE LANDSCAPE SUPPLY, LLC | LMD 48:IRRIG SUPPLIES               |               |
|         |           |                                      | LMD 48:IRRIG SUPPLIES               |               |
|         |           |                                      | 012.8500.4206                       | 143.23        |
|         |           |                                      | <b>Total :</b>                      | <b>143.23</b> |
| 92431   | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON    | CUNNINGHAM PK-SEP                   |               |
|         |           |                                      | CUNNINGHAM PK-SEP                   |               |
|         |           |                                      | 016.8540.4010                       | 15.42         |
|         |           |                                      | AURANTIA PK-SEP                     |               |
|         |           |                                      | AURANTIA PK-SEP                     |               |
|         |           |                                      | 001.6000.4010                       | 96.98         |
|         |           |                                      | CANYON OAK-SEP                      |               |
|         |           |                                      | CANYON OAK-SEP                      |               |
|         |           |                                      | 016.8540.4010                       | 21.92         |
|         |           |                                      | ST LIGHT ACQUISITION-SALES PH 1-SEP |               |
|         |           |                                      | ST LIGHT ACQUISITION-SALES PH 1-SEP |               |
|         |           |                                      | 013.8510.4011                       | 15,890.04     |
|         |           |                                      | LMD 48-SEP                          |               |
|         |           |                                      | LMD 48-SEP                          |               |
|         |           |                                      | 012.8500.4010                       | 2.86          |
|         |           |                                      | UPLIGHTING-SEP                      |               |
|         |           |                                      | 013.8510.4011                       | 12.56         |
|         |           |                                      | CITY HALL-SEP                       |               |
|         |           |                                      | CITY HALL-SEP                       |               |
|         |           |                                      | 042.9510.4010                       | 1,977.49      |
|         |           |                                      | LS3-SEP                             |               |
|         |           |                                      | LS3-SEP                             |               |

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| 92431   | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | (Continued)                   |                  |
|         |           |                                   | 013.8510.4011                 | 29.97            |
|         |           |                                   | OAK CREEK PK-SEP              |                  |
|         |           |                                   | OAK CREEK PK-SEP              |                  |
|         |           |                                   | 016.8540.4010                 | 17.24            |
|         |           |                                   | SEELEY PK-AUG                 |                  |
|         |           |                                   | 016.8540.4010                 | 22.93            |
|         |           |                                   | LS3: VARIOUS-SEP              |                  |
|         |           |                                   | LS3: VARIOUS-SEP              |                  |
|         |           |                                   | 013.8510.4011                 | 14.98            |
|         |           |                                   | LS3:VARIOUS-SEP               |                  |
|         |           |                                   | LS3:VARIOUS-SEP               |                  |
|         |           |                                   | 013.8510.4011                 | 699.61           |
|         |           |                                   | LS1: VARIOUS-SEP              |                  |
|         |           |                                   | LS1: VARIOUS-SEP              |                  |
|         |           |                                   | 013.8510.4011                 | 9,520.44         |
|         |           |                                   | BASELINE MEDIAN-SEP           |                  |
|         |           |                                   | BASELINE MEDIAN-SEP           |                  |
|         |           |                                   | 004.8310.4010                 | 512.35           |
|         |           |                                   | LS2: VARIOUS-SEP              |                  |
|         |           |                                   | LS2: VARIOUS-SEP              |                  |
|         |           |                                   | 013.8510.4011                 | 1,228.00         |
|         |           |                                   | SIGNALS:VARIOUS-SEP           |                  |
|         |           |                                   | SIGNALS:VARIOUS-SEP           |                  |
|         |           |                                   | 004.8310.4580                 | 547.60           |
|         |           |                                   | LS3-27477 1/2 BASELINE ST-SEP |                  |
|         |           |                                   | LS3-27477 1/2 BASELINE ST-SEP |                  |
|         |           |                                   | 013.8510.4011                 | 24.20            |
|         |           |                                   | <b>Total :</b>                | <b>30,634.59</b> |
| 92432   | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | POLICE STATION-SEP            |                  |
|         |           |                                   | POLICE STATION-SEP            |                  |
|         |           |                                   | 001.2000.4010                 | 12,166.26        |
|         |           |                                   | EVC STATIONS-SEP              |                  |
|         |           |                                   | EVC STATIONS-SEP              |                  |
|         |           |                                   | 042.9510.4012                 | 10,688.67        |
|         |           |                                   | CITY HALL-SEP                 |                  |
|         |           |                                   | CITY HALL-SEP                 |                  |

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| 92432          | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | (Continued)         |                  |
|                |           |                                   | 042.9510.4010       | 2,807.71         |
|                |           |                                   | CORP YARD-SEP       |                  |
|                |           |                                   | CORP YARD-SEP       |                  |
|                |           |                                   | 004.8310.4010       | 1,405.90         |
|                |           |                                   | FS#1-3-SEP          |                  |
|                |           |                                   | FS#3-SEP            |                  |
|                |           |                                   | 028.2050.4010       | 1,321.54         |
|                |           |                                   | FS#3-SEP            |                  |
|                |           |                                   | 029.2100.4010       | 1,321.53         |
|                |           |                                   | FS#1-AUG            |                  |
|                |           |                                   | 028.2050.4010       | 770.85           |
|                |           |                                   | FS#1-AUG            |                  |
|                |           |                                   | 029.2100.4010       | 770.84           |
|                |           |                                   | FS#2-AUG            |                  |
|                |           |                                   | 028.2050.4010       | 721.76           |
|                |           |                                   | FS#2-AUG            |                  |
|                |           |                                   | 029.2100.4010       | 721.75           |
|                |           |                                   | LS3-1/2 5T ST-SEP   |                  |
|                |           |                                   | LS3-SEP             |                  |
|                |           |                                   | 013.8510.4011       | 14.98            |
|                |           |                                   | LIBRARY/ELC-SEP     |                  |
|                |           |                                   | LIBRARY/ELC-SEP     |                  |
|                |           |                                   | 001.6000.4010       | 11,973.70        |
| <b>Total :</b> |           |                                   |                     | <b>44,685.49</b> |
| 92433          | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | SIGNALS:VARIOUS-JUL |                  |
|                |           |                                   | SIGNALS:VARIOUS-JUL |                  |
|                |           |                                   | 004.8310.4580       | 3,651.20         |
|                |           |                                   | SIGNALS:VARIOUS-AUG |                  |
|                |           |                                   | SIGNALS:VARIOUS-AUG |                  |
|                |           |                                   | 004.8310.4580       | 3,859.94         |
|                |           |                                   | LMD-VARIOUS-AUG     |                  |
|                |           |                                   | LMD 10-AUG          |                  |
|                |           |                                   | 012.8500.4010       | 18.88            |
|                |           |                                   | LMD 22-AUG          |                  |
|                |           |                                   | 012.8500.4010       | 16.83            |
|                |           |                                   | LMD 03-AUG          |                  |

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| 92433   | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | (Continued)         |        |
|         |           |                                   | 012.8500.4010       | 16.14  |
|         |           |                                   | LMD 16-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.38  |
|         |           |                                   | LMD 20-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 02-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 35-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 01-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 31-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.83  |
|         |           |                                   | LMD 21-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 00-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 15-AUG          |        |
|         |           |                                   | 012.8500.4010       | 33.52  |
|         |           |                                   | LMD 02-AUG          |        |
|         |           |                                   | 012.8500.4010       | 32.99  |
|         |           |                                   | LMD 04-AUG          |        |
|         |           |                                   | 012.8500.4010       | 17.14  |
|         |           |                                   | LMD 07-AUG          |        |
|         |           |                                   | 012.8500.4010       | 15.54  |
|         |           |                                   | LMD 06-AUG          |        |
|         |           |                                   | 012.8500.4010       | 15.30  |
|         |           |                                   | LMD 05-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.38  |
|         |           |                                   | LMD 11-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.83  |
|         |           |                                   | LMD 02-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 34-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 36-AUG          |        |

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| 92433   | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON | (Continued)         |        |
|         |           |                                   | 012.8500.4010       | 32.05  |
|         |           |                                   | LMD 44-AUG          |        |
|         |           |                                   | 012.8500.4010       | 17.07  |
|         |           |                                   | LMD 17-AUG          |        |
|         |           |                                   | 012.8500.4010       | 25.06  |
|         |           |                                   | LMD 47-AUG          |        |
|         |           |                                   | 012.8500.4010       | 17.01  |
|         |           |                                   | LMD 29-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 08-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 09-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.83  |
|         |           |                                   | LMD 68/69-AUG       |        |
|         |           |                                   | 012.8500.4010       | 15.81  |
|         |           |                                   | LMD 20-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 10-AUG          |        |
|         |           |                                   | 012.8500.4010       | 28.34  |
|         |           |                                   | LMD 30-AUG          |        |
|         |           |                                   | 012.8500.4010       | 17.24  |
|         |           |                                   | LMD 37-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 73-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 48B-AUG         |        |
|         |           |                                   | 012.8500.4010       | 16.83  |
|         |           |                                   | LMD 48C-AUG         |        |
|         |           |                                   | 012.8500.4010       | 16.83  |
|         |           |                                   | LMD 70-AUG          |        |
|         |           |                                   | 012.8500.4010       | 15.44  |
|         |           |                                   | LMD 13-AUG          |        |
|         |           |                                   | 012.8500.4010       | 15.44  |
|         |           |                                   | LMD 55-AUG          |        |
|         |           |                                   | 012.8500.4010       | 16.61  |
|         |           |                                   | LMD 76-AUG          |        |

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| Voucher        | Date      | Vendor                                  | Description/Account                                                                                                                 | Amount           |
|----------------|-----------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 92433          | 10/7/2025 | 000203 SOUTHERN CALIFORNIA EDISON       | (Continued)<br>012.8500.4010                                                                                                        | 15.67            |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>8,226.06</b>  |
| 92434          | 10/7/2025 | 006405 SUPERIOR MEDICAL WASTE, DISPOSAL | ILLEGAL DUMPED SHARPS<br>ILLEGAL DUMPED SHARPS<br>001.4200.4596                                                                     | 60.00            |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>60.00</b>     |
| 92435          | 10/7/2025 | 003044 THOMSON REUTERS WEST             | CODE BOOKS-OCT<br>CODE BOOKS-OCT<br>001.1200.4626                                                                                   | 1,719.66         |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>1,719.66</b>  |
| 92436          | 10/7/2025 | 003689 TPX COMMUNICATIONS               | POLICE DEPT-SEP<br>POLICE DEPT-SEP<br>001.2000.4060                                                                                 | 251.95           |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>251.95</b>    |
| 92437          | 10/7/2025 | 005839 TRUSTED TECH TEAM                | MICROSOFT 365-OCT<br>MICROSOFT 365-OCT<br>042.9510.4533                                                                             | 2,333.50         |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>2,333.50</b>  |
| 92438          | 10/7/2025 | 000086 TYLER TECHNOLOGIES, INC          | EERP MIGRATION 9/17/25<br>EERP MIGRATION 9/17/25<br>007.8330.4533                                                                   | 1,400.00         |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>1,400.00</b>  |
| 92439          | 10/7/2025 | 000237 WILLDAN ASSOCIATES               | CODE ENFORCEMENT-AUG<br>CODE ENFORCEMENT-AUG<br>001.4600.4538                                                                       | 13,500.00        |
| <b>Total :</b> |           |                                         |                                                                                                                                     | <b>13,500.00</b> |
| 92440          | 10/7/2025 | 006001 YUNEX LLC                        | TS RESPONSE CALL OUTS-AUG<br>TS RESPONSE CALL OUTS-AUG<br>004.8310.4580<br>STL RESPONSE CALL OUTS-AUG<br>STL RESPONSE CALL OUTS-AUG | 5,071.56         |



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| Voucher                     | Date      | Vendor           | Description/Account      | Amount     |
|-----------------------------|-----------|------------------|--------------------------|------------|
| 92440                       | 10/7/2025 | 006001 YUNEX LLC | (Continued)              |            |
|                             |           |                  | 013.8510.4664            | 206.98     |
|                             |           |                  | TRAFFIC SIGNAL MAINT-AUG |            |
|                             |           |                  | TRAFFIC SIGNAL MAINT-AUG |            |
|                             |           |                  | 004.8310.4580            | 3,872.28   |
|                             |           |                  | STL MAINT-AUG            |            |
|                             |           |                  | STL MAINT-AUG            |            |
|                             |           |                  | 013.8510.4664            | 2,528.50   |
|                             |           |                  | Total :                  | 11,679.32  |
| 38 Vouchers for bank code : | wfb       |                  | Bank total :             | 238,633.70 |
| 38 Vouchers in this report  |           |                  | Total vouchers :         | 238,633.70 |

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| Voucher | Date       | Vendor                              | Description/Account                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Amount                                                                                                                                               |
|---------|------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| 92441   | 10/14/2025 | 004193 AECOM USA INC.               | BRG07001 DES RDA07-JUL-AUG<br>BRG07001 DES RDA07-JUL-AUG<br>010.3830.6813<br>BRG07001 DES HBP-JUL-AUG<br>BRG07001 DES HBP-JUL-AUG<br>030.8495.6813                                                                                                                                                                                                                                                                                                                                                                                                              | 448.17<br><br><br><br><br>3,459.11<br><b>Total : 3,907.28</b>                                                                                        |
| 92442   | 10/14/2025 | 000014 ALL CITY MANAGEMENT SERVICES | CROSSING GUARD SVC:9/14/25-9/27/25<br>CROSSING GUARD SVC:9/14/25-9/27/25<br>002.8200.4530                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <br><br>4,155.60<br><b>Total : 4,155.60</b>                                                                                                          |
| 92443   | 10/14/2025 | 005771 AMAZON CAPITAL SERVICES      | OFFICE CHAIR<br>OFFICE CHAIR<br>042.9510.4203<br>FS#2:OFFICE SUPPLIES<br>FS#2:OFFICE SUPPLIES<br>028.2050.4200<br>FS#2:OFFICE SUPPLIES<br>029.2100.4200<br>OFFICE SUPPLIES<br>100% ECOFRIENDLY RECYCLED DIVIDERS<br>001.1600.4200<br>30% RECYCLED FILE FOLDERS<br>001.1600.4200<br>OFFICE SUPPLIES<br>001.1600.4200<br>METAL DESK MONITOR STAND RISE WITH ORGAN<br>METAL DESK MONITOR STAND RISE<br>001.1200.4200<br>20% RECYCLEABLE OFFICE SUPPLIES<br>20% RECYCLEABLE OFFICE SUPPLIES<br>001.1200.4200<br>OFFICE SUPPLIES<br>OFFICE SUPPLIES<br>042.9510.4200 | 118.50<br><br><br><br><br>141.56<br><br>141.54<br><br><br><br>71.96<br><br>53.23<br><br>97.23<br><br><br><br>53.68<br><br><br>40.12<br><br><br>23.09 |

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| Voucher | Date       | Vendor                                | Description/Account                     | Amount                |
|---------|------------|---------------------------------------|-----------------------------------------|-----------------------|
| 92443   | 10/14/2025 | 005771 005771 AMAZON CAPITAL SERVICES | (Continued)                             | <b>Total : 740.91</b> |
| 92444   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | FS#1-2:EMERGENCY GENERATOR INSTALLATION |                       |
|         |            |                                       | FS#1-2:EMERG GENERATOR INSTALLATION     |                       |
|         |            |                                       | 029.2100.6040                           | 3,957.60              |
|         |            |                                       | FS#1-2:EMERGENCY GENERATOR INSTALLATION |                       |
|         |            |                                       | FS#1-2:EMERG GENERATOR INSTALLATION     |                       |
|         |            |                                       | 029.2100.6040                           | 3,957.60              |
|         |            |                                       | FS#1-2:EMERGENCY GENERATOR INSTALLATION |                       |
|         |            |                                       | FS#1-2:EMERG GENERATOR INSTALLATION     |                       |
|         |            |                                       | 029.2100.6040                           | 87.86                 |
|         |            |                                       | FS#1-2:EMERGENCY GENERATOR INSTALLATION |                       |
|         |            |                                       | FS#1-2:EMERG GENERATOR INSTALLATION     |                       |
|         |            |                                       | 029.2100.6040                           | 87.86                 |
|         |            |                                       | APWA MEMBERSHIP RENEWAL & MEETING       |                       |
|         |            |                                       | APWA MEMBERSHIP RENEWAL & MEETING       |                       |
|         |            |                                       | 001.3200.4330                           | 306.25                |
|         |            |                                       | APWA MEMBERSHIP RENEWAL & MEETING       |                       |
|         |            |                                       | APWA MEMBERSHIP RENEWAL & MEETING       |                       |
|         |            |                                       | 001.3200.4330                           | 46.13                 |
|         |            |                                       | CONF:GOMEZ & LUDOLPH                    |                       |
|         |            |                                       | CONF:GOMEZ & LUDOLPH                    |                       |
|         |            |                                       | 001.1700.4320                           | 500.00                |
|         |            |                                       | CONF:GOMEZ & LUDOLPH                    |                       |
|         |            |                                       | CONF:GOMEZ & LUDOLPH                    |                       |
|         |            |                                       | 001.1700.4320                           | 500.00                |
|         |            |                                       | DROPBOX/STORAGE UPGRADE                 |                       |
|         |            |                                       | DROPBOX/STORAGE UPGRADE                 |                       |
|         |            |                                       | 001.1700.4255                           | 119.88                |
|         |            |                                       | PANASONIC CAMERA, MEMORY CARD AND LENS  |                       |
|         |            |                                       | PANASONIC CAMERA, MEMORY CARD AND LENS  |                       |
|         |            |                                       | 042.9510.4203                           | 3,174.28              |
|         |            |                                       | TABLE COVER                             |                       |
|         |            |                                       | TABLE COVER                             |                       |
|         |            |                                       | 001.6020.4336                           | 23.26                 |
|         |            |                                       | RETIREMENT SUPPLIES:AVON                |                       |
|         |            |                                       | RETIREMENT SUPPLIES:AVON                |                       |
|         |            |                                       | 001.1600.4337                           | 30.88                 |

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| Voucher | Date       | Vendor                                | Description/Account      | Amount |
|---------|------------|---------------------------------------|--------------------------|--------|
| 92444   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | (Continued)              |        |
|         |            |                                       | RETIREMENT SUPPLIES:AVON |        |
|         |            |                                       | RETIREMENT SUPPLIES:AVON |        |
|         |            |                                       | 001.1600.4337            | 88.68  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 150.00 |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 100.00 |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 10.00  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 10.00  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 10.00  |
|         |            |                                       | STAFF EVENTS SUPPLIES    |        |
|         |            |                                       | STAFF EVENTS SUPPLIES    |        |
|         |            |                                       | 001.1600.4337            | 80.65  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 50.00  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 100.00 |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 20.00  |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | STAFF EVENTS             |        |
|         |            |                                       | 001.1600.4337            | 20.00  |
|         |            |                                       | STAFF EVENTS             |        |

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| Voucher | Date       | Vendor                                | Description/Account                   | Amount           |
|---------|------------|---------------------------------------|---------------------------------------|------------------|
| 92444   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | (Continued)                           |                  |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | 001.1600.4337                         | 20.00            |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | 001.1600.4337                         | 20.00            |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | 001.1600.4337                         | 20.00            |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | STAFF EVENTS                          |                  |
|         |            |                                       | 001.1600.4337                         | 150.00           |
|         |            |                                       | <b>Total :</b>                        | <b>13,650.93</b> |
| 92445   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | APA MEMBERSHIP RENEWAL:TAFOLLA        |                  |
|         |            |                                       | APA MEMBERSHIP RENEWAL:TAFOLLA        |                  |
|         |            |                                       | 001.4100.4310                         | 610.01           |
|         |            |                                       | 10 YEAR PLAQUE:NAVA-CRUZ              |                  |
|         |            |                                       | 10 YEAR PLAQUE:NAVA-CRUZ              |                  |
|         |            |                                       | 001.1000.4200                         | 45.37            |
|         |            |                                       | 5 YEAR PEN:CHAMBERS                   |                  |
|         |            |                                       | 001.1000.4200                         | 34.26            |
|         |            |                                       | ADOBE ACROBAT PRO ANNUAL 25/26        |                  |
|         |            |                                       | ADOBE ACROBAT PRO ANNUAL 25/26        |                  |
|         |            |                                       | 042.9510.4533                         | 2,303.04         |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | 001.4200.4320                         | 64.49            |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | 001.4200.4320                         | 24.00            |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | 001.4200.4320                         | 70.00            |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | CASQA CONF INCIDENTALS:RAMOS & MORGAN |                  |
|         |            |                                       | 001.4200.4320                         | 24.00            |
|         |            |                                       | ZOOM MEETING-SEP                      |                  |

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| Voucher | Date       | Vendor                                | Description/Account                                                                                                                                                                         | Amount   |
|---------|------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 92445   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | (Continued)<br>ZOOM MEETING-SEP<br>042.9510.4533                                                                                                                                            | 110.00   |
| Total : |            |                                       |                                                                                                                                                                                             | 3,285.17 |
| 92446   | 10/14/2025 | 000774 ARROWHEAD CREDIT UNION-DEPT 91 | CANVA ANNUAL SUBSCRIPTION<br>CANVA ANNUAL SUBSCRIPTION<br>001.6020.4310<br>CASQA CONF INCIDENTALS:RAMOS & MORGAN<br>CASQA CONF INCIDENTALS:RAMOS & MORGAN<br>001.4200.4320                  | 149.90   |
| Total : |            |                                       |                                                                                                                                                                                             | 90.00    |
| 92447   | 10/14/2025 | 000043 BALLARD PLUMBING HEATING & AIR | CORP YARD:HVAC QTRLY SVC<br>CORP YARD:HVAC QTRLY SVC<br>004.8310.4588                                                                                                                       | 550.00   |
| Total : |            |                                       |                                                                                                                                                                                             | 550.00   |
| 92448   | 10/14/2025 | 005516 BASE HILL, INC.                | CITY HALL-SEP<br>CITY HALL-SEP<br>042.9510.4504<br>CC-SEP<br>042.9510.4504<br>AURANTIA PARK-SEP<br>001.6000.4504<br>COMMUNITY PARK-SEP<br>001.6000.4504<br>POLICE DEPT-SEP<br>001.2000.4504 | 1,808.80 |
| Total : |            |                                       |                                                                                                                                                                                             | 360.14   |
| Total : |            |                                       |                                                                                                                                                                                             | 1,683.73 |
| Total : |            |                                       |                                                                                                                                                                                             | 2,509.04 |
| Total : |            |                                       |                                                                                                                                                                                             | 1,250.64 |
| Total : |            |                                       |                                                                                                                                                                                             | 7,612.35 |
| 92449   | 10/14/2025 | 005926 CALIFORNIA INTERGOVERNMENTAL   | WORK COMP PREM:MORGAN JUL-SEP<br>WORK COMP PREM:MORGAN JUL-SEP<br>041.9500.4370                                                                                                             | 1,137.50 |
| Total : |            |                                       |                                                                                                                                                                                             | 1,137.50 |
| 92450   | 10/14/2025 | 005324 CHARLES ABBOTT ASSOCIATES, INC | FIRE MARSHALL-SEP<br>FIRE MARSHALL-SEP<br>029.2100.4540                                                                                                                                     | 8,056.25 |

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| Voucher | Date       | Vendor | Description/Account                                                                                                     | Amount                  |
|---------|------------|--------|-------------------------------------------------------------------------------------------------------------------------|-------------------------|
| 92450   | 10/14/2025 | 005324 | 005324 CHARLES ABBOTT ASSOCIATES, INC (Continued)                                                                       | <b>Total : 8,056.25</b> |
| 92451   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>CITY HALL:TELE/INT-OCT<br>CITY HALL:TELE/INT-OCT<br>042.9510.4065                             | 1,299.00                |
|         |            |        | <b>Total :</b>                                                                                                          | <b>1,299.00</b>         |
| 92452   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>PD:TELE/INT-OCT<br>PD:TELE/INT-OCT<br>001.2000.4065                                           | 830.00                  |
|         |            |        | <b>Total :</b>                                                                                                          | <b>830.00</b>           |
| 92453   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>CORP YARD:TELE/INT-OCT<br>CORP YARD:TELE/INT-OCT<br>004.8310.4060                             | 500.00                  |
|         |            |        | <b>Total :</b>                                                                                                          | <b>500.00</b>           |
| 92454   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>FS#1:TELE/INT-OCT<br>FS#1:TELE/INT-OCT<br>028.2050.4065<br>FS#1:TELE/INT-OCT<br>029.2100.4065 | 218.40                  |
|         |            |        | <b>Total :</b>                                                                                                          | <b>436.79</b>           |
| 92455   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>FS#2:TELE/INT-OCT<br>FS#2:TELE/INT-OCT<br>028.2050.4065<br>FS#2:TELE/INT-OCT<br>029.2100.4065 | 169.22                  |
|         |            |        | <b>Total :</b>                                                                                                          | <b>338.43</b>           |
| 92456   | 10/14/2025 | 006099 | CHARTER COMMUNICATIONS<br>FS#3:TELE/INT-OCT<br>FS#3:TELE/INT-OCT<br>028.2050.4065<br>FS#3:TELE/INT-OCT<br>029.2100.4065 | 24.85                   |
|         |            |        | <b>Total :</b>                                                                                                          | <b>49.70</b>            |
| 92457   | 10/14/2025 | 005553 | CLARK PEST CONTROL OF STOCKTON<br>CITY HALL:PEST CONTROL                                                                |                         |

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| 92457          | 10/14/2025 | 005553 CLARK PEST CONTROL OF STOCKTON | (Continued)<br>CITY HALL:PEST CONTROL<br>042.9510.4589                                                                                                              | 75.00           |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>75.00</b>    |
| 92458          | 10/14/2025 | 005859 COUNTY OF SAN BERNARDINO DEPT  | RADIO ACCESS-AUG<br>RADIO ACCESS-AUG<br>028.2050.4209<br>RADIO ACCESS-AUG<br>029.2100.4209                                                                          | 592.90          |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>592.90</b>   |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>1,185.80</b> |
| 92459          | 10/14/2025 | 006259 DEPENDABLE BREAK ROOM SOLUTION | CITY HALL:COOLER RENTAL<br>CITY HALL:COOLER RENTAL<br>042.9510.4200<br>COUNCIL:COOLER RENTAL<br>COUNCIL:COOLER RENTAL<br>042.9510.4200                              | 43.09           |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>18.32</b>    |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>61.41</b>    |
| 92460          | 10/14/2025 | 000324 DIB'S SAFE & LOCK SERVICE      | COMM PK:GATE KEYS<br>COMM PK:GATE KEYS<br>001.6000.4206                                                                                                             | 215.05          |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>215.05</b>   |
| 92461          | 10/14/2025 | 005869 DOPP PROPERTY SERVICES         | 26811 5TH ST:SECURE PROP<br>26811 5TH ST:SECURE PROP<br>001.4600.4557                                                                                               | 420.00          |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>420.00</b>   |
| 92462          | 10/14/2025 | 000085 EAST VALLEY WATER DISTRICT     | BOULDER MEDIAN-SEP<br>BOULDER MEDIAN-SEP<br>004.8310.4030<br>BOULDER MEDIAN-SEP<br>BOULDER MEDIAN-SEP<br>004.8310.4030<br>LMD 70-SEP<br>LMD 70-SEP<br>012.8500.4030 | 492.67          |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>147.89</b>   |
| <b>Total :</b> |            |                                       |                                                                                                                                                                     | <b>179.13</b>   |



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| Voucher | Date       | Vendor                            | Description/Account                                                                                                                                                                                                                                                                 | Amount                                                   |
|---------|------------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 92462   | 10/14/2025 | 000085 EAST VALLEY WATER DISTRICT | (Continued)<br>LMD 68/69-SEP<br>LMD 68/69-SEP<br>012.8500.4030<br>LMD 70 IRRIGATION-SEP<br>LMD 70 IRRIGATION-SEP<br>012.8500.4030<br>LMD 79-SEP<br>LMD 79-SEP<br>012.8500.4030                                                                                                      | 2,212.45<br><br><br>808.45<br><br><br><br><br><br>116.93 |
|         |            |                                   | <b>Total :</b>                                                                                                                                                                                                                                                                      | <b>3,957.52</b>                                          |
| 92463   | 10/14/2025 | 006406 ECONOLITE SYSTEMS, INC.    | SIG21001 RET REL PPE#2 CON HSIP-JUL<br>SIG21001 RET REL PPE#2 CON HSIP-JUL<br>030.1350                                                                                                                                                                                              | 4,766.08<br><br><br>4,766.08                             |
|         |            |                                   | <b>Total :</b>                                                                                                                                                                                                                                                                      | <b>4,766.08</b>                                          |
| 92464   | 10/14/2025 | 005567 FIRE APPARATUS SOLUTIONS   | BP542:BATTERY<br>BP542:BATTERY<br>029.2100.4240<br>ME542:OVER HEATING REPAIRS<br>ME542:OVER HEATING REPAIRS<br>028.2050.4240<br>ME542:OVER HEATING REPAIRS<br>029.2100.4240                                                                                                         | 1,280.38<br><br><br><br><br>547.37<br><br>547.37         |
|         |            |                                   | <b>Total :</b>                                                                                                                                                                                                                                                                      | <b>2,375.12</b>                                          |
| 92465   | 10/14/2025 | 006146 FM THOMAS AIR CONDITIONING | YMCA:WATER TREATMENT CHEMS<br>YMCA:WATER TREATMENT CHEMS<br>001.6000.4588<br>LIBRARY:WATER TREATMENT CHEMS<br>LIBRARY:WATER TREATMENT CHEMS<br>001.6000.4588<br>LIBRARY:WATER TREATMENT<br>LIBRARY:WATER TREATMENT<br>001.6000.4588<br>YMCA:WATER TREATMENT<br>YMCA:WATER TREATMENT | 92.93<br><br><br><br><br>619.56<br><br><br>1,293.00      |

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|----------------|------------|---------------------------------------|---------------------------------------------------------------------------------------|-------------------|
| 92465          | 10/14/2025 | 006146 FM THOMAS AIR CONDITIONING     | (Continued)<br>001.6000.4588                                                          | 200.00            |
| <b>Total :</b> |            |                                       |                                                                                       | <b>2,205.49</b>   |
| 92466          | 10/14/2025 | 006412 GENTRY GENERAL ENGINEERING,INC | SWK19001 PPE#2 CON MSRI-JUL<br>SWK19001 PPE#2 CON MSRI-JUL<br>017.8350.6545           | 232,149.32        |
|                |            |                                       | SWK19001 PPE#2 CON ART3-JUL<br>SWK19001 PPE#2 CON ART3-JUL<br>005.8320.6545           | 232,149.33        |
|                |            |                                       | SWK19001 PPE#2 RET CON MSRI-JUL<br>SWK19001 PPE#2 RET CON MSRI-JUL<br>017.1350        | -11,607.47        |
|                |            |                                       | SWK19001 PPE#2 RET CON ART3-JUL<br>SWK19001 PPE#2 RET CON ART3-JUL<br>005.1350        | -11,607.47        |
| <b>Total :</b> |            |                                       |                                                                                       | <b>441,083.71</b> |
| 92467          | 10/14/2025 | 006429 GOLDEN WEST FENCE              | LINE FIRE:TRL FNC REPLACE<br>LINE FIRE:TRL FNC REPLACE<br>041.9500.4351               | 69,959.17         |
|                |            |                                       | COMM PARK:CHAINLINK FENCE REPAIR<br>COMM PARK:CHAINLINK FENCE REPAIR<br>001.6000.4206 | 2,625.35          |
|                |            |                                       | COMM PARK:CHAINLINK FENCE REPAIR<br>COMM PARK:CHAINLINK FENCE REPAIR<br>001.6000.4206 | 2,417.28          |
|                |            |                                       | YMCA:WROUGH IRON FENCE REPAIR<br>YMCA:WROUGH IRON FENCE REPAIR<br>001.6000.4070       | 6,237.36          |
| <b>Total :</b> |            |                                       |                                                                                       | <b>81,239.16</b>  |
| 92468          | 10/14/2025 | 002845 GRAINGER INC                   | LIBRARY:HVAC REPAIR<br>LIBRARY:HVAC REPAIR<br>001.6000.4070                           | 250.64            |
| <b>Total :</b> |            |                                       |                                                                                       | <b>250.64</b>     |
| 92469          | 10/14/2025 | 006187 GREASE MONKEY #977             | VEH#105:MAINT<br>VEH#105:MAINT                                                        |                   |

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| Voucher | Date       | Vendor                    | Description/Account                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Amount                                                                                                                                       |
|---------|------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 92469   | 10/14/2025 | 006187 GREASE MONKEY #977 | (Continued)<br>004.8310.4240                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 60.93<br><b>Total : 60.93</b>                                                                                                                |
| 92470   | 10/14/2025 | 000108 HIGH TECH SECURITY | BURG SYST & MONIT-NOV<br>CORP YARD BURG SYST & MONIT-NOV<br>004.8310.4066<br>CITY HALL BURG SYST & MONIT-NOV<br>042.9510.4066<br>COMM PK BURG SYST & MONIT-NOV<br>001.6000.4066<br>FIRE SYST & MONIT-NOV<br>CORP YARD FIRE SYST & MONIT-NOV<br>004.8310.4066<br>LIB/YMCA FIRE SYST & MONIT-NOV<br>001.6000.4066<br>CITY HALL FIRE SYST & MONIT-NOV<br>042.9510.4066<br>FS#3 FIRE SYST & MONIT-NOV<br>028.2050.4066<br>FS#3 FIRE SYST & MONIT-NOV<br>029.2100.4066<br>PD FIRE SYST & MONIT-NOV<br>001.2000.4066<br>CCTV SYST & MONIT-NOV<br>AURANTIA & COMM PK SYST & MONIT-NOV<br>001.6000.4066<br>CANYON OAK PK CCTV SYST & MONIT-NOV<br>016.8540.4066<br>CORP YARD CCTV SYST & MONIT-NOV<br>004.8310.4066<br>CITY HALL CCTV SYST & MONIT-NOV<br>042.9510.4066 | 55.00<br>100.00<br>55.00<br>85.00<br>135.00<br>50.00<br>42.50<br>42.50<br>85.00<br>75.00<br>25.00<br>25.00<br>25.00<br><b>Total : 800.00</b> |
| 92471   | 10/14/2025 | 000540 HRDIRECT           | HR POSTERS 2026<br>HR POSTERS 2026<br>001.1600.4200                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 105.54                                                                                                                                       |

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|---------|------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 92471   | 10/14/2025 | 000540 000540 HRDIRECT                | (Continued)                                                                                                                                                                                                                                                                                                                                                                     | <b>Total : 105.54</b>                                                                |
| 92472   | 10/14/2025 | 002664 INLAND LIGHTING SUPPLIES, INC. | PD:LIGHTING MAINT<br>PD:LIGHTING MAINT<br>001.2000.4070                                                                                                                                                                                                                                                                                                                         | 886.31<br><b>Total : 886.31</b>                                                      |
| 92473   | 10/14/2025 | 000127 K & L HARDWARE                 | FS#3:MISC SUPPLIES<br>FS#3:MISC SUPPLIES<br>028.2050.4070<br>FS#3:MISC SUPPLIES<br>029.2100.4070<br>FS#2:MISC SUPPLIES<br>FS#2:MISC SUPPLIES<br>028.2050.4070<br>FS#2:MISC SUPPLIES<br>029.2100.4070<br>FS#1:MISC SUPPLIES<br>FS#1:MISC SUPPLIES<br>028.2050.4070<br>FS#1:MISC SUPPLIES<br>029.2100.4070<br>CORP YARD:MISC SUPPLIES<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206 | 58.35<br>58.34<br>25.09<br>25.08<br>43.89<br>43.88<br>58.60<br><b>Total : 313.23</b> |
| 92474   | 10/14/2025 | 000207 KONICA MINOLTA                 | IT MONTHLY CONTRACT-OCT<br>IT MONTHLY CONTRACT-OCT<br>042.9510.4627                                                                                                                                                                                                                                                                                                             | 7,790.01<br><b>Total : 7,790.01</b>                                                  |
| 92475   | 10/14/2025 | 001193 LIFE ASSIST, INC.              | FS#1:PARAMEDIC SUPPLIES<br>FS#1:PARAMEDIC SUPPLIES<br>028.2050.4207                                                                                                                                                                                                                                                                                                             | 240.41<br><b>Total : 240.41</b>                                                      |
| 92476   | 10/14/2025 | 006442 MANUEL, PEREZ                  | BL#15428:WRONG LIC<br>BL#15428:WRONG LIC                                                                                                                                                                                                                                                                                                                                        |                                                                                      |

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| 92476          | 10/14/2025 | 006442 MANUEL, PEREZ              | (Continued)                     |                  |
|                |            |                                   | 001.1450.7600                   | 195.00           |
|                |            |                                   | BL#15428:WRONG LIC              |                  |
|                |            |                                   | 029.2100.7600                   | 145.00           |
|                |            |                                   | BL#15428:WRONG LIC              |                  |
|                |            |                                   | 001.1450.7450                   | 125.00           |
| <b>Total :</b> |            |                                   |                                 | <b>465.00</b>    |
| 92477          | 10/14/2025 | 000145 MATICH CORPORATION         | STR22002 PPE#3 CON MSRI-JUL     |                  |
|                |            |                                   | STR22002 PPE#3 CON MSRI-JUL     |                  |
|                |            |                                   | 017.8350.6550                   | 14,877.62        |
|                |            |                                   | STR22002 PPE#3 CON CRG-JUL      |                  |
|                |            |                                   | STR22002 PPE#3 CON CRG-JUL      |                  |
|                |            |                                   | 030.8495.6550                   | 17,262.41        |
|                |            |                                   | STR22002 PPE#3 CON RET MSRI-JUL |                  |
|                |            |                                   | STR22002 PPE#3 CON RET MSRI-JUL |                  |
|                |            |                                   | 017.1350                        | -743.88          |
|                |            |                                   | STR22002 PPE#3 CON RET CRG-JUL  |                  |
|                |            |                                   | STR22002 PPE#3 CON RET CRG-JUL  |                  |
|                |            |                                   | 030.1350                        | -863.12          |
| <b>Total :</b> |            |                                   |                                 | <b>30,533.03</b> |
| 92478          | 10/14/2025 | 000168 MICHELLE GOMEZ, PETTY CASH | PETTY CASH-OCT                  |                  |
|                |            |                                   | OPEN ENROLLMENT FAIR TREATS     |                  |
|                |            |                                   | 001.1600.4337                   | 112.10           |
|                |            |                                   | OPEN HOUSE-FIRE STATION #3      |                  |
|                |            |                                   | 001.6020.4336                   | 66.42            |
|                |            |                                   | HWC DUES                        |                  |
|                |            |                                   | 001.6020.4310                   | 40.00            |
|                |            |                                   | HWC OCTOBER LUNCHEON            |                  |
|                |            |                                   | 001.6020.4330                   | 20.00            |
|                |            |                                   | HIT BREAKFAST                   |                  |
|                |            |                                   | 001.6020.4336                   | 40.00            |
|                |            |                                   | WIPERS FOR TRACK & ELECTRIC CAR |                  |
|                |            |                                   | 001.4200.4240                   | 64.61            |
|                |            |                                   | PETTY CASH-OCT                  |                  |
|                |            |                                   | 001.0020                        | 0.00             |

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|---------|------------|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| 92478   | 10/14/2025 | 000168 000168 MICHELLE GOMEZ, PETTY CASH | (Continued)                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Total : 343.13</b>                                                  |
| 92479   | 10/14/2025 | 004767 MOBILE AIR                        | FS#3:AC ENGINE REPAIRS<br>FS#3:AC ENGINE REPAIRS<br>028.2050.4240<br>FS#3:AC ENGINE REPAIRS<br>029.2100.4240                                                                                                                                                                                                                                                                                                 | 453.27<br><br>453.27<br><b>Total : 906.54</b>                          |
| 92480   | 10/14/2025 | 004110 MONTGOMERY HARDWARE CO.           | PD:KEYS<br>PD:KEYS<br>001.2000.4070                                                                                                                                                                                                                                                                                                                                                                          | 79.85<br><b>Total : 79.85</b>                                          |
| 92481   | 10/14/2025 | 005087 MORENO, DENISE                    | MILEAGE REIMB-JUL-SEP<br>MILEAGE REIMB-JUL-SEP<br>001.6020.4332                                                                                                                                                                                                                                                                                                                                              | 9.65<br><b>Total : 9.65</b>                                            |
| 92482   | 10/14/2025 | 001954 PACIFIC PRODUCTS & SERVICE LLC    | CORP YARD:MAINT SUPPLIES<br>CORP YARD:MAINT SUPPLIES<br>004.8310.4206                                                                                                                                                                                                                                                                                                                                        | 1,880.29<br><b>Total : 1,880.29</b>                                    |
| 92483   | 10/14/2025 | 005326 RP LANDSCAPE & IRRIGATION         | FACILITIES/PARKS MAINT-SEP<br>LIBRARY LANDSCAPING MAINT-SEP<br>001.6000.4585<br>YMCA LANDSCAPING MAINT-SEP<br>001.6000.4585<br>CORP YARD LANDSCAPING MAINT-SEP<br>004.8310.4585<br>AURANTIA PK LANDSCAPING MAINT-SEP<br>001.6000.4585<br>COMMUNITY PK LANDSCAPING MAINT-SEP<br>001.6000.4585<br>CANYON OAK PK LANDSCAPING MAINT-SEP<br>016.8540.4585<br>CUNNINGHAM PK LANDSCAPING MAINT-SEP<br>016.8540.4585 | 694.80<br>694.80<br>463.20<br>1,080.41<br>4,274.18<br>412.25<br>524.57 |

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| 92483   | 10/14/2025 | 005326 RP LANDSCAPE & IRRIGATION | (Continued)                          |          |
|         |            |                                  | SEELEY PK LANDSCAPING MAINT-SEP      |          |
|         |            |                                  | 016.8540.4585                        | 346.24   |
|         |            |                                  | OAK CREEK PK LANDSCAPING MAINT-SEP   |          |
|         |            |                                  | 016.8540.4585                        | 643.84   |
|         |            |                                  | MEMORIAL PK LANDSCAPING MAINT-SEP    |          |
|         |            |                                  | 001.6000.4585                        | 463.20   |
|         |            |                                  | BOULDER MEDIAN LANDSCAPING MAINT-SEP |          |
|         |            |                                  | 004.8310.4585                        | 2,867.21 |
|         |            |                                  | CITY HALL LANDSCAPING MAINT-SEP      |          |
|         |            |                                  | 042.9510.4585                        | 579.00   |
|         |            |                                  | POLICE STATION LANDSCAPE MAINT-SEP   |          |
|         |            |                                  | 001.2000.4585                        | 579.00   |
|         |            |                                  | LMD LANDSCAPING MAINT-SEP            |          |
|         |            |                                  | LMD 30-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 867.98   |
|         |            |                                  | LMD 31-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 575.93   |
|         |            |                                  | LMD 34-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 330.60   |
|         |            |                                  | LMD 35-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 239.49   |
|         |            |                                  | LMD 36-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 353.97   |
|         |            |                                  | LMD 37-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 435.74   |
|         |            |                                  | LMD 39-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 558.40   |
|         |            |                                  | LMD 43-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 202.10   |
|         |            |                                  | LMD 44-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 2,996.49 |
|         |            |                                  | LMD 47-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 232.47   |
|         |            |                                  | LMD 48-SEP                           |          |
|         |            |                                  | 012.8500.4585                        | 2,445.09 |
|         |            |                                  | LMD 54-SEP                           |          |

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| 92483   | 10/14/2025 | 005326 RP LANDSCAPE & IRRIGATION | (Continued)                  |        |
|         |            |                                  | 012.8500.4585                | 625.00 |
|         |            |                                  | LMD 55-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 552.56 |
|         |            |                                  | LMD 59-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 68.92  |
|         |            |                                  | LMD 61-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 389.01 |
|         |            |                                  | LMD 63-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 143.69 |
|         |            |                                  | LMD 70-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 669.39 |
|         |            |                                  | LMD 76-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 202.10 |
|         |            |                                  | LMD 68-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 599.29 |
|         |            |                                  | LMD 69-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 137.84 |
|         |            |                                  | LMD 73-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 313.08 |
|         |            |                                  | LMD 79-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 294.12 |
|         |            |                                  | LMD 02 LANDSCAPING MAINT-SEP |        |
|         |            |                                  | 012.8500.4585                | 797.90 |
|         |            |                                  | LMD 03A-SEP                  |        |
|         |            |                                  | 012.8500.4585                | 155.37 |
|         |            |                                  | LMD 03B-SEP                  |        |
|         |            |                                  | 012.8500.4585                | 155.37 |
|         |            |                                  | LMD 04-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 46.73  |
|         |            |                                  | LMD 05-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 97.34  |
|         |            |                                  | LMD 07-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 85.27  |
|         |            |                                  | LMD 08-SEP                   |        |
|         |            |                                  | 012.8500.4585                | 192.76 |
|         |            |                                  | LMD 09-SEP                   |        |



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| 92483   | 10/14/2025 | 005326 RP LANDSCAPE & IRRIGATION | (Continued)                           |                  |
|         |            |                                  | 012.8500.4585                         | 1,174.07         |
|         |            |                                  | LMD 10-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 2,288.54         |
|         |            |                                  | LMD 11-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 547.89           |
|         |            |                                  | LMD 13-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 143.69           |
|         |            |                                  | LMD 15-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 529.20           |
|         |            |                                  | LMD 16-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 56.07            |
|         |            |                                  | LMD 17-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 711.44           |
|         |            |                                  | LMD 20 BASELINE-SEP                   |                  |
|         |            |                                  | 012.8500.4585                         | 220.79           |
|         |            |                                  | LMD 20 STREATER-SEP                   |                  |
|         |            |                                  | 012.8500.4585                         | 171.72           |
|         |            |                                  | LMD 21-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 169.66           |
|         |            |                                  | LMD 22-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 202.10           |
|         |            |                                  | LMD 24-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 75.93            |
|         |            |                                  | LMD 25-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 213.78           |
|         |            |                                  | LMD 00 BASELINE LANDSCAPING MAINT-SEP |                  |
|         |            |                                  | 012.8500.4585                         | 330.60           |
|         |            |                                  | LMD 00 YARNELL LANDSCAPING MAINT-SEP  |                  |
|         |            |                                  | 012.8500.4585                         | 202.11           |
|         |            |                                  | LMD 01 LANDSCAPING MAINT-SEP          |                  |
|         |            |                                  | 012.8500.4585                         | 172.90           |
|         |            |                                  | LMD 29-SEP                            |                  |
|         |            |                                  | 012.8500.4585                         | 213.78           |
|         |            |                                  | LMD 01B LANDSCAPING MAINT-SEP         |                  |
|         |            |                                  | 012.8500.4585                         | 172.90           |
|         |            |                                  | <b>Total :</b>                        | <b>35,983.87</b> |

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| 92484          | 10/14/2025 | 001527 STERICYCLE INC. | SHREDDING SVC-JUL<br>SHREDDING SVC-JUL<br>001.1200.4626                           | 411.70        |
| <b>Total :</b> |            |                        |                                                                                   | <b>411.70</b> |
| 92485          | 10/14/2025 | 004920 TKE ENGINEERING | FIN23005 MISC PERMITS/INSP-JUL<br>FIN23005 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 65.00         |
|                |            |                        | PGC24004 MISC PERMITS/INSP-JUL<br>PGC24004 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 260.00        |
|                |            |                        | LDR25002 MISC PERMITS/INSP-JUL<br>LDR25002 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 390.00        |
|                |            |                        | RGC24003 MISC PERMITS/INSP-JUL<br>RGC24003 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 520.00        |
|                |            |                        | HYD25001 MISC PERMITS/INSP-JUL<br>HYD25001 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 910.00        |
|                |            |                        | RGC25001 MISC PERMITS/INSP-JUL<br>RGC25001 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 780.00        |
|                |            |                        | SDC25001 MISC PERMITS/INSP-JUL<br>SDC25001 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 390.00        |
|                |            |                        | STC25001 MISC PERMITS/INSP-JUL<br>STC25001 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 937.50        |
|                |            |                        | GPR25002 MISC PERMITS/INSP-JUL<br>GPR25002 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 2,470.00      |
|                |            |                        | RGC25002 MISC PERMITS/INSP-JUL<br>RGC25002 MISC PERMITS/INSP-JUL<br>001.3200.4551 | 780.00        |
|                |            |                        | 30585 FIXED FEE-JUL<br>30585 FIXED FEE-JUL<br>001.3200.4551                       | 113.00        |

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| Voucher | Date       | Vendor                         | Description/Account            | Amount           |
|---------|------------|--------------------------------|--------------------------------|------------------|
| 92485   | 10/14/2025 | 004920 TKE ENGINEERING         | (Continued)                    |                  |
|         |            |                                | RG122001 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | RG122001 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 113.00           |
|         |            |                                | PGI24005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | PGI24005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 452.00           |
|         |            |                                | PGI24011 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | PGI24011 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 1,243.00         |
|         |            |                                | PGI24010 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | PGI24010 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 1,525.50         |
|         |            |                                | STI24005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | STI24005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 339.00           |
|         |            |                                | EXE25005 MISC INSP/PERMITS-JUL |                  |
|         |            |                                | EXE25005 MISC INSP/PERMITS-JUL |                  |
|         |            |                                | 001.3200.4551                  | 791.00           |
|         |            |                                | PGI25005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | PGI25005 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 960.50           |
|         |            |                                | PGI25003 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | PGI25003 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 2,486.00         |
|         |            |                                | PGI25002 MISC PERMIT/INSP-JUL  |                  |
|         |            |                                | PGI25002 MISC PERMIT/INSP-JUL  |                  |
|         |            |                                | 001.3200.4551                  | 339.00           |
|         |            |                                | RG124004 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | RG124004 MISC PERMITS/INSP-JUL |                  |
|         |            |                                | 001.3200.4551                  | 395.50           |
|         |            |                                | <b>Total :</b>                 | <b>16,260.00</b> |
| 92486   | 10/14/2025 | 000086 TYLER TECHNOLOGIES, INC | EERP MIGRATION-SEP             |                  |
|         |            |                                | EERP MIGRATION-SEP             |                  |
|         |            |                                | 007.8330.4533                  | 2,800.00         |
|         |            |                                | <b>Total :</b>                 | <b>2,800.00</b>  |

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| Voucher                         | Date       | Vendor                           | Description/Account                                                                                                      | Amount                           |
|---------------------------------|------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 92487                           | 10/14/2025 | 000222 UNDERGROUND SERVICE ALERT | REGULATORY FEE-SEP<br>REGULATORY FEE-SEP<br>004.8310.4553<br>MONTHLY DIG FEE-SEP<br>MONTHLY DIG FEE-SEP<br>004.8310.4553 | 289.26<br><br><br><br><br>830.00 |
| Total :                         |            |                                  |                                                                                                                          | 1,119.26                         |
| 92488                           | 10/14/2025 | 004543 WEX BANK                  | POOL CAR FUEL-SEP<br>POOL CAR FUEL-SEP<br>042.9510.4220                                                                  | 234.15<br><br>234.15             |
| Total :                         |            |                                  |                                                                                                                          | 234.15                           |
| 92489                           | 10/14/2025 | 005765 WILSON, SALLI             | MILEAGE REIMB-AUG<br>MILEAGE REIMB-AUG<br>001.4200.4332                                                                  | 8.84<br><br>8.84                 |
| Total :                         |            |                                  |                                                                                                                          | 8.84                             |
| 92490                           | 10/14/2025 | 004298 ZOLL MEDICAL CORPORATION  | FS#3:PARAMEDIC SUPPLIES<br>FS#3:PARAMEDIC SUPPLIES<br>028.2050.4207                                                      | 168.33<br><br>168.33             |
| Total :                         |            |                                  |                                                                                                                          | 168.33                           |
| 50 Vouchers for bank code : wfb |            |                                  |                                                                                                                          | Bank total : 686,024.86          |
| 50 Vouchers in this report      |            |                                  |                                                                                                                          | Total vouchers : 686,024.86      |

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Bank code : wfb

| Voucher | Date       | Vendor                              | Description/Account                   | Amount    |
|---------|------------|-------------------------------------|---------------------------------------|-----------|
| 1081    | 10/17/2025 | 006400 MISSION SQUARE PLAN SERVICES | MISSION SQ DEF COMP 457 TRAD: PAYMENT |           |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 024.1170                              | 12.00     |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 041.1170                              | 185.33    |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 042.1170                              | 525.24    |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 070.1170                              | 215.10    |
|         |            |                                     | MISSION SQ DEF COMP 457 ROTH: Payment |           |
|         |            |                                     | 001.1170                              | 169.99    |
|         |            |                                     | MISSION SQ DEF COMP 457 ROTH: Payment |           |
|         |            |                                     | 042.1170                              | 30.01     |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 001.1170                              | 10,174.27 |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 004.1170                              | 1,612.13  |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 010.1170                              | 464.98    |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 012.1170                              | 14.51     |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 016.1170                              | 14.51     |
|         |            |                                     | MISSION SQ DEF COMP 457 TRAD: Payment |           |
|         |            |                                     | 023.1170                              | 23.75     |
|         |            |                                     | Total :                               | 13,441.82 |
| 1082    | 10/17/2025 | 000119 INTERNAL REVENUE SERVICE     | FEDERAL TAXES: PAYMENT                |           |
|         |            |                                     | FEDERAL TAXES: Payment                |           |
|         |            |                                     | 001.1120                              | 15,981.01 |
|         |            |                                     | FEDERAL TAXES: Payment                |           |
|         |            |                                     | 004.1120                              | 2,471.37  |
|         |            |                                     | FEDERAL TAXES: Payment                |           |
|         |            |                                     | 008.1120                              | 4.70      |
|         |            |                                     | FEDERAL TAXES: Payment                |           |
|         |            |                                     | 010.1120                              | 739.45    |

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| Voucher | Date       | Vendor | Description/Account      | Amount   |
|---------|------------|--------|--------------------------|----------|
| 1082    | 10/17/2025 | 000119 | INTERNAL REVENUE SERVICE |          |
|         |            |        | (Continued)              |          |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 012.1120                 | 263.26   |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 016.1120                 | 263.21   |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 023.1120                 | 164.79   |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 024.1120                 | 15.96    |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 041.1120                 | 598.15   |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 042.1120                 | 1,346.22 |
|         |            |        | FEDERAL TAXES: Payment   |          |
|         |            |        | 070.1120                 | 954.48   |
|         |            |        | SOCIAL SECURITY: Payment |          |
|         |            |        | 001.1140                 | 720.26   |
|         |            |        | SOCIAL SECURITY: Payment |          |
|         |            |        | 008.1140                 | 143.98   |
|         |            |        | SOCIAL SECURITY: Payment |          |
|         |            |        | 042.1140                 | 75.22    |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 001.1140                 | 3,953.58 |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 004.1140                 | 677.39   |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 008.1140                 | 33.68    |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 010.1140                 | 195.42   |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 012.1140                 | 59.68    |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 016.1140                 | 59.62    |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 023.1140                 | 45.46    |
|         |            |        | MEDICARE: Payment        |          |
|         |            |        | 024.1140                 | 5.22     |

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| Voucher | Date       | Vendor                                | Description/Account    | Amount    |
|---------|------------|---------------------------------------|------------------------|-----------|
| 1082    | 10/17/2025 | 000119 INTERNAL REVENUE SERVICE       | (Continued)            |           |
|         |            |                                       | MEDICARE: Payment      |           |
|         |            |                                       | 041.1140               | 127.23    |
|         |            |                                       | MEDICARE: Payment      |           |
|         |            |                                       | 042.1140               | 468.68    |
|         |            |                                       | MEDICARE: Payment      |           |
|         |            |                                       | 070.1140               | 177.56    |
|         |            |                                       | Total :                | 29,545.58 |
| 1083    | 10/17/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | EPMC: PAYMENT          |           |
|         |            |                                       | PERS: Payment          |           |
|         |            |                                       | 041.1145               | 557.08    |
|         |            |                                       | PERS: Payment          |           |
|         |            |                                       | 042.1145               | 2,068.14  |
|         |            |                                       | PERS: Payment          |           |
|         |            |                                       | 070.1145               | 1,027.23  |
|         |            |                                       | PERS SURVIVOR: Payment |           |
|         |            |                                       | 001.1145               | 25.29     |
|         |            |                                       | PERS SURVIVOR: Payment |           |
|         |            |                                       | 004.1145               | 5.00      |
|         |            |                                       | PERS SURVIVOR: Payment |           |
|         |            |                                       | 010.1145               | 1.11      |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 001.1145               | 542.36    |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 004.1145               | 89.22     |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 023.1145               | 9.96      |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 024.1145               | 0.78      |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 041.1145               | 22.60     |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 042.1145               | 7.85      |
|         |            |                                       | EPMC: Payment          |           |
|         |            |                                       | 070.1145               | 64.50     |
|         |            |                                       | PERS: Payment          |           |

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| Voucher | Date       | Vendor                                | Description/Account    | Amount           |
|---------|------------|---------------------------------------|------------------------|------------------|
| 1083    | 10/17/2025 | 000004 PUBLIC EMPLOYEE RETIREMENT SYS | (Continued)            |                  |
|         |            |                                       | 001.1145               | 19,426.91        |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 004.1145               | 3,652.53         |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 010.1145               | 1,114.75         |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 012.1145               | 257.40           |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 016.1145               | 257.36           |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 023.1145               | 244.88           |
|         |            |                                       | PERS: Payment          |                  |
|         |            |                                       | 024.1145               | 26.49            |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 012.1145               | 0.56             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 016.1145               | 0.56             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 023.1145               | 0.40             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 024.1145               | 0.04             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 041.1145               | 0.33             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 042.1145               | 5.07             |
|         |            |                                       | PERS SURVIVOR: Payment |                  |
|         |            |                                       | 070.1145               | 0.70             |
|         |            |                                       | <b>Total :</b>         | <b>29,409.10</b> |
| 1084    | 10/17/2025 | 000001 CALIF STATE EMPLOYMENT         | STATE TAXES: PAYMENT   |                  |
|         |            |                                       | STATE TAXES: Payment   |                  |
|         |            |                                       | 001.1130               | 6,872.78         |
|         |            |                                       | STATE TAXES: Payment   |                  |
|         |            |                                       | 004.1130               | 994.67           |
|         |            |                                       | STATE TAXES: Payment   |                  |
|         |            |                                       | 010.1130               | 352.19           |



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| Voucher                        | Date       | Vendor                        | Description/Account  | Amount                     |
|--------------------------------|------------|-------------------------------|----------------------|----------------------------|
| 1084                           | 10/17/2025 | 000001 CALIF STATE EMPLOYMENT | (Continued)          |                            |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 012.1130             | 58.58                      |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 016.1130             | 58.57                      |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 023.1130             | 53.66                      |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 024.1130             | 6.32                       |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 041.1130             | 240.16                     |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 042.1130             | 518.72                     |
|                                |            |                               | STATE TAXES: Payment |                            |
|                                |            |                               | 070.1130             | 346.87                     |
|                                |            |                               | Total :              | 9,502.52                   |
| 4 Vouchers for bank code : wfb |            |                               |                      | Bank total : 81,899.02     |
| 4 Vouchers in this report      |            |                               |                      | Total vouchers : 81,899.02 |

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| Voucher | Date       | Vendor                               | Description/Account                                                                                                                                                                                                                                                                                                           | Amount   |
|---------|------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 92491   | 10/21/2025 | 004206 #1 SON PLUMBING INC           | PD:PLUMBING REPAIR<br>PD:PLUMBING REPAIR<br>001.2000.4070                                                                                                                                                                                                                                                                     | 585.22   |
| Total : |            |                                      |                                                                                                                                                                                                                                                                                                                               | 585.22   |
| 92492   | 10/21/2025 | 003058 ADVANCE REFRIGERATION SYS INC | PD:EVIDENCE REFRIG REPAIR<br>PD:EVIDENCE REFRIG REPAIR<br>001.2000.4245                                                                                                                                                                                                                                                       | 260.00   |
| Total : |            |                                      |                                                                                                                                                                                                                                                                                                                               | 260.00   |
| 92493   | 10/21/2025 | 000014 ALL CITY MANAGEMENT SERVICES  | CROSSING GUARD SVC:9/28/25-10/11/25<br>CROSSING GUARD SVC:9/28/25-10/11/25<br>002.8200.4530                                                                                                                                                                                                                                   | 3,532.26 |
| Total : |            |                                      |                                                                                                                                                                                                                                                                                                                               | 3,532.26 |
| 92494   | 10/21/2025 | 001271 ALLSTAR FIRE EQUIPMENT INC    | SCBA REPAIRS/PARTS<br>SCBA REPAIRS/PARTS<br>028.2050.4245<br>SCBA REPAIRS/PARTS<br>029.2100.4245                                                                                                                                                                                                                              | 119.54   |
| Total : |            |                                      |                                                                                                                                                                                                                                                                                                                               | 119.53   |
| Total : |            |                                      |                                                                                                                                                                                                                                                                                                                               | 239.07   |
| 92495   | 10/21/2025 | 005771 AMAZON CAPITAL SERVICES       | EMERGENCY SUPPLIES<br>EMERGENCY SUPPLIES<br>042.9510.4260<br>OFFICE SUPPLIES<br>30% RECYCLED HANGING FILE FOLDERS<br>001.1700.4200<br>OFFICE SUPPLIES<br>001.1700.4200<br>IPAD 9TH GEN SCREEN PROTECTOR<br>IPAD 9TH GEN SCREEN PROTECTOR<br>042.9510.4203<br>FS#1:SUPPLIES<br>FS#1:SUPPLIES<br>028.2050.4055<br>FS#1:SUPPLIES | 67.65    |
|         |            |                                      |                                                                                                                                                                                                                                                                                                                               | 12.61    |
|         |            |                                      |                                                                                                                                                                                                                                                                                                                               | 57.73    |
|         |            |                                      |                                                                                                                                                                                                                                                                                                                               | 10.75    |
|         |            |                                      |                                                                                                                                                                                                                                                                                                                               | 107.16   |

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| Voucher | Date       | Vendor                         | Description/Account                      | Amount          |
|---------|------------|--------------------------------|------------------------------------------|-----------------|
| 92495   | 10/21/2025 | 005771 AMAZON CAPITAL SERVICES | (Continued)                              |                 |
|         |            |                                | 029.2100.4055                            | 107.15          |
|         |            |                                | EMERGENCY SUPPLIES                       |                 |
|         |            |                                | EMERGENCY SUPPLIES                       |                 |
|         |            |                                | 042.9510.4260                            | 156.75          |
|         |            |                                | CODE ENF IPAD CASE                       |                 |
|         |            |                                | CODE ENF IPAD CASE                       |                 |
|         |            |                                | 001.4600.4200                            | 150.84          |
|         |            |                                | COMM PARK: REPAIR PARTS FOR PLAYGROUND C |                 |
|         |            |                                | COMM PARK:REPAIR PARTS FOR PLAYGROUND    |                 |
|         |            |                                | 001.6000.4206                            | 477.61          |
|         |            |                                | OFFICE SUPPLIES                          |                 |
|         |            |                                | 30% RECYCLED FILE FOLDERS                |                 |
|         |            |                                | 001.1600.4200                            | 16.51           |
|         |            |                                | IFIXIT ELECTRONICS TOOL KIT & IPAD 9TH G |                 |
|         |            |                                | IT TOOL KIT & IPAD CASE                  |                 |
|         |            |                                | 042.9510.4203                            | 106.61          |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | 028.2050.4055                            | 35.01           |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | 029.2100.4055                            | 35.03           |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | 028.2050.4200                            | 353.46          |
|         |            |                                | FS#3:SUPPLIES                            |                 |
|         |            |                                | 029.2100.4200                            | 353.44          |
|         |            |                                | VOLUNTEER DINNER SUPPLIES                |                 |
|         |            |                                | VOLUNTEER DINNER SUPPLIES                |                 |
|         |            |                                | 001.6020.4336                            | 190.05          |
|         |            |                                | <b>Total :</b>                           | <b>2,238.36</b> |
| 92496   | 10/21/2025 | 005577 AMERICAN RENTALS, INC.  | COMM PK:CORES FOR GATE LOCKS             |                 |
|         |            |                                | COMM PK:CORES FOR GATE LOCKS             |                 |
|         |            |                                | 001.6000.4248                            | 191.11          |
|         |            |                                | <b>Total :</b>                           | <b>191.11</b>   |
| 92497   | 10/21/2025 | 006389 AMERIFLEX               | FSA:MENDEZ 10/3/25                       |                 |

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| Voucher | Date       | Vendor                 | Description/Account        | Amount        |
|---------|------------|------------------------|----------------------------|---------------|
| 92497   | 10/21/2025 | 006389 AMERIFLEX       | (Continued)                |               |
|         |            |                        | FSA:MENDEZ 10/3/25         |               |
|         |            |                        | 001.1182                   | 46.17         |
|         |            |                        | FSA:ZAMANO 10/2/25-10/8/25 |               |
|         |            |                        | 001.1182                   | 60.00         |
|         |            |                        | FSA:FLEMING 10/3/25        |               |
|         |            |                        | 001.1182                   | 50.00         |
|         |            |                        | FSA:LUDOLPH 10/8/25        |               |
|         |            |                        | 001.1182                   | 0.77          |
|         |            |                        | FSA:MENDEZ 10/9/25         |               |
|         |            |                        | FSA:MENDEZ 10/9/25         |               |
|         |            |                        | 001.1182                   | 259.92        |
|         |            |                        | FSA:LUDOLPH 10/10/25       |               |
|         |            |                        | 001.1182                   | 95.00         |
|         |            |                        | FSA:FLEMING 10/12/25       |               |
|         |            |                        | 001.1182                   | 5.27          |
|         |            |                        | FSA:ZAMANO 10/15/25        |               |
|         |            |                        | 001.1182                   | 15.00         |
|         |            |                        | FSA:BARRERA 10/13/25       |               |
|         |            |                        | 001.1182                   | 30.00         |
|         |            |                        | <b>Total :</b>             | <b>562.13</b> |
| 92498   | 10/21/2025 | 001072 AUTO ZONE, INC. | VEH#121:MAINT              |               |
|         |            |                        | VEH#121:MAINT              |               |
|         |            |                        | 001.4600.4240              | 9.29          |
|         |            |                        | VEH#138:BATTERY            |               |
|         |            |                        | VEH#138:BATTERY            |               |
|         |            |                        | 004.8310.4240              | 213.18        |
|         |            |                        | VEH#105:MAINT              |               |
|         |            |                        | VEH#105:MAINT              |               |
|         |            |                        | 004.8310.4240              | 21.22         |
|         |            |                        | VEH#105:MAINT              |               |
|         |            |                        | VEH#105:MAINT              |               |
|         |            |                        | 004.8310.4240              | 6.09          |
|         |            |                        | CORP YARD:MISC SUPPLIES    |               |
|         |            |                        | CORP YARD:MISC SUPPLIES    |               |
|         |            |                        | 004.8310.4206              | 6.93          |
|         |            |                        | VEH#105:MAINT              |               |

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| 92498   | 10/21/2025 | 001072 AUTO ZONE, INC.                | (Continued)                 |                 |
|         |            |                                       | VEH#105:MAINT               |                 |
|         |            |                                       | 004.8310.4240               | 8.43            |
|         |            |                                       | VEH#121:MAINT               |                 |
|         |            |                                       | VEH#121:MAINT               |                 |
|         |            |                                       | 001.4600.4240               | 34.72           |
|         |            |                                       | VEH#121:MAINT               |                 |
|         |            |                                       | VEH#121:MAINT               |                 |
|         |            |                                       | 001.4600.4245               | 44.17           |
|         |            |                                       | PD:GENERATOR MAINT          |                 |
|         |            |                                       | PD:GENERATOR MAINT          |                 |
|         |            |                                       | 001.2000.4245               | 35.15           |
|         |            |                                       | VEH#129:MAINT               |                 |
|         |            |                                       | VEH#129:MAINT               |                 |
|         |            |                                       | 004.8310.4240               | 23.32           |
|         |            |                                       | <b>Total :</b>              | <b>402.50</b>   |
| 92499   | 10/21/2025 | 006350 AVILA MORALES, JAVIER          | REFUND:OVER YARD SALE LIMIT |                 |
|         |            |                                       | REFUND:OVER YARD SALE LIMIT |                 |
|         |            |                                       | 001.1450.7700               | 10.00           |
|         |            |                                       | <b>Total :</b>              | <b>10.00</b>    |
| 92500   | 10/21/2025 | 006280 BASELINE PARTNERS LLC          | HYD15001 DEV DEPOSIT REFUND |                 |
|         |            |                                       | HYD15001 DEV DEPOSIT REFUND |                 |
|         |            |                                       | 001.1320                    | 1,243.65        |
|         |            |                                       | <b>Total :</b>              | <b>1,243.65</b> |
| 92501   | 10/21/2025 | 004923 BRIAN'S LIVE BEE REMOVAL SVC   | LMD 15 BEE REMOVAL          |                 |
|         |            |                                       | LMD 15 BEE REMOVAL          |                 |
|         |            |                                       | 012.8500.4206               | 750.00          |
|         |            |                                       | <b>Total :</b>              | <b>750.00</b>   |
| 92502   | 10/21/2025 | 005553 CLARK PEST CONTROL OF STOCKTON | FS#1:PEST CONTROL           |                 |
|         |            |                                       | FS#1:PEST CONTROL           |                 |
|         |            |                                       | 028.2050.4589               | 28.00           |
|         |            |                                       | FS#1:PEST CONTROL           |                 |
|         |            |                                       | 029.2100.4589               | 28.00           |
|         |            |                                       | FS#2:PEST CONTROL           |                 |

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| 92502   | 10/21/2025 | 005553 CLARK PEST CONTROL OF STOCKTON | (Continued)            |               |
|         |            |                                       | FS#2:PEST CONTROL      |               |
|         |            |                                       | 028.2050.4589          | 28.00         |
|         |            |                                       | FS#2:PEST CONTROL      |               |
|         |            |                                       | 029.2100.4589          | 28.00         |
|         |            |                                       | YMCA:PEST CONTROL      |               |
|         |            |                                       | YMCA:PEST CONTROL      |               |
|         |            |                                       | 001.6000.4589          | 114.00        |
|         |            |                                       | CITY HALL:PEST CONTROL |               |
|         |            |                                       | CITY HALL:PEST CONTROL |               |
|         |            |                                       | 042.9510.4589          | 75.00         |
|         |            |                                       | PD:PEST CONTROL        |               |
|         |            |                                       | PD:PEST CONTROL        |               |
|         |            |                                       | 001.2000.4589          | 116.00        |
|         |            |                                       | CORP YARD:PEST CONTROL |               |
|         |            |                                       | CORP YARD:PEST CONTROL |               |
|         |            |                                       | 004.8310.4589          | 88.00         |
|         |            |                                       | <b>Total :</b>         | <b>505.00</b> |
| 92503   | 10/21/2025 | 006373 COMPUTERIZED EMBROIDERY INC.   | UNIFORM:CHAMBERS       |               |
|         |            |                                       | UNIFORM:CHAMBERS       |               |
|         |            |                                       | 001.4600.4249          | 16.86         |
|         |            |                                       | <b>Total :</b>         | <b>16.86</b>  |
| 92504   | 10/21/2025 | 006418 CORODATA SHREDDING,INC.        | SHREDDING SVC-SEP      |               |
|         |            |                                       | SHREDDING SVC-SEP      |               |
|         |            |                                       | 001.1200.4626          | 66.25         |
|         |            |                                       | <b>Total :</b>         | <b>66.25</b>  |
| 92505   | 10/21/2025 | 005394 DATA TICKET, INC.              | PARKING CITATIONS-SEP  |               |
|         |            |                                       | PARKING CITATIONS-SEP  |               |
|         |            |                                       | 001.1700.4516          | 149.27        |
|         |            |                                       | <b>Total :</b>         | <b>149.27</b> |
| 92506   | 10/21/2025 | 006443 DERAS, CORAL                   | BP#20251269 REFUND     |               |
|         |            |                                       | BP#20251269 REFUND     |               |
|         |            |                                       | 008.8340.9543          | 2.60          |
|         |            |                                       | BP#20251269 REFUND     |               |

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|---------|------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| 92506   | 10/21/2025 | 006443 DERAS, CORAL               | (Continued)<br>001.1450.7600                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 195.00<br><b>Total : 197.60</b>                                                              |
| 92507   | 10/21/2025 | 003360 DIRECTV                    | PD:SATTELITE CABLE-OCT<br>PD:SATTELITE CABLE-OCT<br>001.2000.4065                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 120.00<br><b>Total : 120.00</b>                                                              |
| 92508   | 10/21/2025 | 000085 EAST VALLEY WATER DISTRICT | ATHLETIC CTR-SEP<br>ATHLETIC CTR-SEP<br>001.6000.4030<br>COMMUNITY PK-SEP<br>COMMUNITY PK-SEP<br>001.6000.4030<br>LMD 10-SEP<br>LMD 10-SEP<br>012.8500.4030<br>OAK CREEK PK-SEP<br>OAK CREEK PK-SEP<br>016.8540.4030<br>LMD 10-SEP<br>LMD 10-SEP<br>012.8500.4030<br>LMD 34-SEP<br>LMD 34-SEP<br>012.8500.4030<br>COMMUNITY PK-SEP<br>COMMUNITY PK-SEP<br>001.6000.4030<br>COMM CTR-SEP<br>COMM CTR-SEP<br>001.6000.4030<br>STR & STRM DRN #21-SEP<br>STR & STRM DRN #21-SEP<br>024.8470.4030<br>CORP YARD-SEP<br>CORP YARD-SEP | 442.37<br>15,539.46<br>1,791.05<br>3,157.43<br>1,544.81<br>217.91<br>22.51<br>22.51<br>42.80 |

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| 92508   | 10/21/2025 | 000085 EAST VALLEY WATER DISTRICT | (Continued)             |                  |
|         |            |                                   | 004.8310.4030           | 1,698.23         |
|         |            |                                   | COMM CTR-IRRIGATION-SEP |                  |
|         |            |                                   | COMM CTR-IRRIGATION-SEP |                  |
|         |            |                                   | 001.6000.4030           | 963.58           |
|         |            |                                   | LIBRARY/ELE-SEP         |                  |
|         |            |                                   | LIBRARY/ELE-SEP         |                  |
|         |            |                                   | 001.6000.4030           | 869.11           |
|         |            |                                   | YMCA COMMUNITY PK-SEP   |                  |
|         |            |                                   | YMCA COMMUNITY PK-SEP   |                  |
|         |            |                                   | 001.6000.4030           | 301.66           |
|         |            |                                   | CORP YARD-SEP           |                  |
|         |            |                                   | CORP YARD-SEP           |                  |
|         |            |                                   | 004.8310.4030           | 161.66           |
|         |            |                                   | LIBRARY/ELC-SEP         |                  |
|         |            |                                   | LIBRARY/ELC-SEP         |                  |
|         |            |                                   | 001.6000.4030           | 503.26           |
|         |            |                                   | ATHLETIC CTR-SEP        |                  |
|         |            |                                   | ATHLETIC CTR-SEP        |                  |
|         |            |                                   | 001.6000.4030           | 21.11            |
|         |            |                                   | CUNNINGHAM PK-SEP       |                  |
|         |            |                                   | CUNNINGHAM PK-SEP       |                  |
|         |            |                                   | 016.8540.4030           | 2,818.41         |
|         |            |                                   | LMD 30-SEP              |                  |
|         |            |                                   | LMD 30-SEP              |                  |
|         |            |                                   | 012.8500.4030           | 376.68           |
|         |            |                                   | LIBRARY/ELC-SEP         |                  |
|         |            |                                   | LIBRARY/ELC-SEP         |                  |
|         |            |                                   | 001.6000.4030           | 23.91            |
|         |            |                                   | CORP YARD-SEP           |                  |
|         |            |                                   | CORP YARD-SEP           |                  |
|         |            |                                   | 004.8310.4030           | 26.10            |
|         |            |                                   | <b>Total :</b>          | <b>30,544.56</b> |
| 92509   | 10/21/2025 | 006446 EKOS INC                   | GAS DISPENSER EQUIP     |                  |
|         |            |                                   | GAS DISPENSER EQUIP     |                  |
|         |            |                                   | 007.8330.6040           | 2,023.00         |



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|---------|------------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 92509   | 10/21/2025 | 006446 006446 EKOS INC          | (Continued)                                                                                                                                                              | <b>Total : 2,023.00</b>                                            |
| 92510   | 10/21/2025 | 002643 ESRI                     | ESRI SOFTWARE 25/26<br>ESRI SOFTWARE 25/26<br>042.9510.4533                                                                                                              | 39,700.00<br><b>Total : 39,700.00</b>                              |
| 92511   | 10/21/2025 | 004418 FAILSAFE TESTING, LLC    | LADDER TESTING 2025<br>LADDER TESTING 2025<br>029.2100.4242                                                                                                              | 2,488.92<br><b>Total : 2,488.92</b>                                |
| 92512   | 10/21/2025 | 002617 FERGUSON ENTERPRISES LLC | COMM PK:RR SINK FAUCET REPAIR<br>COMM PK:RR SINK FAUCET REPAIR<br>001.6000.4070<br>CORP YARD: RR FAUCET REPLACEMENT<br>CORP YARD: RR FAUCET REPLACEMENT<br>004.8310.4070 | 36.96<br><br>541.58<br><b>Total : 578.54</b>                       |
| 92513   | 10/21/2025 | 005567 FIRE APPARATUS SOLUTIONS | ME542:REPAIR REAR BUMPER<br>ME542:REPAIR REAR BUMPER<br>029.2100.4240<br>ME542:REPAIR REAR BUMPER<br>028.2050.4240                                                       | 3,711.88<br><br>3,711.87<br><b>Total : 7,423.75</b>                |
| 92514   | 10/21/2025 | 005018 FLYERS ENERGY, LLC       | FUEL-SEP<br>FUEL-SEP<br>001.2000.4220<br>FUEL-SEP<br>001.4600.4220<br>FUEL-SEP<br>001.6000.4220<br>FUEL-SEP<br>004.8310.4220<br>FUEL-SEP<br>028.2050.4220<br>FUEL-SEP    | 5,371.55<br><br>376.39<br><br>193.63<br><br>726.25<br><br>1,092.16 |

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| 92514          | 10/21/2025 | 005018 FLYERS ENERGY, LLC         | (Continued)                      |                 |
|                |            |                                   | 029.2100.4220                    | 1,092.16        |
|                |            |                                   | FUEL-SEP                         |                 |
|                |            |                                   | 042.9510.4220                    | 48.42           |
| <b>Total :</b> |            |                                   |                                  | <b>8,900.56</b> |
| 92515          | 10/21/2025 | 006146 FM THOMAS AIR CONDITIONING | PD:HVAC REPAIR                   |                 |
|                |            |                                   | PD:HVAC REPAIR                   |                 |
|                |            |                                   | 001.2000.4588                    | 203.19          |
|                |            |                                   | LIBRARY:HVAC REPAIR              |                 |
|                |            |                                   | LIBRARY:HVAC REPAIR              |                 |
|                |            |                                   | 001.6000.4588                    | 5,032.39        |
| <b>Total :</b> |            |                                   |                                  | <b>5,235.58</b> |
| 92516          | 10/21/2025 | 006187 GREASE MONKEY #977         | VEH#127:MAINT                    |                 |
|                |            |                                   | VEH#127:MAINT                    |                 |
|                |            |                                   | 001.4600.4240                    | 138.25          |
| <b>Total :</b> |            |                                   |                                  | <b>138.25</b>   |
| 92517          | 10/21/2025 | 004453 HARRIS & ASSOCIATES        | PARAMEDIC TAX ADMIN 25/26        |                 |
|                |            |                                   | PARAMEDIC TAX ADMIN 25/26        |                 |
|                |            |                                   | 028.2050.4550                    | 1,250.00        |
|                |            |                                   | PARAMEDIC TAX ADMIN 25/26        |                 |
|                |            |                                   | PARAMEDIC TAX ADMIN 25/26        |                 |
|                |            |                                   | 028.2050.4550                    | 1,000.00        |
|                |            |                                   | LMD ENG ASSESSMENT DIST-AUG-SEP  |                 |
|                |            |                                   | LMD ENG ASSESSMENT DIST-AUG-SEP  |                 |
|                |            |                                   | 012.8500.4550                    | 640.00          |
|                |            |                                   | SDMD ENG ASSESSMENT DIST-AUG-SEP |                 |
|                |            |                                   | 024.8470.4550                    | 120.00          |
| <b>Total :</b> |            |                                   |                                  | <b>3,010.00</b> |
| 92518          | 10/21/2025 | 000108 HIGH TECH SECURITY         | COMM PK:MISC SUPPLIES            |                 |
|                |            |                                   | COMM PK:MISC SUPPLIES            |                 |
|                |            |                                   | 001.6000.4066                    | 961.04          |
| <b>Total :</b> |            |                                   |                                  | <b>961.04</b>   |
| 92519          | 10/21/2025 | 001320 HIGHLAND SENIOR CENTER     | CDBG REIMB-JUL                   |                 |
|                |            |                                   | CDBG REIMB-JUL                   |                 |

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| 92519          | 10/21/2025 | 001320 HIGHLAND SENIOR CENTER         | (Continued)                 |                 |
|                |            |                                       | 006.8400.4348               | 1,900.00        |
|                |            |                                       | CDBG REIMB-AUG              |                 |
|                |            |                                       | CDBG REIMB-AUG              |                 |
|                |            |                                       | 006.8400.4348               | 1,900.00        |
|                |            |                                       | CDBG REIMB-SEP              |                 |
|                |            |                                       | CDBG REIMB-SEP              |                 |
|                |            |                                       | 006.8400.4348               | 2,200.00        |
| <b>Total :</b> |            |                                       |                             | <b>6,000.00</b> |
| 92520          | 10/21/2025 | 002664 INLAND LIGHTING SUPPLIES, INC. | CITY HALL:LIGHTING SUPPLIES |                 |
|                |            |                                       | CITY HALL:LIGHTING SUPPLIES |                 |
|                |            |                                       | 042.9510.4070               | 255.15          |
| <b>Total :</b> |            |                                       |                             | <b>255.15</b>   |
| 92521          | 10/21/2025 | 000127 K & L HARDWARE                 | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | 004.8310.4206               | 11.84           |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | 004.8310.4206               | 165.85          |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | 004.8310.4206               | 15.07           |
|                |            |                                       | FS#3:MISC SUPPLIES          |                 |
|                |            |                                       | FS#3:MISC SUPPLIES          |                 |
|                |            |                                       | 028.2050.4240               | 13.47           |
|                |            |                                       | FS#3:MISC SUPPLIES          |                 |
|                |            |                                       | 029.2100.4240               | 13.46           |
|                |            |                                       | FS#1:MISC SUPPLIES          |                 |
|                |            |                                       | FS#1:MISC SUPPLIES          |                 |
|                |            |                                       | 028.2050.4070               | 62.49           |
|                |            |                                       | FS#1:MISC SUPPLIES          |                 |
|                |            |                                       | 029.2100.4070               | 62.49           |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |
|                |            |                                       | 004.8310.4206               | 36.61           |
|                |            |                                       | CORP YARD:MISC SUPPLIES     |                 |

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| 92521   | 10/21/2025 | 000127 K & L HARDWARE                | (Continued)<br>CORP YARD:MISC SUPPLIES<br>004.8310.4206                                                                   | 15.84    |
| Total : |            |                                      |                                                                                                                           | 397.12   |
| 92522   | 10/21/2025 | 000207 KONICA MINOLTA                | PRINTER CONTRACT-SEP<br>PRINTER CONTRACT-SEP<br>042.9510.4631                                                             | 755.02   |
| Total : |            |                                      |                                                                                                                           | 755.02   |
| 92523   | 10/21/2025 | 000207 KONICA MINOLTA                | PD:PRINTER/COPIER/FAX-OCT<br>PD:PRINTER/COPIER/FAX-OCT<br>001.2000.4203                                                   | 111.76   |
| Total : |            |                                      |                                                                                                                           | 111.76   |
| 92524   | 10/21/2025 | 002159 LAW PLUMBING CO.              | REFUND:OVERPAID PRORATED LICENSE<br>REFUND:OVERPAID PRORATED LICENSE<br>001.1450.7450                                     | 81.00    |
| Total : |            |                                      |                                                                                                                           | 81.00    |
| 92525   | 10/21/2025 | 005993 MACS SPRING INC               | COMM PK:VANDALISM REPAIR<br>COMM PK:VANDALISM REPAIR<br>001.6000.4070                                                     | 81.00    |
| Total : |            |                                      |                                                                                                                           | 81.00    |
| 92526   | 10/21/2025 | 006407 MCCI,LLC C/O ENTERPRISE BANK  | LASERFICHE:SUBSCRIPTION 25/26<br>LASERFICHE:SUBSCRIPTION 25/26<br>042.9510.4255                                           | 1,181.25 |
| Total : |            |                                      |                                                                                                                           | 1,181.25 |
| 92527   | 10/21/2025 | 006306 MCPHERSON ENGINEERING         | REFUND BL PAID WRONG RENEWAL<br>REFUND BL PAID WRONG RENEWAL<br>001.1450.7450<br>REFUND BL PAID WRONG RENEWAL<br>051.1493 | 75.00    |
| Total : |            |                                      |                                                                                                                           | 4.00     |
| 92528   | 10/21/2025 | 005164 MIKE ROQUET CONSTRUCTION INC. | PALM & BASE LINE:EMERGENCY SINK HOLE REP<br>PALM & BASE LINE:EMERGENCY SINK HOLE                                          | 79.00    |

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| Voucher | Date       | Vendor                               | Description/Account                                                                 | Amount   |
|---------|------------|--------------------------------------|-------------------------------------------------------------------------------------|----------|
| 92528   | 10/21/2025 | 005164 MIKE ROQUET CONSTRUCTION INC. | (Continued)<br>004.8310.4570                                                        | 7,038.76 |
| Total : |            |                                      |                                                                                     | 7,038.76 |
| 92529   | 10/21/2025 | 002819 MOST DEPENDABLE FOUNTAINS INC | AURANTIA PK:MAINT REPAIR<br>AURANTIA PK:MAINT REPAIR<br>001.6000.4206               | 333.17   |
| Total : |            |                                      |                                                                                     | 333.17   |
| 92530   | 10/21/2025 | 006402 RIVERA, SUSAN D & JAVIER      | REFUND:PAID ONLINE<br>REFUND:PAID ONLINE<br>001.1450.8150<br>CITE#59032<br>051.1490 | 89.00    |
| Total : |            |                                      |                                                                                     | 11.00    |
| Total : |            |                                      |                                                                                     | 100.00   |
| 92531   | 10/21/2025 | 006401 RUBOCO ENTERPRISES,LLC        | OVERPAID-BL#3749<br>OVERPAID-BL#3749<br>001.1450.8900                               | 12.50    |
| Total : |            |                                      |                                                                                     | 12.50    |
| 92532   | 10/21/2025 | 006445 SALDANA, JIMMY                | TRAVEL EXP REIMB-OCT<br>TRAVEL EXP REIMB-OCT<br>001.1000.4320                       | 81.30    |
| Total : |            |                                      |                                                                                     | 81.30    |
| 92533   | 10/21/2025 | 000022 SB CO AUDITOR/CONTROLLER      | SPECIAL ASSMT:CFD24001<br>SPECIAL ASSMT:CFD24001<br>019.8430.4198                   | 187.00   |
| Total : |            |                                      |                                                                                     | 187.00   |
| 92534   | 10/21/2025 | 005731 SITEONE LANDSCAPE SUPPLY, LLC | ROW:WEED CONTROL HERBICIDE<br>ROW:WEED CONTROL HERBICIDE<br>004.8310.4206           | 2,483.76 |
| Total : |            |                                      |                                                                                     | 2,483.76 |
| 92535   | 10/21/2025 | 000203 SOUTHERN CALIFORNIA EDISON    | LS3:VARIOUS-SEP<br>LS3:VARIOUS-SEP<br>013.8510.4011                                 | 1,470.56 |

**Voucher List**  
**CITY OF HIGHLAND**

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Bank code : wfb

| Voucher        | Date       | Vendor                            | Description/Account                                                                                                                                                                                                                                                        | Amount                                                                               |
|----------------|------------|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 92535          | 10/21/2025 | 000203 SOUTHERN CALIFORNIA EDISON | (Continued)<br>LS3 8017 1/2 DEL ROSA DR-OCT<br>LS3 8017 1/2 DEL ROSA DR-OCT<br>013.8510.4011                                                                                                                                                                               | 31.55                                                                                |
| <b>Total :</b> |            |                                   |                                                                                                                                                                                                                                                                            | <b>1,502.11</b>                                                                      |
| 92536          | 10/21/2025 | 004920 TKE ENGINEERING            | GENERAL ENG SVCS-JUL<br>GENERAL ENG SVCS-JUL<br>023.3890.4550<br>STR07004A NP GCF-JUL<br>STR07004A NP GCF-JUL<br>023.3890.6600<br>SWK19001 NP MSRI-JUL<br>SWK19001 NP MSRI-JUL<br>017.8350.6545<br>HOUSING AUTHORITY-MAY-AUG<br>HOUSING AUTHORITY-MAY-AUG<br>070.7000.4611 | 247.50<br><br><br><br><br>390.00<br><br><br>42,253.63<br><br><br>97.00               |
| <b>Total :</b> |            |                                   |                                                                                                                                                                                                                                                                            | <b>42,988.13</b>                                                                     |
| 92537          | 10/21/2025 | 000086 TYLER TECHNOLOGIES, INC    | EERP MIGRATION 9/29/25<br>EERP MIGRATION 9/29/25<br>007.8330.4533                                                                                                                                                                                                          | 700.00                                                                               |
| <b>Total :</b> |            |                                   |                                                                                                                                                                                                                                                                            | <b>700.00</b>                                                                        |
| 92538          | 10/21/2025 | 000979 VERIZON WIRELESS           | CELL PHONES/AIR CARDS-SEP<br>CELL PHONES-SEP<br>001.2000.4061<br>AIR CARDS-SEP<br>001.2000.4062<br>CELL PHONES-SEP<br>001.6000.4061<br>CELL PHONES-SEP<br>001.6010.4061<br>CELL PHONES-SEP<br>004.8310.4061<br>CELL PHONES-SEP<br>028.2050.4061                            | 230.22<br><br><br><br>1,144.34<br><br>76.74<br><br>38.37<br><br>211.87<br><br>115.11 |

**Voucher List**  
**CITY OF HIGHLAND**

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Bank code : wfb

| Voucher | Date       | Vendor                            | Description/Account          | Amount           |
|---------|------------|-----------------------------------|------------------------------|------------------|
| 92538   | 10/21/2025 | 000979 VERIZON WIRELESS           | (Continued)                  |                  |
|         |            |                                   | AIR CARDS-SEP                |                  |
|         |            |                                   | 028.2050.4062                | 404.18           |
|         |            |                                   | CELL PHONES-SEP              |                  |
|         |            |                                   | 042.9510.4061                | 964.94           |
|         |            |                                   | AIR CARDS-SEP                |                  |
|         |            |                                   | 042.9510.4062                | 432.17           |
|         |            |                                   | <b>Total :</b>               | <b>3,617.94</b>  |
| 92539   | 10/21/2025 | 000231 VISTA PAINT CORP           | GRAFFITI REMOVAL             |                  |
|         |            |                                   | GRAFFITI REMOVAL             |                  |
|         |            |                                   | 001.6010.4206                | 207.17           |
|         |            |                                   | <b>Total :</b>               | <b>207.17</b>    |
| 92540   | 10/21/2025 | 004709 VORTEX INDUSTRIES, LLC     | PD:GATE REPAIRS              |                  |
|         |            |                                   | PD:GATE REPAIRS              |                  |
|         |            |                                   | 001.2000.4224                | 1,135.00         |
|         |            |                                   | PD:GATE MAINT                |                  |
|         |            |                                   | PD:GATE MAINT                |                  |
|         |            |                                   | 001.2000.4224                | 861.00           |
|         |            |                                   | <b>Total :</b>               | <b>1,996.00</b>  |
| 92541   | 10/21/2025 | 003535 WEST COAST ARBORISTS, INC. | CITY WIDE TREE MAINT-SEP     |                  |
|         |            |                                   | CITY WIDE TREE MAINT-SEP     |                  |
|         |            |                                   | 004.8310.4680                | 1,292.40         |
|         |            |                                   | LMD 15 TREE MAINT-SEP        |                  |
|         |            |                                   | LMD 15 TREE MAINT-SEP        |                  |
|         |            |                                   | 012.8500.4585                | 16,925.75        |
|         |            |                                   | <b>Total :</b>               | <b>18,218.15</b> |
| 92542   | 10/21/2025 | 000237 WILLDAN ASSOCIATES         | BLDG & SAFETY PLAN CHECK-SEP |                  |
|         |            |                                   | BLDG & SAFETY PLAN CHECK-SEP |                  |
|         |            |                                   | 001.4500.4540                | 11,312.50        |
|         |            |                                   | BLDG & SAFETY INSP-SEP       |                  |
|         |            |                                   | BLDG & SAFETY INSP-SEP       |                  |
|         |            |                                   | 001.4500.4540                | 34,340.00        |
|         |            |                                   | STR22002 CE MSRI-SEP         |                  |
|         |            |                                   | STR22002 CE MSRI-SEP         |                  |

Voucher List  
CITY OF HIGHLAND

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Bank code : wfb

| Voucher                         | Date       | Vendor                         | Description/Account                                                                                                                    | Amount                      |
|---------------------------------|------------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 92542                           | 10/21/2025 | 000237 WILLDAN ASSOCIATES      | (Continued)<br>017.8350.6550                                                                                                           | 1,725.50                    |
| Total :                         |            |                                |                                                                                                                                        | 47,378.00                   |
| 92543                           | 10/21/2025 | 006347 YAJAIRA RAMOS           | REFUND:OVER YARD SALE LIMIT<br>REFUND:OVER YARD SALE LIMIT<br>001.1450.7700                                                            | 10.00                       |
| Total :                         |            |                                |                                                                                                                                        | 10.00                       |
| 92544                           | 10/21/2025 | 001677 YMCA OF THE EAST VALLEY | CDBG MONTHLY REIMB-JUL<br>CDBG MONTHLY REIMB-JUL<br>006.8400.4348<br>CDBG MONTHLY REIMB-AUG<br>CDBG MONTHLY REIMB-AUG<br>006.8400.4348 | 2,661.85                    |
| Total :                         |            |                                |                                                                                                                                        | 2,893.80                    |
| Total :                         |            |                                |                                                                                                                                        | 5,555.65                    |
| 92545                           | 10/21/2025 | 006001 YUNEX LLC               | STL MAINT-SEP<br>STL MAINT-SEP<br>013.8510.4664                                                                                        | 2,528.50                    |
| Total :                         |            |                                |                                                                                                                                        | 2,528.50                    |
| 55 Vouchers for bank code : wfb |            |                                |                                                                                                                                        | Bank total : 255,952.92     |
| 55 Vouchers in this report      |            |                                |                                                                                                                                        | Total vouchers : 255,952.92 |





# Staff Report

## to the City Council

Agenda  
Item  
No.4.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Prepared By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Subject:** Treasurer's Report for September 2025

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**Recommendation:**

Receive and file the Treasurer's Report for September 2025.

**Fiscal Impact:**

Cash and Investments:

|                        |                 |
|------------------------|-----------------|
| General Fund           | \$13,044,856.27 |
| Special Revenue Funds  | \$39,720,462.77 |
| Internal Service Funds | \$ 5,893,156.86 |
| Capital Projects Funds | \$42,130,312.71 |
| Agency Funds           | \$ 1,537,057.47 |
| Housing Authority Fund | \$ 3,858,313.73 |
| SARDA Funds            | \$ 3,117,749.14 |

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

Increases in the checking account were due to revenues received plus funds wired from LAIF and CAMP. Decreases in the checking account were a result of payments to vendors, payroll and funds wired to LAIF, CAMP and U.S. Bank. Increases in the fiscal agent accounts (US Bank) resulted from interest and bond payment receipt. Decreases resulted in vendor payments and debt service payments. Increases in the CAMP account were due to interest received. Decreases were a result of funds being wired to the city's checking account primarily for payment of public works projects. The maximum limit on regular accounts is \$75M.

**Attachments:**

1. Treasurer's Report
2. Treasurer's Report Graph
3. Cash & Investments Graph
4. General Fund Reserves Graph

Attachment 1  
Treasurer's Report

**CITY OF HIGHLAND**  
**Treasurer's Report**  
**as of Sept 30, 2025**

**CASH AND BANK ACCOUNTS:**

|                                                        |              |
|--------------------------------------------------------|--------------|
| Cash on Hand-Office Petty Cash & Change Fund Accounts  | 1,150.00     |
| Wells Fargo Checking Account (reconciled book balance) | 4,524,405.16 |

| DESCRIPTION                                                              | MATURITY PERIOD | YIELD  | PAR VALUE     | ORIGINAL COST        |
|--------------------------------------------------------------------------|-----------------|--------|---------------|----------------------|
| <b>INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS</b>                    |                 |        |               |                      |
| <b><u>California Treasurer's Local Agency Investment Fund (LAIF)</u></b> | n/a             | 4.212% |               |                      |
| General Fund                                                             |                 |        | 6,536,535.18  |                      |
| Special Revenue Funds                                                    |                 |        | 28,422,933.00 |                      |
| Internal Service Funds                                                   |                 |        | 6,142,199.00  |                      |
| Capital Projects Funds                                                   |                 |        | 27,920,405.00 |                      |
| Total City LAIF Funds                                                    |                 |        |               | 69,022,072.18        |
| Housing Authority Fund                                                   |                 |        | 3,975,697.09  |                      |
| Total Housing Authority LAIF Funds                                       |                 |        |               | 3,975,697.09         |
| <b>Total LAIF Funds</b>                                                  |                 |        |               | <b>72,997,769.27</b> |

- 1) Maximum limits on accounts are \$75M City and \$75M Housing Authority.  
2) Market Value is based on the September 30, 2025 applicable percentage of 1.001929581  
3) Market Value is \$73,138,624.38 (\$72,997,769.27 x 1.001929581).

|                                                          |     |        |               |               |
|----------------------------------------------------------|-----|--------|---------------|---------------|
| <b><u>California Asset Management Program (CAMP)</u></b> | n/a | 4.360% |               |               |
| General Fund                                             |     |        | 11,620,460.51 |               |
| Special Revenue Funds                                    |     |        | 6,020,674.00  |               |
| Internal Service Funds                                   |     |        | 6,057,846.00  |               |
| Capital Projects Funds                                   |     |        | 6,641,319.00  |               |
| Total CAMP Funds                                         |     |        |               | 30,340,299.51 |

**INVESTMENTS: FISCAL AGENT ACCOUNTS**

**US Bank Corporate Trust Services (Community Facilities Districts)**

|                                                   |     |       |            |            |
|---------------------------------------------------|-----|-------|------------|------------|
| <b>Community Facilities District (CFD) 90-1</b>   |     |       |            |            |
| Administrative Expense Fund #128262-011           |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 117,934.16 | 117,934.16 |
| Fire Protection Expense Fund #128262-012          |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 8,568.43   | 8,568.43   |
| Police Protection Expense Fund #128262-013        |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 3,169.63   | 3,169.63   |
| <b>Community Facilities District (CFD) 2001-1</b> |     |       |            |            |
| Special Tax Fund #217795000                       |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 17,386.29  | 17,386.29  |
| Interest Account #217795001                       |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 0.00% | -          | -          |
| Principal Account #217795002                      |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 0.00% | -          | -          |
| Administrative Expense Account #217795003         |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 14,694.48  | 14,694.48  |
| Surplus Fund #217795004                           |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 31,710.67  | 31,710.67  |
| <b>Community Facilities District (CFD) 2007-1</b> |     |       |            |            |
| Administrative Expense Fund #260722000            |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 7,760.46   | 7,760.46   |
| Fire Expense Fund #260722001                      |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 198.42     | 198.42     |
| Police Expense Fund #260722002                    |     |       |            |            |
| US Bank Money Market Account CUSIP #60934N872     | n/a | 3.76% | 74.10      | 74.10      |

|                                                                   |                   |
|-------------------------------------------------------------------|-------------------|
| <b>TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)</b> | <b>201,496.64</b> |
|-------------------------------------------------------------------|-------------------|

| DESCRIPTION                                            | MATURITY PERIOD | YIELD | PAR VALUE    | ORIGINAL COST                |
|--------------------------------------------------------|-----------------|-------|--------------|------------------------------|
| <b>INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)</b>  |                 |       |              |                              |
| <b><u>US Bank Corporate Trust Services (SARDA)</u></b> |                 |       |              |                              |
| <b>2004B Tax Allocation Refunding Bonds</b>            |                 |       |              |                              |
| Special Fund 786709001                                 |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 5,958.84     | 5,958.84                     |
| Interest Fund 786709002                                |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 556.91       | 556.91                       |
| Principal Fund 786709003                               |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 0.00% | -            | -                            |
| Reserve Fund 786709004                                 |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 173,205.96   | 173,205.96                   |
| <b>2015A Tax Allocation Refunding Bonds</b>            |                 |       |              |                              |
| Special Fund 268777000                                 |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 975.28       | 975.28                       |
| Interest Fund 268777001                                |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 677.04       | 677.04                       |
| Principal Fund 268777002                               |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 0.00% | -            | -                            |
| Reserve Fund 268777004                                 |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 1,020,564.23 | 1,020,564.23                 |
| Expense Account 268777006                              |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 15,441.57    | 15,441.57                    |
| <b>2017 Tax Allocation Refunding Bonds</b>             |                 |       |              |                              |
| Debt Service Fund 259928000                            |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 17,949.59    | 17,949.59                    |
| Interest Fund 259928001                                |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 1,141.50     | 317.45                       |
| Principal Fund 259928002                               |                 |       |              |                              |
| Federated Treasury Obligations CUSIP #60934N872        | n/a             | 3.76% | 317.45       | 1,141.50                     |
| Reserve Fund 259928004                                 |                 |       |              |                              |
| Assured Guaranty Municipal Bond Insurance              | n/a             | 0.00% | -            | -                            |
| <b>TOTAL INVESTMENTS US BANK (SARDA)</b>               |                 |       |              | <u>1,236,788.37</u>          |
| <b>TOTAL CASH AND INVESTMENTS</b>                      |                 |       |              | <u><u>109,301,908.95</u></u> |

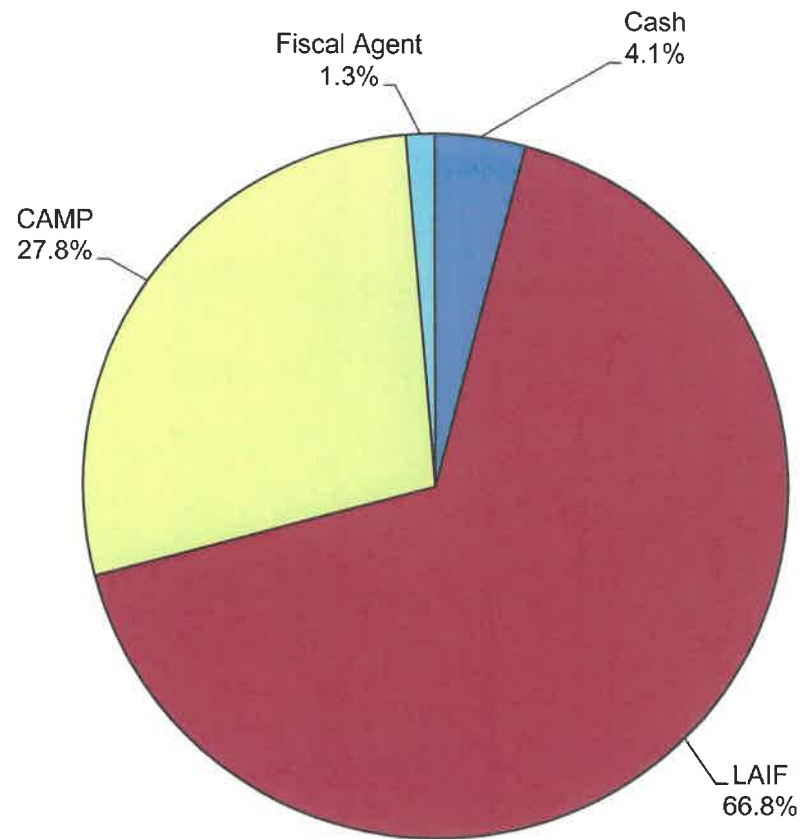
All investments are placed in accordance with City of Highland's Investment Policy and Guidelines. The above summary provides sufficient cash flow liquidity to meet the next six month's estimated expenditures. This report is in accordance with Government Code Section 53646.

SIGNED: \_\_\_\_\_  
Carlos Zamano  
CITY MANAGER

SIGNED:  \_\_\_\_\_  
Leticia Nava-Cruz  
DIRECTOR OF ADMINISTRATIVE  
SERVICES/CITY TREASURER

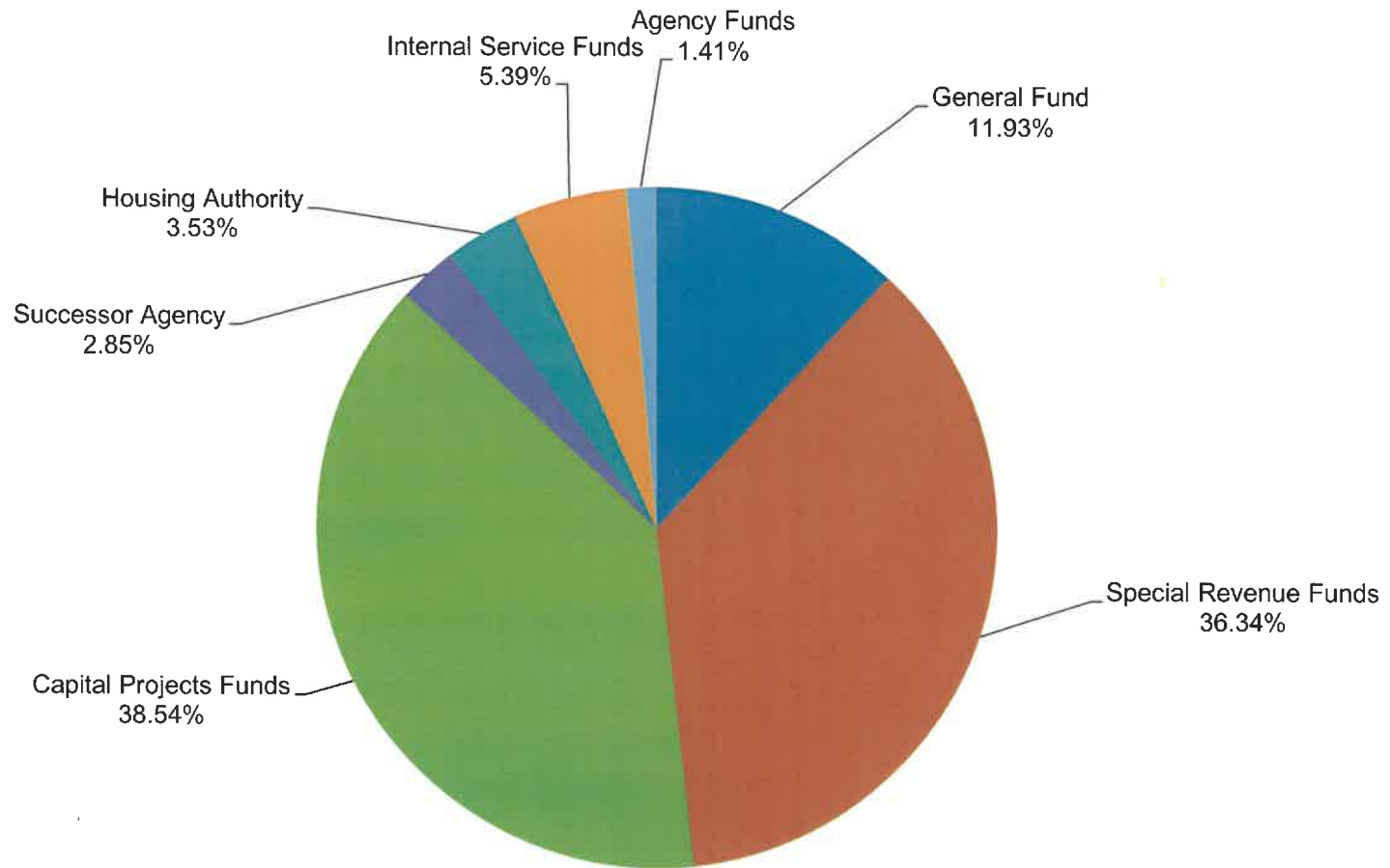
Attachment 2  
Treasurer's Report Graph

## Treasurer's Report



Attachment 3  
Cash and Investments Graph

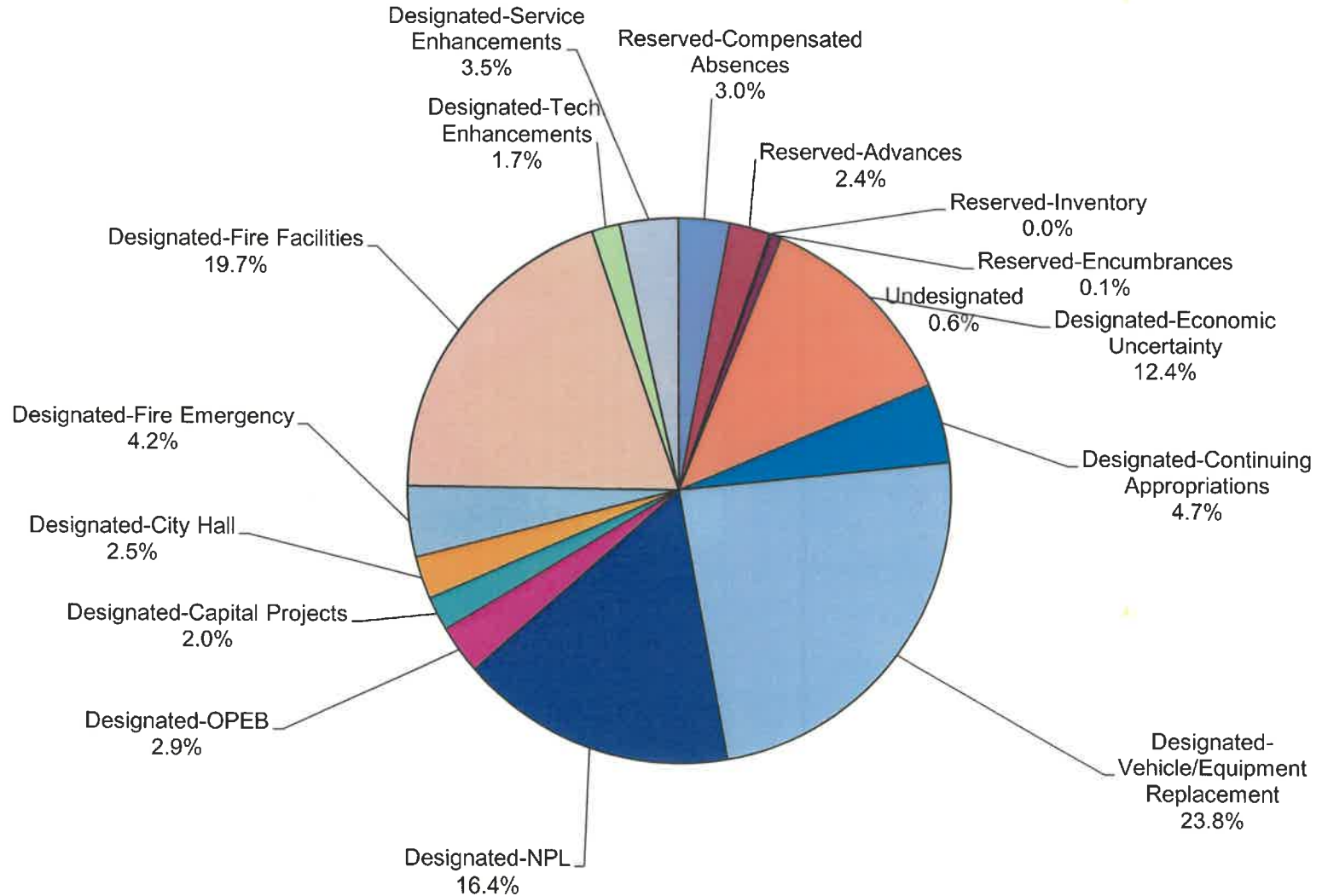
## Cash & Investments





Attachment 4  
General Fund Reserves Graph

# General Fund Reserves





# Staff Report

## to the City Council

Agenda  
Item  
No.5.

---

**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Alondra Muñoz, City Clerk  
**Subject:** Claim Considerations

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**Recommendation:**

George Hills recommends the City Council reject the claims.

**Fiscal Impact:**

None.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The following claims were received by the City Clerk's Office on the corresponding dates below. They were then sent to the City's claim adjuster, George Hills Company, who is recommending that the claims be rejected.

| Claimant                      | Date Received   |
|-------------------------------|-----------------|
| Christian Gutierrez           | August 11, 2025 |
| Andres Gutierrez              | August 11, 2025 |
| Monique & Francisco Gutierrez | August 11, 2025 |
| Monie Ronquillo               | August 13, 2025 |

**Attachments:**

1. Claim - Andrew Gutierrez
2. Claim - Christian Gutierrez
3. Claim - Monie Ronquillo
4. George Hills Letter

# Attachment 1

Claim: Andrew Gutierrez



RECEIVED

AUG 11 2025

CITY OF HIGHLAND

Do not write in this space.

For office use only:

Received: Aug. 11, 2025

By: Alondra Muñoz

☐ E-Mail ☐ Mail ☒ In person

**CLAIM AGAINST THE CITY OF HIGHLAND**

(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

CITY CLERK, CITY OF HIGHLAND  
27215 BASE LINE  
HIGHLAND CA 92346  
(909) 864-6861, ext. 226

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.**

**NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Andrew Gutierrez
  - a. Complete Address of Claimant, including City, State and Zip Code:  
28942 Merris St Highland CA 92346
  - b. Phone Number \_\_\_\_\_
  - c. Date of Birth \_\_\_\_\_

d. Driver's License/State Identification Card Number:

Issued by which State: CA

☒ Driver's License ☐ Identification Card

Expiration Date: \_\_\_\_\_

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

Andrew Gutierrez,

28942 Merris St Highland CA 92346

3. Occurrence or event from which the claim arises:

a. Date of occurrence ~~02/13~~ 02/13/25

b. Time of occurrence 7:04 pm - 8:00 pm

c. Place of occurrence (Exact and specific location)

28942 merris St highland CA 92346 and

Surrounding neighborhood

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

Flood Channel @ Ypsilantha and merris St over flooded  
due to lack of maintenance

e. What particular action by the City, or its employees, caused the alleged damage or injury?

Lack of cleaning channel for a number of years and  
not finishing project in a timely manner since date of  
Original law suit



4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

loss of personal property

No injuries

5. Give the name(s) of the City employee(s) causing the damage or injury:

6. Name and address of any other person injured:

7. Name and address of the owner of any damaged property:

8. Damages Claimed:

a. Amount claimed as of this date: \$ 4,000

b. Estimate amount of future costs: \$ 400

c. Total amount claimed: \$ 4,400

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.:**

Amount that clothing items, and other belongings  
at current market evaluation

9. Names and addresses of all witnesses, hospitals, doctors, etc.

- a. Christian Gutierrez 28942 Merris St Highland CA
- b. Jerry Torres 235 Alvarado St Redlands CA
- c. Monique Gutierrez 28942 Merris St Highland CA
- d. Julian Aguilar 28943 Merris St Highland CA
- e. Vincent Mitchell 1349 Occidental Cir Redlands CA

10. Any additional information which might be helpful in considering this claim:

Does not include emotional distress suffered by having  
the same structure overflow the whole neighborhood.  
The amount of dust/dirt that gets displaced every day  
all over the block is a disgusting nuisance that anyone  
in their right minds would/would more than likely want to seek  
further legal actions...

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL**  
**CODE S72; INSURANCE CODE S556.1.**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

Signed at: Highland CA  
City and State

Date: 08/04/25

Signature of Claimant

Andrew Gutierrez  
Printed name of person signing above



## list of items lost

### 1) Clothes and shoes

- 1) Nike SB Dunks -120
- 2) Perry Ellis dress shoes -50
- 3) Express pants -70
- 4) yeezy 350 boost v2- 300
- 5) sketcher work boots- 45

### 2) Lost wages

1. 80 hours of PTO \$1,520
2. 20 hours of overtime (28.5 x 20) \$570

### 3) Slush Machine BUNN ULTA 2 \$850

### 4) Car maintenance

1. Tire balance due to being two inches deep in water/mud \$130
2. interior detail \$60
3. overspray from "cleaning of rebar" damage on driver window
4. multiple carwashes weekly -\$20 and continuing

## Attachment 2

Claim: Christian Gutierrez



RECEIVED

AUG 11 2025

CITY OF HIGHLAND

Do not write in this space.  
For office use only:

Received: Aug. 11, 2025

By: Alondra Muñoz

☐ E-Mail ☐ Mail ☒ In person

**CLAIM AGAINST THE CITY OF HIGHLAND**  
(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

CITY CLERK, CITY OF HIGHLAND  
27215 BASE LINE  
HIGHLAND CA 92346  
(909) 864-6861, ext. 226

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.**

**NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Christian Gutierrez
- a. Complete Address of Claimant, including City, State and Zip Code:  
28942 Merris St. Highland, CA, 92346
- b. Phone Number (909) 991-9250
- c. Date of Birth 11/08/1999

d. Driver's License/State Identification Card Number:

48856327

Issued by which State: California

☒ Driver's License ☐ Identification Card

Expiration Date: 11/08/2027

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

Christian Gutierrez tel: 909-991-9250

28942 Merris St. Highland, CA, 92346

3. Occurrence or event from which the claim arises:

a. Date of occurrence 02/13/25

b. Time of occurrence \_\_\_\_\_

c. Place of occurrence (Exact and specific location)

28942 Merris St. Highland, CA, 92346

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

Channel Flooding, it overflowed and  
came into property.

e. What particular action by the City, or its employees, caused the alleged damage or injury?

Negligence to maintain proper  
Maintenance of Channel



4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

No injuries

Clothes, Books, Games, Computer Components,  
Game Console Controllers, tools (dremel), Camera, Mini Fridge

5. Give the name(s) of the City employee(s) causing the damage or injury:

\_\_\_\_\_  
\_\_\_\_\_

6. Name and address of any other person injured:

- NO injuries - physical does not include  
emotional damages

7. Name and address of the owner of any damaged property:

Cynthia Torres 235 Alvarado (909)-  
225-2991

8. Damages Claimed:

a. Amount claimed as of this date: \$ 3,200

b. Estimate amount of future costs: \$ —

c. Total amount claimed: \$ 3,200

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.:**

Cost of everything at market value.

9. Names and addresses of all witnesses, hospitals, doctors, etc.

- a. Monique Gutierrez 28942 Merris St Highland, CA 92346
- b. Francisco Gutierrez 28942 Merris St Highland, CA 92346
- c. Andrew Gutierrez 28942 Merris St Highland, CA 92346
- d. Francisco Reyes 7470 San Francisco St. Highland, CA
- e. Johanna Quiclanen 8055 Micheal Drive, San Bernardino CA, 92410

10. Any additional information which might be helpful in considering this claim:

Overall nuisance with construction that  
shouldn't have happened in the first place. It  
couldn't have been avoided if proper maintenance.

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

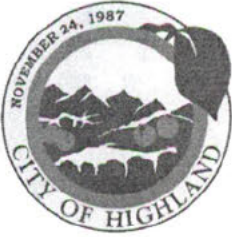
Signed at: Highland, Ca  
City and State

Date: 8/11/25

  
Signature of Claimant

Christian Gutierrez  
Printed name of person signing above



**RECEIVED**

Do not write in this space  
For office use only:

105 13 2025  
CITY OF HIGHLAND  
CITY CLERK

Received: \_\_\_\_\_

By: Alondra Muñoz  
☐ E-Mail ☐ Mail ☒ In person

**CLAIM AGAINST THE CITY OF HIGHLAND**  
(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

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27215 BASE LINE  
HIGHLAND CA 92346  
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**NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Monie Ronquillo
  - a. Complete Address of Claimant, including City, State and Zip Code:  
7966 Ypsilantha St Highland  
Ca, 92346
  - b. Phone Number \_\_\_\_\_
  - c. Date of Birth \_\_\_\_\_

d. Driver's License/State Identification Card Number:

Issued by which State: California

☒ Driver's License ☐ Identification Card

Expiration Date: \_\_\_\_\_

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

\_\_\_\_\_  
\_\_\_\_\_

3. Occurrence or event from which the claim arises:

a. Date of occurrence 2/13/2025

b. Time of occurrence 7:30 pm

c. Place of occurrence (Exact and specific location)

Highland, ca. Ypsilanti St &  
Morris St.

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

on Separate Paper.

e. What particular action by the City, or its employees, caused the alleged damage or injury?

Flood Channel not properly  
maintained, flooded home. Destroyed  
so much.



4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

No injuries

5. Give the name(s) of the City employee(s) causing the damage or injury:

N/A

6. Name and address of any other person injured:

N/A

7. Name and address of the owner of any damaged property:

Ruben Martinez - 7966 Ypsilantha<sup>st</sup>  
Highland, Ca 92344

8. Damages Claimed:

a. Amount claimed as of this date: \$ \_\_\_\_\_

b. Estimate amount of future costs: \$ \_\_\_\_\_

c. Total amount claimed: \$ 26,300.<sup>00</sup>

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.:**

Videos, Pictures of all  
destroyed property upon request.

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. Reban Martinez -

b. Stavie Reyes -

c. \_\_\_\_\_

d. \_\_\_\_\_

e. \_\_\_\_\_

10. Any additional information which might be helpful in considering this claim:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

Signed at: Highland Ca,  
City and State

Date: 8/12/2025

Signature of Claimant

Monie Ronquillo

Printed name of person signing above

### **Itemize lost/Damage items during February 13, 2025 flood**

- Washer/Dryer (GE)
- Couches (sectional)
- 2 dog kennels (Large)
- 2011 Toyota Camry
- Legos (collectables)
- Lawn Mower
- 2 Honda 80 Yamha 90 Dirt bikes
- Lots of Records 12 in & (45s)
- 2 QSC K12 Speakers
- Refrigerator
- Lamps
- End tables
- Coffee table
- Kitchen table
- DVD-Disney collection
- Entertainment center
- Fireplace entertainment center
- Wooden cabinets
- Ice chest
- Basketball court
- Teenage boy clothes
- Daughter clothes
- Dresser
- Denon Surround sound speakers
- VR PlayStation
- Multiple shoes
- Elliptical
- Dog food
- House fans
- Multiple blankets
- Sports wagon
- Ring camera
- Pro baseball hats
- Children's books

We were displaced from our home from February 13, 2025, to April 15, 2025. Sentimental Items have also been lost, including numerous items from deceased parents. There is a significant financial burden we are currently under. Due to this flood, we have lost a lot of items we had purchased and saved for throughout the years. We also had to use our own money for hotel stays and food, purchase new

clothes (undergarments, socks, shoes, etc.) Due to not being able to get into our home. We had to use our PTO from our jobs, and we weren't able to get to work. Our two kids(16,12) missed a great deal of schooling because we were displaced. This flood has severely impacted our lives. We have lost a lot of items due to this flood. Our lives had to be turned upside down. Not to mention, we also have trauma that we all still have from this event. We are still trying to recover from this incident financially. We appreciate your time with this issue.

Any photos or videos you may need, please let us know.

Thank you, The Ronquillo Family

# Attachment 4

## George Hills Letter

November 5, 2025

Alondra Munoz  
City of Highland

|     |               |                                                            |
|-----|---------------|------------------------------------------------------------|
| RE: | Client:       | City of Highland                                           |
|     | Claim Number: | GHC0086706                                                 |
|     | Date of Loss: | February 13, 2025                                          |
|     | Claimants:    | Monie Ronquillo<br>Christian Gutierrez<br>Andrew Gutierrez |

Dear Ms. Munoz:

We have reviewed the above captioned claims and request that you take the action indicated below:

- **Please issue a Notice of Rejection.**

Please provide us with a copy of the notice once sent.

Should you have any questions, please feel free to contact the undersigned.

Kindest Regards,  
George Hills Company, Inc.

*Rose Melchor*

Rose Melchor  
Claims Supervisor  
Direct Dial: (909) 375-9722  
Email: [rose.melchor@georgehills.com](mailto:rose.melchor@georgehills.com)





# Staff Report

## to the City Council

Agenda  
Item  
No.6.

---

**Date:** November 12, 2025

**From:** Carlos Zamano, City Manager

**Reviewed By:** Lawrence Mainez, Community Development Director

**Prepared By:** Kim Stater, Assistant Community Development Director

**Subject:** Proposed City of Highland Community Development Block Grant (CDBG) Applications for Fiscal Year 2026-2027 Including One for Enhanced Code Enforcement and One for Pavement Rehabilitation and Ancillary Work on Cole Avenue and 14th Street

---

### Recommendation:

1. Approve the City's Application for Enhanced Code Enforcement that supports a portion of the salary and benefits of a Code Compliance Officer, Administrative Assistant, and Community Development Director; and
2. Approve the City's Application to construct pavement rehabilitation and ancillary work on two streets within the CDBG Low-Mod Income eligible block area on Cole Avenue from Base Line to 14th Street and 14th Street from Cole Avenue to Central Avenue.

### Fiscal Impact:

The City's grant allocation in Fiscal Year 2026-2027 has not yet been determined by the US Department of Housing and Urban Development (HUD). For the purpose of making the City's initial application, staff will assume that it will be similar to this fiscal year, FY 2025-2026.

A maximum of fifteen percent (15%) of the City's allocation may be used for Public Service Projects. Examples of prior Public Service Project recipients include the Highland Branch Library, YMCA, Highland Senior Center, and Central Little League. The remainder must be used for Construction Improvement Projects. Examples of these include curb/gutter/sidewalk construction and rehabilitation projects as well as Code Enforcement.

### Public Service Applications

Staff did not prepare applications on behalf of the City that would be categorized as "Public Service."

### Construction Improvement Project Proposal Applications

Staff prepared two (2) "Construction" Applications:

1. Enhanced Code Enforcement for a total of \$120,000, including:
  - a. \$18,300 to fund a portion of the salary and benefits of the Community Development

Director position.

b. \$57,248 to fund a portion of the salary and benefits of a full-time Code Compliance Officer position.

c. \$44,452 to fund a portion of the salary of an Administrative Assistant.

2. Pavement Rehabilitation for a total of \$230,000 to request to construct pavement improvements and ancillary work on two streets within the CDBG Low-Mod Income eligible block area on Cole Avenue from Base Line to 14th Street and 14th Street from Cole Avenue to Central Avenue.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The San Bernardino County Department of Community Development and Housing (CDH) is currently accepting CDBG applications for FY 2026-2027. The deadline for submittal is November 14, 2025. The County will determine project eligibility on behalf of HUD. Eligible applications by the City and all other Community Based Organizations will be returned to the City in December for prioritization by the City Council.

The following is a brief summary of the City's proposed Applications:

1. Enhanced Code Enforcement - Funding of this program would continue the ongoing revitalization effort, development, and revitalization activities in the CDBG Target Area. Code Enforcement has received CDBG funding since 1995 to fund a portion of Code Enforcement activities in the CDBG Target Area. Funding will provide for focused efforts in abating substantial housing and blight in the Target Area (see Attachment 1 - Enhanced Code Enforcement Application).

2. Pavement Improvements - Construct pavement improvements and ancillary work on Cole Avenue from Base Line to 14th Street and 14th Street from Cole Avenue to Central Avenue (see Attachment 2 - Pavement Improvements Application).

The above CDBG Applications request a total of \$350,000 in Construction Improvement Project Proposals.

**Attachments:**

1. Enhanced Code Enforcement Application
2. Pavement Improvements Application



**ATTACHMENT 1**  
**Enhanced Code Enforcement Application**

# San Bernardino Community Development & Housing (CDH) (<https://cdh.sbcounty.gov/>)



## 2026-27 Community Development Block Grant

Ends on Fri, Nov 14, 2025 4:00 PM

San Bernardino County Community Development and Housing (CDH) Department is now accepting applications for the Community Development Block Grant (CDBG) Program, Program Year 2026–2027. **Applications must be submitted by 4:00 PM (PST) on November 14, 2025.** Eligible applicants include participating cities, 501(c)(3) nonprofits, and qualified for-profits (economic development only). Projects must meet a HUD National Objective, align with the County's Consolidated Plan priorities, and be completed within required timelines (10 months for public services; 18 months for construction). Incomplete or late submissions will not be considered.

Click [here](https://cdh.sbcounty.gov/wp-content/uploads/sites/117/2026-2027-CDBG-NOFA.pdf) (<https://cdh.sbcounty.gov/wp-content/uploads/sites/117/2026-2027-CDBG-NOFA.pdf>) for the complete Notice of Funding Availability (NOFA), including program guidelines, application instructions, and evaluation criteria.

For questions, contact [CDBG.info@cdh.sbcounty.gov](mailto:CDBG.info@cdh.sbcounty.gov) (<mailto:CDBG.info@cdh.sbcounty.gov>) or (909) 501-0500.

### Applying on behalf of:

#### CITY OF HIGHLAND

UEI: EDJVNAU35G76



Address: 27215 BASELINE ST, HIGHLAND, CA 92346, USA

[Change organization](#)

[Learn how to manage organization details](#) (<https://submittable.help/en/articles/8417693-organization-search>)

Powered by SAM.gov © 2025 SAM.gov (<https://sam.gov/content/home>)

What is the name of your proposed project or activity? (required)

## Section 1: Organization Information

**Applying Organization Name:** (required)

City of Highland

Enter your organization's full legal name.

**Type of Organization** (required)

Participating City



Select your organization type.

**Organization's Mailing Address:** (required)

**Country** (required)

United States



**Address** (required)

27215 Base Line

**Address Line 2** (optional)

**City** (required)

Highland

**State, Province, or Region** (required)

California

**Zip or Postal Code** (required)

92346

**Authorized Official's Name** (required)

**First Name** (required)

Kim

**Last Name** (required)

Stater

List the person authorized to discuss this application.

**Authorized Official's Title** (required)

Assistant Community Development Director

! You have exceeded the character limit.

**Authorized Official's Phone Number** (required)



(909) 864-6861

**Authorized Official's Email Address** (required)

kstater@cityofhighland.org

**Organization's Website**

cityofhighland.org

**Program Manager's Name**

First Name

Kim

Last Name

Stater

**Program Manager's Title**

Assistant Community Development Director

**Program Manager's Phone Number**



(909) 864-6861

**Program Manager's Email**

kstater@cityofhighland.org

**Does your organization expend \$1,000,000 or more a year in federal funds?** (required)



Yes



No

**Federal Tax ID Number:** (required)

330270638

**All applicants must provide a valid Unique Entity Identifier (UEI).**

Registration with the federal System for Award Management ([SAM.gov](http://SAM.gov) (<http://SAM.gov>)) is **required** prior to receiving CDBG funding. Please ensure your organization is active and in good standing in [SAM.gov](http://SAM.gov) (<http://SAM.gov>). If your organization is not currently registered, visit [www.sam.gov](https://www.sam.gov) (<https://www.sam.gov>) to register as soon as possible. Failure to maintain an active SAM registration may result in delays or denial of funding.

**Unique Entity Identifier (UEI) Number** (required)

EDJVNAU35G76

**Section 2: Project Information**

**Project Title** (required)

Enhanced Code Enforcement

25 / 50 characters

Provide a concise name for your project.

**Project Location** (required)

**Country** (required)

United States



**Address** (required)

City-wide

**Address Line 2** (optional)

**City** (required)

Highland

**State, Province, or Region** (required)

California

**Zip or Postal Code** (required)

92346

Enter the physical address or Assessor's Parcel Number.

**Project Type** (required)

Code Enforcement



Select the type of project for which you are requesting funds.

**County Supervisorial District where project will be located:** (required)

3rd District



**Total Amount of CDBG Funds Requested** (required)

\$  USD

**City Funding** (required)

X v

Select the City from which funding is being requested.

**Detailed Project Description:** (required)

**B I U** [List Bulleted] [List Numbered] [Quote] [Link]

The project proposes to revitalize lower-income neighborhoods and improve public health and safety through outreach, education and enforcement of property maintenance standards. The program would partially fund three (3) City staff members. Staff would identify and inspect residential and non-residential property deficiencies, contact the responsible party, provide resources for abatement, and conduct outreach in response to homelessness.

Provide a detailed project description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

**Proposed Use of CDBG Funds:** (required)

**B I U** [List Bulleted] [List Numbered] [Quote] [Link]

To partially fund the salaries of three (3) staff members who will perform enhanced code enforcement duties as described above.

Provide a detailed description of the proposed use of CDBG funds only (e.g., scholarships, rent, supplies, utilities, salaries, etc.):

**Was this activity previously funded with CDBG?** (required)

- ☒ Yes
- ☐ No

**If yes, when?** (required)

**Section 3: Project Benefit**

**Project Service Area and Beneficiary Location:** (required)

**B I U** [List Bulleted] [List Numbered] [Quote] [Link]

The entire CDBG Target Area within the City of Highland boundaries.



Describe the neighborhood, city, or specific geographic area where the beneficiaries of your proposed project or program reside.

### Target Population (required)

- ☐ Low- and moderate-income persons
- ☒ Low- and moderate-income households
- ☐ Homeless persons
- ☐ Children ages 0-12
- ☐ Youth ages 13-19
- ☐ Elderly persons
- ☐ Battered spouses
- ☐ Abused children
- ☐ Illiterate adults
- ☐ Persons with disabilities
- ☐ Persons living with AIDS
- ☐ Migrant farm workers

### What is the anticipated duration of the CDBG-funded activity? (required)

Fiscal Year 2026-2027 (7/1/26-6/30/27)

Please indicate the total length of time the program will operate in weeks, months, or the full program year.

### NATIONAL OBJECTIVE

HUD requires all CDBG projects to meet at least one of the following National Objectives:

- **Benefit to low- and moderate-income persons:** Your project must primarily benefit persons whose household income is at or below 80% of the area median income. **(must be documented)**
- **Area Benefit:** The project or facility serves a defined geographic area where at least 51% of residents are low- or moderate-income. Please upload census data or maps demonstrating this.
- **Job creation or retention:** At least 51% of jobs created or retained by the project will be available to or held by LMI persons. Provide employment projections or commitments.

### Select the HUD National Objective your project will meet: (required)

- ☐ Benefit to low-moderate income persons
- ☒ Area benefit (project serves an area where at least 51% of residents are low-moderate income)
- ☐ Job creation or retention benefiting low-moderate income persons

**Indicate the eligible Census Tract and Block Groups** (required)

090710063022, 06710064021, 06710064022, 060910065, 00106091, 007408206,  
0710074072, 060710074101, 160710076011, 060710076012, 060710076013,  
060710076014, 060710076031, 060710076032, 060710076033, 060710076042

**Upload a map identifying the eligible census blocks as indicated?** (required)

CDBG\_2025.pdf



No more files may be attached here.

Acceptable file types: .pdf, .gif, .jpg, .jpeg, .png, .tif, .tiff

## **Section 4: Project Budget & Sources**

**Please complete the annual program budget for your proposed CDBG-funded activity, beginning July 1, 2026.**

This budget should reflect only the costs associated with the specific activity for which you are requesting CDBG funding—not the overall budget of your organization or agency.

### **Proposed Budget**

|   | A                                  | B                                                                      | C                         |
|---|------------------------------------|------------------------------------------------------------------------|---------------------------|
| 1 |                                    | TOTAL ACTIVITY/ PROJECT BUDGET (Include non-CDBG Funds and CDBG Funds) | CDBG FUNDS REQUESTED-Only |
| 2 | Personnel                          |                                                                        |                           |
| 3 | A. Salaries & Wages                | 371750                                                                 | 120000                    |
| 4 | B. Fringe Benefits                 |                                                                        |                           |
| 5 | C. Consultants & Contract Services |                                                                        |                           |
| 6 | PERSONNEL SUB-TOTAL                | 371750                                                                 | 120000                    |
| 7 |                                    |                                                                        |                           |
| 8 | Non-Personnel                      |                                                                        |                           |
| 9 | A. Space Costs                     |                                                                        |                           |
|   | B. Rental. Lease or Purchase of    |                                                                        |                           |



**Indicate the eligible Census Tract and Block Groups** (required)

090710063022, 06710064021, 06710064022, 060910065, 00106091, 007408206,  
0710074072, 060710074101, 160710076011, 060710076012, 060710076013,  
060710076014, 060710076031, 060710076032, 060710076033, 060710076042

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CDBG\_2025.pdf



No more files may be attached here.

Acceptable file types: .pdf, .gif, .jpg, .jpeg, .png, .tif, .tiff

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This budget should reflect only the costs associated with the specific activity for which you are requesting CDBG funding—not the overall budget of your organization or agency.

### **Proposed Budget**

\* **PERSONNEL**

| 8  | Non-Personnel <sup>A</sup>                | B      | C      |
|----|-------------------------------------------|--------|--------|
| 9  | A. Space Costs                            |        |        |
| 10 | B. Rental, Lease or Purchase of Equipment |        |        |
| 11 | C. Consumable Supplies                    |        |        |
| 12 | D. Travel                                 |        |        |
| 13 | E. Telephone                              |        |        |
| 14 | F. Utilities                              |        |        |
| 15 | G. Other Costs                            |        |        |
| 16 | NON-PERSONNEL SUB-TOTAL:                  | 0      | 0      |
| 17 |                                           |        |        |
| 18 | GRAND TOTAL                               | 371750 | 120000 |

(( \$251,750 CITY +  
139 of 294  
\$120,000 CDBG ))

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity.

#### Leveraging Funds (required)

|   | A               | B                      | C      | D              |
|---|-----------------|------------------------|--------|----------------|
| 1 | Source of Funds | Type of Funding        | Amount | Date Available |
| 2 | Federal Funding |                        |        |                |
| 3 | State Funding   |                        |        |                |
| 4 | County Funding  |                        |        |                |
| 5 | Private Funding |                        |        |                |
| 6 | Fees            |                        |        |                |
| 7 | Donations       |                        |        |                |
| 8 | Other           | Highland General Fund  | 251750 | 7/1/26         |
| 9 |                 | Total Leveraging Funds | 251750 | 7/1/26         |

Describe your organization's long-term financial commitment to this project and explain how the service will continue once CDBG funding ends. (required)

The staff members responsible to conduct the program objectives are permanent City employees. The City's Bi-Annual Budget includes their continuing service. The City Council has indicated, through the adoption of the Budget and Work Program, an ongoing commitment to Code Enforcement.

## Section 5: Performance & Outcomes

Estimate the total number of units of service that will be delivered using CDBG funds during the program year. (required)

750 properties.

A unit of service refers to a single instance of assistance provided to a client or household (e.g., one counseling session, one food box, one hour of training).

Example:

- 400 Case management sessions
- 1,200 meals provided
- 150 hours of workforce training
- 250 housing units

**Of the total number above, how many unduplicated individuals/households do you expect to serve?**

(required)

550

An unduplicated client is counted only once, even if they receive multiple services during the year.

**What are the primary goals and intended outcomes of this service or activity?** (required)

The primary goals are to improve property conditions within the CDBG Target Area. Goals will be achieved by addressing blighted conditions such as lack of property maintenance, substandard living conditions, illegal and unsafe structures, and encouraging affordable housing opportunities.

Please describe how success will be measured and evaluated using qualitative methods

**How will your organization ensure that the proposed activity achieves its contracted goals and is fully implemented within the 10-month program period (July 1, 2026 – April 30, 2027)?** (required)

The associated staff are trained and in place as are the necessary vehicles, technology and tools. The City's portion of the salaries are fully allocated and funded. The staff is aware of the goals and objectives, how to perform their duties and prepare the reporting.

Describe how your organization will track performance outcomes, maintain service delivery timelines, and meet required expenditure benchmarks throughout the contract period. Include details about staffing, program readiness, internal oversight, and how you will stay on track to complete the project by April 30, 2027.

## **Section 6: Management Capacity**

**Describe your organization's experience in managing and operating projects or activities funded by CDBG or other Federal grant programs.** (required)

The City of Highland incorporated in 1987 and has received Community Development Block Grant (CDBG) funding for several decades. The City's Community Development, Administrative, Finance and Public Works staff have managed dozens of projects during this period and have always received positive outcomes as well as audit and monitoring comments by internal and County HCD staff.

**Does your organization have formally adopted written policies and procedures covering key management systems such as personnel, procurement, property management, recordkeeping, and financial oversight?**

(required)

☒ Yes

☐ No

**Describe the roles and qualifications of the key administrators, staff, and volunteers who will be responsible for implementing the proposed project. Include relevant experience, education, and professional licenses or certifications as applicable.** (required)

Code Enforcement Officer - the Officer likely to be assigned to this project has 10 years of experience as a Highland Code Enforcement Officer. He is more than capable and adequately trained to perform the required duties.

Administrative Assistant - the Admin. Assistant to be assigned has 2 years experience with the City's Code Enforcement, Building & Safety and Public Services/City Clerk's Office. She has performed similar data gather, analysis and associated administrative tasks necessary.

Community Development Director - the CD Director has been a staff member at the City for 29 years and familiar with all aspects of the City's Code Enforcement, Land Use/Planning Division, Building & Safety Division, Animal Control and Housing. He is a key resource to the Code Enforcement Officer and will provide direction and guidance as needed.

## Authorization to Submit Application

authorization\_to\_sign.pdf



No more files may be attached here.

Acceptable file types: .pdf

**Complete, sign, and upload the** Authorization-to-Submit-Application-Form.pdf (<https://cdh.sbcounty.gov/wp-content/uploads/sites/117/Authorization-to-Submit-Application-Form.pdf>)

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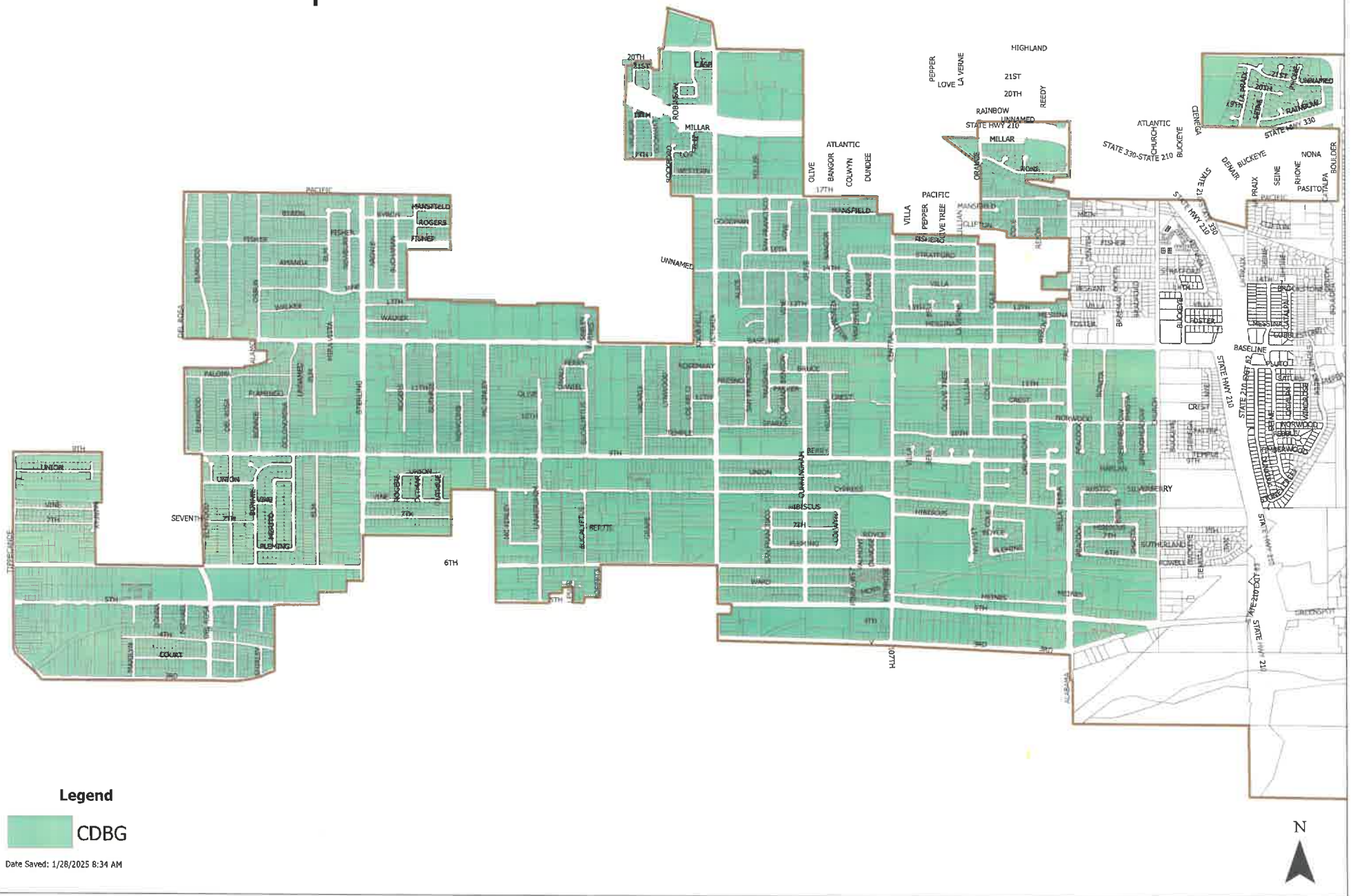
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# CDBG Grant Map



**ATTACHMENT 2**  
**Pavement Improvements Application**

[← Back \(https://SBCDH.submittable.com/submit\)](https://SBCDH.submittable.com/submit)

\$ Octavio Duran ▾

<https://www.submittable.com/help/submitter?orgId=26327>

# San Bernardino Community Development & Housing (CDH) (<https://cdh.sbcounty.gov/>)



## 2026-27 Community Development Block Grant

Ends on Fri, Nov 14, 2025 4:00 PM

San Bernardino County Community Development and Housing (CDH) Department is now accepting applications for the Community Development Block Grant (CDBG) Program, Program Year 2026–2027. **Applications must be submitted by 4:00 PM (PST) on November 14, 2025.** Eligible applicants include participating cities, 501(c)(3) nonprofits, and qualified for-profits (economic development only). Projects must meet a HUD National Objective, align with the County's Consolidated Plan priorities, and be completed within required timelines (10 months for public services; 18 months for construction). Incomplete or late submissions will not be considered.

Click [here \(https://cdh.sbcounty.gov/wp-content/uploads/sites/117/2026-2027-CDBG-NOFA-revised-link.pdf\)](https://cdh.sbcounty.gov/wp-content/uploads/sites/117/2026-2027-CDBG-NOFA-revised-link.pdf) for the complete Notice of Funding Availability (NOFA), including program guidelines, application instructions, and evaluation criteria.

For questions, contact [CDBG.info@cdh.sbcounty.gov](mailto:CDBG.info@cdh.sbcounty.gov) (<mailto:CDBG.info@cdh.sbcounty.gov>) or (909) 506-0600.

### Applying on behalf of:

#### CITY OF HIGHLAND

UEI: EDJVNAU35G76



Address: 27215 BASELINE ST, HIGHLAND, CA 92346, USA

[Change organization](#)

[Learn how to manage organization details](#) (<https://submittable.help/en/articles/8417693-organization-search>)

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What is the name of your proposed project or activity? (required)

FY 26/27 CDBG Highland Pavement Rehabilitation Project

54 / 300 characters

Section 1: Organization Information

Applying Organization Name: (required)

City of Highland

Enter your organization's full legal name.

Type of Organization (required)

City of Highland

No options

Organization's Mailing Address: (required)

Country (required)

United States

Address (required)

27215 Base Line

Address Line 2 (optional)

City (required)

Highland

State, Province, or Region (required)

California

Zip or Postal Code (required)

92346

Authorized Official's Name (required)

First Name (required)

Octavio

Last Name (required)

Duran

List the person authorized to discuss this application.

Authorized Official's Title (required)



Public Works Director/City Engineer

35 / 20 characters

**Authorized Official's Phone Number** (required)



1 (909) 864-6861

**Authorized Official's Email Address** (required)

oduran@cityofhighland.org

**Organization's Website**

cityofhighland.org

**Program Manager's Name**

First Name

Kim

Last Name

Stater

**Program Manager's Title**

Assistant Community Development Director

**Program Manager's Phone Number**



(909) 864-6861

**Program Manager's Email**

kstater@cityofhighland.org

**Does your organization expend \$1,000,000 or more a year in federal funds?** (required)



Yes



No

**Federal Tax ID Number:** (required)

330270638

All applicants must provide a valid Unique Entity Identifier (UEI).

Registration with the federal System for Award Management ([SAM.gov](http://SAM.gov) (<http://SAM.gov>)) is **required** prior to receiving CDBG funding. Please ensure your organization is active and in good standing in [SAM.gov](http://SAM.gov) (<http://SAM.gov>). If your organization is not currently registered, visit [www.sam.gov](https://www.sam.gov) (<https://www.sam.gov>) to register as soon as possible. Failure to maintain an active SAM registration may result in delays or denial of funding.

Unique Entity Identifier (UEI) Number (required)

EDJVNAU35G76

Section 2: Project Information

Project Title (required)

FY 26/27 CDBG Highland Pavement Rehab Project

45 / 50 characters

Provide a concise name for your project.

Project Location (required)

Country (required)

United States

X

▼

Address (required)

27215 Base Line

Address Line 2 (optional)

City (required)

Highland

State, Province, or Region (required)

California

Zip or Postal Code (required)

92346

Enter the physical address or Assessor's Parcel Number.

Project Type (required)

Construction

X

▼

Select the type of project for which you are requesting funds.

Select Construction Type (required)

- ☐ Public Facilities
- ☒ Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)

**County Supervisorial District where project will be located:** (required)

3rd District



**Total Amount of CDBG Funds Requested** (required)

\$

230,000

USD

**City Funding** (required)

Highland



Select the City from which funding is being requested.

**Is this a new construction project or a request for additional funding to an existing CDBG project?** (required)



New



Request for additional funding

**Detailed Project Description:** (required)

**B I U**

Construct pavement rehabilitation and ancillary work on two streets within the CDBG Low-Mod Income eligible block area boundaries within the City of Highland including: Cole Ave from Base Line to 14th St and 14th St from Cole Ave to Central Ave

Provide a detailed project description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

**Proposed Use of CDBG Funds:** (required)

**B I U**

Provide a detailed description of the proposed use of CDBG funds only (e.g., scholarships, rent, supplies, utilities, salaries, etc.):

### **Section 3: Project Benefit**

**Project Service Area and Beneficiary Location:** (required)

**B I U**

Describe the neighborhood, city, or specific geographic area where the beneficiaries of your proposed project or program reside.

### Target Population (required)

- ☐ Low- and moderate-income persons
- ☐ Low- and moderate-income households
- ☐ Homeless persons
- ☐ Children ages 0-12
- ☐ Youth ages 13-19
- ☐ Elderly persons
- ☐ Battered spouses
- ☐ Abused children
- ☐ Illiterate adults
- ☐ Persons with disabilities
- ☐ Persons living with AIDS
- ☐ Migrant farm workers

### NATIONAL OBJECTIVE

HUD requires all CDBG projects to meet at least one of the following National Objectives:

- **Benefit to low- and moderate-income persons:** Your project must primarily benefit persons whose household income is at or below 80% of the area median income. **(must be documented)**
- **Area Benefit:** The project or facility serves a defined geographic area where at least 51% of residents are low- or moderate-income. Please upload census data or maps demonstrating this.
- **Job creation or retention:** At least 51% of jobs created or retained by the project will be available to or held by LMI persons. Provide employment projections or commitments.

### Select the HUD National Objective your project will meet: (required)

- ☒ Benefit to low-moderate income persons
- ☐ Area benefit (project serves an area where at least 51% of residents are low-moderate income)
- ☐ Job creation or retention benefiting low-moderate income persons

Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons. (required)

City uses official HUD maps to identify low/mod block groups. Project is part of block: 060710074091. 52% of the population are of low/i

## Section 4: Project Budget & Sources

### Provide the estimated project costs

If the project will be completed in phases, each phase should be operationally independent and include a separate cost estimate and priority level. Construction activities with total costs over \$2,000 must comply with Federal prevailing wage requirements under the Davis-Bacon Act.

### Proposed Budget (required)



|   | A                                  | B                  | C                  |
|---|------------------------------------|--------------------|--------------------|
| 1 |                                    | CDBG Share (\$):   | Other Source (\$): |
| 2 | Architectural/Engineering Services | 0                  | 20000              |
| 3 | Acquisition of Real Property       |                    |                    |
| 4 | Construction                       | 230000             | 45000              |
| 5 | Other:                             |                    |                    |
| 6 | Total                              | 230000             | 65000              |
| 7 |                                    |                    |                    |
| 8 |                                    | Total Project Cost | 295000             |

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity.

### Leveraging Funds (required)



|   | A               | B               | C      | D              |
|---|-----------------|-----------------|--------|----------------|
| 1 | Source of Funds | Type of Funding | Amount | Date Available |
| 2 | Federal Funding |                 |        |                |
| 3 | State Funding   |                 |        |                |
| 4 | County Funding  |                 |        |                |
| 5 | Private Funding |                 |        |                |
| 6 | Fees            |                 |        |                |
| 7 | Donations       |                 |        |                |

|   |       |                        |       |          |
|---|-------|------------------------|-------|----------|
| 8 | Other | MEASURE I              | 65000 | 7/1/2026 |
| 9 |       | Total Leveraging Funds |       |          |

**How will your organization ensure that project costs remain on budget? Describe your cost monitoring practices and any contingency plans if bids exceed estimates.**

scope is straightforward and the City has historically delivered the project under budget

## **Section 5: Performance & Outcomes**

**What is the current status of the project in terms of planning, design, permits, and procurement? Provide a timeline outlining key milestones such as design completion, environmental review, bid solicitation, contract award, construction start, and project completion. (required)**

Design: 7/1/26 through 11/30/26 Bid Package Approval by CHD: 12/31/26 Contractor Selection: 3/11/27 Construction: 4/7/27 through 6/27/27

**How will your organization track progress against construction benchmarks to ensure timely completion within the required 18-month project period?" (required)**

The scope is straightforward and the City has historically delivered the project in a timely manner

**What specific outcomes will result from the completion of this capital improvement project? Please describe the physical improvements and the number or type of residents expected to benefit. (required)**

project will complete pavement rehab, upgrade curb ramps and re-install new enhanced crosswalks near school for improved safety and accessibility

### **Examples:**

- "This sidewalk reconstruction project will improve safety and accessibility for approximately 2,000 residents."
- "A community facility will be renovated to meet ADA standards, providing services to 1,200 low- and moderate-income seniors annually."
- "The installation of new storm drains will reduce flooding for 40 homes."

**Describe how the completed improvement will serve the community over the long term. Who will be responsible for maintaining the facility or infrastructure? Will it remain publicly accessible to the intended beneficiaries? (required)**

City will maintain the public roadway and sidewalk

## **Section 6: Management Capacity**

**Describe your organization's experience in managing and operating projects or activities funded by CDBG or other Federal grant programs. (required)**

This is a standard City Public Work Function

**Does your organization have formally adopted written policies and procedures covering key management systems such as personnel, procurement, property management, recordkeeping, and financial oversight? (required)**

☒ Yes

☐ No

**Describe the roles and qualifications of the key administrators, staff, and volunteers who will be responsible for implementing the proposed project. Include relevant experience, education, and professional licenses or certifications as applicable. (required)**

n/a

### **Authorization to Submit Application**

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .pdf

**Complete, sign, and upload the** [Authorization-to-Submit-Application-Form.pdf \(https://cdh.sbcounty.gov/wp-content/uploads/sites/117/Authorization-to-Submit-Application-Form.pdf\)](https://cdh.sbcounty.gov/wp-content/uploads/sites/117/Authorization-to-Submit-Application-Form.pdf)

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## CDBG 2026-2027

City of Highland

### Legend

-  CDBG Project Streets
-  Cole Elementary School





# Staff Report

## to the City Council

Agenda  
Item  
No.7.

---

**Date:** November 12, 2025

**From:** Carlos Zamano, City Manager

**Reviewed By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer

**Prepared By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer

**Subject:** Approval of Amendment to Agreement between the City and San Bernardino County Sheriff's Department Contract for FY 2025-2026 & Amendment No. 5 to the Reimbursement Agreement Between the City of Highland & East Valley Water District (EVWD) for Law Enforcement Services for FY 2025-2026 Due to MOU Negotiated Salary Increases

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### Recommendation:

1. The Finance/Personnel Subcommittee recommends that the City Council authorize the Mayor to execute the amended contract (FY 2025-2026) for Law Enforcement Services with the San Bernardino County Sheriff's Department (Sheriff's Department) to update the salaries in Schedule A; and
2. Approve Amendment No. 5 to the Reimbursement Agreement Between the City of Highland & East Valley Water District (EVWD) for Law Enforcement Services (FY 2025-2026).

### Fiscal Impact:

The fiscal impact of the amended Schedule A for FY 2025-2026 is an increase in the contract amount by \$868,312 for a total contract price of \$14,734,897, of which \$332,183 will be reimbursed by EVWD. There are sufficient funds in the FY 2025-2026 budget to cover this increased cost.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

The proposed FY 2025-2026 Schedule A reflects an overall increase of \$868,312 — from \$13,866,585 to \$14,734,897 — representing a 6.26% increase compared to the amended Schedule A approved by Council in June 2025.

At the time of that approval, staff advised Council that an increase was anticipated due to

156 of 294

ongoing Memorandum of Understanding (MOU) negotiations between the Sheriff Employees' Benefit Association (SEBA) and the County of San Bernardino (County). In preparation, the City proactively budgeted for an estimated 4.5% increase, setting aside \$14,490,581 for the contract.

While the final contract amount exceeded projections slightly, the difference to be covered by the City is \$244,316.

The MOU negotiations concluded on September 9, 2025, with an effective date of October 4, 2025. The signed above-referenced agreements must be submitted to the County by December 2, 2025, for approval by the Board of Supervisors on December 16, 2025.

In addition, the cost for the Deputy assigned to EVWD has increased by \$21,558, from \$310,625 to \$332,183. EVWD has been notified of the updated cost and will remit the additional amount to the City on or around December 1, 2025. This cost includes the full compensation package (salary and benefits), a marked patrol unit, equipment, and all applicable insurance (personal liability and vehicle).

**Future Cost Considerations:**

Staff were also informed that additional salary increases of 4% per year are scheduled for FY 2026-2027 and FY 2027-2028 for personnel covered under the SEBA MOU. While no other contractual changes are anticipated at this time, the City has already accounted for a 5% increase in the FY 2026-2027 budget to address expected cost escalations.

This item was reviewed by the Finance/Personnel Subcommittee on October 22, 2025, and they recommended approval.

**Attachments:**

1. FY 2025-2026 Schedule A (proposed) 43rd Amendment
2. FY 2025-2026 Amend. No. 5 to the Reimbursement Agreement b/w the City of Highland & East Valley Water District for Law Enforcement Svcs. (proposed)

## Attachment 1

FY 2025-2026 Schedule A (proposed) 43rd Amendment.



**Contract Number**

**94-522 A-43**

**SAP Number**

**N/A**

## **Sheriff/Coroner/Public Administrator**

|                                           |                                                                                |
|-------------------------------------------|--------------------------------------------------------------------------------|
| <b>Department Contract Representative</b> | <u>Carolina Mendoza, Chief Deputy<br/>Director of Sheriff's Administration</u> |
| <b>Telephone Number</b>                   | <u>(909) 387-0640</u>                                                          |
| <b>Contractor</b>                         | <u>City of Highland</u>                                                        |
| <b>Contractor Representative</b>          | <u>Penny Lilburn, Mayor</u>                                                    |
| <b>Telephone Number</b>                   | <u>(909) 864-6861</u>                                                          |
| <b>Contract Term</b>                      | <u>07/01/2025 through 06/30/2026</u>                                           |
| <b>Original Contract Amount</b>           | <u>\$13,866,585</u>                                                            |
| <b>Amendment Amount</b>                   | <u>\$868,312</u>                                                               |
| <b>Total Contract Amount</b>              | <u>\$14,734,897</u>                                                            |
| <b>Cost Center</b>                        | <u>4413161000</u>                                                              |

**IT IS HEREBY AGREED AS FOLLOWS:**

### **AMENDMENT No. 43**

Effective October 4, 2025, Contract No. 94-522 to provide law enforcement service to the City of Highland is hereby amended by replacing Schedule A referred to in Section II. CONSIDERATION, with the Schedule A attached hereto and incorporated herein by this reference.

Except as amended, all other terms and conditions of this Contract remain as stated therein.

[With the exception of signatures, this page is intentionally left blank].

SAN BERNARDINO COUNTY

►

Dawn Rowe, Chair, Board of Supervisors

Dated: \_\_\_\_\_

SIGNED AND CERTIFIED THAT A COPY OF THIS  
DOCUMENT HAS BEEN DELIVERED TO THE  
CHAIRMAN OF THE BOARD

Lynna Monell  
Clerk of the Board of Supervisors  
San Bernardino County

By \_\_\_\_\_

Deputy

City of Highland

(Print or type name of corporation, company, contractor, etc.)

By ►

(Authorized signature - sign in blue ink)

Name Penny Lilburn

(Print or type name of person signing contract)

Title Mayor

(Print or Type)

Dated: \_\_\_\_\_

Address 27215 Base Line

Highland, CA 92346

**FOR COUNTY USE ONLY**

Approved as to Legal Form

►

Grace B Parsons, Deputy County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

►

Date \_\_\_\_\_

Reviewed/Approved by Department

►

Carolina Mendoza, Chief Deputy Director of  
Sheriff's Administration

Date \_\_\_\_\_



**SCHEDULE A**  
**Law Enforcement Services Contract**  
**City of Highland**  
**2025-26**

| <u>LEVEL OF SERVICE</u>                             | <u>COST</u>                         | <u>MOU INCREASES</u><br><u>(EFF. 10/4/25)</u> | <u>TOTAL NEW</u><br><u>CONTRACT AMOUNT</u><br><u>(EFF. 10/4/25)</u> |
|-----------------------------------------------------|-------------------------------------|-----------------------------------------------|---------------------------------------------------------------------|
| 1.00 Captain                                        | \$ 577,765 <sup>1</sup>             | \$ -                                          | \$ 577,765 <sup>1</sup>                                             |
| 1.00 Lieutenant                                     | 396,969 <sup>1</sup>                | 34,093 <sup>1</sup>                           | 431,062 <sup>1</sup>                                                |
| 6.00 Sergeant                                       | 1,949,112 <sup>1</sup>              | 154,914 <sup>1</sup>                          | 2,104,026 <sup>1</sup>                                              |
| 3.00 Detective/Corporal                             | 827,292 <sup>1</sup>                | 75,681 <sup>1</sup>                           | 902,973 <sup>1</sup>                                                |
| 28.00 Deputy Sheriff                                | 6,430,116 <sup>1</sup>              | 603,624 <sup>1</sup>                          | 7,033,740 <sup>1</sup>                                              |
| 4.00 Sheriff's Service Specialist                   | 382,172 <sup>1</sup>                |                                               | 382,172 <sup>1</sup>                                                |
| 1.00 Administrative Assistant                       | 96,898 <sup>1</sup>                 |                                               | 96,898 <sup>1</sup>                                                 |
| 5.00 Office Specialist                              | 495,340 <sup>1</sup>                |                                               | 495,340 <sup>1</sup>                                                |
| 15.00 Marked Unit                                   | 339,879 <sup>2</sup>                |                                               | 339,879 <sup>2</sup>                                                |
| 1.00 Marked 4x4 Chevrolet Silverado                 | 25,846 <sup>2</sup>                 |                                               | 25,846 <sup>2</sup>                                                 |
| 7.00 Unmarked Unit                                  | 79,768 <sup>2</sup>                 |                                               | 79,768 <sup>2</sup>                                                 |
| 1.00 Mini Van                                       | 10,478 <sup>2</sup>                 |                                               | 10,478 <sup>2</sup>                                                 |
| 2.00 Command Staff Vehicle                          | 32,814 <sup>2</sup>                 |                                               | 32,814 <sup>2</sup>                                                 |
| 2.00 Pickup truck                                   | 21,965 <sup>2</sup>                 |                                               | 21,965 <sup>2</sup>                                                 |
| 2.00 Citizen Patrol Truck                           | 17,526 <sup>2</sup>                 |                                               | 17,526 <sup>2</sup>                                                 |
| 1.00 Citizen Patrol Donated SUV (Equip & Comm Only) | 2,530 <sup>3</sup>                  |                                               | 2,530 <sup>3</sup>                                                  |
| Dispatch Services                                   | 656,991 <sup>1</sup>                |                                               | 656,991 <sup>1</sup>                                                |
| 64.00 HTs (Amortization, Access & Maintenance)      | 102,528                             |                                               | 102,528                                                             |
| 2.00 Additional MDCs                                | 2,349                               |                                               | 2,349                                                               |
| 37.00 Taser Replacement (Amortized over 5-years)    | 38,170                              |                                               | 38,170                                                              |
| Administrative Support                              | 62,047                              |                                               | 62,047                                                              |
| Office Automation                                   | 152,671                             |                                               | 152,671                                                             |
| Body Worn Cameras                                   | 50,315                              |                                               | 50,315                                                              |
| Vehicle Insurance                                   | 96,779                              |                                               | 96,779                                                              |
| Personnel Liability & Bonding                       | 857,740                             |                                               | 857,740                                                             |
| Workers' Comp Experience Modification               | (43,462)                            |                                               | (43,462)                                                            |
| County Administrative Cost                          | 190,777                             |                                               | 190,777                                                             |
| Startup Cost                                        | 13,209                              |                                               | 13,209                                                              |
| <b>Cost for FY2025-26</b>                           | <b>\$ 13,866,585 <sup>1-5</sup></b> | <b>\$ 868,312 <sup>1</sup></b>                | <b>\$ 14,734,897 <sup>1-5</sup></b>                                 |

**Monthly Payment Schedule**

|                                                      |             |
|------------------------------------------------------|-------------|
| 1st payment due July 15, 2025:                       | \$1,155,546 |
| 2nd through 3rd payments due the 5th of each month:  | \$1,155,549 |
| 4th payment due October 5, 2025:                     | \$1,252,029 |
| 5th through 12th payments due the 5th of each month: | \$1,252,028 |

<sup>1</sup> Personnel costs include salary and benefits and are subject to change by Board of Supervisors' action. Changes in salary and benefit costs will be billed to the City on a quarterly invoice.

<sup>2</sup> Vehicle costs do not include fuel and maintenance. The City is responsible for fuel, repair and maintenance of all contract vehicles, including collision damage. All fuel, repair and maintenance costs incurred by the County will be billed to the City on a quarterly invoice.

<sup>3</sup> No replacement cost is included for grant funded or donated vehicles.

<sup>4</sup> Services and supplies will be billed to the City on a quarterly invoice.

<sup>5</sup> Grant funded, donated and non-replaceable vehicles will incur a vehicle insurance and equipment connection cost for the period the vehicle is in use.

**SCHEDULE A**  
**Law Enforcement Services Contract**  
**City of Highland**  
**2025-26**

**Additional Costs Billed Quarterly:**

The City will be billed on a quarterly basis for the following items:

- Increase to salaries and benefits resulting from Board of Supervisors-approved changes to Memoranda of Understanding with the County's various employee organizations.
- Actual overtime costs.
- Actual on-call costs.
- Actual costs of vehicle fuel, repair and maintenance, including the costs of collision repair.
- Actual costs for services and supplies.

**LEVEL OF SERVICE SUMMARY**

**SAFETY:**

|                    |   |              |
|--------------------|---|--------------|
| Captain            | - | 1.00         |
| Lieutenant         | - | 1.00         |
| Sergeant           | - | 6.00         |
| Detective/Corporal | - | 3.00         |
| Deputy Sheriff     | - | 28.00        |
|                    |   | <u>39.00</u> |

**GENERAL:**

|                              |   |              |
|------------------------------|---|--------------|
| Sheriff's Service Specialist | - | 4.00         |
| Administrative Assistant     | - | 1.00         |
| Office Specialist            | - | 5.00         |
| Dispatchers                  | - | 4.59         |
|                              |   | <u>14.59</u> |

**VEHICLES:**

|                               |   |              |
|-------------------------------|---|--------------|
| Marked Patrol Units           | - | 16.00        |
| Safety Unmarked Units         | - | 7.00         |
| Command Staff Units           | - | 2.00         |
| Unmarked Units Non-code (Van) | - | 1.00         |
| Pickup Trucks                 | - | 2.00         |
| Citizen Patrol                | - | 2.00         |
| Donated Vehicles-Ins Only     | - | 9.00 *       |
|                               |   | <u>39.00</u> |

**DONATED VEHICLES LIST:**

|                              |   |               |
|------------------------------|---|---------------|
| Citizen Patrol SUV           | - | 1.00 *        |
| Command Post                 | - | 1.00 *        |
| Light Tower Trailer          | - | 2.00 *        |
| Utility Trailer-Smart        | - | 1.00 *        |
| Utility Trailer-Zieman       | - | 1.00 *        |
| Utility Trailer-Mighty Mover | - | 1.00 *        |
| Kawasaki UTV                 | - | 1.00 *        |
| Polaris Ranger               | - | 1.00 *        |
|                              |   | <u>9.00 *</u> |

\* (Included for insurance costs only)



## Attachment 2

FY 2025-2026 Amendment No. 5 to the Reimbursement Agreement Between the City of Highland & East Valley Water District for Law Enforcement Services (proposed).

**AMENDMENT NO. 5  
REIMBURSEMENT AGREEMENT  
BETWEEN THE CITY OF HIGHLAND AND EAST VALLEY WATER DISTRICT FOR  
LAW ENFORCEMENT SERVICES**

This Amendment No. 5 Reimbursement Agreement Between the City of Highland and East Valley Water District for Law Enforcement Services ("Amendment No. 5") is made and entered into this 12th day of November 2025 by and between the CITY OF HIGHLAND, a municipal corporation ("City") and EAST VALLEY WATER DISTRICT, a California special district ("EVWD"). The City and EVWD may be collectively referred to as "the Parties".

**1. RECITALS**

A. On September 28, 2021, the City and EVWD entered into a Reimbursement Agreement for law enforcement services ("Agreement"). Pursuant to the Agreement, beginning January 1, 2022, the City, through its Contract with the County, will provide one Sheriff's deputy to patrol EVWD's Sterling Natural Resource Center and provide law enforcement services to EVWD's 41 sites. EVWD would then be responsible for reimbursing the City for the full cost of the Sheriff's deputy.

B. On May 10, 2022, the Parties entered into Amendment No. 1 to the Agreement to provide that the payment under the Agreement would be \$285,356.00. The cost subsequently increased by \$5,408.00, and the increase was paid by EVWD to the City, for a total of \$290,764.00 for Fiscal Year 2022-2023.

C. On May 9, 2023, the Parties entered into Amendment No. 2 to provide that payment under the Agreement for one (1) Deputy would be \$304,254.00 for Fiscal Year 2023-2024.

D. On May 14, 2024, the Parties entered into Amendment No. 3 to provide that payment under the Agreement for one (1) Deputy would be \$312,785.00 for Fiscal Year 2024-2025.

E. On May 13, 2025, the Parties entered into Amendment No. 4 to provide that payment under the Agreement for one (1) Deputy would be \$310,625.00 for Fiscal Year 2025-2026

F. The Parties now seek to enter into this Amendment No. 5 to address the amended contract amount for Fiscal Year 2025-2026. According to the San Bernardino County Sheriff's Department, the full cost of one (1) Deputy for Fiscal Year 2025-2026 is \$332,183.

**2. FIFTH AMENDMENT**

A. Section 3, Payment of the Agreement is hereby amended to read

as follows:

3. Payment. On or before July 1, 2025, EVWD shall pay to the City Three Hundred Ten Thousand Six Hundred Twenty-Five Dollars (\$310,625) for the full cost of the Sheriff's deputy. On or before December 1, 2025, EVWD will pay to the City the additional cost of Twenty One Thousand Five Hundred and Fifty Eight Dollars (\$21,558) for the total amended contract amount of \$332,183. The cost breakdown is attached hereto as Exhibit "B". Thereafter, on or before July 1st of each subsequent year, EVWD shall pay to the City the full cost of the Sheriff's deputy based on the revised schedule of payment. The parties acknowledge that the cost of the Sheriff's deputy may change each year and that the full cost that the City pays the County for the Sheriff's deputy shall be passed through to EVWD. Beginning in June 2022, no later than June 1st of each year, the City shall provide to EVWD a new schedule of payment for the Sheriff's deputy that will replace Exhibit "B" hereto. Beginning in June 2022, no later than July 1st of each year, EVWD shall pay to the City the amount set forth in Exhibit "B".

The City's Contract with the County provides that personnel costs include salary and benefits are subject to change by Board of Supervisor action. The Contract further provides that changes in salary and benefit costs will be billed to the City on a quarterly basis. If the cost for the Sheriff's deputy increases in any year after payment has been made by EVWD to the City, the City shall promptly notify EVWD of the additional cost and EVWD shall pay the City the additional cost within thirty days of receipt of the City's notice."

B. Exhibit "B" of "Amendment No. 5" shall replace Exhibit "B" of "Amendment No. 4" dated May 13, 2025.

C. All other Exhibits and provisions of the Agreement shall remain in full force and effect.

### **3. SEVERABILITY**

If any provision of "Amendment No. 5" shall be adjudged to be invalid, void, or illegal, it shall in no way affect, impair or invalidate any other provision(s) hereof, the parties hereby agreeing that they would have entered into the remaining portion of "Amendment No. 4" notwithstanding the omission of the portion or portions adjudged invalid, void, or illegal.

### **4. COUNTERPARTS**

"Amendment No. 5" may be executed in any number of counterparts, each of which, when executed and delivered, shall be deemed to be an original, and all of which, taken together, shall be deemed to be one and the same instrument.

**IN WITNESS WHEREOF**, the parties hereto have executed "Amendment No. 5" on the date and year first above written.

**CITY OF HIGHLAND**

**EAST VALLEY WATER DISTRICT**

\_\_\_\_\_  
Penny Lilburn, Mayor

\_\_\_\_\_  
Michael Moore, General Manager/CEO

ATTEST:

\_\_\_\_\_  
Alondra Muñoz, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Maricela Marroquin, City Attorney

**Exhibit "B"**  
**Payment Schedule**  
**FY 2025-2026 (July 1, 2025 - June 30, 2026)**

Deputy Sheriff: **\$251,205**

Marked Patrol Unit: **\$22,659**

Plus, other costs such as: HT radio and taser, Dispatch Services, Administrative support, Vehicle and Personnel Liability and Insurance is approximately **\$58,319**.

Total Cost for the above deputy and equipment in FY 2025-2026 (July 1, 2025 - June 30, 2026) is **\$332,183**.



# Staff Report

## to the City Council

Agenda  
Item  
No.8.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Octavio Duran, Public Works Director/City Engineer  
**Prepared By:** Jim Richardson, Public Works Manager  
**Subject:** Bid Award – Bid No. 2025-07, "City of Highland Recycle and Refuse Dumpster Enclosure Project"

---

### Recommendation:

1. Award the bid for Bid No. 2025-07 "City of Highland Recycle and Refuse Dumpster Enclosure Project" Contract to the lowest responsive bidder, Gentry General Engineering, Inc. in the amount of \$117,154.00; and
2. Approve a budget adjustment of \$48,000 from the Unreserved/Undesignated Development Impact Fee (DIF) fund balance (Acct # 007-2100) to be expended from Facility Construction (Acct # 007-8330-6803).

### Fiscal Impact:

This project is included in the City's Adopted Budget for FY 2025/2026 and has an approved budget of \$81,000 in DIF funds. The total amount needed to complete the project is \$117,154 plus an additional \$11,846 as a contingency should unforeseen conditions arise during construction. There is insufficient funding in the approved budget to cover construction costs and staff is recommending to use up to \$48,000 in unallocated DIF funds to complete the project.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

This project was prioritized by the City Council in the 2025-2026 Work Program to ensure City and janitorial staff have a place on site for recycling and refuse. Currently, trash must be hauled from Aurantia Park to other City facilities where dumpsters are available. Public Works will also be able to utilize these dumpsters when performing cleanup operations on the east side of the City.

The scope of work includes a new masonry enclosure with a metal roof to be located at the

south end of Aurantia Park parking lot, and also a new metal roof structure to secure the existing trash enclosure at City Hall.

**Construction Contract:**

On September 19, 2025, the City advertised the City of Highland Recycle and Refuse Dumpster Enclosure Project for public bid. Two (2) bid proposals were received and publicly opened on October 15, 2025. The bid results are as follows:

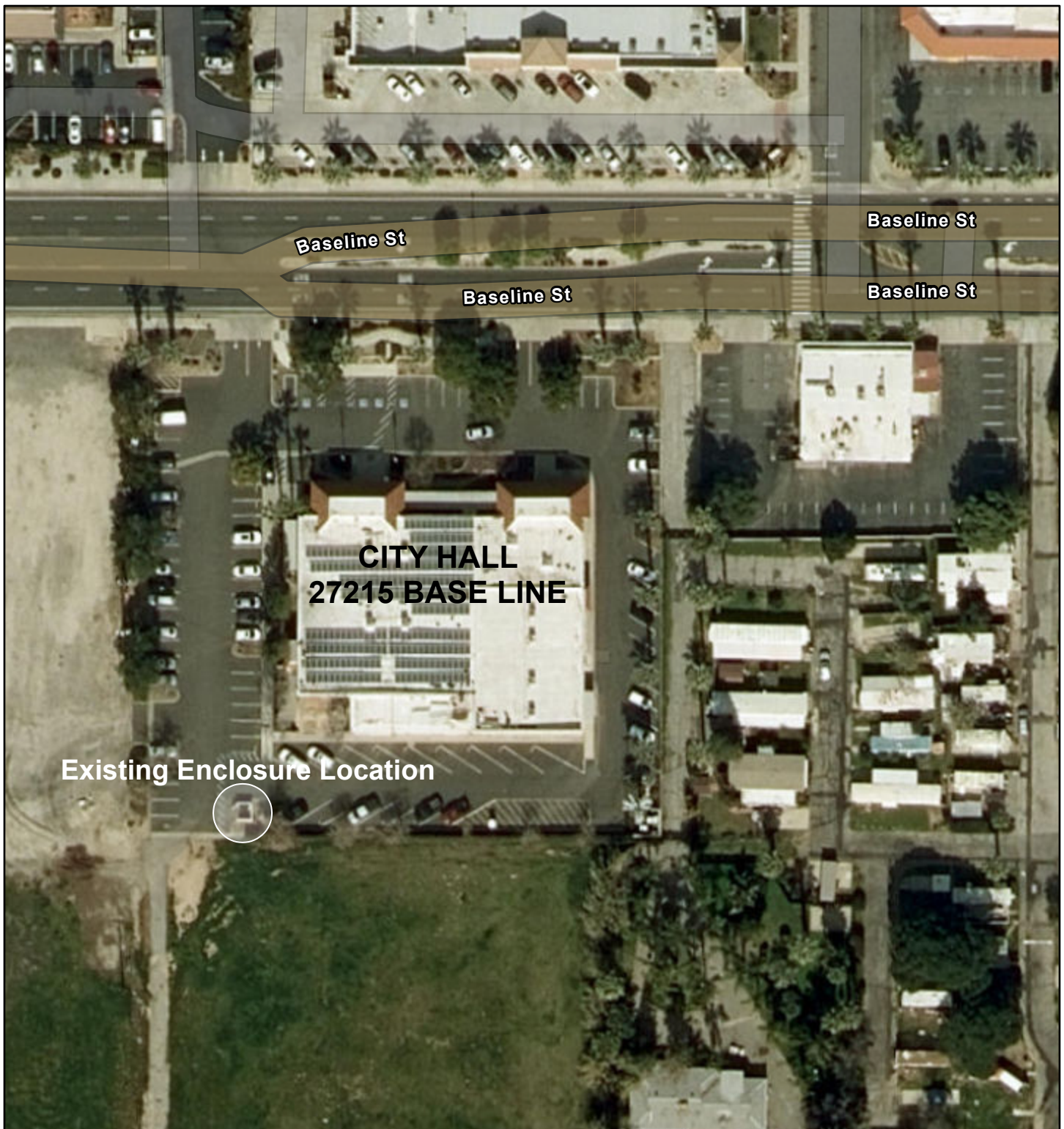
1. Gentry General Engineering, Inc. \$117,154.00
2. Roadway Engineering & Construction Corp. \$253,400.00

Gentry General Engineering was the lowest responsive bidder for this project from the result of the bid opening. The City is satisfied after reviewing all documents and contacting the references provided by the contractor.

**Attachments:**

1. City of Highland Recycle and Refuse Dumpster Enclosure Project Site Maps

# City Hall Recycle and Refuse Dumpster Enclosure Project



9/9/2025

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, County of San Bernardino, Maxar, Microsoft



# Aurantia Park Recycle and Refuse Dumpster Enclosure Project



9/9/2025



# Staff Report

## to the City Council

Agenda  
Item  
No.9.

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**Date:** November 12, 2025

**From:** Carlos Zamano, City Manager

**Reviewed By:** Octavio Duran, Public Works Director/City Engineer

**Prepared By:** Octavio Duran, Public Works Director/City Engineer

**Subject:** Grant Funding Agreement between the City of Highland and San Bernardino County Transportation Authority (SBCTA) for the Base Line/Greenspot Road Smart Corridor Project

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### Recommendation:

1. Approve the Agreement between the City of Highland and San Bernardino County Transportation Authority (SBCTA) for the Base Line/Greenspot Rd Smart Corridor Project; and
2. Authorize the Mayor to sign the Agreement.

### Fiscal Impact:

This project is included in the City's approved 5-year CIP. The \$1 million grant requires a local match of \$340,000, which will be funded through \$110,000 in Measure I and \$230,000 in AB2766 AQMD funds.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

On January 14, 2025, SBCTA released a Request for Information to Local Jurisdictions in the San Bernardino Valley for the Development of Smart Arterial Corridors in the San Bernardino Valley. The purpose of the Request for Information (RFI) is to award funding to local jurisdictions in the San Bernardino Valley for investments in upgrades to traffic control equipment and signal coordination. As part of the recently completed Smart County Master Plan (SCMP) by the San Bernardino County Council of Governments (SBCOG), one key focus was to establish a set of smart corridors within the San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS). These corridors will prioritize upgrades to traffic controller technology and communications to enhance traffic flow.

The City of Highland submitted an application for a total project cost of \$1,339,484 to upgrade its signal system, which consists of 40 signalized intersections. This project will enhance signalized intersections across six major corridors, including Base Line, Greenspot Road, 5th

Street, Boulder Avenue, Victoria Avenue, and Palm Avenue.

Improvements include new traffic signal controller units, fiber optic communications, radar/video detection systems, and an upgraded central management software. These upgrades will improve traffic flow in the City and support regional transit. Traffic signal coordination has shown to provide improvement in travel time reduction, providing important air quality benefits. The Project was successful in obtaining funding for the project and is being awarded \$1 million in grant funds with a match of approximately \$340,000. The Agreement has been reviewed and approved by staff at both agencies.

**Environmental Impact:** Pursuant to California Environmental Quality Act ("CEQA") Guidelines Section 15378(b)(4), City staff has determined that executing a funding agreement is not a project as defined by CEQA because it is merely establishing a funding mechanism, but is not a commitment to the project.

**Attachments:**

1. Smart Corridor Funding Agreement

**CITY OF HIGHLAND AGREEMENT**

**SBCTA AGREEMENT NO 26-1003385**

**FUNDING AGREEMENT**

**BETWEEN THE**

**SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY**

**AND CITY OF HIGHLAND**

**FOR THE**

**BASE LINE/GREENSPOT ROAD SMART CORRIDOR**

**I. PARTIES AND TERM**

- A. This Funding Agreement (“AGREEMENT”) is entered into by and between the San Bernardino County Transportation Authority (“SBCTA”) and City of Highland (“CITY”) (each individually a “PARTY” and collectively, the “PARTIES”) on the Effective Date (as defined herein). The PARTIES hereby mutually agree to all of the following terms and provisions of this AGREEMENT, including the Recitals in Section II.
- B. This AGREEMENT shall be effective as of the last date of execution by SBCTA and CITY (“Effective Date”) and shall terminate two years from “Effective Date”, but may be extended for an additional year at the sole discretion of SBCTA or terminated earlier in accordance with the provisions of this AGREEMENT.
- C. SBCTA may terminate this AGREEMENT if CITY fails to perform according to the terms of this AGREEMENT and if this jeopardizes the delivery of the PROJECT, as defined below, according to the terms herein.

**II. RECITALS**

- A. WHEREAS, CITY desires to implement smart corridor improvements on Base Line Street and Greenspot Road (PROJECT).
- B. WHEREAS, SBCTA has an interest in facilitating the upgrade of communications and controller technology to improve traffic flow and establish a foundation for implementation of transit signal priority (TSP) in the San Bernardino Valley.
- C. WHEREAS, the CITY’s scope of work attached hereto as Attachment “A” (Scope of

Work) includes the smart corridor improvements, or PROJECT, to be undertaken in this AGREEMENT, and is currently estimated to cost a total of \$1,339,484.

- D. WHEREAS, SBCTA shall pay 74.656% of qualifying PROJECT expenditures, up to a maximum total amount of \$1,000,000, to the CITY for performing the PROJECT in accordance with the Scope of Work included in ATTACHMENT A, on a cost reimbursement basis (SBCTA AWARD AMOUNT). The current estimated PROJECT cost, and each PARTY's estimated funding obligation, is shown in the FUNDING TABLE in ATTACHMENT B.
- E. WHEREAS, the CITY is obligated to fund the difference between the actual PROJECT cost and the actual SBCTA AWARD AMOUNT.
- F. WHEREAS, CITY is qualified to manage the project delivery of the PROJECT.
- G. WHEREAS, SBCTA desires that CITY deliver the Scope of Work identified under this AGREEMENT, and CITY agrees to perform these services as set forth below.

### **III. RESPONSIBILITIES**

- A. CITY Responsibilities:
  - i. CITY shall be the lead agency for the PROJECT's Scope of Work and agrees to diligently undertake and complete the Scope of Work in a timely manner.
  - ii. CITY shall procure all consulting services, traffic control equipment and construction support necessary and required to deliver the PROJECT as generally described and as set forth in Attachment A to this AGREEMENT.
  - iii. CITY shall provide funding for the PROJECT in accordance with Section V. Fiscal Provisions.
  - iv. CITY shall submit an electronic copy of signed invoices for reimbursement of eligible PROJECT expenses as frequently as monthly but not less frequently than quarterly in accordance with Section V. Fiscal Provisions. The invoice shall include appropriate backup documentation to support and justify payment of invoices. No CITY staff time shall be charged to SBCTA under this AGREEMENT.
  - v. On a quarterly basis, the CITY shall submit to SBCTA progress reports and documentation of work performed on the PROJECT under this AGREEMENT, due not later than 30 days following the end of each calendar quarter.
  - vi. Upon completion of PROJECT, City shall provide a project completion memorandum with the final invoice that describes PROJECT benefits in accordance with Section V. Fiscal Provisions.
  - vii. CITY shall post signs, if feasible, at the boundaries of the PROJECT noting that PROJECT is funded with Measure I funds. Signs shall bear the logos of SBCTA and CITY.

viii. CITY shall protect from unauthorized use or disclosure of names and other Personally Identifiable Information (PII) concerning persons receiving services pursuant to this AGREEMENT, except for anonymous statistical information that does not identify participants. PII is defined as any information that identifies or describes a person, including, but not limited to: name; social security number; date of birth; driver license number; home address; telephone number; billing address; e-mail address; credit card number and expiration date; bank account information; medical and health information, including digital copies of personal, or protected, health information (ePHI); health insurance; user name or email address, in combination with a password or security question and answer that would permit access to an online account; and other personally identifiable information as defined by California or federal law. CITY shall not use or disclose any PII for any purpose other than carrying out the obligations under this AGREEMENT, except as may be otherwise required by law. This provision will remain in the force even after the termination of the AGREEMENT.

B. SBCTA Responsibilities

- i. SBCTA shall provide funding for the PROJECT in accordance with Section V. Fiscal Provisions.
- ii. SBCTA shall provide payment of CITY invoice within 30 days after receiving an invoice determined to be complete and in accordance with the Scope of Work and general provisions provided under this AGREEMENT.
- iii. SBCTA shall reimburse the CITY in an amount equal to the costs incurred and invoiced to SBCTA minus the CITY match percentage in accordance with Section V. Fiscal Provisions.
- iv. SBCTA shall not reimburse CITY for any project cost overruns.

**IV. MUTUAL RESPONSIBILITIES**

- A. SBCTA and CITY will establish mutually satisfactory methods for dispute resolution at the lowest possible level, with a procedure to mobilize dispute resolution up through the PARTIES' respective chains of command.
- B. SBCTA and CITY will cooperate and coordinate with project delivery team and other parties in providing the services and responsibilities required under this AGREEMENT to the extent practicable with respect to the performance hereunder.
- C. SBCTA and CITY will abide by all applicable federal, state, and local laws and regulations pertaining to the PROJECT's Scope of Work and this AGREEMENT.

**V. FISCAL PROVISIONS**

- A. CITY shall fund the difference between the actual PROJECT cost and the actual



SBCTA AWARD AMOUNT, as provided for in this AGREEMENT. SBCTA shall reimburse the CITY 74.656% of allowable PROJECT expenditures incurred by CITY, as the actual SBCTA AWARD AMOUNT. In no event shall SBCTA reimbursements, or the actual SBCTA AWARD AMOUNT, under this AGREEMENT, exceed \$1,000,000. If the actual PROJECT cost exceeds the current estimate of \$1,339,484, then CITY shall pay the match of \$339,484 plus 100% of the total PROJECT cost in excess of \$1,339,484. Eligible reimbursements shall include only those costs incurred by CITY for PROJECT-specific work activities that are described in this AGREEMENT and shall not include escalation or interest.

- B. CITY shall not more frequently than monthly and not less frequently than quarterly prepare and submit an electronic copy of signed invoices to SBCTA in a form satisfactory to SBCTA for reimbursement of eligible PROJECT expenses. SBCTA shall pay the invoice to the CITY within 30 days of receipt of CITY's invoice that is determined to be complete. At the conclusion of the PROJECT, CITY shall provide a project completion memorandum with the final invoice not later than 60 days following completion of the project summarizing total expenditures incurred and project benefits. The SBCTA ClearGuide system is available for quantifying traffic speed and delay benefits.
- C. CITY shall include in its project completion memorandum to SBCTA a final summary of all funds expended on the PROJECT and provide documentation of all CITY funds used for the local match on the PROJECT. Should it be determined that the CITY spent less on its local match than identified in this AGREEMENT, the CITY shall reimburse SBCTA in an amount that brings the total PROJECT expenditures into compliance with the local match percentage established in the Recitals above.
- D. CITY shall maintain all source documents, books and records connected with its performance under this AGREEMENT for a minimum of five (5) years from the date of the project completion memorandum submittal to SBCTA or until audit resolution is achieved, whichever is later, and to make all such supporting information available for inspection and audit by representatives of SBCTA during normal business hours at CITY Hall. Copies will be made and furnished by CITY upon written request by SBCTA.
- E. CITY shall establish and maintain an accounting system conforming to Generally Accepted Accounting Principles to support CITY's requests for reimbursement, payment vouchers, or invoices which segregate and accumulate costs of PROJECT's Scope of WORK elements and produce monthly reports which clearly identify reimbursable costs, matching fund costs, indirect cost allocation, and other allowable expenditures by CITY.

## **VI. GENERAL PROVISIONS**

- A. No waiver of any of the provisions of the AGREEMENT shall be effective unless it is made in a writing which specifies the provision(s) so waived and which is executed by

both PARTIES. No course of dealing and no delay or failure of a PARTY in exercising any right under any AGREEMENT shall affect any other or future exercise of that right or any exercise of any other right. A PARTY shall not be precluded from exercising a right by its having partially exercised that right or its having previously abandoned or discontinued steps to enforce that right.

- B. This AGREEMENT will be considered terminated upon reimbursement of all eligible costs by SBCTA or CITY, whichever is sooner, provided that the provisions of Section V and Section VII shall survive termination of this AGREEMENT.
- C. Any modifications of any terms or conditions of this AGREEMENT shall be valid only when reduced to writing, duly signed and approved by the authorized representatives of all PARTIES.
- D. This AGREEMENT constitutes the sole and entire agreement among the PARTIES governing the matters set forth herein and supersedes any prior understandings, negotiations, agreements, arrangements and undertakings, written or oral, between the PARTIES respecting the subject matter herein. All previous proposals, offers, and other communications, written or oral, relative to this AGREEMENT, are superseded to the extent that they are not incorporated into this AGREEMENT. It is the intent of the PARTIES that this AGREEMENT is an integrated agreement and that no evidence may be introduced to vary in any manner its terms and conditions. No representation, warranty, covenant, inducement or obligation not included in this AGREEMENT shall be binding.
- E. Without the prior written consent of the other PARTY, the AGREEMENT is not assignable by either PARTY, in whole or in part.
- F. If any legal action is instituted to enforce any PARTY's rights hereunder, each PARTY shall bear its own costs and attorney fees, regardless of who is the prevailing PARTY. This paragraph shall not apply to those costs and attorney fees directly arising from a third-party legal action against a PARTY hereto and payable under any indemnification or insurance requirements.
- G. This AGREEMENT shall be governed by and construed according to the laws of the State of California.
- H. The PARTIES acknowledge and agree that this AGREEMENT was entered into and intended to be performed in Highland, California. The PARTIES agree that the venue of any action or claim brought by any PARTY to this AGREEMENT will be the Superior Court of California, San Bernardino County. Each PARTY hereby waives any law or rule of the court, which would allow them to request or demand a change of venue. If any action or claim concerning this AGREEMENT is brought by any third party and filed in another venue, the PARTIES hereto agree to use their best efforts to obtain a change of venue to the Superior Court of California, San Bernardino County.



## **VII. MUTUAL INDEMNIFICATION**

- A. Neither SBCTA, nor any officer, employee, or agent thereof, is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by CITY under or in connection with any work, authority or jurisdiction assigned or delegated to CITY under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, CITY shall fully defend, indemnify and save harmless SBCTA, its officers, employees, and agents, from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority or jurisdiction assigned or delegated to CITY under this AGREEMENT. CITY's indemnification obligation applies to SBCTA's "active" as well as "passive" negligence but does not apply to SBCTA's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
- B. Neither CITY, nor any officer, employee, or agent thereof, is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction assigned or delegated to SBCTA under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, SBCTA shall fully defend, indemnify and save harmless CITY, its officers, employees, and agents, from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction assigned or delegated to SBCTA under this AGREEMENT. SBCTA's indemnification obligation applies to CITY's "active" as well as "passive" negligence but does not apply to CITY's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
- C. In the event the CITY and/or SBCTA is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under the AGREEMENT, the CITY and/or SBCTA shall indemnify the other to the extent of its comparative fault.

## **VIII. INSURANCE**

- A. CITY is a self-insured public entity for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrants that through its program of self-insurance, it has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this AGREEMENT. CITY shall include in all contracts between CITY and contractors performing construction-related work in accordance with the Scope of Work that SBCTA be named as an additional insured under general liability insurance policies maintained by the contractor of the PROJECT.

- B. SBCTA is insured for Commercial General Liability, Professional Liability, Auto Liability and Workers Compensation in amounts believed to be adequate to protect against liabilities arising out of the performance of the terms, conditions or obligations of this AGREEMENT.

## **IX. CONCLUSION**

- A. This AGREEMENT, consisting of sixteen (10) pages, including Attachment A, is the full and complete document including all covenants, conditions, and benefits.
- B. The signatures of the PARTIES affixed to this AGREEMENT affirm that they are duly authorized to commit and bind them to the terms and conditions set forth in this document.
- C. This AGREEMENT may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same AGREEMENT. The PARTIES shall be entitled to sign and transmit an electronic signature of this AGREEMENT (whether by PDF or other mail transmission), which signature shall be binding on the PARTY whose name is contained therein. Each PARTY providing an electronic signature agrees to promptly execute and deliver to the other PARTY an original signed AGREEMENT upon request.

**----- SIGNATURES ON FOLLOWING PAGE -----**

In witness whereof the PARTIES have executed this AGREEMENT on the dates written below and this AGREEMENT is effective upon the last date of execution below.

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

**CITY OF HIGHLAND**

By: \_\_\_\_\_  
Carrie Schindler, Executive Director

By: \_\_\_\_\_  
Penny Lilburn, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

ATTEST:

By: \_\_\_\_\_  
Iain MacMillan  
Assistant General Counsel

By: \_\_\_\_\_  
Alondra Muñoz, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Maricela Marroquin, City Attorney

**ATTACHMENT A  
SCOPE OF WORK**

**City of Highland Project Proposal**

## ATTACHMENT B

### FUNDING TABLE FOR HIGHLAND BASE LINE/GREENSPOT ROAD SMART CORRIDOR

|                                                                             |              |
|-----------------------------------------------------------------------------|--------------|
| A. Estimated Total Project Cost                                             | \$ 1,339,484 |
| B. Maximum Award Amount - SBCTA share                                       | \$ 1,000,000 |
| C. Match commitment - City of Highland share                                | \$ 339,484   |
| D. Match percentage of award amount                                         | 33.95%       |
| E. Match percentage of total estimated cost                                 | 25.34%       |
| F. Percentage of eligible costs billable with each invoice (B divided by A) | 74.656%      |

#### INVOICING INSTRUCTIONS:

Invoices may be submitted to SBCTA as frequently as monthly

SBCTA reimbursement available at 74.656% of eligible expenses in each invoice

The City of Highland is responsible for remainder of each invoice (local match share)

Maximum total SBCTA reimbursement (award amount) is \$1,000,000

The City of Highland is responsible for 100% of expenditures after maximum award amount is reached

If actual expenditures are less than Estimated Total Cost above, SBCTA is responsible only for 74.656% of actual expenditures

Invoices must document the work accomplished and expenses incurred for each period

Invoices must include cumulative totals for SBCTA reimbursement and local expenditures

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# Staff Report

## to the City Council

Agenda  
Item  
No.10.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Lawrence Mainez, Community Development Director  
**Prepared By:** Camille Goritz, Administrative Assistant III  
**Subject:** Declare Three (3) Seats Vacant on the Community Trails Committee

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### Recommendation:

1. Declare three (3) seats vacant on the Community Trails Committee; and
2. Direct the City Clerk to advertise the vacancies on the Community Trails Committee.

### Fiscal Impact:

None.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

Pursuant to Chapter 2.32.020 of the Highland Municipal Code, the Community Trails Committee shall consist of five members appointed by the City Council and shall serve without compensation. Each member of the committee shall serve a two-year term of office and have a demonstrated knowledge and interest in one or more of the following: equestrian activities, bicycling, hiking, nature studies, or landscape/open space design.

Board Members Erwin Fogerson, Michael McMillan, and Richard Bowman's terms expired in October 2025. Therefore, it would be appropriate for the City Council to declare the three (3) seats vacant on the Community Trails Committee and direct the City Clerk to advertise and post the vacancy.

### Attachments:

None



# Staff Report

## to the City Council

Agenda  
Item  
No.11.

---

**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Octavio Duran, Public Works Director/City Engineer  
**Prepared By:** Octavio Duran, Public Works Director/City Engineer  
**Subject:** Notice of Completion - Bid No. 2025-05, "2025 Arterial Resurfacing Project", (Project No. ola23002)

---

### Recommendation:

1. Accept Bid No. 2025-05, "2025 Arterial Resurfacing Project", (Project No. ola23002) as complete;
2. Authorize the Mayor to sign the Notice of Completion; and
3. Direct the City Clerk to file the Notice of Completion.

### Fiscal Impact:

The original construction contract to Match Corporation was \$2,598,961. The final contract amount is \$2,632,104 with a net increase of \$33,143 (1.3%) due to change orders and quantity adjustments. This project was included in the City's adopted Capital Improvement Program (CIP) with \$1,577,476 in Measure I funds, \$76,430 in Cal Recycle grant funds for rubberized asphalt, \$145,000 in Maintenance of Effort (MOE) funds, \$791,838 in SB 1-RMRA funds, and \$41,360 in East Valley Water District funds for sewer manhole adjustments. City of Redlands also participated in the project, however, they paid the contractor directly for work in their jurisdiction.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

The Project rehabilitated pavement on major streets throughout the City. Additionally, the project implemented various safety improvements including:

- Installation of retroreflective thermoplastic striping with wider lines for improved visibility, reduced lane widths to help reduce speeds, and bike lane enhancements including buffers and green paint for improved visibility.
- Bike lane installations on Sterling Ave, consistent with the City's adopted Active Transportation Plan for improved mobility.

- Replacement of the existing in-road warning light system at Greenspot Road and Club View Drive with a rapid rectangular flashing beacon system for improved visibility
- Construction of a paved bus stops on Orange Street and Greenspot Rd
- Restriping the southbound approach of the Cemex Quarry signalized intersection to provide a dedicated left-turn pocket.
- Improvements to Ward Street Alley to enhance accessibility for trash collection services.
- Left-turn restrictions at the southbound approach of Greenspot Road & Blossom Way to improve traffic safety.
- “Keep Clear” Markings at Greenspot Rd and Village Lakes Rd

A map showing completed streets is shown in Attachment A.

**Attachments:**

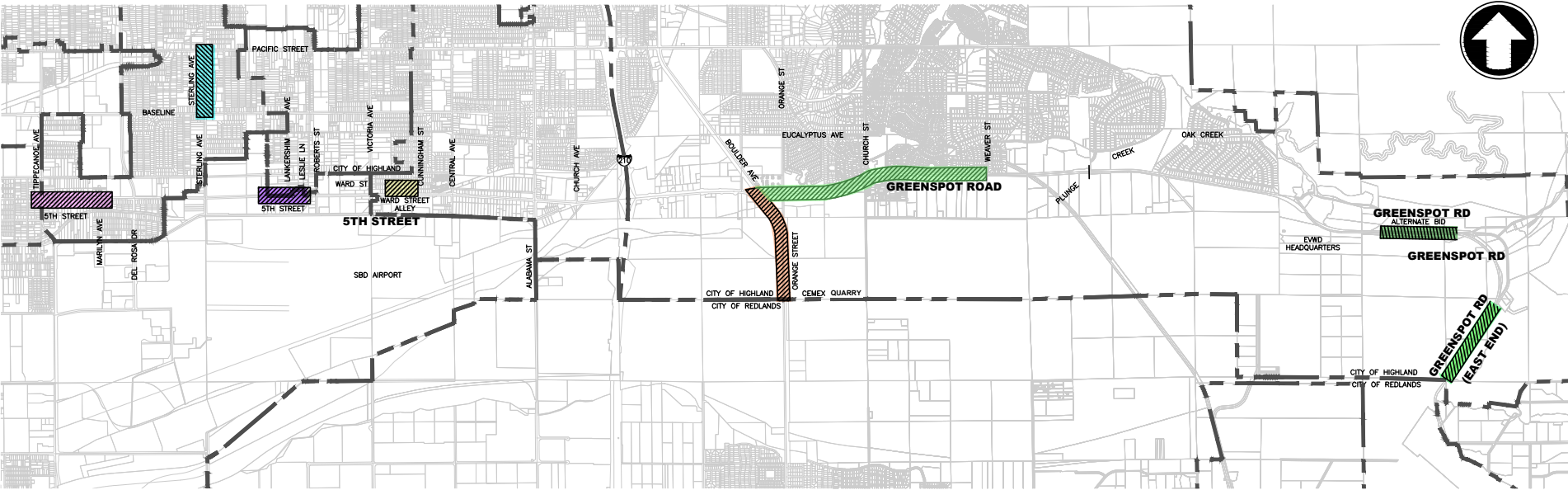
1. Attachment A - Project Streets
2. Attachment B - Notice of Completion



# Attachment A

# 2025 Arterial Resurfacing Project (Project No. OLA23002)

## Street List



The following street segments will receive pavement rehab as part of this project:

| NO. | STREET SECTIONS              | TO                                   | FROM                               | TREATMENT TYPE                  |
|-----|------------------------------|--------------------------------------|------------------------------------|---------------------------------|
| 1   | 5th Street                   | Lankershim Avenue                    | 650' West of Lankershim Avenue     | 0.20' Mill + 0.20' HMA Overlay  |
| 2   | 5th Street                   | Tippecanoe Avenue                    | Marilyn Avenue                     | 0.20' Mill + 0.20' HMA Overlay  |
| 3   | Greenspot Road               | Boulder Avenue                       | Weaver Street                      | 0.20' Mill + 0.20' ARHM Overlay |
| 4   | Greenspot Road               | 263' West of Santa Ana Canyon Rd     | 2,207' East of Santa Ana Canyon Rd | 0.20' Mill + 0.20' ARHM Overlay |
| 5   | Greenspot Road               | 490' South of Greenspot Pump Station | City Limit (South)                 | 0.20' Mill + 0.20' ARHM Overlay |
| 6   | Sterling Avenue              | Base Line                            | Pacific Street                     | 0.17' Mill + 0.17' HMA Overlay  |
| 7   | Orange Street/Boulder Avenue | City Limits (Cemex Quarry)           | Greenspot Road                     | 0.25' Mill + 0.25' HMA Overlay  |
| 8   | Ward Street Alley            | 5th Street                           | Cunningham Street                  | 0.15' Mill + 0.15' HMA Overlay  |

# Attachment B

RECORDING REQUESTED BY &  
WHEN RECORDED MAIL TO:

CITY CLERK  
CITY OF HIGHLAND  
27215 BASE LINE  
HIGHLAND, CA 92346

---

No APN

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner or agent of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is City of Highland.
3. The full address of the owner is 27215 Base Line, Highland, CA 92346.
4. All work of improvement on the property hereinafter described was substantially completed on or before October 8, 2025.
5. The work of improvement completed is described as follows: Project No. OLA23002, "2025 Arterial Resurfacing Project" (Bid No. 2025-05).
6. The name of the original contractor for such work of improvement is Matich Corporation.
7. The property on which said work of improvement is located at various City of Highland streets.

---

Date and Place

---

Penny Lilburn  
Mayor, City of Highland

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Mayor of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

---

Date and Place

---

Penny Lilburn  
Mayor, City of Highland



# Staff Report

## to the City Council

Agenda  
Item  
No.12.

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**Date:** November 12, 2025

**From:** Carlos Zamano, City Manager

**Reviewed By:** Lawrence Mainez, Community Development Director

**Prepared By:** Gary Chambers, Code Enforcement Officer

**Subject:** A Public Hearing to Confirm the Costs of Abatement and Establish a Special Assessment Against the Respective Parcel of Land Described as Tax Assessor's Parcel Number 0273-261-06, Generally Located at 25646 Base Line, San Bernardino, CA 92410 (Within the Corporate Boundaries of the City of Highland)

---

### Recommendation:

1. Conduct a public hearing and adopt Resolution No. 2025- \_\_\_\_, confirming the costs and expenses in the amount of \$75,353.55 that have been expended by the City to abate the Public Nuisance on the above Property, as itemized in the attached invoices;
2. Approve a Special Assessment against the above Property which will be collected at the same time and in the same manner as ordinary municipal taxes and shall be subject to the same procedure for foreclosure and sale in case of delinquency; and
3. Direct staff to effectuate the recordation of the subject Notice of Lien for Abatement of Public Nuisance in the Office of the San Bernardino County Recorder; a copy of the Special Assessment Lien shall also be filed with the Assessor and Tax Collector of San Bernardino County.

### Fiscal Impact:

The cost to abate the declared public nuisance expended by the City is \$75,353.55 (\$52,250.00 for demolition and \$23,103.55 for administrative costs) (see Exhibit 3). Additional costs associated with the preparation and filing of the lien documents with the County of San Bernardino will be added to the final cost.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

**June 15, 2023:** This case was initiated due to a complaint received regarding an unpermitted business operating from the property generally located at 25646 Base Line St., San Bernardino, CA 92410, APN: 0273-261-06 (within the corporate boundaries of the City of Highland). Code Compliance Officer Gary Chambers arrived at the subject property to conduct

an inspection and observed the parking and storage of vehicles, unpermitted improvements to the building, and a possible business operating from the property (Kanddid Health Care, INC, Citibest Home Health Agency) without city approval or permits. A Notice of Violation was issued and mailed to the property owner's address of record.

**October 6, 2023:** Code Compliance Officer Gary Chambers arrived at the subject property to conduct an inspection. The City's Building Official, Fire Department, Public Services, and the property owner, David Olekanma were present during the inspection. The building was observed to be dilapidated and dangerous due to fire damage. Code Compliance Officer Gary Chambers also observed unpermitted construction activity and vehicle storage in the rear of the building. The building was also being used for office space and church services without city approval. The building was subsequently red tagged and deemed unsafe to occupy by the City's Building Official. A Notice of Violation was issued and mailed to the property owner's address of record.

**January 11, 2024:** Code Compliance Officer Gary Chambers arrived at the subject property to conduct a reinspection and observed the parking and storage of vehicles in the rear of the building and an accumulation of junk, trash, or debris. Code Compliance Officer Gary Chambers also observed that the vehicles in the rear yard were being used as shelters by vagrants. The building was observed to be vacant and secure. Administrative Citation, #15498 (\$100), was issued and mailed to the property owner's address of record. A copy of the citation was emailed to the property owner.

**February 13, 2024:** Code Compliance Officer Gary Chambers arrived at the subject property to conduct a reinspection and observed the parking and storage of vehicles in the rear of the building and an accumulation of junk, trash, or debris. Code Compliance Officer Gary Chambers also observed that the vehicles in the rear yard were being used as shelters by vagrants. The building was observed to be vacant and secure. Administrative Citation, #15306 (\$200), was issued and mailed to the property owner's address of record. A copy of the citation was emailed to the property owner.

**June 27, 2024:** Code Compliance Officer Gary Chambers arrived at the subject property to conduct a reinspection and observed progress towards compliance. All vehicles had been removed from the rear yard. There was still an accumulation of junk, trash, or debris. The building was observed to be vacant and secure.

**August 23, 2024:** The Fire Department responded to a fire at the subject property. Code Compliance Officer Gary Chambers arrived at the property and observed that the rear, north, storage addition had burned down in the fire. Code Compliance Officer Gary Chambers was unable to contact the property owner. Dopp Property Services was contacted to board and secure the main building.

**October 8, 2024 – January 22, 2025:** Code Compliance Officer Gary Chambers continued to monitor the property to ensure the building was secure to prevent unauthorized entry.

**January 23, 2025:** Code Compliance Officer Gary Chambers arrived at the subject property to conduct a reinspection with the city's Building Official due to a fire that occurred on January 22, 2025. It was observed that most of the building had burned down in the fire. The sidewalk on the south side of the building was closed, and caution tape was used to block off the area and to warn people of the hazardous conditions. Red tags were also posted. The property owner did not respond to the voice message left for him. A decision was made to refer the case to the Planning Commission/Appeals Board for a Declaration of Public Nuisance.

**February 27, 2025:** Code Compliance Officer Gary Chambers conducted a reinspection of the subject property and observed the remaining portion of the building to be dangerous and at risk of collapse. A Public Hearing Notice was posted at the property informing the property owner that a Public Nuisance Hearing had been scheduled for March 18, 2025, at 6 pm, or soon thereafter. A copy of the Public Hearing Notice was also mailed to the property owner's address of record by certified mail, return receipt requested, and emailed to the property owner.

**March 18, 2025:** The City's Planning Commission/Appeals Board held a Public Hearing and adopted Resolution No. 2025-003, declaring the existence of a public nuisance on the property (see Exhibit 1). The Property Owner(s) were granted ninety (90) days to abate the nuisance; the Property Owner(s) failed to comply.

**July 02, 2025:** The City Attorney mailed a Final Order to Comply Letter giving the Property Owner(s) until July 11, 2025, to reply; the Property Owner(s) did not respond.

**August 12, 2025:** The Finance subcommittee reviewed bids to demolish the building and clean up the property and authorized the expenditure "not to exceed" \$65,000.00 once the Abatement Warrant was issued by the Court.

**September 3, 2025:** The City received the Court-Approved Abatement Warrant authorizing the abatement of the nuisance on the property (see Exhibit 2). Copies of the abatement warrant were posted on the property in three locations. The City was granted fourteen (14) days following the issuance of the abatement warrant signed by the Judge on August 29, 2025, to execute and complete the warrant.

**September 4, 2025:** Copies of the abatement warrant were mailed to the Property Owner, World Redemption Church/David Olekanma, by regular and certified mail. A copy of the abatement warrant was also emailed to the property owner.

**September 9, 2025:** The City received a copy of the Asbestos report from the contractor, BeckCo, Inc. The test results were negative, and the City's Building Official cleared the contractor to proceed with the work.

**September 11, 2025:** The contractor, BeckCo, Inc., commenced and completed demolition of the building and site cleanup.

**September 16, 2025:** The City received an invoice from the contractor, BeckCo, Inc., in the amount of \$52,250.00 for the demolition of the building and site cleanup.

**October 29, 2025:** A Public Hearing Notice was posted at the property informing the property owner that a Public Hearing before the City Council had been scheduled for November 12, 2025, at 6 pm, or soon thereafter. A copy of the Public Hearing Notice was also mailed to the property owner's address of record by certified mail, return receipt requested, and emailed to the property owner.

**Attachments:**

1. Exhibit 1 - Copy of Planning Commission (Appeals Board) Resolution
2. Exhibit 2 - Copy of Abatement Warrant
3. Exhibit 3 - Itemized List of Costs

4. Exhibit 4 - Photographs (Posting of Abatement Warrant) dated 9-3-2025
5. Exhibit 5 - Photographs (Post Abatement) dated 9-11-2025
6. Exhibit 6 - Public Hearing Notice dated October 29, 2025
7. Exhibit 7 - City Council Resolution
8. Exhibit 8 - Notice of Lien



**EXHIBIT “1”**

Copy of Planning Commission/Appeals Board Resolution No.  
2025 - 003

RESOLUTION NO. 2025 - 003

A RESOLUTION OF THE PLANNING COMMISSION/APPEALS BOARD OF THE CITY OF HIGHLAND, CALIFORNIA, DECLARING THAT A PUBLIC NUISANCE EXISTS ON THE PROPERTY IDENTIFIED AS APN: 0273-261-06, LOCATED AT 25646 BASE LINE ST., SAN BERNARDINO, CA 92410, AND ORDERING THE OWNER(S) OF THE PROPERTY TO ABATE THE NUISANCE CONTAINED THEREON.  
(CODE CASE #10408)

**A. RECITALS**

1. On June 15, 2023, this case was initiated due to a complaint received regarding an unpermitted business operating from the property generally located at 25646 Base Line St., San Bernardino, CA 92410, APN: 0273-261-06 (within the corporate boundaries of the City of Highland). An inspection of the property revealed the parking and storage of vehicles, unpermitted improvements to the building, and a possible business operating from the property (Kanddid Health Care, INC, Citibest Home Health Agency) without city approval or permits.
2. The City of Highland has since inspected the Property numerous times and discovered that the Property has been maintained and permitted to exist in violation of multiple sections of the Highland Municipal Code and therefore constitutes a public nuisance.
3. On January 22, 2025, a structure fire occurred and most of the building had burned down. On January 23, 2025, the property was red tagged by the City's Building Official, caution tape and barriers were placed along the sidewalk to warn the public of the danger.
4. Notice of Violations were mailed/posted on;  
  
06/15/2023 (Attachment A)  
10/09/2023 (Attachment B)
5. Administrative Citations, were issued/mailed on;  
  
01/11/2024 (Attachment C)  
02/13/2024 (Attachment D)
6. Pursuant to Chapter 8.32 of the Highland Municipal Code, a Notice of Public Hearing was mailed via First Class Mail, and Certified Mail, Return Receipt Requested, to the property owner(s) on February 27, 2025. A copy of the notice was also posted at the Property (Attachment E).

## **B. RESOLUTION**

NOW THEREFORE, it is hereby found, determined, and resolved by the Planning Commission/Appeals Board of the City of Highland as follows:

1. All of the facts set forth in the Recitals of this Resolution are true and correct and are hereby incorporated into this Resolution by this reference.
2. Staff timely notified the owner of the Property that the Planning Commission/Appeals Board would be holding a Public Hearing on March 18, 2025; that Notice is attached hereto as Attachment F. The Appeals Board held a Public Hearing on that Hearing Date, at which time, all written and oral evidence and testimony from the owner(s) of the Property, the Public, and Staff were considered.
3. All necessary hearings and opportunities for testimony, and comment have been conducted in compliance with the Municipal Code of the City of Highland.
4. The Public Nuisance Hearing has independently considered all relevant information of both the public, and Staff testimony, written and oral, including the Staff Report and its exhibits which are incorporated herein by this reference.

### **Order Finding and Ordering Abatement of Public Nuisance**

5. Based upon substantial evidence in the record, the Planning Commission/Appeals Board hereby declares that a Public Nuisance, as defined by Highland Municipal Code 8.32.020, has been allowed to exist on the Property located at 25646 Base Line St., San Bernardino, California 92410, since at least June 15, 2023.
6. Specifically, based upon the evidence and testimony presented to the Planning Commission/Appeals Board during the above-referenced Hearing, the Planning Commission/Appeals Board finds as follows;
  - a. Highland Municipal Code Section 8.32.020(A)(1) (A public nuisance is created by any building or structure which has become dilapidated, dangerous or at risk of collapse resulting from decay, damage, faulty construction or arrangement, fire, wind, earthquake, flood, old age, or neglect).
  - b. Highland Municipal Code Section 8.32.020 (A)(4) (A public nuisance is created by any building or structure which has been abandoned, partially destroyed, boarded up, or permitted to remain unreasonably in a state of partial construction).

- c. Highland Municipal Code Section 8.32.020(A)(6) (A public nuisance is created by any building or structure which is unsafe).
  - d. Highland Municipal Code Section 8.32.020(B)(5) (Any use of property which creates a noxious smell or creates conditions dangerous to public safety, health or welfare, adjoining properties, property owners, or property values, which may include, but is expressly not limited to, the dumping of construction and/or landscape material).
  - e. Highland Municipal Code 8.32.020(C) (A public nuisance is created by any building, structure, or property that is in violation of any provision of the Highland Municipal Code, including the Highland Development Code, or the statutes of the state of California).
7. The Planning Commission/Appeals Board of the City of Highland hereby finds that the aforementioned Violations constitute a public nuisance and hereby orders the Property Owner(s) to abate the aforementioned Violations, **within ninety (90) days**. The Planning Commission/Appeals Board of the City of Highland hereby sets forth the actions necessary to abate the public nuisance from the Property as follows:
- a. Obtain a demolition permit from the Building & Safety Division to demolish the remaining portion of the building.
  - b. Remove all junk, trash, debris, or rubbish from the property.
8. Obtain Land use approvals or any other applicable permits prior to the establishment of any future uses on the property.
9. The administrative and incidental costs and expenses incurred in abating the nuisance, which are proved in accordance with provision of Highland Municipal Code Section 8.32.180, shall be assessed against the Property and shall result in a lien until paid.
10. Pursuant to Highland Municipal Code Section 8.32.110, the Planning Commission/Appeals Board of the City of Highland authorizes the abatement of the public nuisance by the city as follows:
- (a) If the owner, agent of the owner, lessee, occupant, or person in possession of the Property who are served with a notice of the final decision of the Planning Commission/Appeals Board finding and ordering the abatement of a public nuisance, fail to take the required action **within ninety (90) days** as specified above, the City shall commence with the lawful procedures to have the Property abated.

- (b) The costs and expenses of demolition, removal, and abatement by the City, including any additional administrative and legal and incidental expenses, pursuant to Highland Municipal Code Section 8.32.110, shall also be assessed and result in a lien upon the Property until paid.
- 11. Any owner, occupant, or other party who has a legal or equitable interest in the Property may appeal the final order of the Planning Commission/Appeals Board finding and ordering the abatement of a public nuisance pursuant to Highland Municipal Code Section 8.32.210. The appeal must be in writing and must be filed with the City Council no later than 10 days from the date of service of this Planning Commission/Appeals Board Resolution finding and ordering the abatement of a public nuisance. After 10 days from the date of service of the Planning Commission/Appeals Board resolution finding and ordering the abatement of the public nuisance, the order is deemed final and may no longer be appealed.
- 12. A property owner also has a right to appeal the order ordering liability incidental and administrative expenses incurred and ordering the abatement of a public nuisance.

PASSED, APPROVED AND ADOPTED this 18<sup>th</sup> day of March 2025.

  
\_\_\_\_\_  
Randall Hamerly,  
Planning Commission/Appeals Board Chairman

ATTEST:

  
\_\_\_\_\_  
Lawrence A. Mainez,  
Community Development Director

**EXHIBIT “2”**

Copy of Abatement Warrant

ORIGINAL

MARICELA E. MARROQUIN (BAR NO. 232321)  
CITY ATTORNEY  
CITY OF HIGHLAND

RICHARDS, WATSON & GERSHON  
A Professional Corporation

MARICELA E. MARROQUIN (BAR NO. 232321)  
mmarroquin@rwglaw.com

JORDAN T. SMITH (BAR NO. 312798)  
jsmith@rwglaw.com

ARLEY T. TITZLER (BAR NO. 358565)  
atitzler@rwglaw.com

350 South Grand Avenue, 37th Floor  
Los Angeles, California 90071

Telephone: 213.626.8484

Facsimile: 213.626.0078

Attorneys for Petitioner  
CITY OF HIGHLAND

**SUPERIOR COURT OF THE STATE OF CALIFORNIA**

**COUNTY OF SAN BERNARDINO**

**SBSW 25-05339**

IN THE MATTER OF THE  
APPLICATION OF THE CITY OF  
HIGHLAND FOR A WARRANT TO  
ABATE A PUBLIC NUISANCE AT 25646  
BASE LINE STREET, SAN  
BERNARDINO, CALIFORNIA,  
ASSESSOR'S PARCEL NUMBER 0273-  
261-06,

Case No.

**[PROPOSED] ABATEMENT  
WARRANT**

[Filed concurrently with Application for  
Abatement Warrant, Declaration of Gary  
Chambers, and Declaration of Jordan T.  
Smith]

[Exempt from filing fees pursuant to Govt. Code § 6103]

[PROPOSED] ABATEMENT WARRANT

201 of 294

1 **TO THE CITY OF HIGHLAND AND ITS AGENTS:**

2 Upon your application and for good cause shown to the Court, pursuant to Code of  
3 Civil Procedure Section 1822.50 *et seq.*:

4 **YOU ARE HEREBY AUTHORIZED** to enter onto the real property commonly  
5 known as 25646 Base Line Street, San Bernardino, CA 92410 (within the corporate  
6 boundaries of the City of Highland), also identified as San Bernardino County Assessor's  
7 Parcel Number 0273-261-06 ("Property"), and abate the public nuisances thereon.

8 Specifically, you are hereby authorized to enter the Property for the purposes of  
9 abating the public nuisances existing thereon including but not limited to: (1) testing the  
10 Property and the structures thereon for asbestos and similar toxins, (2) demolishing the fire-  
11 damaged structure(s) on the Property, and (3) removing all junk, trash, debris, and/or  
12 rubbish that has accumulated on the Property. You may record your observations by  
13 photograph and videotape.

14 You are also authorized to re-enter the Property within the 14-day period as required  
15 (which may be more than once), to conduct the asbestos and/or nuisance abatement, if  
16 necessary. Any re-entry onto the Property will be subject to the same conditions regarding  
17 notice, presence of owners/occupants, and use of reasonable force detailed below.

18 **YOU ARE AUTHORIZED** to execute this warrant after twenty-four (24) hours'  
19 notice to the owner of record of the Property, and any other occupant or concerned party.  
20 You may give this notice in person or by posting such notice in a conspicuous location at  
21 the Property. After 24 hours, you may execute this warrant at any time between the hours of  
22 8:00 a.m. and 6:00 p.m.

23 Neither the Property owner, nor occupiers, nor any other concerned party need be  
24 present when you execute this warrant. If present, they may not interfere with your entry or  
25 abatement activities. You may move any material blocking access to the buildings or yard  
26 areas. If structures on the Property are locked or otherwise secured against entry, you may  
27 use reasonable force to enter or pass through them, such as by cutting, accessing, or  
28 manipulating locks or boards if necessary and you must make a reasonable effort to secure



1 them when you have completed your abatement.

2 Any abatement pursuant to this warrant may be made in the company of City of  
3 Highland Code Enforcement Officers, County of San Bernardino Fire Department and/or its  
4 designees, San Bernardino County Sheriff's Department officers and staff, City staff and  
5 contractors, other representatives and agents of the City, and any other experts or agents  
6 whose professional advice and/or assistance is necessary in order to ensure a thorough and  
7 safe abatement of the Property.

8 This warrant is valid for fourteen (14) days following its issuance and shall be  
9 returned to the judge whose signature is affixed below. The date of issuance is the date the  
10 warrant is signed by the Judge of the Superior Court below.

11  
12 Executed this 29th day of AUGUST, 2025.



*David Tulos*  
JUDGE OF THE SUPERIOR COURT

**EXHIBIT “3”**

Itemized List of Costs

## Itemized Lists of Costs, 25646 Base LineSt., San Bernardino, CA

### **ABATEMENT:**

|           |              |             |
|-----------|--------------|-------------|
| 9/16/2025 | BeckCo, Inc. | \$52,250.00 |
|-----------|--------------|-------------|

### **BOARD UP COSTS:**

|            |                           |          |
|------------|---------------------------|----------|
| 1/21/2025  | CD/Dopp Property Services | \$235.00 |
| 1/6/2025   | CD/Dopp Property Services | \$245.00 |
| 12/23/2024 | CD/Dopp Property Services | \$500.00 |
| 12/17/2024 | CD/Dopp Property Services | \$225.00 |
| 12/10/2024 | CD/Dopp Property Services | \$465.00 |
| 12/2/2024  | CD/Dopp Property Services | \$875.00 |
| 10/1/2024  | CD/Dopp Property Services | \$230.00 |
| 9/14/2024  | CD/Dopp Property Services | \$190.00 |
| 8/23/2024  | CD/Dopp Property Services | \$850.00 |
| 8/20/2024  | CD/Dopp Property Services | \$335.00 |
| 8/1/2024   | CD/Dopp Property Services | \$480.00 |
| 4/30/2024  | CD/Dopp Property Services | \$265.00 |
| 4/23/2024  | CD/Dopp Property Services | \$315.00 |
| 1/11/2024  | CD/Dopp Property Services | \$300.00 |
| 11/27/2023 | CD/Dopp Property Services | \$295.00 |
| 11/20/2023 | CD/Dopp Property Services | \$325.00 |
| 11/16/2023 | CD/Dopp Property Services | \$315.00 |
| 11/14/2023 | CD/Dopp Property Services | \$215.00 |
| 11/7/2023  | CD/Dopp Property Services | \$385.00 |

### **CITY ATTORNEY TIME:**

|            |         |            |
|------------|---------|------------|
| 10/29/2025 | RWG Law | \$4,906.20 |
|------------|---------|------------|

### **STAFF Time:**

|            |                  |             |
|------------|------------------|-------------|
| 10/23/2025 | Code Enforcement | \$11,152.35 |
|------------|------------------|-------------|

---

|        |             |
|--------|-------------|
| Total: | \$75,353.55 |
|--------|-------------|

Beckco, Inc.  
 972 Reservoir St  
 Pomona, CA 91766 USA  
 +1 9098680883  
 brandie@beckco.com

## Invoice

**BeckCo, Inc.**  
 DEMOLITION & HEAVY EQUIPMENT



### BILL TO

City Of Highland  
 27215 Base Line Rd  
 Highland, CA 92346

### SHIP TO

City Of Highland  
 27215 Base Line Rd  
 Highland, CA 92346

| INVOICE # | DATE       | TOTAL DUE   | DUE DATE   | TERMS          | ENCLOSED |
|-----------|------------|-------------|------------|----------------|----------|
| 1249      | 09/16/2025 | \$52,250.00 | 09/16/2025 | Due on receipt |          |

### P.O. NUMBER

25646 Baseline St.

### SALES REP

Brent Claborn

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | QTY | RATE      | AMOUNT    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------|-----------|
| <b>02 Site Work:02 Site Work</b><br><b>SCOPE OF WORK:</b><br>Onsite Demolition<br>• Asbestos Survey and Report<br>• AQMD Demolition Notification, Submittals, Pull Demo Permit<br>• Equipment Mobilization<br>• Demolish and remove partially burned stucco/wood frame commercial structure<br>• Clear weeds and miscellaneous trash around the property<br>• Haul and dispose of trash and green waste to recycle facility<br>• Cap sewer and water at the foundation slab | 1   | 52,250.00 | 52,250.00 |

Thank you for your business. You can pay directly online via ACH which is preferred or mail a check to 972 S. Reservoir St. Pomona Ca 91766.

We can also accept credit cards for an additional fee.

Thank you!

Beckco Inc

BALANCE DUE

**\$52,250.00**

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service   | INVOICE # |
|-----------|-----------|
| 11/7/2023 | 140       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 12/7/2023 | 2 PM    |

| ITEM               | DESCRIPTION                                                                       | QTY | RATE   | AMOUNT |
|--------------------|-----------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: checking all openings, securing doors and all gates with 4 chain/locks. | 1   | 385.00 | 385.00 |

|             |        |
|-------------|--------|
| Total       | 385.00 |
| Balance Due | 385.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service    | INVOICE # |
|------------|-----------|
| 11/14/2023 | 139       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER.                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE:  | ARRIVAL |
|------------|---------|
| 12/14/2023 | 11 AM   |

| ITEM               | DESCRIPTION                                                                      | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: checking openings, re-nailing the door board-up with spikes and nails. | 1   | 135.00 | 135.00 |
| Chain/Lock         | Entry door                                                                       | 1   | 80.00  | 80.00  |
| Total              |                                                                                  |     |        | 215.00 |
| Balance Due        |                                                                                  |     |        | 215.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service    | INVOICE # |
|------------|-----------|
| 11/16/2023 | 141       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE   | ARRIVAL |
|------------|---------|
| 12/16/2023 | 1 PM    |

| ITEM               | DESCRIPTION                                                                                                 | QTY | RATE   | AMOUNT |
|--------------------|-------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: re-sizing an existing board-up and re-installing with spikes, checking all openings for security. | 1   | 235.00 | 235.00 |
| Chain/Lock         | Front Door                                                                                                  | 1   | 80.00  | 80.00  |

|             |        |
|-------------|--------|
| Total       | 315.00 |
| Balance Due | 315.00 |

# Invoice

| Service    | INVOICE # |
|------------|-----------|
| 11/20/2023 | 142       |

|                  |                  |
|------------------|------------------|
| BILL TO          |                  |
| City of Highland | Code Enforcement |

| PROPERTY/PER                  |
|-------------------------------|
| 25646 Baseline Ave., Highland |

|            |         |
|------------|---------|
| DUE DATE   | ARRIVAL |
| 12/20/2023 | 10 AM   |

[illegible]



CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service    | INVOICE # |
|------------|-----------|
| 11/27/2023 | 143       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER                  |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE   | ARRIVAL |
|------------|---------|
| 12/27/2023 | Noon    |

| ITEM               | DESCRIPTION                                                                                              | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: checking all openings, boarding 1 small and 1 medium opening using thicker plywood and spikes. | 1   | 295.00 | 295.00 |

|             |        |
|-------------|--------|
| Total       | 295.00 |
| Balance Due | 295.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service Date | INVOICE # |
|--------------|-----------|
| 1/11/2024    | 150       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  |
|-----------|
| 2/10/2024 |

| ARRIVAL |
|---------|
| Noon    |

| ITEM               | DESCRIPTION                                                                                            | QTY | RATE   | AMOUNT |
|--------------------|--------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing and checking all openings, boarding one large window, adding 2-2x4s and bolt sets. | 1   | 300.00 | 300.00 |

|             |        |
|-------------|--------|
| Total       | 300.00 |
| Balance Due | 300.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 4/23/2024   | 158       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 5/23/2024 | 11 AM   |

| ITEM               | DESCRIPTION                                                                                                                                                                         | QTY | RATE   | AMOUNT |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: checking all openings, nailing the front door, adding a 2x4 and spikes, installing heavy steel mesh panel on a rear wall hole and nailing in place, adding 2 chain/bolts. | 1   | 315.00 | 315.00 |

|             |        |
|-------------|--------|
| Total       | 315.00 |
| Balance Due | 315.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 4/30/2024   | 161       |

| BILL TO                                 |
|-----------------------------------------|
| 8353 Sierra Avenue<br>Fontana, CA 92335 |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 5/30/2024 | 9 AM    |

| ITEM               | DESCRIPTION                                                                                                    | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing and checking all openings, re-installing a heavy steel mesh panel and nailing it in place. | 1   | 150.00 | 150.00 |
| Emergency Securing | adding double 2x4s and long carriage bolts to the upper and lower panel                                        | 1   | 90.00  | 90.00  |
| Emergency Securing | adding a new chain to the rear mandoor/security screen door.                                                   | 1   | 25.00  | 25.00  |

|             |        |
|-------------|--------|
| Total       | 265.00 |
| Balance Due | 265.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 8/1/2024    | 164       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 8/31/2024 | 2 PM    |

| ITEM               | DESCRIPTION                                                                                                                | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing, clearing and checking all openings, cutting window bar bolts, adding a new lock to the rear yard gate | 1   | 185.00 | 185.00 |
| Misc. Board-up     | Board high attic access                                                                                                    | 1   | 85.00  | 85.00  |
| Misc. Board-up     | Double boarding a large rear window with triple nailing/screwing.                                                          | 1   | 210.00 | 210.00 |

|             |        |
|-------------|--------|
| Total       | 480.00 |
| Balance Due | 480.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service   | INVOICE # |
|-----------|-----------|
| 8/20/2024 | 165       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

|           |         |
|-----------|---------|
| DUE DATE  | ARRIVAL |
| 9/19/2024 | 1 PM    |

[illegible]

|             |        |
|-------------|--------|
| Total       | 335.00 |
| Balance Due | 335.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 8/23/2024   | 166       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 9/22/2024 | 10 AM   |

| ITEM                     | DESCRIPTION                                                                                                                                                                                         | QTY | RATE   | AMOUNT |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing       | Securing of the newly burned structure includes: accessing, checking, clearing all openings, moving sets of bars to fasten in place at a large, 12 foot wall gap and fastening with steel brackets. | 1   | 175.00 | 175.00 |
| Standard Small Board-up  | Board-up                                                                                                                                                                                            | 2   | 65.00  | 130.00 |
| Standard Medium Board-up | Board-up                                                                                                                                                                                            | 1   | 85.00  | 85.00  |
| Standard Large Board-up  | Board-up                                                                                                                                                                                            | 1   | 105.00 | 105.00 |
| Chain/Lock               |                                                                                                                                                                                                     | 3   | 85.00  | 255.00 |
| Chain/Bolt               |                                                                                                                                                                                                     | 2   | 50.00  | 100.00 |

|             |        |
|-------------|--------|
| Total       | 850.00 |
| Balance Due | 850.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 9/14/2024   | 167       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE   | ARRIVAL |
|------------|---------|
| 10/14/2024 | 11 AM   |

| ITEM               | DESCRIPTION                                                                         | QTY | RATE   | AMOUNT |
|--------------------|-------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing and checking all openings, boarding a hole in the front siding. | 1   | 190.00 | 190.00 |

|             |        |
|-------------|--------|
| Total       | 190.00 |
| Balance Due | 190.00 |



CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 10/1/2024   | 168       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE   | ARRIVAL |
|------------|---------|
| 10/31/2024 |         |

| ITEM               | DESCRIPTION                                                                                                          | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: checking openings, re-nailing the front siding/sheathing, installing 1 full sheet over the damaged siding. | 1   | 230.00 | 230.00 |

|             |        |
|-------------|--------|
| Total       | 230.00 |
| Balance Due | 230.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 12/2/2024   | 173       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE | ARRIVAL |
|----------|---------|
| 1/1/2025 | 10 AM   |

| ITEM                     | DESCRIPTION                                                                                                                 | QTY | RATE   | AMOUNT |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing       | Includes: checking all openings, making access and clearing debris, resetting the steel bars and fence sections into place. | 1   | 250.00 | 250.00 |
| Standard Medium Board-up | Board-up                                                                                                                    | 1   | 85.00  | 85.00  |
| Chain/Bolt               | Chain/Bolt                                                                                                                  | 9   | 50.00  | 450.00 |
| Chain/Lock               | Chain/Lock (includes lock)                                                                                                  | 1   | 90.00  | 90.00  |

|             |        |
|-------------|--------|
| Total       | 875.00 |
| Balance Due | 875.00 |

CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 12/10/2024  | 174       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE | ARRIVAL |
|----------|---------|
| 1/9/2025 | Noon    |

| ITEM               | DESCRIPTION                                                                    | QTY | RATE   | AMOUNT |
|--------------------|--------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: clearing, accessing and checking all openings, adding more bar sets. | 1   | 125.00 | 125.00 |
| Chain/Lock         | Chain/Lock                                                                     | 1   | 90.00  | 90.00  |
| Chain/Bolt         | Chain/Bolt                                                                     | 5   | 50.00  | 250.00 |

|             |        |
|-------------|--------|
| Total       | 465.00 |
| Balance Due | 465.00 |

# Invoice

| Service    | INVOICE # |
|------------|-----------|
| 12/17/2024 | 172       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

|           |         |
|-----------|---------|
| DUE DATE  | ARRIVAL |
| 1/16/2025 | 2 PM    |

| ITEM               | DESCRIPTION                                              | QTY | RATE   | AMOUNT |
|--------------------|----------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing, securing and checking all openings. | 1   | 125.00 | 125.00 |
| Chain/Bolt         |                                                          | 2   | 50.00  | 100.00 |

|             |        |
|-------------|--------|
| Total       | 225.00 |
| Balance Due | 225.00 |

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 12/23/2024  | 175       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER.                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

|                          |                                                                                             | DUE DATE  | ARRIVAL  |        |
|--------------------------|---------------------------------------------------------------------------------------------|-----------|----------|--------|
|                          |                                                                                             | 1/22/2025 | 10:30 AM |        |
| ITEM                     | DESCRIPTION                                                                                 | QTY       | RATE     | AMOUNT |
| Emergency Securing       | Includes: accessing, clearing and checking all openings, rehanging the steel security door. | 1         | 125.00   | 125.00 |
| Standard Medium Board-up | Board-up (to reinforce entry door)                                                          | 2         | 85.00    | 170.00 |
| Chain/Hasp               | Chain/Hasp                                                                                  | 2         | 50.00    | 100.00 |
| Lock                     | Lock                                                                                        | 1         | 40.00    | 40.00  |
| Standard Small Board-up  | Board-up                                                                                    | 1         | 65.00    | 65.00  |
|                          |                                                                                             |           |          |        |
|                          |                                                                                             |           |          |        |
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CD/Dopp Property Services  
Daniel William Dopp  
P.O. Box GF  
Beaumont, CA 92223  
CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 1/6/2025    | 176       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE | ARRIVAL |
|----------|---------|
| 2/5/2025 | 1 PM    |

| ITEM               | DESCRIPTION                                                                                                                  | QTY | RATE   | AMOUNT |
|--------------------|------------------------------------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing, clearing and checking all openings, boarding a large, rear wall opening with double nailing and spikes. | 1   | 245.00 | 245.00 |

|             |        |
|-------------|--------|
| Total       | 245.00 |
| Balance Due | 245.00 |

CD/Dopp Property Services  
 Daniel William Dopp  
 P.O. Box GF  
 Beaumont, CA 92223  
 CA.#633-045 Ph# (909) 856-0441

# Invoice

| Service ... | INVOICE # |
|-------------|-----------|
| 1/21/2025   | 177       |

| BILL TO                           |
|-----------------------------------|
| City of Highland Code Enforcement |

| PROPERTY/PER:                 |
|-------------------------------|
| 25646 Baseline Ave., Highland |
| Gary                          |

| DUE DATE  | ARRIVAL |
|-----------|---------|
| 2/20/2025 | 1 PM    |

| ITEM               | DESCRIPTION                                                                                         | QTY | RATE   | AMOUNT |
|--------------------|-----------------------------------------------------------------------------------------------------|-----|--------|--------|
| Emergency Securing | Includes: accessing and clearing openings, boarding a large, rear wall opening with double nailing. | 1   | 235.00 | 235.00 |

|             |        |
|-------------|--------|
| Total       | 235.00 |
| Balance Due | 235.00 |



T 213.626.8484  
F 213.626.0078  
Fed. I.D. No. 95-3292015

350 South Grand Avenue  
37th Floor  
Los Angeles, CA 90071

CITY OF HIGHLAND  
ATTN: FINANCE DEPARTMENT  
27215 BASE LINE  
HIGHLAND, CA 92346

Invoice Date: October 29, 2025  
Invoice Number: 000001  
Matter Number: 11026-0008

Re: 11026-0008 CODE ENFORCEMENT ACTIONS - GENERAL

*For professional services rendered through August 31, 2025*

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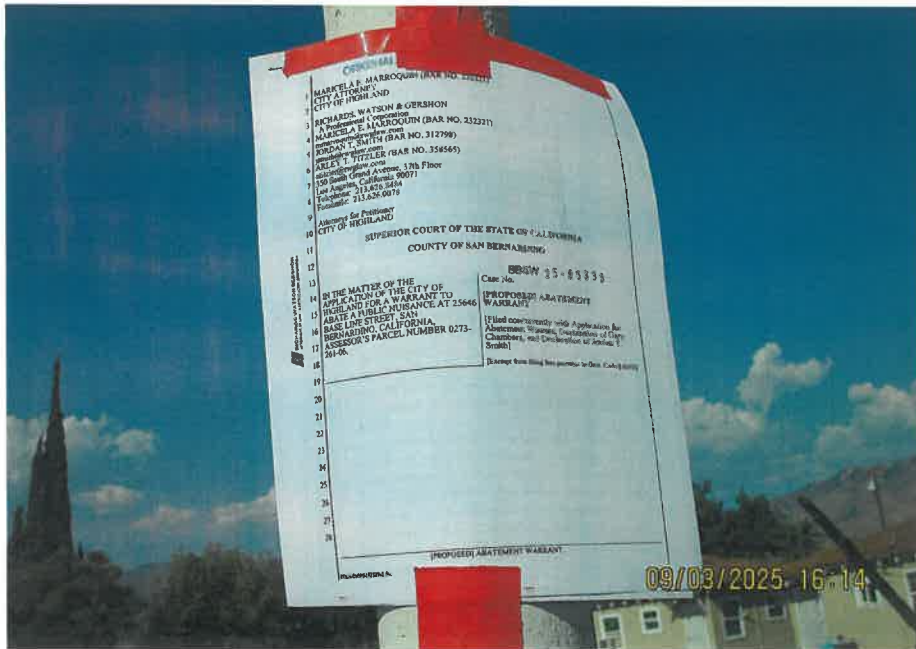
**Time Detail**

| <u>Date</u>                     | <u>Description</u>                                                                                                                                                      | <u>Hours</u> | <u>Amount</u>     |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------|
| 06/23/25<br>through<br>08/28/25 | MEETINGS WITH STAFF; DRAFT CEASE AND<br>DESIST ORDER; DRAFT ABATEMENT WARRANT<br>AND SUPPORTING DECLARATIONS REGARDING<br>PROPERTY LOCATED AT 25646 BASE LINE<br>STREET | 22.20        | \$4,906.20        |
| <b>Total</b>                    |                                                                                                                                                                         | <b>22.20</b> | <b>\$4,906.20</b> |



**EXHIBIT “4”**

Photographs (Posting of Abatement Warrant) dated  
September 3, 2025











**EXHIBIT “5”**

Photographs (Post Abatement) dated  
September 11, 2025





**EXHIBIT “6”**

Public Hearing Notice dated October 29, 2025



## CITY OF HIGHLAND NOTICE OF PUBLIC HEARING

---

27215 Baseline, Highland, CA 92346  
Telephone (909) 864-6861 FAX: (909) 862-3180

### NOTICE OF PUBLIC HEARING BEFORE THE CITY COUNCIL

**Date: October 29, 2025**

A PUBLIC HEARING HAS BEEN SCHEDULED BEFORE THE HIGHLAND CITY COUNCIL TO CONFIRM THE COST OF ABATEMENT AND ESTABLISH A SPECIAL ASSESSMENT AGAINST THE FOLLOWING DESCRIBED PROPERTY.

**File Number:** CODE ENFORCEMENT ABATEMENT COSTS & SPECIAL ASSESSMENT HEARING, CASE #10408

**SUBJECT:** A Public Hearing to confirm the cost of abatement and establish a special assessment against the respective parcel of land in accordance with Chapter 8.28.020 & 8.32.190 of the Highland Municipal Code.

**PROPERTY OWNER(S):** World Redemption Church, Inc.

**VIOLATION ADDRESS/APN:** Generally located at 25646 Base Line St., San Bernardino, CA 92410. APN: 0273-261-06.

**HEARING LOCATION:** Highland City Hall Council Chambers  
27215 Base Line  
Highland, CA 92346

**DATE AND TIME OF HEARING:** Wednesday November 12, 2025, at 6:00 PM  
(Or soon thereafter)



## AFFIDAVIT OF MAILING

STATE OF CALIFORNIA                     )  
COUNTY OF SAN BERNARDINO         )

I am employed in the County of San Bernardino, State of California. I am over the age of 18 and not a party to the within action. My business address is City of Highland, 27215 Base Line, Highland, CA 92346.

On October 29, 2025, I caused to be served a copy of the attached Public Hearing Notice, Case #10408, Certified Mail, Return Receipt Requested, to the following party: World Redemption Church Inc. Said service was made by placing a true copy thereof enclosed in a sealed envelope with postage thereon fully prepaid, in the United States Mail, at Highland, California, and addressed to the Party as more fully detailed below.

World Redemption Church Inc.  
6909 Winter Night Ave  
Fontana, CA 92336

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and this Declaration was executed at Highland, CA, on October 29, 2025.

Dated: 10/29/25



Camille Duarte, Administrative Assistant III  
City of Highland

**EXHIBIT “7”**

City Council Resolution No. 2025\_\_\_\_, Confirming the Costs of  
Abatement and Approving a Special Assessment and Lien  
Against the Respective Parcel of Land

**RESOLUTION NO. 2025-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, CONFIRMING AND APPROVING CERTAIN COSTS AND EXPENSES OF ABATEMENT OF A DECLARED PUBLIC NUISANCE ON THE PARCEL IDENTIFIED AS APN: 0273-261-06, GENERALLY LOCATED AT 25646 BASE LINE ST., SAN BERNARDINO, CA 92410, AND ESTABLISHING A SPECIAL ASSESSMENT AGAINST SAID PARCEL OF LAND FOR THOSE COSTS AND EXPENSES.**

**WHEREAS**, Highland Municipal Code Section 8.32.140 provides for abatement by the City and declared public nuisances that are not abated within the time prescribed in an order of the Planning Commission/Appeals Board; and

**WHEREAS**, the Planning Commission/Appeals Board held a Public Hearing on March 18, 2025, and declared that a public nuisance existed at 25646 Base Line St., San Bernardino, CA, APN: 0273-261-06 ("Property") (within the corporate boundaries of the City of Highland) and ordered its owner(s) to abate the nuisance within ninety (90) days (Planning Commission/Appeals Board Resolution No. 2025-003, attached as Exhibit 1); and

**WHEREAS**, despite repeated attempts by the City to gain compliance, the owner(s) did not abate the substandard conditions on the Property; and

**WHEREAS**, On August 29, 2025, the court approved and issued an Abatement Warrant, attached as Exhibit 2, granting the City the right to enter the Property to demolish and abate all substandard conditions; and

**WHEREAS**, the City secured a contractor to demolish and abate the substandard conditions on the Property, and the abatement commenced and was completed on September 11, 2025; and

**WHEREAS**, money due to the City for the abatement of a public nuisance may be collected by special assessment proceedings and a lien in the amount of the assessment pursuant to Highland Municipal Code Sections 8.28.020 and 8.32.190, as well as Government Code Sections 38773.1 and 38773.5; and

**WHEREAS**, the City incurred direct and incidental expenses in abating the nuisance, which are outlined in Exhibit 3 included herein; and

**NOW THEREFORE**, it is hereby found, determined, and resolved by the City Council of the City of Highland as follows:

**Section 1.** The City Council has determined and confirmed that the direct and incidental expenses and costs incurred abating the nuisance on the Property in the amount of \$75,353.55 are reasonable and correct and are hereby confirmed.

**Section 2.** The expenses and costs incurred abating the nuisance on the Property in the amount of \$75,353.55 shall constitute a special assessment against the Property and a lien on said land in the amount of the assessment.

**Section 3.** That the City Clerk is instructed to file a certified copy of this Resolution, including the confirmed report, with the San Bernardino County Auditor/Controller for the amounts of the respective assessments against the respective parcel of land as they appear on the current assessment (tax) roll.

**Section 4.** A copy of this Resolution shall be transmitted to the San Bernardino County Auditor/Controller who shall enter the amount of the assessment against the Property as it appears on the current assessment roll and shall collect the assessment at the same time and in the same manner as ordinary municipal taxes as provided in Government Code Section 38773.5. The City Clerk is further directed to record a "Notice of Lien" with the San Bernardino County Recorder pursuant to Highland Municipal Code Section 8.32.190 to perfect the lien against the Property.

PASSED, APPROVED AND ADOPTED this 12<sup>th</sup> day of November 2025

---

Penny Lilburn, Mayor

ATTEST:

APPROVED AS TO FORM:

---

Alondra Muñoz, City Clerk

Attachments:

**EXHIBIT “8”**

Notice of Lien (Claim of City of Highland)

RECORDED AT REQUEST OF AND WHEN  
RECORDED RETURN TO:

Alondra Munoz  
City Clerk  
City of Highland  
27215 Base Line  
Highland, CA 92346

INQUIRIES REGARDING THIS LIEN  
SHOULD BE DIRECTED TO:

CITY OF HIGHLAND  
Lawrence Mainez, Com Dev Director  
27215 Base Line  
Highland, CA 92346  
(909) 864-6861

No Fee Pursuant to GC 6103 and 27383

APN: 0273-261-06

Space above this line for Recorder's Use Only

**NOTICE OF LIEN**  
**(Claim of City of Highland)**

Pursuant to authority granted by the Ordinances of the City of Highland and the Highland Municipal Code, the Building Official on or about March 18, 2025, caused a public nuisance on the real property, hereafter described, to be abated; the City of Highland, on November 12, 2025, assessed the expenses and costs of abating the public nuisance upon the real property, hereafter described; the City of Highland does hereby claim a lien for abating the public nuisance in the amount of the assessment: the sum of \$75,353.55. This assessment shall be a lien upon the real property until paid in full and discharged of record.

The nuisance which was abated was: a dangerous, fire-damaged, and partially collapsed commercial building, along with associated junk, debris, and vehicle storage on the property.

The real property upon which a lien is claimed is located in the City of Highland, County of San Bernardino, State of California, and is described as follows:

A PARCEL OF LAND LOCATED IN THE STATE OF CALIFORNIA, COUNTY OF SAN BERNARDINO, WITH A SITUS ADDRESS OF 25646 BASE LINE, SAN BERNARDINO, CA 92410; ALSO KNOWN AS ASSESSORS' PARCEL NUMBER **0273-261-06-0000**

Dated: This 12th day of November 2025.

---

Carlos Zamano, City Manager  
of the City of Highland, California

\*\*\*\*\*

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of San Bernardino )

On \_\_\_\_\_, before me, Alondra Munoz, Notary Public, personally appeared Carlos Zamano, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(ies), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

(Seal)



# Staff Report

## to the City Council

Agenda  
Item  
No.13.

---

**Date:** November 12, 2025

**From:** Carlos Zamano, City Manager

**Reviewed By:** Lawrence Mainez, Community Development Director

**Prepared By:** Matt Wirz, Building Official

**Subject:** Ordinance No. 477, an Ordinance of the City Council of the City of Highland, Amending Title 15 of the Highland Municipal Code Adopting by Reference, the California Code of Regulations Title 24, Comprising Part 1 the 2025 California Administrative Code; Part 2 the 2025 California Building Code, Volumes 1 and 2, with Appendices F, G, H, I, J, N, and Chapter 1, Division II; Part 2.5 the 2025 California Residential Code, with Appendices AB, BF, CI; Part 3 the 2025 California Electrical Code; Part 4 the 2025 California Mechanical Code; Part 5 the 2025 California Plumbing Code, with Appendix H; Part 6 the 2025 California Energy Code; Part 7 the 2025 California Wildlife-Urban Interface Code; Part 8 the 2025 California Historical Building Code; Part 9 the 2025 California Fire Code, with Appendices Chapter 4, B, BB, C, CC, D, E, F, G, H, I, K, N, O, P and Q; Part 10 the 2025 California Existing Building Code; Part 11 the 2025 California Green Building Standards Code; and Part 12 the 2025 California Referenced Standards Code; Together With Certain Amendments Thereto, and Making a Finding of Exemption Under the California Environmental Quality Act; and Resolution No. 2025-\_\_\_\_, a Resolution of the City Council of the City of Highland Making Express Findings and Determinations that Modifications to the 2025 California Building Code, 2025 California Residential Code, 2025 Wildland-Urban Interface Code, and the 2025 California Fire Code as Adopted by the City of Highland, are Reasonably Necessary because of Local Climatic, Geological and/or Topographical Conditions

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### Recommendation:

1. Open and conduct a public hearing, and conduct a second reading of Ordinance No. 477; and
2. Adopt Resolution No. 2025- \_\_\_\_, making express findings for modifications to the 2025 California Residential Building Code, 2025 California Building Code, 2025 California Wildland-Urban interface Code, and the 2025 California Fire Code.

### Fiscal Impact:

There is no fiscal impact related to this action other than staff time to prepare the staff reports

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and documents.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The State of California adopts, amends, and publishes updated and revised "model" building-related codes collectively known as the California Building Standards Code ("CBSC") which is codified in Title 24 of the California Code of Regulations, on a triennial basis. Cities are required to enforce building standards contained in the current CBSC. The California Building Standards Commission has published the 2025 CBSC, and it will take effect beginning January 1, 2026.

The City is required to adopt most of the Codes comprising the CBSC ("Codes"), and may concurrently amend any of the Codes. Building standards in the CBSC that are not adopted or amended by the City will, by default, be applicable in the City beginning January 1, 2026. State law allows the City to amend the Codes. Those amendments may be "administrative," or amendments that modify building standards to be more restrictive to address unique, local conditions. Administrative amendments do not require special findings, as they address matters unrelated to specific building standards. However, amendments to building standards must be supported by findings that such amendments are reasonably necessary due to local climatic, geological and/or topographical conditions. State law requires the ordinance and findings to be filed with the California Building Standards Commission before they will be effective. The findings supporting amendments to building standards in the proposed Ordinance, together with specific Code sections being amended, are set forth in the attached Resolution.

The Codes being adopted by reference, together with the proposed Code amendments for this code cycle, are set forth in the proposed Ordinance 477, "Attachment A" hereto. Findings supporting building standard amendments are set forth in the Resolution \_\_\_\_, "Attachment B" hereto. This Resolution is submitted to the City Council for consideration at the November 12, 2025 public hearing regarding the adoption of the Ordinance.

During the last code cycle, the City Council adopted Ordinance 457, thereby adopting by reference the 2022 California Building Standards Code, effective January 1, 2023.

Each code cycle, the State performs updates to the previous code versions. While there are hundreds of modifications, the most significant are made by the new 2025 California Wildland-Urban Interface (WUI) Code, which further clarifies and addresses the risks of high fire hazard areas, and establishes minimum requirements to reduce the likelihood of life and property loss due to a wildfire through the use of performance and prescriptive requirements for construction and development.

There are no new proposed amendments to the California Residential Code. This year, California passed Assembly Bill 130 which created a statewide "freeze" on new residential building code updates from October 1, 2025 until June, 1 2031 preventing both state agencies and local governments from adopting new standards for new and existing residential buildings, unless it's to address an emergency or for wildfire mitigation. This six-year moratorium is intended to increase regulatory certainty for developers, streamline the permitting process, and help address the state's housing affordability crisis. Any changes or modifications to the

residential building code are substantially equivalent to existing changes or modifications that were previously filed by the City of Highland and were in effect as of September 30, 2025.

**Legal Noticing Requirements:**

Government Code Section 50022.1, et seq., requires a first reading of the ordinance adopting the various codes by reference, which is immediately followed by the legislative body scheduling a public hearing date. On October 14, 2025, the City Council held the first reading of the ordinance and scheduled a public hearing for November 12, 2025. Notice of the public hearing was given (published) pursuant to Government Code Section 6066, which requires published notice once a week for two successive weeks, with at least five days intervening between the respective publication dates. The notices were published on October 28, 2025, and November 4, 2025. Additionally, a certified copy of each code being adopted by reference was filed with the City Clerk at least 15 days prior to the hearing.

**Attachments:**

1. Attachment A - Ordinance 477 - 2025 Code Adoption
2. Attachment B - Resolution No. 2025-\_\_\_\_ - 2025 Code Adoption

**Attachment “A”**

**Ordinance**

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, AMENDING TITLE 15 OF THE HIGHLAND MUNICIPAL CODE ADOPTING BY REFERENCE, THE CALIFORNIA CODE OF REGULATIONS TITLE 24, COMPRISING PART 1 THE 2025 CALIFORNIA ADMINISTRATIVE CODE; PART 2 THE 2025 CALIFORNIA BUILDING CODE, VOLUMES 1 AND 2, WITH APPENDICES, F, G, H, I, J, N AND CHAPTER 1, DIVISION II; PART 2.5 THE 2025 CALIFORNIA RESIDENTIAL CODE, WITH APPENDICES AB, BF, CI; PART 3 THE 2025 CALIFORNIA ELECTRICAL CODE; PART 4 THE 2025 CALIFORNIA MECHANICAL CODE; PART 5 THE 2025 CALIFORNIA PLUMBING CODE, WITH APPENDIX H; PART 6 THE 2025 CALIFORNIA ENERGY CODE; PART 7 THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE; PART 8 THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; PART 9 THE 2025 CALIFORNIA FIRE CODE, WITH APPENDICES CHAPTER 4, APPENDICES B, BB, C, CC, D, E, F, G, H, I, K, N, O, P AND Q; PART 10 THE 2025 CALIFORNIA EXISTING BUILDING CODE; PART 11 THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; PART 12 THE 2025 CALIFORNIA REFERENCED STANDARDS CODE; TOGETHER WITH CERTAIN AMENDMENTS THERETO, AND MAKING A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, Health and Safety Code Sections 17922, et seq., Section 17958, et seq., and Section 18941.5 provide that the City may adopt by reference and amend various Codes comprising the 2025 California Building Standards Code ("CBSC"), including the 2025 California Administrative Code; the 2025 California Building Code; Volumes I and II; the 2025 California Residential Code; the 2025 California Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code, the 2025 California Wildland-Urban Interface Code; the 2025 California Historical Building Code; the 2025 California Fire Code; the 2025 California Existing Building Code; the 2025 California Green Building Standards Code; and the 2025 California Referenced Standards Code (sometimes collectively referred to herein as "this Code"); and

**WHEREAS**, it is the desire and intent of the City Council of the City of Highland to provide citizens with the greatest degree of structural, fire and life safety in buildings in the most cost effective manner by adopting Codes comprising the CBSC with amendments specific to the City of Highland; and

**WHEREAS**, the City Council has determined that the provisions of the CBSC shall be adopted as provided for in this Ordinance and that the City Council takes said action because of the public interest in protecting life and preserving public safety and property;

and

**WHEREAS**, State law allows local governments to amend building standards in the CBSC on the basis of local climatic, geological and/or topographical conditions, provided the amendments are more restrictive and are necessary in order to provide the highest level of life-safety standards; and

**WHEREAS**, the additional requirements and standards established herein and enforced by the City are needed to properly protect the health, safety and welfare of residents, visitors and workers within the City of Highland. Said requirements and standards are reasonably necessary because of local climatic, geological, and topographical conditions and comply with existing state laws and regulations; and

**WHEREAS**, the City Council has made and set forth findings in a separate resolution, that the amendments to building standards contained herein, are reasonably necessary based on local climatic, geological, and/or topographical conditions; and

**WHEREAS**, one complete copy of the adopted series of Building Codes and Fire Codes are on file and are open for inspection by the public in the office of the City Clerk.

**NOW, THEREFORE**, the City Council of the City of Highland does ordain as follows

**Section 1. Code Amendment.** Title 15 of the Highland Municipal Code is hereby amended as provided for herein, provided that said amendments shall not apply to or excuse or negate any violation thereof occurring prior to the effective date of this Ordinance, and provided further that the provisions of Title 15 as they exist prior to the adoption of this Ordinance shall continue to be applicable to construction wherein plans have been submitted for plan check as of the effective date of this Ordinance so long as the initial permit therefor is issued no later than ninety (90) days after the effective date of this Ordinance. The addition of Chapter 15.02 and amendments to Chapters 15.04, 15.06, 15.08, 15.10, 15.12, 15.14, 15.16, 15.20, 15.24, 15.29, 15.32, 15.36, 15.38 and 15.40 shall not excuse or negate any violation that occurred prior to the effective date of this Ordinance, and shall not affect any prosecution or conviction for such violation.

**Section 2. Code Addition** A new Chapter 15.02 (California Administrative Code) is hereby added to Title 15 (Buildings and Construction) of the City of Highland Municipal Code to read as follows:

**“Chapter 15.02 California Administrative Code.**

Sections:

|           |                                                |
|-----------|------------------------------------------------|
| 15.02.010 | Adoption of the California Administrative Code |
| 15.02.020 | Purpose                                        |

**15.02.010          Adoption of the California Administrative Code.**

The California Administrative Code, 2025 Edition (Part 1, Title 24, California Code of Regulations), published by the International Code Council is adopted by reference together with the amendments, additions, deletions, and exceptions set forth in this chapter. A copy of the California Administrative Code shall be available and is open for inspection by the public in the office of the City Clerk in the City of Highland and shall be made available for public inspection while this Code is in force. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.02.020.          Purpose.**

The purpose of this code is to establish the administrative regulations, procedures, and requirements for the enforcement of Structural and Safety Codes. It provides a framework for the construction industry, detailing requirements for project administration, fees, permits, inspector qualifications, and other administrative processes to ensure building compliance and public safety across the state.”

**Section 3.    Code Amendment.** Chapter 15.04 of Title 15 (Buildings and Construction) of the City of Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.04      California Building Code.**

Sections:

- 15.04.010          Adoption of the California Building Code
- 15.04.020          Purpose
- 15.04.030          California Building Code amendments

**15.04.010          Adoption of the California Building Code.**

The California Building Code, 2025 Edition, Volume I and II, (Part 2 of Title 24 of the California Code of Regulations), including Chapter 1, Division II “Scope and Administration”, and Appendices F, G, H, I, J, and N, published by the International Code Council is adopted by reference together with the amendments, additions, deletions, an exceptions set forth in this chapter. A copy of the Building Code of the City of Highland shall be available and is open for inspection by the public in the office of the City Clerk in the City of Highland and shall be made available for public inspection while this Code is in force. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.04.020.          Purpose.**

The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress

facilities, stability, access to persons with disabilities, sanitation, adequate lighting and ventilation and energy conservation; safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and emergency responders during emergency operations, with exception of those elements regulated by the 2025 California Residential Code, 2025 California Existing Building Code and 2025 California Historical Building Code.

#### **15.04.030 California Building Code amendments.**

The following sections of the California Building Code are added and/or amended as follows:

- A. Section 105.2 of the California Building Code entitled "Work exempt from permit" is hereby amended by amending items 2 and 9, and adding new items 14 and 15, to read as follows:

2. Wood, chain-link, plastic, vinyl, metal, or similar fences not over 6 feet in height or masonry, concrete fence not over 3 feet in height measured from the lowest adjacent grade to top of the wall and does not serve as a swimming pool enclosure

9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 18 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.

14. Decks not over 200 square feet (18.58 m<sup>2</sup>) in area, that are not more than 30 inches (762mm) above grade at any point, and not attached to a dwelling and do not serve the exit door required by Section R311.2.

15. Flagpole not more than 20 feet in height measured from the lowest adjacent grade the top of the pole on a residential zoned lot.

- B. Section 105.5 of the California Building Code is hereby amended read as follows:

##### **Section 105.5 Expiration.**

Every residential permit issued shall become invalid unless the work on the site authorized by such permit commences within 365 days after its issuance, or if work has been suspended or abandoned for a period of 180 days between each required inspection. Every commercial permit issued shall become invalid unless the work on the site authorized by such permit commences within 180 days after its issuance, or if work has been suspended or abandoned for a period of 180 days between each required inspection. The building official is authorized to grant, in writing, only one extension of time for a period of 180 days. The extension shall be requested in writing and justifiable cause demonstrated.

- C. Section 109.6.1 "Fee Refunds" is hereby added to the California Building Code to

read as follows:

**109.6.1 Fee refunds.** The Building Official may authorize a refund of any fee that was erroneously paid or collected. The Building Official may authorize a refund of not more than 80 percent of the applicable permit fee paid when no work has been done under the permit. The Building Official may authorize a refund of not more than 80 percent of the plan review fee paid when an application for a permit is withdrawn or canceled before any examination time has been expended. The Building Official may not authorize a refund of any fee paid except upon written application filed by the original permittee no later than 180 days after date of fee payment or 365 days in the case of Residential one- and two-family dwelling units no more than 3 stores above grade. No refunds will be processed for an amount less than Twenty-Five (25) Dollars

- D. Section 109.7 "Investigation fees: work without a permit" is hereby added to the California Building Code to read as follows:

**109.7. Investigation fees: Work without a permit.**

**109.7.1 Investigation.** Whenever work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation will be made before a permit may be issued.

**109.7.2 Fee.** An investigation fee, in addition to the permit fee, may be collected whether or not a permit is then or subsequently issued. The investigation fee must be equal to the amount of the permit fee required by this code and will be established by City Council resolution. The payment of such investigation fee will not exempt an applicant from compliance with all other provisions of either this code or the technical codes, nor from the penalty prescribed by law.

- E. Section 109.8 "Re-inspection Fees: work without a permit" is hereby added to the California Building Code to read as follows:

**109.8 Re-inspection fees:** A re-inspection fee may be imposed for each inspection or re-inspection, when such portion of work for which inspection is called is not complete or when required corrections are not made. This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the technical codes, but as a method of controlling the practice of calling inspections before the job is ready for such inspection or reinspection.

Reinspection fees may be imposed when the inspection record card is not posted, or otherwise not available on the work site; the approved plans are not readily available to the inspector; for failure to provide access on the date for which the



inspection is requested; or for deviating from plans requiring the approval of the Building Official.

To obtain a re-inspection, the applicant must file an application in writing upon a city-approved form and pay the applicable re-inspection fee.

In instances where re-inspection fees have been assessed, additional inspections of the work will not be performed until the required fees have been paid.”

**Section 4. Code Amendment.** Chapter 15.06 of Title 15 (Buildings and Construction) of the City of Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.06 California Residential Code.**

Sections:

|           |                                             |
|-----------|---------------------------------------------|
| 15.06.010 | Adoption of the California Residential Code |
| 15.06.020 | Purpose                                     |

**15.06.010 Adoption of the California Residential Code.**

The California Residential Code, 2025 Edition (Part 2.5 of Title 24 of the California Code of Regulations), including Chapter 1, Division II “Scope and Administration”, and Appendix AB “Permit Fees”, BF “Patio Covers”, and CI “Swimming Pool Safety Act”, published by the International Code Council, is adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the residential building code for the City of Highland. The Building Official is hereby designated the authority charged with the administration and enforcement of this code.

**15.06.020. Purpose.**

The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, access to persons with disabilities, sanitation, adequate lighting and ventilation and energy conservation; safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and emergency responders during emergency operations with exception of those elements regulated by the 2025 California Building Code, 2025 California Existing Building Code and 2025 California Historical Building Code.”

**Section 5. Re-numbering Chapter.** Chapter 15.08 (Seismic Hazards Identification Program) of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby re-numbered as Chapter 15.40.

**Section 6. Code Amendment.** Chapter 15.08 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

## **“Chapter 15.08 California Electrical Code.**

Sections:

15.08.010 Adoption of the California Electrical Code  
15.08.020 Purpose

### **15.08.010 Adoption of the California Electrical Code.**

The 2025 California Electrical Code (Part 3 of Title 24 of the California Code of Regulations), including Article 89 as established by the National Fire Protection Association and published by the N.F.P.A., is adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the electrical code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

### **15.08.020. Purpose.**

The purpose of this code is to prescribe safe electrical regulations for the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use, or maintenance of electrical systems.”

**Section 7. Re-numbering Chapter.** Chapter 15.32 (Uniform Code for the Abatement of Dangerous Buildings) of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby re-numbered as Chapter 15.24.

**Section 8. Code Amendment.** Chapter 15.10 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

## **“Chapter 15.10 California Mechanical Code.**

Sections:

15.10.010 Adoption of the California Mechanical Code  
15.10.020 Purpose

### **15.10.010 Adoption of the California Mechanical Code.**

The California Mechanical Code, 2025 Edition (Part 4 of Title 24 of the California Code of Regulations), including Chapter 1, Division II “Administration” based on the 2024 Uniform Mechanical Code, as published by IAPMO, is hereby adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the mechanical code for the City of Highland. The Building Official is hereby designated authority charged with the administration and enforcement of this code.

### **15.10.020. Purpose.**

The purpose of these codes is to prescribe regulations for the construction, repair,

alteration, enlargement, equipment, maintenance, addition to, replacement, demolition, maintenance, and relocation in regard to mechanical installations, modifications and systems.”

**Section 9. Code Amendment.** Chapter 15.12 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.12 California Plumbing Code.**

Sections:

15.12.010 Adoption of the California Plumbing Code

15.12.020 Purpose

**15.12.010 Adoption of the California Plumbing Code.**

The California Plumbing Code, 2025 Edition (Part 5 of Title 24 of the California Code of Regulations) including Chapter 1, Division II “Administration” with Appendix H, based on the 2024 International Plumbing Code, as published by IAPMO, is hereby adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the plumbing code for the City of Highland, the Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.12.020. Purpose.**

The purpose of this code is to prescribe regulations for the construction, repair, alteration, enlargement, equipment, maintenance, addition to, replacement, demolition, maintenance, and relocation in regard to plumbing installations, equipment, modifications and systems.”

**Section 10. Code Amendment.** Chapter 15.14 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.14 California Energy Code.**

Sections:

15.14.010 Adoption of the California Energy Code

15.14.020 Purpose

**15.14.010 Adoption of the California Energy Code.**

The California Energy Code, 2025 Edition (Part 6 of Title 24 of the California Code of Regulations) as published by the International Code Council, is hereby adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the energy code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.14.020. Purpose.**

The purpose of this code is to reduce energy waste, cut costs for residents, and help the state achieve its climate goals by requiring new construction and renovations to incorporate energy-efficient features.”

**Section 11. Code Amendment.** Chapter 15.16 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.16 California Wildland-Urban Interface Code**

Sections:

|           |                                                          |
|-----------|----------------------------------------------------------|
| 15.16.010 | Adoption of the California Wildland-Urban Interface Code |
| 15.16.020 | Purpose                                                  |
| 15.16.030 | California Wildland-Urban Interface Code amendments      |

**15.16.010 Adoption of the California Wildland-Urban Interface Code**

The California Wildland-Urban Interface Code, 2025 Edition (Part 7 of Title 24 of the California Code of Regulations) including Chapter 1, Division II “Administration” as published by the international Code Council, is hereby adopted by reference together with the amendments, additions, deletions, and exceptions set forth in this chapter. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the wildland-urban interface code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.16.020. Purpose.**

The purpose of this code is to establish minimum requirements to reduce the likelihood of life and property loss due to a wildfire through the use of performance and prescriptive requirements for construction and development in all fire hazard severity zones in local responsibility areas designated as a Very High Fire Hazard Severity Zone, and increase the ability of buildings located in any Fire Hazard Severity Zone within Wildland-Urban Interface (WUI) areas, to resist the intrusion of flames or burning embers projected by vegetation fire and contribute to a systematic reduction in conflagration losses and reduce the likelihood of life and property loss due to wildfire.

**15.16.030. California Wildland-Urban Interface Code amendments.**

The following Sections of the California Wildland-Urban Interface Code are added and/or amended as follows:

- A. Section 202 of the California Wildland-Urban Interface Code is amended to include the following definition to read as follows:

**FIRE SAFETY AREAS** - Fire Safety Review Areas. Areas that correspond to the Fire Hazard Severity Zones and are mapped on the City's Fire Safety Overlay pursuant to the City's General Plan.

B. Section 404.2.1 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**404.2.1 Static water source access.**

There shall be vehicular access, at least twelve (12) feet in width, to within at least ten (10) feet of any static water source including ponds, lakes, swimming pools, reservoirs and water storage tanks. Access shall be either to a plumbed outlet with two and one-half (2-1/2) inch National Hose Thread Fitting or directly to the source. This requirement shall be waived if the fire authority determines that the water source is sufficiently below the elevation of existing or proposed roads or driveways to make drafting of water from the source through a plumbed outlet infeasible, and that direct vehicular access to the water source would require an impractical extension of a road or driveway.

C. Section 404.4.1 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**404.4.1 Hydrant identification.**

Fire Hydrants shall be identified by a method specified by the fire authority.

D. Section 504.10.4 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**504.10.4 Eave-type attic ventilators.**

Eave-type attic ventilators are prohibited.

F. Section 602.3.3 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**602.3.3 Additional fire protection plan requirements.**

(a) A final fire protection plan and fuel modification area may be required to address areas around development projects of portions thereof that are adjacent or exposed to hazardous fire areas for the purpose of fire protection. The recommended width of the fuel modification area shall be determined by the responsible Fire Authority in conjunction with the Fire Department, but in no case shall it be less than the lot line one hundred (100) feet in width as measured from

the development structure(s) perimeter. The width of the fuel modification area shall be determined based upon:

- (1) The natural ungraded slope of the land within the project and in the areas adjacent to the project;
- (2) Fuel loading;
- (3) Access to the project and access directly to the fuel modified area;
- (4) The on-site availability of water that can be used for firefighting purposes;
- (5) Adequate provisions shall be made for the continual maintenance of such areas, and, where feasible, such areas shall be designated as common open space rather than private open space.
- (6) Fuel modification areas shall also incorporate soil erosion and sediment control measures to alleviate permanent scarring and accelerated erosion.

(b) When development projects are phased, individual phases may be required to provide temporary fuel modification areas, where the development perimeter of a phase is contiguous to a subsequent phase of a project, which in its undeveloped state is a hazardous fire area. The need for a temporary fuel modification area shall be determined by the responsible fire authority in conjunction with the Fire Department.

G. Section 604.6 hereby added to the California Wildland-Urban Interface Code to read as follows:

**604.6 Unusual circumstances.**

The fire code official may suspend enforcement and require reasonable alternative measures designed to advance the purposes of this chapter if they determine in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state or federal resources agencies, California Native Plant Society, and County approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.

5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions of this chapter undesirable or impractical.

H. Section 609.2.8 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**609.2.8 Slope development.**

Structures in areas with slopes exceeding thirty percent (30%) and thirty feet (30') in height shall comply with the following:

(a) Where structures are proposed or within two hundred (200) feet of slopes that are greater than thirty percent (30%) prior to grading and where such slopes are at least thirty (30) feet in height, the vegetation on such slopes shall be treated in such a manner that it becomes a fuel modified area. Such fuel modified area shall be maintained for either the entire slope, or one hundred (100) feet, or to the property line, whichever distance is less.

(b) Where grading is utilized which does not conform to the natural slope and the graded area is adjacent to natural ungraded slopes which are greater than thirty percent (30%) and which are greater than thirty (30) feet in height, structures shall be set back at least thirty (30) feet from the edge(s) of the graded area adjacent to such natural ungraded slopes.

I. Section 610.3 is hereby added to the California Wildland-Urban Interface Code to read as follows:

**610.3 Project design requirements.**

(1) All development projects and each phase thereof, except for a development project located exclusively on a cul-de-sac, shall have a minimum of two (2) points of vehicular ingress and egress, designed to City roadway standards, with a minimum width of twenty-four (24) feet of all-weather surface as defined in the California Fire Code, from existing and surrounding streets. One such point of vehicular access may be an emergency access route with an all-weather surface if the Community Development Department makes and justifies all of the following findings:

(a) Two points of non-emergency access are physically infeasible.

(b) Provisions have been made to reasonably ensure that the emergency access will be maintained.

(c) Based on the review and consideration of the Fire Authority's recommendation, the emergency access route will provide adequate vehicular ingress and egress during emergencies.

(2) All development projects shall provide eight (8) inch or larger circulating (loop) water mains as required by the California Fire Code, proper hydrant location and spacing, and have sufficient water storage capacity to provide the minimum fire flow duration requirements (gallons per minute (GPM) for a minimum number of hours or portions thereof) as specified by the minimum system standards established by the Fire Authority. Circulating (loop) mains are not required for cul-de-sacs and are not required for subdivisions that exclusively take all access from cul-de-sacs. In areas not served by water purveyors, on-site fire flow and water storage requirements will be as specified by the California Fire Code.

(3) All public or private streets within or bordering a development project shall have noncombustible and reflective street name signs designed to City standards and visible at all street intersections.”

**Section 12.**      **Code Amendment.** Chapter 15.20 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.20      California Historical Building Code.**

Sections:

|           |                                                     |
|-----------|-----------------------------------------------------|
| 15.20.010 | Adoption of the California Historical Building Code |
| 15.20.020 | Purpose                                             |

**15.20.010      Adoption of the California Historical Building Code.**

The California Historical Building Code, 2025 Edition (Part 8 of Title 24 of the California Code of Regulations), as published by the California Legislature, is hereby adopted. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the historical building code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.20.020.      Purpose.**

The purpose of this code is to prescribe regulations for the construction, repair, alteration, enlargement, equipment, maintenance, addition to, replacement, demolition, maintenance, and relocation in regard to historical buildings or structures.”

**Section 13.**      **Code Amendment.** A new Chapter 15.29 (“California Fire Code”) is hereby added to Title 15 (Buildings and Construction) of the Highland Municipal Code to



read as follows:

**“Chapter 15.29. California Fire Code.**

Sections:

- |           |                                      |
|-----------|--------------------------------------|
| 15.29.010 | Adoption of the California Fire Code |
| 15.29.020 | Purpose                              |
| 15.29.030 | California Fire Code amendments      |

**15.29.010. Adoption of the California Fire Code.**

The 2025 California Fire Code (Part 9 of Title 24 of the California Code of Regulations), including appendices Chapter 4, B, BB, C, CC, D, E, F, G, H, I, K, N, O, P and Q; as published by the International Code Council, is adopted by reference, together with the amendments, additions, deletions, and exceptions set forth in this chapter. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and is designated as the fire code for the City of Highland. The Fire Marshal is hereby designated as the authority charged with the administration and enforcement of this code.

**15.29.020. Purpose.**

The purpose of this code is to establish the minimum requirements consistent with nationally recognized good practices to safeguard the public health, safety and general welfare from hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to provide safety and assistance to firefighters and emergency responders during emergency operations.

**15.29.030. California Fire Code amendments.**

The following sections of the California Fire Code are added and/or amended as follows:

A. Section 202.1 is hereby added to the California Fire Code to read as follows:

**202.1 Definitions clarified.**

- a. Wherever the word "Jurisdiction" is used in said California Fire Code, it shall mean the City of Highland.
- b. Wherever the term "Corporation Counsel" is used in said California Fire Code, it shall mean the City Attorney for the City of Highland.
- c. Wherever the term "Chief" is used in said California Fire Code, it shall mean the Fire Chief of the City of Highland, or his or her authorized representative.
- d. Wherever the term "Fire Department" is used in said California Fire Code, it shall mean the Fire Department of the City of Highland.
- e. An employee or agent of the City of Highland, when enforcing the

California Fire Code, the Highland Municipal Code and other laws, rules and regulations relating to fire and life safety, fire prevention and fire investigation, shall be deemed a "Peace Officer" as those words are used in Section 830.31 of the California Penal Code.

B. Section 103.4 is hereby added to the California Fire Code to read as follows:

**103.4 Cost recovery.**

Fire suppression, investigation and rescue or emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009 and 13009.1. Any person who negligently, intentionally, or in violation of law, causes an emergency response, including but not limited to, a traffic accident or spill of toxic or flammable fluids or chemicals, is liable for the costs of securing such emergency, including those costs set out in Health and Safety Code Section 13009, et seq. and Government Code Section 53150, et seq. Any expense incurred by the fire department for securing such an emergency may constitute a debt of such person and may be collectible by the City in the same manner as in the case of an obligation under written contract.

C. Section 104.1.1 is hereby added to the California Fire Code to read as follows:

**104.1.1 Responsibilities.**

The Chief is authorized to administer and enforce this Code. Under the Chief's direction, the fire department is authorized to enforce all ordinances of the jurisdiction and the laws of the State pertaining to the prevention of fires, the suppression or extinguishment of dangerous or hazardous fires, the storage, use and handling of hazardous materials, the installation and maintenance of automatic, manual and other private fire alarm systems and fire-extinguishing equipment, the maintenance and regulation of fire escapes, the maintenance of fire protection and the elimination of fire hazards on land and in buildings, structures and other property, including those under construction, the maintenance of means of egress, and the investigation of the cause, origin and circumstances of fire and unauthorized releases of hazardous materials. Employees and agents of the City of Highland are hereby authorized to interpret and enforce the provisions of this Code (except as provided in Section 112) and to make arrests and issue citations as authorized by law.

D. Section 108.1.1 is hereby added to the California Fire Code to read as follows:

**108.1.1 Permit fees.**

Permit fees as established by City Council resolution shall be collected by the Finance Department. Proof of receipt shall accompany all permit applications prior to inspection and approval by the fire department.

- E. Section 202 of the California Fire Code is hereby amended by adding the following definitions:

**ALL-WEATHER DRIVING SURFACE.** is an approved concrete, asphalt, or engineered surface approved by the Code Official of sufficient thickness, installed upon soil compacted to a minimum of 95% and designed to support the imposed loads of the fire apparatus.

**BED AND BREAKFAST.** See Lodging House.

**EXPLOSIVE MATERIALS.** Explosive materials are explosives, blasting agents and detonators including, but not limited to, dynamite and other high explosives; slurries, emulsions and water gels; black powder and pellet powder; initiating explosives; detonators or blasting caps; safety fuses; squibs; detonating cord; igniter cord; igniters and fireworks, 1.3G (Class B special fireworks) and any explosives as defined in Section 841 of Title 18 of the United States Code and published pursuant to Section 55.23 of Title 27 of the Code of Federal Regulations.

**FIREWORKS.** Fireworks means any device containing chemical elements and chemical compounds capable of burning independently of the oxygen of the atmosphere and producing audible, visual, mechanical, or thermal effects which are useful as pyrotechnic devices or for entertainment. The term fireworks includes, but is not limited to, devices designated by the manufacturer as fireworks, torpedoes, skyrockets, roman candles, rockets, Daygo bombs, sparklers, party poppers, paper caps, chasers, fountains, smoke sparks, aerial bombs, and fireworks kits. (H&S 12511). Including, but not limited to, all fireworks defined in the California Health and Safety Code starting with Section 12500.

**HIGH EXPLOSIVE.** An explosive material, such as dynamite, which can be caused to detonate by means of a No. 8 test blasting cap when unconfined and any explosive defined in Section 12000 of the California Health and Safety Code.

**HAZARDOUS FIRE AREA.** Land which is covered with grass, grain, brush or forest, whether privately, or publicly owned, which is so situated or is of such inaccessible location that a fire originating upon such land would present an abnormally difficult job of suppression or would result in great and unusual damage through fire or resulting erosion. Such areas are designated on maps entitled "Hazardous Fire Areas of San Bernardino County" on file in the office of the Chief

**MODEL ROCKET.** Any toy or educational device, which weighs not more than 500 grams, including the engine and any payload, that is propelled by model rocket engines (H&SC 12519).

**MODEL ROCKET ENGINE.** A commercially manufactured, non-reusable rocket propulsion device which is constructed of a nonmetallic casing and solid propellant, wherein all of the ingredients are self-contained so as not to require mixing or handling by the user and which have design and construction characteristics determined by the State Fire Marshal to provide a reasonable degree of safety to

the user (H&SC 12520).

F. Section 305.5.1 is hereby added to the California Fire Code to read as follows:

**305.5.1 Spark arresters required.**

All chimneys attached to any appliance or fireplace that burns solid fuel shall be equipped with an approved spark arrester, and the spark arrester shall meet all the following requirements:

1. The net area of the spark arrester shall not be less than four times the net area of the outlet of the chimney.
2. The spark arrester screen shall have heat or corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire, or 24-gauge stainless steel.
3. Openings shall not permit the passage of spheres having a diameter larger than 1/2-inch and shall not block the passage of spheres having a diameter of less than 3/8-inch.
4. The spark arrester shall be accessible for cleaning, and the screen or chimney cap shall be removable to allow for cleaning of the chimney flue.

G. Section 307.1.2 is hereby added to the California Fire Code to read as follows:

**307.1.2 Burning operations.**

The burning of salvage vehicles and salvage or waste materials shall be prohibited:

**307.1.2.1 Material restrictions.**

Open burning of rubbish containing paper products, trash and debris containing non-organic material is prohibited.

H. Sections 315.8 and 315.9 are hereby added to the California Fire Code to read as follows:

**315.8 Removal.**

Combustible rubbish stored in containers outside of noncombustible vaults or rooms shall be removed from buildings at least once each working day or when determined by the Chief to be a fire hazard.

**315.9 Abatement.**

In the event that abatement is not performed as required in this code, the Chief may give notice to the owner of the property upon which such condition exists to correct such prohibited condition, and if the owner fails to correct such condition the Chief may cause the same to be done and may cause the expense of such correction to become a lien upon the property upon which such condition exists.

I. Section 324 is hereby added to the California Fire Code to read as follows:

## **SECTION 324 USE OF EQUIPMENT**

### **324.1 General.**

Except as otherwise provided in this section, no person shall use, operate, or cause to be operated, in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester maintained in effective working order, or the engine is constructed, equipped, and maintained for the prevention of fire.

### **324.2 Spark arrester.**

Spark arresters affixed to the exhaust system of engines or vehicles subject to this section shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

### **324.3 Specifications.**

A spark arrester is a device constructed of nonflammable material specifically for the purpose of removing and retaining carbon and other flammable particles over 0.0232 of an inch (0.58 mm) in size from the exhaust flow of an internal combustion engine that uses hydrocarbon fuels, or which is qualified and rated by the U.S. Forest Service.

**EXCEPTIONS:** Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California. Turbocharged engines are not subject to this section if all exhaust gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in effective mechanical condition.

J. Section 325 is hereby added to the California Fire Code to read as follows:

## **Section 325 RESTRICTED ENTRY**

### **325.1 General.**

The Chief shall determine and publicly announce when hazardous fire areas shall be closed to entry and when such areas shall again be opened to entry. Entry on, and occupation of, hazardous fire areas, except public roadways, inhabited areas, or established trails and camp sites which have not been closed during such time when the hazardous fire area is closed to entry, is prohibited.

**EXCEPTIONS:** (1) Residents and owners of private property within hazardous fire areas, and their invitees and guests going to, or being upon, their lands; (2) Entry, in the course of duty, by peace or police officers, and other duly authorized public officers, members of a fire department, and

members of the U.S. Forest service

K. Section 326 is hereby added to the California Fire Code to read as follows:

## **SECTION 326 TRESPASSING ON POSTED PROPERTY**

### **326.1 General.**

When the fire code official determines that a specific area within a hazardous fire area presents an exceptional and continuing fire danger because of the density of natural growth, difficulty of terrain, proximity to structures or accessibility to the public, such areas shall be closed until changed conditions warrant termination of closure. Such areas shall be posted as hereinafter provided.

### **326.2 Signs.**

Approved signs prohibiting entry by unauthorized persons and referring to applicable fire code chapters shall be placed on every closed area.

### **326.3 Trespassing.**

Entering and remaining within areas closed and posted is prohibited.

**Exception:** Owners and occupiers of private or public property within closed and posted areas, their guests or invitees, and local, state or federal public officers and their authorized agents acting in the course of duty.

L. Section 327 is hereby added to the California Fire Code to read as follows:

## **SECTION 327 EXPLOSIVES AND BLASTING**

### **327.1 General.**

Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported, or disposed of within hazardous fire areas except by permit from the fire code official.

M. Section 328 is hereby added to the California Fire Code to read as follows:

## **SECTION 328 OUTDOOR FIRES**

### **328.1 General.**

Outdoor fires shall not be built, ignited or maintained in or upon hazardous fire areas except by permit from the fire code official.

**EXCEPTION:** Outdoor fires within inhabited premises or designated camp sites where such fires are built in a permanent barbecue, portable barbecues, outdoor fireplace, incinerator or grill and are a minimum of 30 feet (9,144 mm) from a grass-, grain-, brush-, or forest-, covered area.

### **328.2 Permits.**

Permits shall incorporate such terms and conditions that will reasonably safeguard public safety and property. Outdoor fires shall not be built, ignited or maintained in or upon hazardous fire areas under the following conditions:

1. When high winds are blowing.
2. When a person aged 17 or over is not always present to watch and tend such fire.
3. When public announcement is made that open burning is prohibited.

### **328.3 Prohibited burning.**

Permanent barbecues, portable barbecues, outdoor fireplaces or grills shall not be used for the disposal of rubbish, trash, or combustible waste material.

N. Section 503 of the California Fire Code is hereby amended by revising Section 503.1, and adding Sections 503.1.4 and 503.1.5, to read as follows:

#### **503.1 Where required.**

Fire apparatus access roads shall be provided and maintained in accordance with sections 503.1.1 through 503.1.5

##### **503.1.4 Fire Apparatus access.**

Plans for fire apparatus access roads or modification of fire apparatus access roads shall be submitted to the fire marshal for review and approval prior to construction.

##### **503.1.5 Fire Lane designation.**

The Chief may designate fire apparatus access roads as a "Fire Lane," pursuant to the provisions of Vehicle Code Section 22500.1.

O. Section 503.2.3 The California Fire Code is hereby amended to read as follows:

##### **503.2.3 Surface.**

Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus, minimum of 75,000 lbs., and shall be provided with a surface so as to provide all-weather driving capabilities. Gravel, Turf block, Ritter Rings, Turf Paver and other similar products shall not be used for fire department access surfacing.

P. Section 503.2.7 the California Fire Code is hereby amended to read as follows:

##### **503.2.7 Grade.**

The gradient for fire apparatus access road grades shall not exceed a maximum of 10% unless approved by the City of Highland. A grade variance and plan review approval for a road, street, private lane or driveway with a slope of 10-12% may be approved at the discretion of the City of Highland Fire Marshall. A grade variance and plan review approval for a road, street, private lane or driveway with a slope of 12-16% may be approved at the discretion of the City of Highland Fire Chief/Fire Code Official.

Q. Section 505.1 California Fire Code is hereby amended to read as follows:

**505.1 Premises identification.**

Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Said numbers shall contrast with their background.

New Group R, Division 3 Occupancy addresses shall be posted with a minimum of 4-inch (102 mm) numbers, visible from the street, and during the hours of darkness the numbers shall be low voltage, internally electrically illuminated. Posted numbers shall contrast with their background and be legible from the street. Where building setbacks exceed 100 feet (30,480 mm) from the roadway or where the addresses are not visible from the roadway, additional non-illuminated contrasting 4-inch (102 mm) numbers shall be displayed at the property entrance.

New Group A, B, E, F, H, I, L, M, R Division I and S occupancy addresses shall be posted with a minimum of 8-inch (203 mm) numbers, visible from the street, and during the hours of darkness shall be electrically illuminated. Where the building setback exceeds 200 feet (60,960 mm) from the roadway or where the addresses are not visible from the roadway, additional non-illuminated contrasting 6-inch (152 mm) numbers shall be displayed at the property entrance. Where commercial occupancies have multiple tenants, addresses or unit numbers shall be posted with a minimum of 3-inch contrasting numbers and displayed on both the front and the rear doors of the tenant spaces.

R. Section 505.1.1 is hereby added to the California Fire Code to read as follows:

**505.1.1 Map directory.**

A lighted directory map shall be installed and maintained at each driveway entrance to multiple unit residential projects and mobile home parks, where the total number of units in the project exceeds fifteen (15).

S. Section 605.3.1 is hereby added to the California Fire Code to read as follows:

**605.3.1 Sparks from chimneys or vents.**

Chimneys or vents used in conjunction with fireplaces or heating appliances in



which solid or liquid fuel is used shall be equipped and maintained with an approved / listed spark arrester. An approved spark arrester shall be defined as a device constructed of stainless steel, copper, brass or woven galvanized wire mesh. The spark arrester screen shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel. Openings shall not permit the passage of spheres having a diameter larger than 1/2-inch (12.7 mm) and shall not block the passage of spheres having a diameter of less than 3/8-inch (9.5 mm). The screen shall be mounted per the manufacturers listing in or over all outside flue openings in a vertical or near vertical position, adequately supported to prevent movement and visible from the ground.

T. Section 605.3.2 is hereby added to the California Fire Code to read as follows:

**605.3.2 Incinerators.**

Free-standing non-commercial incinerators are prohibited. Commercial and industrial incinerators shall be constructed and installed in accordance with other governing agencies regulating emissions. For other requirements and for other types of incinerators, see the Building and Mechanical Codes.

U. Section 905.4 of the California Fire Code is amended by adding the following:

7. The centerline of the 2.5" outlet shall be no less than 18" above, and no more than 24" above, the finished floor.

8. Hose connections shall be provided on every floor of the building.

9. Every new building with any horizontal dimensions greater than 300 feet (91,440 mm) shall be provided with either access doors or a 2.5" outlet so that all portions of the building can be reached with 150 feet (45,720 mm) of hose from an access door or hose outlet. Required access doors shall be located in the exterior of the building and shall be accessible without the use of a ladder. The door dimensions shall be not less than 3 feet (914 mm) in width, and not less than 6 feet 8 inches (2,032 mm) in height.

V. Section 2809.1.1 is hereby added to the California Fire Code to read as follows:

**2809.1.1 Pallet yards.**

Pallet storage, handling, repair or manufacturing shall comply with the requirements of this Article. Pallets must be stored in an orderly manner not to exceed 16 feet in height, 20 feet in width, and 70 feet in length. Pile separation shall be a minimum of 20 feet and no closer than 26 feet to property lines or exposures. Fire department access roadways shall be no less than 26 feet in width with a vertical clearance of 14 feet 6 inches. All fire department roadways shall be maintained within 150 feet of all pallet storage and structures. Pallet yards shall be considered as a heavy industrial use.

W. Section 5601.2 the California Fire Code is hereby amended to read as follows:

**5601.2 Permits required.** Permits shall be obtained from the San Bernardino County Sheriff's Department for the following:

- To manufacture, possess, store, sell, display or otherwise dispose of explosives blasting agents or phosphoric compounds.
- To manufacture, possess, store, sell, display or otherwise dispose of explosives blasting agents or phosphoric compounds.
- To transport explosives or blasting agents. To use explosives or blasting agents.
- To operate a terminal for handling explosives or blasting agents.
- To transport blasting caps or electric blasting caps in the same vehicle with explosives.

X. Section 5601.2.2 is hereby added to the California Fire Code to read as follows:

**5601.2.5 Permit holder.**

The handling and firing of explosives or blasting agents shall be performed only by persons possessing a valid explosives permit issued by the San Bernardino County Sheriff's Department.

Y. Section 5601.2.4.3 is hereby added to the California Fire Code to read as follows:

**5601.2.4.3 Display.**

The maximum quantities, storage conditions, and fire protection requirements for gunpowder and ammunition displayed in a building shall be as follows:

Smokeless powder - 20 pounds in original containers. Containers shall not exceed one pound

Z. Section 5601.2.4.4 is hereby added to the California Fire Code to read as follows:

**5601.2.4.4 Displays.**

Permits are required to conduct a fireworks display. See Section 105.5.16 and 105.5.42 Permit application shall be made not less than 14 days prior to the scheduled date of the display. The permit application shall include a diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged; the location of buildings, highways and other lines of communication; the lines behind which the audience will be restrained; and the location of nearby trees, telegraph or telephone lines and other overhead obstructions. At the time of permit application, the Chief shall be consulted regarding requirements for standby fire apparatus and personnel. All fireworks displays shall be electrically fired.

AA. Section 5601.2.4.5 is hereby added to the California Fire Code to read as

follows:

**5601.2.4.5 Additional requirements.**

In addition to the requirements set forth in this Article, the police department, the fire department or the San Bernardino County Sheriff's Department may, for the safety and security of the public, set additional requirements for a permit application.

BB. Section 5601.7 of the California Fire Code is hereby amended to read as follows:

**5601.7 Seizure of fireworks.**

The storage, use, sale, possession, and handling of fireworks 1.30 is prohibited. The sales, use and/or display of fireworks 1.4G (commonly referred to as Safe & Sane) is prohibited. The Chief, the police department and the San Bernardino County Sheriff's Department are authorized to seize, take, remove or cause to be removed, at the expense of the owner, all stocks of fireworks, offered or exposed for sale, stored, handled or held in violation of Title 19 CCR, Chapter 6.

**EXCEPTION:** Fireworks 1.4G and fireworks 1.3G may be part of an electrically fired public display when permitted and conducted by a licensed pyrotechnic operator.

CC. Section 5604.1.1 is hereby added to the California Fire Code to read as follows:

**5604.1.2 Temporary storage.**

For the purpose of this part, temporary storage shall mean no longer than 4 hours or the end of the workday, whichever time is less.

DD. Section 5604.1.3 is hereby added to the California Fire Code to read as follows:

**5604.1.3 Storage.**

The police department and the Chief may authorize the storage of smokeless powder not to exceed 100 pounds, sporting black powder not to exceed 25 pounds, and up to 75,000 small arms primers in approved portable magazines in approved establishments. Sporting black powder, when authorized, shall be stored in an approved portable magazine. Small arms primers or percussion caps shall be stored in a manner prescribed by the police department, the San Bernardino County Sheriff's Department and the Chief.

EE. Section 5604.3.4 is hereby added to the California Fire Code to read as follows:

**5604.3.4 Magazines required.**

Explosive materials shall be stored in magazines in accordance with Section 5604.3. Magazines shall at all times be in the custody of a person holding a valid explosives permit who shall be at least 21 years of age and who shall be held responsible for compliance with all safety precautions.

FF. Section 5604.3.4.1 is hereby added to the California Fire Code to read as follows:

**5604.3.4.1 Magazine size.**

Indoor magazines shall not be of a size greater than the exit door or contain more than 50 pounds of explosive materials.

GG. Section 5604.3.5 is hereby added to the California Fire Code to read as follows:

**5604.3.5 Powder.**

The amount of powder stored in an indoor magazine shall not exceed 50 pounds.

HH. Section 5604.3.6 is hereby added to the California Fire Code to read as follows:

**5604.3.6 Classification and use of magazines.**

Magazines shall be classed as Type 1, 2, 3, 4 or 5 and used in accordance with Title 27, Code of Federal Regulations, Part 55, Subpart K, and Title 19, California Code of Regulations, Subchapter 6, Section 989, as amended.

II. Section 5604.3.7 is hereby added to the California Fire Code to read as follows:

**5604.3.7 Use and handling.**

The police department, San Bernardino County Sheriff's Department, and the fire department shall be notified prior to detonation of any explosives.

JJ. Section 5604.3.8 is hereby added to the California Fire Code added to read as follows:

**5604.3.8 Personnel qualifications.**

The handling and firing of explosives shall be performed only by person(s) possessing a valid explosives permit issued by the San Bernardino County Sheriff's Department.

KK. Section 5604.3.9 is hereby added to the California Fire Code to read as follows:

**5604.3.9 Utility notification.**

When blasting is being conducted in the vicinity of gas, electric, water, sewer, fire alarm, telephone, telegraph, cable television or stream utilities, the blasting person

shall notify the appropriate representative of such utilities at least 24 hours in advance of blasting specifying the location and intended time of such blasting.

**EXCEPTION:** In an emergency, advance notification may be waived by the Chief, the police department and the San Bernardino County Sheriff's Department. The fire department shall be notified prior to detonation of any explosives.

LL. Section 5604.10.2.1 is hereby added to the California Fire Code to read as follows:

**5604.10.2.1 Deteriorated material handling.**

When an explosive has deteriorated to an extent that it is in an unstable or dangerous condition, or when a liquid has leaked from an explosive material, the person in possession of such explosive material shall immediately contact the police department, the San Bernardino County Sheriff's Department and the Chief. The work of destroying explosive materials shall be directed by persons experienced in the destruction of explosive materials. Explosive materials recovered from blasting misfires shall be handled in a standard method for disposal. Only persons holding a valid explosives permit shall do the work of destroying explosives.

MM. Section 5605.1 the California Fire Code is hereby amended to read as follows:

**5605.1 Manufacturing.**

The manufacturing of fireworks is prohibited.

NN. Section 5605.1.2 is hereby added to the California Fire Code to read as follows:

**5605.1.2 Pyrotechnic special effects material.**

A permit is required to manufacture, compound, store or use pyrotechnic special effects material. A permit for use shall be granted only to a licensed pyrotechnic operator. See Section 105.5.16

OO. Section 5704.3.1.2 is hereby added to the California Fire Code to read as follows:

**5704.3.1.2 Lubricating oil.**

Lubricating oil that has been drained from motor vehicles shall be stored and handled as required for Class III-B liquids. Crankcase drainings and waste oil products may be stored in an above-ground tank as approved by the Chief. Drainings and used oils may also be stored outside a building in not more than 3 tight drums having an aggregate capacity not exceeding 180 gallons."

**Section 14. Code Amendment.** Chapter 15.32 of Title 15 (Buildings and Construction) of the Highland Municipal Code is hereby amended to read as follows:

**“Chapter 15.32 California Existing Building Code.**

Sections:

15.32.010 Adoption of the California Existing Building Code

15.32.020 Purpose

**15.32.010 Adoption of the California Existing Building Code.**

The California Existing Building Code, 2025 Edition (Part 10 of Title 24 of the California Code of Regulations), including Chapter 1, Division II “Scope and Administration”; based on the 2024 International Existing Building Code as published by the International Code Council, is adopted by reference. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the existing building code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.32.020. Purpose.**

The purpose of this code is to establish the minimum requirements to safeguard public health, safety and general welfare through structural strength, means of egress facilities, stability, access to persons with disabilities, sanitation, adequate lighting and ventilation and energy conservation; Safety the life and property from fire and other hazards attributed to the built environment; And provide safety to firefighters and emergency responders during emergency operations.”

**Section 15. Code Amendment.** A new Chapter 15.36 (“California Green Building Standards Code”) is hereby added to Title 15 (Buildings and Construction) of the Highland Municipal Code to read as follows:

**“Chapter 15.36 California Green Building Standards Code.**

Sections:

15.36.010 Adoption of the California Green Building Standards Code

15.36.020 Purpose

**15.36.010 Adoption of the California Green Building Standards Code.**

The 2025 California Green Building Standards Code (Part 11 of Title 24 of the California Code of Regulations), also referred to as the CAL-Green Code, as published by the International Code Council, is hereby adopted. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the green building standards code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.36.020. Purpose.**

The purpose of this code is to improve public health, safety and general welfare by enhancing the design and construction of buildings through the use of building concepts having a reduced negative impact or positive environmental impact and encouraging sustainable construction practices in the following categories:

1. Planning and design
2. Energy efficiency
3. Water efficiency and conservation
4. Material conservation and resources efficiency
5. Environmental Quality”

**Section 16. Code Amendment.** Chapter 15.38 of Title 15 (Buildings and Construction) of the City of Highland Municipal Code is hereby amended in its entirety to read as follows:

**“Chapter 15.38. California Referenced Standards Code.**

Sections:

|           |                                                      |
|-----------|------------------------------------------------------|
| 15.38.010 | Adoption of the California Referenced Standards Code |
| 15.38.020 | Purpose                                              |

**15.38.010 Adoption of the California Referenced Standards Code.**

The 2025 California Referenced Standards Code, 2025 Edition (Part 12, Title 24 of the California Code of Regulations) as published by the International Code Council, is hereby adopted. One complete copy of the same is on file and is open for inspection by the public in the office of the City Clerk and designated as the referenced standards code for the City of Highland. The Building Official is hereby designated as the authority charged with the administration and enforcement of this code.

**15.38.020. Purpose.**

The purpose of this code is to prescribe regulations for the design, operation and construction of new structures to reduce negative impact, create energy efficient structures, positive environmental conditions and encourage sustainable construction practices.”

**Section 17. California Environmental Quality Act (CEQA).** The City Council has determined that the adoption of this Ordinance is exempt from the California Environmental Quality Act (“CEQA”). The adoption of this Ordinance is categorically exempt from environmental review as a Class 8 Exemption pursuant to Section 15308 of the California Environmental Quality Act Guidelines (California Code of Regulations, Title 14, Chapter 3). It is further exempt in that there is no possibility that the adoption of this Ordinance, and the regulations established thereby, may have a significant effect on the environment, because the ordinance will impose greater limitations on development in the City, and will thereby serve to reduce potential significant adverse environmental impacts. It is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

**Section 18. Savings Clause.** The repeal, of this ordinance, or of any other ordinance creating a criminal offense does not constitute a bar to the prosecution and punishment of any act already committed in violation of the law so repealed.

**Section 19. Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance or its application to any person or circumstance, is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, phrase hereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**Section 20. Certification and Publication.** The City Clerk shall certify the passage of this Ordinance and shall cause same to be published pursuant to state law within fifteen (15) days after its passage, and this ordinance shall become effective the later of thirty (30) days after its passage, or January 1, 2026.

**PASSED, APPROVED, AND ADOPTED** this \_\_ day of \_\_\_\_\_, 2025.

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Penny Lilburn  
Mayor

ATTEST:

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Alondra Munoz,  
City Clerk

APPROVED AS TO FORM:



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Maricela Marroquin  
City Attorney

**Attachment “B”**

**Resolution**

**RESOLUTION NO. \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND  
MAKING EXPRESS FINDINGS AND DETERMINATIONS THAT  
MODIFICATIONS TO THE 2025 CALIFORNIA BUILDING CODE, 2025  
CALIFORNIA RESIDENTIAL CODE, 2025 CALIFORNIA PLUMBING  
CODE (APPENDIX ONLY), 2025 WILDLAND-URBAN INTERFACE  
CODE AND THE 2025 CALIFORNIA FIRE CODE AS ADOPTED BY THE  
CITY OF HIGHLAND, ARE REASONABLY NECESSARY BECAUSE OF  
LOCAL CLIMATIC, GEOLOGICAL AND/OR TOPOGRAPHICAL  
CONDITIONS**

**THE CITY COUNCIL OF THE CITY OF HIGHLAND DOES HEREBY FIND  
DETERMINE AND RESOLVE AS FOLLOWS:**

Section 1. Recitals.

WHEREAS, Health and Safety Code Section 17958 provides that the City of Highland ("City") shall adopt codes imposing the same or modified or changed requirements as are contained in the California Building Standards Code adopted and published by the State pursuant to Health and Safety Code Sections 17922 and 18930; and

WHEREAS, Health and Safety Code Sections 17958.5(a) and 18941.5(b) permit the City to make modifications to building standards contained in the Codes comprising the California Building Standards Code, provided the City Council makes express findings that such modifications are reasonably necessary because of local climatic, geological, and/or topographic conditions; and

WHEREAS, the City of Highland Community Development Department has determined that certain modifications to the Codes are reasonably necessary due to local conditions in the City of Highland, in order to more fully protect the public health, safety and welfare, and safeguard life and property within the City of Highland.

Section 2. Resolution.

A. The facts set forth in the Recitals in Section 1 above are true and correct.

B. The local conditions, more fully described below, exist within the City of Highland which justify amendments to the 2025 Wildland-Urban Interface Code, and 2025 California Fire Code. The City Council of the City of Highland finds that these local climatic, geological, and topographical conditions and findings include but are not limited to the following:

1. (Climatic) The City is subject to relatively low amounts of precipitation, very low humidity levels and extremely high temperatures. In addition, there have been

longstanding drought conditions in the area. These climatic conditions are conducive to the spread of fire. For example, during July, August and September temperatures often exceed 100 degrees Fahrenheit. During this same period, relative humidity is typically less than 30% and measurements of less than 10% are not uncommon. These recordings have been documented by the National Climatic Data Center. With the drying of brush and other combustible materials, these conditions cause an above average amount of fuel within the City and surrounding areas.

2. (Climatic) The City is subject to extremely strong winds, commonly referred to as “Santa Ana” winds which can easily reach 40 miles per hour and have had recorded gusts exceeding 100 miles per hour. These winds can exacerbate the spread of wildfires and structure fires as the prevailing winds compress as it rises across the foothills to the mountain ridges at the North and East sides of the City.

3. (Topographic) Much of the Northeast and Eastern portions of the City are in the wildland urban interface (WUI) area including the San Bernardino National Forest. This creates unique challenges with development in terms of emergency access, adequate water supply and an extended response time from the nearest fire stations(s). In addition, due to the sharp rise of the San Bernardino Mountain slopes from the valley floor and with several drainages, this area is subject to flooding even with seasonal precipitation that occurs at higher elevations.

4. (Geological) The San Andreas Fault runs through the Northeast portion of the city and is easily capable of producing a major earthquake exceeding 7.0 on the Richter scale. An earthquake of this size or greater could cause severe infrastructure damage to utilities, including water supply utilized for fighting fires, broken gas lines and downed power line. Fire services will be overtasked and many roads would not be useable or safe.

5. (Climatic) The City is prone to fires. On June 27, 2017 there was a 900-acre wildfire in Highland that forced the evacuation of about 200 residents. On July 12, 2017 there was a 33-acre fire that burned in the City. A few days later on July 14, 2017, there was a 450-acre brush fire that burned around homes in the City. In the neighboring City of San Bernardino, there was a brush fire on October 21, 2019 that destroyed or damaged nine homes. On October 24, 2019 there was a wildfire in San Bernardino that burned 145 acres. According to CalFire, 7,860 fires were reported to CalFire and the US Forest Service in 2019, an increase from the 7,571 fires in 2018. In 2020, these figures increased again to 9,639 fire incidents. In September 2020, the El Dorado Fire occurred in Yucaipa where 22,744 acres were burned, 10 structures were destroyed, and tragically, one firefighter died. In 2024, the Line Fire burned over 43,978 acres displacing thousands of residents, damaging 5 structures, destroying 2 structures and injuring 6 firefighters. The City is prone to strong winds which help fuel brush fires and can create a dangerous situation and create a risk to the public safety.

6. The City of Highland has topographic conditions consisting of slopes greater than 40 percent.

C. Based upon the recommendations of the Community Development Department, the City Council finds that the amendments are more restrictive than those of the standards adopted by the California Building Standards Commission, and adoption would decrease the potential for and incidence of injury, death and property damage due to the aforementioned local climatic, geological and topographical conditions.

D. Based upon the local climatic, geological, and topographical conditions described in Section 2.B above, the City Council finds that following amendments to building standards in the 2025 California Building Code, California Residential Code, California Plumbing Code (appendix only), California Fire Code and California Wildland-Urban Interface Code, including adoption of certain appendices of said Codes, reflected in Ordinance 477, are more restrictive than those building standards adopted by the California Building Standards Commission; and they are reasonable necessary in order to protect and preserve the public health, safety, and welfare and thereby decrease the potential for and incidence of injury, death and property damage.

E. Adoption of building standards contained in Appendices F, G, H, I, J, and N of the 2025 California Building Code, Volumes 1 and 2 ("CBC"), as set forth in Highland Municipal Code Section 15.04.010, will serve to provide greater protection of the public health and safety and are reasonably necessary based upon the following local conditions, as more fully described in Section 2. B. of this Resolution:

| <u>California Building Code</u> | <u>Applicable Findings -Sec. 2.B</u> |
|---------------------------------|--------------------------------------|
| 105.2                           | Administrative                       |
| 105.5                           | Administrative                       |
| 109.6.1                         | Administrative                       |
| 109.7                           | Administrative                       |
| 109.7.1                         | Administrative                       |
| 108.7.2                         | Administrative                       |
| 109.8                           | Administrative                       |
| CBC Appendix F                  | 3                                    |
| CBC Appendix G                  | 3,6                                  |
| CBC Appendix H                  | 1,2,4                                |
| CBC Appendix I                  | 2,4                                  |
| CBC Appendix J                  | 1-6                                  |
| CBC Appendix N                  | 1-6                                  |

F. Adoption of building standards contained in Appendices AB, BF and CI of the 2025 California Residential Code ("CRC"), as set forth in Highland Municipal Code Section 15.06.010, will serve to provide greater protection of the public health and safety

and are reasonably necessary based upon the following local conditions, as more fully described in Section 2. B. of this Resolution:

| <u>California Residential Code Sections</u> | <u>Applicable Findings -Sec. 2.B</u> |
|---------------------------------------------|--------------------------------------|
| CRC Appendix AB                             | Administrative                       |
| CRC Appendix BF                             | 2,4                                  |
| CRC Appendix CI                             | 3,6                                  |

G. Adoption of building standards contained in Appendix H of the 2025 California Plumbing Code (“CPC”), as set forth in Highland Municipal Code Section 15.12.010, will serve to provide greater protection of the public health and safety and are reasonably necessary based upon the following local conditions, as more fully described in Section 2. B. of this Resolution:

| <u>California Plumbing Code Section</u> | <u>Applicable Findings -Sec. 2.B</u> |
|-----------------------------------------|--------------------------------------|
| CPC Appendix H                          | 4,6                                  |

H. Adoption of amendments to building standards contained in the 2025 California Wildland-Urban Interface Code (“CWUIC”), as set forth in Highland Municipal Code Section 15.16.030, will serve to provide greater protection of the public health and safety and are reasonably necessary based upon the following local conditions, as more fully described in Section 2. B. of this Resolution:

| <u>Cal. Wildland-Urban Interface Code Sections</u> | <u>Applicable Findings -Sec. 2.B</u> |
|----------------------------------------------------|--------------------------------------|
| CWUIC 202                                          | 1-3, 5-6                             |
| CWUIC 404.2.1                                      | 1-6                                  |
| CWUIC 404.4.1                                      | 1, 36                                |
| CWUIC 504.10.4                                     | 1-3, 56                              |
| CWUIC 602.3.3                                      | 1-6                                  |
| CWUIC 604.6                                        | 1-6                                  |
| CWUIC 609.2.8                                      | 1-6                                  |
| CWUIC 610.3                                        | 1-6                                  |

I. Adoption of amendments to building standards contained in the 2025 California Fire Code (“CFC”), and Appendices Chapter 4, B, BB, C, CC, D, E, F, G, H, I, K, N, O, P, and Q, as set forth in Highland Municipal Code Sections 15.29.010 and 15.29.030, will serve to provide greater protection of the public health and safety and are reasonably necessary based upon the following local conditions, as more fully described in Section 2. B. of this Resolution:

Fire Code SectionsApplicable Findings -Sec. 2.B

|                              |                |
|------------------------------|----------------|
| CFC 103.4, 104.1.1           | Administrative |
| CFC 108.1.1                  | Administrative |
| CFC 202                      | 1-6            |
| CFC 202.1                    | 1-6            |
| CFC 305.5.1                  | 1-6            |
| CFC 307.1.2                  | 1-6            |
| CFC 307.1.2.1                | 1-6            |
| CFC 315.8, 315.9             | 1-6            |
| CFC 324, 324.1, 324.2, 324.3 | 1-6            |
| CFC 325, 325.1               | 1-6            |
| CFC 326, 326.1, 326.2, 326.3 | 1-6            |
| CFC 327, 327.1               | 1-6            |
| CFC 328, 328.1, 328.2, 328.3 | 1-6            |
| CFC 503.1                    | 1-6            |
| CFC 503.1.4, 503.1.5         | 1-6            |
| CFC 503.2.3                  | 1-6            |
| CFC 503.2.7                  | 1-6            |
| CFC 505.1, 505.1.1           | 3, 4, 6        |
| CFC 605.3.1                  | 1-6            |
| CFC 605.3.2                  | 1-6            |
| CFC 905.4                    | 1-6            |
| CFC 2809.1.1                 | 1-6            |
| CFC 5601.2                   | 1-6            |
| CFC 5601.2.5                 | 1-6            |
| CFC 5601.2.4.3               | 1-6            |
| CFC 5601.2.4.4               | 1-6            |
| CFC 5601.2.4.5               | 1-6            |
| CFC 5601.7                   | 1-6            |
| CFC 5604.1.2                 | 1-6            |
| CFC 5604.1.3                 | 1-6            |
| CFC 5604.3.4                 | 1-6            |

|                        |         |
|------------------------|---------|
| CFC 5604.3.4.1         | 1-6     |
| CFC 5604.3.5           | 1-6     |
| CFC 5604.3.6           | 1-6     |
| CFC 5604.3.7           | 1-6     |
| CFC 5604.3.8, 5604.3.9 | 1-6     |
| CFC 5604.10.2.1        | 1-6     |
| CFC 5605.1             | 1-6     |
| CFC 5605.1.2           | 1-6     |
| CFC 5704.3.1.2         | 1-6     |
| CFC Appendix Chapter 4 | 1-6     |
| CFC Appendix B         | 1-6     |
| CFC Appendix BB        | 1-6     |
| CFC Appendix C         | 1-6     |
| CFC Appendix CC        | 1-6     |
| CFC Appendix D         | 1-6     |
| CFC Appendix E         | 1-6     |
| CFC Appendix F         | 1-6     |
| CFC Appendix G         | 1-6     |
| CFC Appendix H         | 1-6     |
| CFC Appendix I         | 1-6     |
| CFC Appendix K         | 1-6     |
| CFC Appendix N         | 3, 4, 5 |
| CFC Appendix O         | 1-6     |
| CFC Appendix P         | 1-6     |
| CFC Appendix Q         | 1-6     |

J. Assembly Bill 130 Finding. Amendments to building standards affecting residential uses contained in Ordinance No. 477, are changes or modifications substantially equivalent to existing changes or modifications that were previously filed by the City of Highland and were in effect as of September 30, 2025. See Health and Safety Code Sections 17958.5 and 18941.5.

Section 3. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this resolution. The City Council of the City of Highland hereby declares that it would have passed each section,



subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that nay one or more sections, subsections, subdivision, paragraphs, sentences, clauses or phrases be declared invalid.

Section 4. Direction to File. The City Clerk shall, and is hereby directed to, file a copy of this resolution, together with a copy of Ordinance No. 477 with the State Building Standards commission, as required by California Health and Safety Code Section 17958.7.

Section 5. Certification. The City Clerk shall certify to the adoption of this resolution.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2025.

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Penny Lilburn  
Mayor

ATTEST:

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Alondra Munoz  
City Clerk



# Staff Report

## to the City Council

Agenda  
Item  
No.14.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Prepared By:** Tish Nava-Cruz, Director of Administrative Services/City Treasurer  
**Subject:** Conduct a Public Hearing and Adopt Resolution No. 2025-\_\_\_\_  
Amending the Fee Schedule for Storage Impound Release Processing Fees

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### Recommendation:

The Finance/Personnel Subcommittee recommends the City Council conduct a Public Hearing and adopt Resolution No. 2025- \_\_\_\_, amending the Fee Schedule for storage impound release processing fees.

### Fiscal Impact:

Revenues collected will support the services rendered by the City.

### Public Notice:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

### Background:

The City last reviewed its Fees for Service in 2025. Since that time, staff has received feedback from the San Bernardino County Sheriff's Department specifically concerning the increase in the Storage Impound Release Processing fee. In response to this feedback, staff re-engaged the City's Fee Study Consultant to reassess the fee structure and ensure compliance with applicable state regulations, including California Vehicle Code § 22850.5.

To determine an appropriate and legally defensible fee, staff collaborated with the City's Revenue Cost Specialist. Following a detailed analysis of actual staff time and resources required to process vehicle impound releases, the consultant has recommended amending the current fee structure.

The existing flat fee of \$400 per vehicle (which was increased from \$280) would be replaced with the following tiered fee schedule:

- \$145 per vehicle during regular business hours
- \$203 per vehicle for after-hours releases

This revised structure is designed to more accurately reflect the actual cost of service while

maintaining fairness and competitiveness.

All other existing fees and accounting structures remain unchanged. Staff has notified all relevant stakeholders of the proposed adjustment and, to date, has not received any objections or requests for modification.

Below are release fees from a Google search of surrounding agencies for your reference:

| Agency           | Fee       |
|------------------|-----------|
| Colton           | \$150-250 |
| Montclair        | \$150     |
| Rancho Cucamonga | \$190     |
| Redlands         | \$175-299 |
| Ontario          | \$13      |
| Rialto           | \$216.80  |
| San Bernardino   | \$349     |
| Fontana          | No Charge |
| Grand Terrace    | No Charge |
| Loma Linda       | No Charge |

The Finance/Personnel Subcommittee reviewed this item on October 22, 2025, and recommended approval.

**Attachments:**

1. Cost Summary Sheet
2. Resolution No. 2025-\_\_\_\_\_

Attachment 1

Cost Summary Sheet

**CITY OF HIGHLAND, CALIFORNIA  
REVENUE AND COST SUMMARY WORKSHEET  
FISCAL YEAR 2025-2026 BUDGET**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                   |                                       |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------------|------------------|
| <b>SERVICE</b><br><b>STORAGE IMPOUND RELEASE PROCESSING</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                   | <b>REFERENCE NO.</b><br><b>S-3028</b> |                  |
| <b>PRIMARY DEPARTMENT</b><br>Sheriff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>UNIT OF SERVICE</b><br>Release | <b>SERVICE RECIPIENT</b>              |                  |
| <b>DESCRIPTION OF SERVICE</b><br><br>Processing the release of a stored or impounded vehicle as stated in Ordinance No. 201. Costs limited by Vehicle Code Section 22850.5a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                   |                                       |                  |
| <b>CURRENT FEE STRUCTURE</b><br><br>Fixed Fee of \$400 per Vehicle                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                   |                                       |                  |
| <b>REVENUE AND COST COMPARISON</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                   |                                       |                  |
| <b>UNIT REVENUE:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>\$400.00</b>                   | <b>TOTAL REVENUE:</b>                 | <b>\$102,000</b> |
| <b>UNIT COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>\$150.47</b>                   | <b>TOTAL COST:</b>                    | <b>\$38,370</b>  |
| <b>UNIT PROFIT (SUBSIDY):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>\$249.53</b>                   | <b>TOTAL PROFIT (SUBSIDY):</b>        | <b>\$63,630</b>  |
| <b>TOTAL UNITS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>255</b>                        | <b>PCT. COST RECOVERY:</b>            | <b>265.83%</b>   |
| <b>SUGGESTED FEE FOR COST RECOVERY OF: 100%</b><br><br>Fixed Fee of \$145 per Vehicle during normal business hours and \$203 per vehicle for after-hours release. A breakdown of time spent per release is listed below by position:<br><br><u>During Business Hours:</u><br>Sheriff Service Specialist's 1.75 hours x fully burdened hourly rate of \$71.07= \$124.37. Sergeant's 0.08 minutes x fully burdened hourly rate of \$258.19= \$20.66. Based on the calculation above \$124.37 + \$20.66 = \$145.03.<br><br><u>After-hours Releases:</u><br>Sheriff Service Specialist's 1.25 hours x fully burdened hourly rate of \$71.07= \$88.84. Sergeant's 0.08 minutes x fully burdened hourly rate of \$258.19= \$20.66. Deputy 0.50 minutes x fully burdened hourly rate of \$188.08=\$94.04. Based on the calculation above \$88.84 + \$20.66 + \$94.04 = \$203.54. |                                   |                                       |                  |

**CITY OF HIGHLAND, CALIFORNIA  
COST DETAIL WORKSHEET  
FISCAL YEAR 2025-2026 BUDGET**

|                                                             |                 |                      |                  |                                       |                   |                   |
|-------------------------------------------------------------|-----------------|----------------------|------------------|---------------------------------------|-------------------|-------------------|
| <b>SERVICE</b><br><b>STORAGE IMPOUND RELEASE PROCESSING</b> |                 |                      |                  | <b>REFERENCE NO.</b><br><b>S-3028</b> |                   |                   |
| <b>NOTE</b><br>Unit Costs are an Average of Total Units     |                 |                      |                  | <b>TOTAL UNITS</b><br><b>255</b>      |                   |                   |
| <u>DEPARTMENT</u>                                           | <u>POSITION</u> | <u>TYPE</u>          | <u>UNIT TIME</u> | <u>UNIT COST</u>                      | <u>ANN. UNITS</u> | <u>TOTAL COST</u> |
| POLICE DEPARTMENT                                           | SERGEANT        |                      | 0.08             | \$20.67                               | 245               | \$5,064           |
| POLICE DEPARTMENT                                           | SVC.SPECIALIST  | During Working Hrs   | 1.75             | \$124.37                              | 245               | \$30,471          |
|                                                             |                 | <b>TYPE SUBTOTAL</b> | <b>1.83</b>      | <b>\$145.04</b>                       |                   | <b>\$35,535</b>   |
| POLICE DEPARTMENT                                           | SERGEANT        |                      | 0.08             | \$20.66                               | 10                | \$207             |
| POLICE DEPARTMENT                                           | DEPUTY          | After-Hrs Release    | 0.50             | \$94.04                               | 10                | \$940             |
| POLICE DEPARTMENT                                           | SVC.SPECIALIST  | Processing Impound   | 1.25             | \$88.84                               | 19                | \$1,688           |
|                                                             |                 | <b>TYPE SUBTOTAL</b> | <b>1.83</b>      | <b>\$203.54</b>                       |                   | <b>\$2,835</b>    |
| <b>TOTALS</b>                                               |                 |                      | <b>3.66</b>      | <b>\$150.47</b>                       |                   | <b>\$38,370</b>   |
| 288 of 294                                                  |                 |                      |                  |                                       |                   |                   |

## Attachment 2

Resolution No. 2025.\_\_\_\_\_

## **RESOLUTION NO. 2025-**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, AMENDING THE SCHEDULE OF FEES FOR STORAGE IMPOUND RELEASE PROCESSING FEES**

THE CITY COUNCIL OF THE CITY OF HIGHLAND DOES HEREBY RESOLVE AS FOLLOWS:

**WHEREAS**, the City currently imposes various user fees (the “User Fees”) to recover the costs of staff time and other expenses related to providing various City services; and

**WHEREAS**, the City’s storage impound release processing fees requires an update;

**WHEREAS**, based upon the updated fee analysis set forth in the staff report and the updated information, the City (i) identifies the purpose of the proposed storage impound release processing fee, (ii) identifies the use to which the fee will be put, (iii) demonstrates a reasonable relationship between the fees' use and the types of project on which the fees are imposed, and (iv) demonstrates a reasonable relationship between the amount of the fees and the cost of the City's Services attributable to the applications on which the fees are imposed; and

**WHEREAS**, Section 2.36.040 (Schedule of fees and service charges and providing for their adoption by resolution upon recommendation of the city manager) of Chapter 2.36 (Fees and Service Charges) of Title 2 (Administration and Personnel) provides for establishing a Fee Resolution by the City Council for all fees and charges of the City; and

**WHEREAS**, pursuant to Government Code sections 66016 and 66018, the City made make available to the public, at least ten (10) days prior to its public hearing, data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues; and mailed notice at least fourteen (14) days prior to this meeting to all interested parties that have requested notice of new or increased fees or service charges.

**WHEREAS**, written notice has been provided to interested parties who filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and

**WHEREAS**, the City Council conducted a duly noticed public hearing on November 12, 2025 at which time the public was invited to make oral and written presentations as part of the regularly scheduled meeting prior to the adoption of this Resolution; and

**WHEREAS**, it is the intent of the City Council in adopting this Resolution to revise and update the storage impound release processing fee established by Resolution No. 2025-033. collected by the City.



**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1. Approval of the Service Cost Update.** The City Council hereby approves the storage impound release processing fee analysis update attached to the staff report, dated November 12, 2025, and adopts the methodology for calculating and collecting the fees and charges established therein. A copy of the updated storage impound release processing fee analysis shall be on file with the City Clerk and available during regular City business hours for public inspection.

**Section 2. Fee Schedule Amendment Adoption.** The City Council hereby amends the storage impound release processing fee amount in the Schedule of Service Fees in Exhibit A of Resolution No. 2025-033 to be \$145 per vehicle during normal business hours and \$203 per vehicle for after-hours release.

**Section 3. All Other Fees.** The City Council is taking action only on the storage impound release processing fees, as set forth in Section 2 of this Resolution. All other fees in Resolution No. 25-033 shall continue and remain in effect unless and until modified by resolution, motion or other action of the City Council.

**Section 4. Environmental Exemption.** The adoption of this Resolution does not constitute a "project" under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15378(b)(4) because such actions involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, the approval of the User Fees established in this Resolution is categorically exempt from CEQA under CEQA guidelines Section 15273 (a)(1) because the approval of the User Fees is merely establishing fees to meet operating expenses.

**Section 5. Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution, or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid or unconstitutional.

**Section 6. Effective Date.** The fees or charges established pursuant to this Resolution shall take effect immediately; provided, however, that fees imposed upon a development project, as defined in Government Code Section 66000, which apply to the filing, accepting, reviewing, approving, or issuing of an application, permit or entitlement to use, shall take effect sixty (60) days following the adoption of this Resolution, as required by Government Code Section 66017( a).

**Section 7. Certification.** The Mayor shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

**PASSED, APPROVED AND ADOPTED** this 12th day of November, 2025.

\_\_\_\_\_  
Penny Lilburn, Mayor

ATTEST:

\_\_\_\_\_  
Alondra Muñoz, City Clerk



# Staff Report

## to the City Council

Agenda  
Item  
No.15.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Alondra Muñoz, City Clerk  
**Subject:** City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)

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**Recommendation:**

Discussion and possible action.

**Fiscal Impact:**

None.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

**Attachments:**

None



# Staff Report

## to the City Council

Agenda  
Item  
No.16.

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**Date:** November 12, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Alondra Muñoz, City Clerk  
**Subject:** Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

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**Recommendation:**

Discussion and possible action.

**Fiscal Impact:**

None.

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

**Attachments:**

None