



CITY OF GRAND TERRACE

City Council

AGENDA • December 10, 2024

Council Chambers

Regular Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

COMMENTS FROM THE PUBLIC

The public is encouraged to address the City Council on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please complete a Request to Speak card located at the front entrance and provide it to the City Clerk. Speakers will be called upon by the Mayor at the appropriate time and each person is allowed three (3) minutes speaking time.

The City wants you to know that you can also submit your comments by email to ccpubliccomment@grandterrace-ca.gov. To give the City Clerk adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 5:00 p.m.; or if you are unable to email, please call the City Clerk's Office at (909) 954-5207 by 5:00 p.m.

If you wish to have your comments read to the City Council during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. Comments that you want read to the City Council will be subject to the three (3) minute time limitation (approximately 350 words).

Pursuant to the provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1st Floor Lobby Area and 2nd Floor Reception Area during regular business hours and on the City's website www.grandterrace-ca.gov. For further information regarding agenda items, please contact the office of the City Clerk at (909) 954-5207, or via e-mail at dthomas@grandterrace-ca.gov.

Any documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office at City Hall located at 22795 Barton Road during normal business hours. In addition, such documents will be posted on the City's website at www.grandterrace-ca.gov.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (909) 954-5207 at least 48 hours prior to the advertised starting time of the meeting. This will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible [28 CFR 34.102.104 ADA Title II].

Call to Order

Invocation

Pledge of Allegiance

Roll Call

A. ELECTION RESULTS

- 1) Declaration of Results for the November 5, 2024 General Municipal Election

RECOMMENDATION: ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, RECITING THE FACT OF THE CONSOLIDATED MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024, ACCEPTING THE OFFICIAL CANVASS AND OFFICIAL STATEMENT OF VOTES CAST FROM THE SAN BERNARDINO COUNTY REGISTRAR RECORDER/COUNTY CLERK, AND DECLARING THE RESULTS THEREOF

DEPARTMENT: City Clerk

B. SPECIAL PRESENTATIONS

- 1) Presentation of Service Award to Council Member Kenneth J. Henderson; and
- 2) Outgoing Remarks by Kenneth J. Henderson

C. INSTALLATION OF OFFICERS AND OATHS OF OFFICE

Oaths of Office to Elected Officials -

- 1) Incoming Remarks by Council Member Jeff Allen and
- 2) Incoming Remarks by Council Member Michelle Sabino

D. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

E. PUBLIC COMMENT

This is the opportunity for members of the public to comment on any items not appearing on the regular agenda. Because of restrictions contained in California Law, the City Council may not discuss or act on any item not on the agenda, but may briefly respond to statements made or ask a question for clarification. The Mayor may also request a brief response from staff to questions raised during public comment or may request a matter be agendaized for a future meeting.

F. CONSENT CALENDAR

The following Consent Calendar items are expected to be routine and noncontroversial. They will be acted upon by the City Council at one time without discussion. Any Council Member, Staff Member, or Citizen may request removal of an item from the Consent calendar for discussion.

- 2) Approval of Minutes - Regular Meeting - November 12, 2024.

DEPARTMENT: City Clerk

- 3) 2024 Local Appointments List and Posting of the Same

DEPARTMENT: City Clerk

G. PUBLIC HEARINGS - NONE

H. UNFINISHED BUSINESS - NONE

I. NEW BUSINESS

- 4) Selection of Mayor Pro Tempore

DEPARTMENT: City Clerk

- 5) Mayor's Appointments to Boards, Commissions, and Committees

RECOMMENDATION: Mayor to Appoint Representatives to the various Boards, Commissions, and Committees for Council Approval.

DEPARTMENT: City Clerk

J. CITY COUNCIL COMMUNICATIONS

Council Member Michelle Sabino
Council Member Jeff Allen
Council Member Doug Wilson
Mayor Bill Hussey

K. CITY MANAGER COMMUNICATIONS

L. CLOSED SESSION - NONE

M. ADJOURN

The next Regular City Council Meeting will be held on January 14, 2025, at 6:00 PM. Any request to have an item placed on a future agenda must be made in writing and submitted to the City Clerk's office.



AGENDA REPORT

MEETING DATE: December 10, 2024

TITLE: Declaration of Results for the November 5, 2024 General Municipal Election

PRESENTED BY: DEBRA THOMAS, CITY CLERK

RECOMMENDATION: ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, RECITING THE FACT OF THE CONSOLIDATED MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024, ACCEPTING THE OFFICIAL CANVASS AND OFFICIAL STATEMENT OF VOTES CAST FROM THE SAN BERNARDINO COUNTY REGISTRAR RECORDER/COUNTY CLERK, AND DECLARING THE RESULTS THEREOF

2030 VISION STATEMENT:

This staff report supports all adopted Goals of the City Council's 2030 Vision and supports all adopted Core Values.

BACKGROUND:

The City of Grand Terrace consolidated with the San Bernardino County Registrar of Voters its November 5, 2024 General Municipal Election for three (3) four-year term Council Member positions. In accordance with the Elections Code, the San Bernardino County Registrar of Voters completed the official canvass and issued the certified results on December 3, 2024.

DISCUSSION:

The Elections Code requires the City Council adopt a resolution reciting the fact of the election and declare the results not later than the next, regular, scheduled City Council meeting following the presentation of the canvass of the returns, or at a Special Meeting called for this purpose.

Election Results/Votes Cast:

Jeff Allen -- 2,297
Matt Brown -- 3,024
Michelle Sabino -- 2,376
Measure M:
Yes - 2,533
No - 2,728

Adoption of the attached Resolution will satisfy the requirements to declare the results and authorize the presentation of the Oath of Office to the elected Council Members.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.

RESOLUTION NO. 2024-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, RECITING THE FACT OF THE CONSOLIDATED GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024, ACCEPTING THE OFFICIAL CANVASS AND OFFICIAL STATEMENT OF VOTES CAST FROM THE SAN BERNARDINO COUNTY REGISTRAR RECORDER/COUNTY CLERK, AND DECLARING THE RESULTS THEREOF

WHEREAS, a Consolidated General Municipal Election was held and conducted in the City of Grand Terrace, California, on Tuesday, November 5, 2024, as required by law; and

WHEREAS a notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that the election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, pursuant to Resolution No. 2024-09 adopted May 28, 2024, the San Bernardino County Registrar of Voters canvassed the returns of the election and has certified the results to this City Council, the results are received, attached, and made a part hereof as "Exhibit A."

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Per Election Code 10264, the City Clerk shall enter on the record of the City Council of the City, a statement of the result of the election showing: (a) The whole number of ballots cast in the City; (b) The names of the persons voted for; (c) For what office each person was voted for; and (d) The number of votes given at each precinct to each person.

SECTION 2. The whole number of ballots cast in the precincts, mail ballots, polling place and provisional ballots making a total of 10,354 whole number ballots cast in the city.

SECTION 3. That the General Municipal Election was held for the purpose of: (1) electing three City Council Members for the full term of four (4) years; and for the purpose of submitting the following Measure, Measure M, to the qualified voters of the City of Grand Terrace:

MEASURE M

“GRAND TERRACE GENERAL SERVICES MEASURE. Shall the measure, funding general City of Grand Terrace services such as additional law enforcement services and for general government use by establishing a 1.00% sales tax providing approximately \$1 million annually until ended by voters be adopted?”

SECTION 4. The number of votes given at each precinct to each person and the number of votes given in the city to each person for the respective offices are listed on Exhibit "A", attached.

SECTION 5. The City Council does hereby declare and determine that:

- (a) Jeffrey B. Allen was elected as Council Member for a four-year term; and
- (b) Michelle Sabino was elected as a Council Member for a four-year term; and
- (c) Matt Brown was elected as a Council Member for a four-year term.

As a result of the election, a majority of voters voting on Measure M to establish a general transactions and use tax at a rate of 1.00% in the City of Grand Terrace successfully voted to oppose the measure as follows:

Yes: 2,533

No: 2,723

SECTION 6. Per Election Code 10265, the City Clerk shall immediately make and deliver to each of the person so elected a Certificate of Election signed by the City Clerk and authenticated; that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they were elected.

SECTION 7. That the City Clerk shall certify to the passage and adopting of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Grand Terrace, California, at a regular meeting held on the 10th day of December 2024.

Bill Hussey
Mayor

ATTEST:

Debra L. Thomas
City Clerk

APPROVED AS TO FORM:

Adrian R. Guerra
City Attorney

City of Grand Terrace Member, City Council (Vote for 3)

Precincts Reported: 6 of 6 (100.00%)

	Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
Times Cast	4,645	0	998	117	5,760 / 7,961	72.35%
Undervotes	5,262	0	1,458	200	6,920	
Overvotes	6	0	0	0	6	

Candidate	Party	Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
JEFF ALLEN		1,949	0	310	38	2,297	22.18%
MATT BROWN		2,484	0	497	43	3,024	29.21%
SHAD K. BOAL		1,454	0	276	23	1,753	16.93%
TERRY L. KEISER		758	0	133	13	904	8.73%
MICHELLE SABINO		2,022	0	320	34	2,376	22.95%
Total Votes		8,667	0	1,536	151	10,354	

		Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
Unresolved Write-In		0	0	0	0	0	

City of Grand Terrace MEASURE M (Vote for 1)

Precincts Reported: 6 of 6 (100.00%)

	Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
Times Cast	4,631	0	998	117	5,746 / 7,961	72.18%
Undervotes	328	0	125	32	485	
Overvotes	0	0	0	0	0	

Candidate	Party	Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
YES		2,079	0	409	45	2,533	48.15%
NO		2,224	0	464	40	2,728	51.85%
Total Votes		4,303	0	873	85	5,261	

		Mail Ballot	Designated Mail Ballot	Polling Place	Provisional	Total	
Unresolved Write-In		0	0	0	0	0	



Registrar of Voters

777 East Rialto Avenue
San Bernardino, CA 92415-0770
Tel 1-800-881-VOTE • (909) 387-8300



CITY OF GRAND TERRACE

City Council

MINUTES • November 12, 2024

Council Chambers

Regular Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

Call to Order

Mayor Bill Hussey convened the Regular Meeting of the City Council for Tuesday, November 12, 2024, at 6:00 PM.

Invocation

The Invocation was given by Mayor Hussey.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Hussey.

AB 2449 Disclosures

None.

Roll Call

Present:	Council Member Jeff Allen Mayor Bill Hussey Council Member Kenneth Henderson Mayor Pro Tem Doug Wilson Council Member Michelle Sabino
Absent:	None.

A. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

None.

B. PUBLIC COMMENT

Robert Sanchez, Grand Terrace Resident, had questions about any updates to the zoning in the City that may have resulted in power outages in his area of residence.

C. SPECIAL PRESENTATIONS

Danaya Figueroa, City of Grand Terrace Intern, gave a [PowerPoint](#) Presentation on Partnership with GRID Alternatives.

David Lane, Architect with Lamport Dias Architects, Inc. gave the [PowerPoint](#) Presentation for potential design of a donated property .

D. CONSENT CALENDAR

CITY ATTORNEY WILL READ, BY TITLE ONLY, ORDINANCE NOS. 360, 361, 362 AND 363.

RESULT:	APPROVED - UNANIMOUS
MOVER:	Council Member Sabino
SECONDER:	Council Member Henderson
AYES:	Council Member Allen, Mayor Hussey, Council Member Henderson, Mayor Pro Tem Wilson, Council Member Sabino
NAYS:	None

- 1) Approval of Minutes - Regular Meeting - October 8, 2024.
- 2) Approval of the September-2024 Check Register in the Amount of \$660,078.11
- 3) Update to Facility Use Fees: 2nd Reading
- 4) Discontinue the use of Zoom for City Council and Planning Commission/Site and Architectural Review Board meetings
- 5) Second Reading and Adoption of Ordinance No. 360 to Repeal Various Chapters of the City of Grand Terrace Municipal Code
- 6) Second Reading and Adoption of Ordinance No. 361 to Add Section 9.05.040 (Seizure of evidence) and Section 9.05.050 (Impoundment) to the Grand Terrace Municipal Code
- 7) Second Reading and Adoption of Ordinance No. 362 to Add Chapter 9.32 of Title 9 to the Grand Terrace Municipal Code Relating to Unlawful Camping and Storage of Personal Property
- 8) Second Reading and Adoption of Ordinance No. 363 to Add Chapter 9.36 of Title 9 to the Grand Terrace Municipal Code Relating to Unsanctioned Government-Sponsored Relocation of Unhoused Persons to the City of Grand Terrace
- 9) Approval of the Change of Regular Meeting Time for the Historical and Cultural Activities Committee
- 10) Approval of a Professional Services Agreement with Symbium

E. PUBLIC HEARINGS

- 11) Ordinance 12.28 Street and Parkway Trees Revisions: First Read
Shanita Tillman, Senior Management Analyst, presented the Staff Report & [PowerPoint](#) Presentation for this item.

Mayor Hussey opened the public hearing item at 6:52 p.m.

PUBLIC COMMENT

None.

Mayor Hussey closed the public hearing item at 6:52 p.m.

City Attorney read, by title only, waive reading of, and introduce "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE REPEALING AND REPLACING CHAPTER 12.28 (STREET AND PARKWAY TREES) OF TITLE 12 STREETS, SIDEWALKS AND PUBLIC PLACES OF THE GRAND TERRACE MUNICIPAL CODE REGULATING STREET AND PARKWAY TREE MAINTENANCE."

RESULT:	APPROVED - UNANIMOUS
MOVER:	Mayor Pro Tem Wilson
SECONDER:	Council Member Allen
AYES:	Council Member Allen, Mayor Hussey, Council Member Henderson, Mayor Pro Tem Wilson, Council Member Sabino
NAYS:	None

F. UNFINISHED BUSINESS

None.

G. NEW BUSINESS

- 12) Establishment and Implementation of a Legislative Advocacy and Grant Acquisition Program

Konrad Bolowich, City Manager, presented the staff report.

APPROVE THE ESTABLISHMENT AND IMPLEMENTATION OF THE PROPOSED LEGISLATIVE ADVOCACY AND GRANT ACQUISITION PROGRAM.

PUBLIC COMMENT

Johan Gallo, Grand Terrace Resident, spoke in favor of the proposed item.

RESULT:	APPROVED - UNANIMOUS
MOVER:	Council Member Henderson
SECONDER:	Council Member Sabino
AYES:	Council Member Allen, Mayor Hussey, Council Member Henderson, Mayor Pro Tem Wilson, Council Member Sabino
NAYS:	None

H. FUTURE AGENDA ITEMS

None.

I. CITY COUNCIL COMMUNICATIONS

Council Member Michelle Sabino attended the following:

- JPIA Risk Management Meeting on October 10-12th, 2024
- Farmers Insurance Ribbon Cutting on October 14, 2024
- Quick Quack Ribbon Cutting on October 15, 2024
- Cal Cities Conference on October 17-19th, 2024
- Woody's Classic Grill for a community event hosted by the Machado Family
- Trunk or Treat on October 31, 2024
- Assisted the seniors at the villas during the power shut off on November 6-7th with the help of City staff
- Veterans Day Ceremony on November 11, 2024

Council Member Kenneth J. Henderson stated the following:

- Thanked his colleagues for his time on the Council as this is the last meeting as a Council Member, and also acknowledged Konrad Bolowich, City Manager, for all his great work and efforts.

Council Member Jeff Allen attended the following:

- Cal Cities Conference on October 17-19th, 2024
- Trunk or Treat on October 31, 2024
- Colton Unified School District Community Cabinet Meeting on October 23, 2024
- Central Vallley Regional Steering Committee on November 6, 2024
- San Bernardino County Interagency Council on Homelessness Meeting on November 7, 2024
- Announced the upcoming Chamber of Commerce Meeting being held in the Community Room at City Hall on November 13, 2024, at 8 a.m.
- Announced the Vegan Korner, Business of the Month Ceremony taking place on November 13, 2024, at 9:30 a.m.

Mayor Pro Tem Doug Wilson attended the following:

- Quick Quack Ribbon Cutting on October 15, 2024
- Cal Cities Conference on October 17-19th, 2024
- Trunk or Treat on October 31, 2024
- Fiesta Village 50th Anniversary on November 9, 2024
- Veterans Day Ceremony on November 11, 2024

Mayor Bill Hussey attended the following:

- Trunk or Treat on October 31, 2024
- Veterans Day Ceremony on November 11, 2024
- Announced that the Grand Terrace High School Football Team will be holding a home game on November 15, 2024.

J. CITY MANAGER COMMUNICATIONS

City Manager Konrad Bolowich announced the following:

- Introduction of the New Chief of Police, Lieutenant Kevin Fries.
- Light up Grand Terrace will be on December 5, 2024, from 4-8 p.m.
- Asks the residents to try and be prepared for any natural disasters in the future after the recent unexpected power outage.
- Had some parting words for Council Member Kenneth Henderson.

SHERIFF'S REPORT

Lieutenant Fries gave a brief introduction to the Council.

FIRE DEPARTMENT REPORT

Assistant Chief Gary Jager gave an update on wind events that will be monitored weekly and will update the City accordingly.

K. RECESS TO CLOSED SESSION

Mayor Hussey recessed the Regular Meeting of the City Council to closed session at 7:43 p.m.

CLOSED SESSION

1) CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Pursuant to Government Code Sections 54954.5(c), 54956.9(d)(1)) Name of case: Advocates of the Environment v. City of Grand Terrace, San Bernardino Superior Court Case No. CIVSB2423305; and

2) CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION/INITIATION OF LITIGATION (Pursuant to Government Code Sections 54954.5, 54956.9(d)(4))

RECONVENE TO OPEN SESSION

Mayor Hussey reconvened the Regular Meeting of the City Council from closed session at 8:16 p.m.

REPORT OUT OF CLOSED SESSION

Adrian Guerra, City Attorney, announced that there were two (2) closed session items. An update was provided by the City Attorney, direction was provided to the City Attorney. However, there was no reportable action.

L. ADJOURN

Mayor Hussey adjourned the Regular Meeting of the City Council at 8:17 p.m. The Next Regular City Council Meeting will be held on Tuesday, December 10, 2024, at 6:00 p.m.

Bill Hussey, Mayor

Debra L. Thomas, City Clerk



AGENDA REPORT

MEETING DATE: December 10, 2024

TITLE: 2024 Local Appointments List and Posting of the Same

PRESENTED BY: DEBRA THOMAS, CITY CLERK

RECOMMENDATION: Adopt a Resolution of the City Council of the City of Grand Terrace, California, regarding the preparation of the 2024 local appointments list and posting of the same.

2030 VISION STATEMENT:

This staff report supports Goal #5, Engage in Proactive Communication.

BACKGROUND:

Prior to December 31st of each year, the Maddy Act requires municipal agencies to prepare and post a list of appointments of all regular and ongoing boards, commissions, and committees. This list is known as the Local Appointments List.

DISCUSSION:

Government Code Sections 54970-54975 were enacted to ensure that members of the public are aware of opportunities to serve on local commissions. The Code mandates that on or before December 31 of each year, the City Council prepare an appointments list of all regular and ongoing boards, commissions, and committees which are appointed by the City Council.

The list must include the name of the incumbent, date of appointment, date of term expiration, and the necessary qualifications for the position. The City Clerk will be directed to make the Local Appointments List available to members of the public consistent with the requirements of the Maddy Act, including posting at City Hall bulletin board, City's website and San Bernardino County Library.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.

RESOLUTION NO. 2024-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, STATE OF CALIFORNIA, REGARDING THE PREPARATION OF THE 2024 LOCAL APPOINTMENTS LIST AND POSTING OF THE SAME

WHEREAS, pursuant to the Maddy Act, California Government Code Section 54970 et seq., requires the City Council to prepare a Local Appointments List, which lists all regular and ongoing boards, commissions and committees which are appointed by the City Council; and

WHEREAS, the Local Appointments List is required to be made available to members of the public; and

WHEREAS, the City Council of the City of Grand Terrace desires to adopt the 2024 Local Appointments List.

NOW, THEREFORE, THE CITY COUNCIL OF GRAND TERRACE DOES RESOLVE, DETERMINE, FIND AND ORDER AS FOLLOWS:

SECTION 1. The Mayor has prepared an appointments list of all regular and ongoing boards, commissions, and committees which are appointed by the City Council, the 2024 Local Appointments List, which is attached as Exhibit "A". The City Council has reviewed and approves the List as prepared. The City Clerk is directed to make the Local Appointments List available to members of the public consistent with the requirements of the Maddy Act, including posting at Grand Terrace City Hall's bulletin board, City of Grand Terrace' website and the San Bernardino County Library located at 27955 Barton Road, Grand Terrace, CA 92313.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Grand Terrace at a regular meeting held on the 10th day of December 2024.

Bill Hussey
Mayor

ATTEST:

Debra L. Thomas
City Clerk

APPROVED AS TO FORM:

Adrian R. Guerra
City Attorney



CITY OF GRAND TERRACE LOCAL APPOINTMENTS LIST COMMISSIONS/COMMITTEES

I, Debra L. Thomas, City Clerk of the City of Grand Terrace, California do hereby certify that the following is a list of all regular Boards/Commissions/Committees, which are appointed by the City Council of the City of Grand Terrace and serve at the pleasure of the City Council.

PLANNING COMMISSION

*(4-Year Term - Must be a Resident of the City of Grand Terrace.
Meets at 6:30 p.m. the First and Third Thursday of each Month.)*

Name of Appointee	Date of Appointment/ Reappointment	Term Expiration
Edward Giroux	07/01/2018	06/30/2026
Tara Ceseña	07/01/2020	06/30/2028
David Alaniz	07/19/2018	06/30/2028
Aron Burian	06/28/2022	06/30/2026
Scot Mathis	06/28/2022	06/30/2026

HISTORICAL & CULTURAL ACTIVITIES COMMITTEE

*(4-Year Term – Must be a Resident of the City of Grand Terrace.
Meets at 6:00 p.m. the First Monday of Each Month.)*

Name of Appointee	Date of Appointment/ Reappointment	Term Expiration
Marie “Toni” Epps	07/25/2023	06/30/2026
Stephanie Darwin	06/25/2024	06/30/2026
Lynne Harmon	08/27/2024	06/30/2028
Dianne Johnson	08/27/2024	06/30/2028
Monica Gutierrez	08/27/2024	06/30/2028
Vacant	--	06/30/2028
Vacant	--	06/30/2026

PARKS & RECREATION ADVISORY COMMITTEE

*(Must be a Resident of the City of Grand Terrace.
Meets at 4:15 p.m. the Second Thursday of Each Month.)*

Name of Appointee	Date of Appointment/ Reappointment	Term Expiration
Brian Phelps	01/09/2018	Until Successor Appointed
Julia Cook-Firnkoess	09/26/2017	Until Successor Appointed
Mike Hogue	11/09/2021	Until Successor Appointed
Hanni Bennett	07/25/2023	Until Successor Appointed
Vacant		Until Successor Appointed
Vacant – Youth Member		Until Successor Appointed

Dated this 10th day of December 2024

Debra L. Thomas, City Clerk



AGENDA REPORT

MEETING DATE: December 10, 2024

TITLE: Selection of Mayor Pro Tempore

PRESENTED BY: DEBRA THOMAS, CITY CLERK

RECOMMENDATION: Select a Council Member to serve as Mayor Pro Tempore for a term of two years until the next regular election.

2030 VISION STATEMENT:

This staff report supports all adopted Goals of the City Council's 2030 Vision and supports all adopted Core Values.

BACKGROUND:

Following the regular municipal election date held every two years, the City Council selects one of its Members to serve as Mayor Pro Tempore. It is, therefore, appropriate for the City Council to now select a Mayor Pro Tempore following the regular municipal election conducted in November.

DISCUSSION:

Government Code Section 34905 provides that, for cities with elected mayors, "A Mayor Pro Tempore shall be chosen in the manner provided by Government Code Section 36801, which provides as follows:

"The City Council shall meet at the meeting at which the declaration of the election results for a general municipal election is made pursuant to Sections 10262 and 10263 of the Elections Code and, following the declaration of the election results and the installation of elected officials, choose one of its number ... as Mayor Pro Tempore."

Government Code Section 36802 provides that "The Mayor shall preside at the meetings of the Council. If he/she is absent or unable to act, the Mayor Pro Tempore shall serve until the Mayor returns or is able to act. The Mayor Pro Tempore has all of the powers and duties of the Mayor". Therefore, if in the event the Mayor is unable to perform his/her duties, the Mayor Pro Tempore will perform those duties in the Mayor's absence.

The City of Grand Terrace Council Procedures also establishes duties of the Mayor Pro Tempore as follows:

- "The meeting of the Council shall be called to order by the Mayor or, in his/her absence, the Mayor Pro Tempore." (Section 2.3.)
 - "In the absence of the Mayor, the Mayor Pro Tempore shall preside." (Section 3.1.)
 - "Subject to Council policy, the Mayor shall sign ordinances, resolutions, and contracts approved by the Council at meetings at which he/she is in attendance. In the event of his/her absence, the Mayor Pro Tempore shall sign all such documents approved and adopted by Council". (Section 3.4.)
- It is staff's recommendation that the Council select amongst themselves a Mayor Pro Tempore from a member of the City Council who is not the directly elected Mayor. The term of office for the selected Mayor Pro Tempore will be for two years until the next regular election.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.



AGENDA REPORT

MEETING DATE: December 10, 2024

TITLE: Mayor's Appointments to Boards, Commissions, and Committees

PRESENTED BY: DEBRA THOMAS, CITY CLERK

RECOMMENDATION: Mayor to Appoint Representatives to the various Boards, Commissions, and Committees for Council Approval.

2030 VISION STATEMENT:

This staff report supports all adopted Goals of the City Council's 2030 Vision and supports all adopted Core Values.

BACKGROUND:

The City of Grand Terrace has the opportunity to participate on various boards, commissions, and committees as a member of various municipal organizations and associations. Historically, these assignments are reviewed every two years following the regular municipal elections date, or as necessary.

DISCUSSION:

If Council wishes to reorganize the positions on Boards, Committees and Commissions, it would be appropriate to make those changes at this time.

State law provides under Government Code Section 40605 states:

In general law cities where the office of mayor is an elective office pursuant to Article 5 (commencing with Section 34900) of Chapter 7 of Part 1 of Division 2 of Title 4, the mayor, with the approval of the city council, shall make all appointments to boards, commissions, and committees unless otherwise specifically provided by statute.

Additionally, contact was made with the various Boards, Committees and Commission to identify which Boards, Commissions, and Committees mandate that the Mayor serve as delegate. After review of those that have bylaws and inquiries made both verbally and via email, it is determined that none of the Boards, Commission and Committees on the attached list mandate that the Mayor serve as delegate. All that is required is that the Mayor or Council Member, selected by the legislative body as a whole, serve as delegate and/or alternate.

To assist Council in their discussion for the reorganization, attached is the City's list of Boards, Commissions, and Committees and their established time, date and place of meetings.

At this time, Staff recommends that, subject to the advice and consent of the City Council, the Mayor appoint representatives to fill both the delegate and alternate positions.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.

COUNCIL LIAISON TO BOARDS, COMMISSIONS, AND COMMITTEES
2023 - 2024

<u>COMMITTEE</u>	<u>BOARD MEMBER</u>	<u>ALTERNATE</u>	<u>MEETING DAY & TIME</u>
Omnitrans Board of Directors 1700 5th St San Bernardino, CA 92411 700-yes	Hussey	Wilson	1st Wednesday of Month 8:00 a.m.
	<u>DIRECTOR</u>	<u>ALTERNATE</u>	
California Joint Powers Insurance Authority (CJPIA) 8081 Moody Street La Palma, CA 90623	Wilson	Hussey	Annual Meeting: TBD
	<u>VOTING DELEGATE</u>	<u>ALTERNATE</u>	
League of California Cities/Inland Empire Division 1400 K Street Sacramento, CA 95814	Open	Open	Division Meeting (Meets Quarterly - TBD) Annual Meeting TBD
	<u>COMMUNITY CABINET MEMBER</u>	<u>ALTERNATE</u>	
Colton Joint Unified School District Community Cabinet 1212 Valencia Drive Colton, CA 92324	Allen	Henderson	2nd Wednesday of Each Month 10:00 a.m. Joe Baca Middle School 1640 S. Lilac Ave. Bloomington, CA 92316
	<u>VOTING DELEGATE</u>	<u>ALTERNATE</u>	
Southern California Association of Governments General Assembly (SCAG) 1170 West 3rd Street, Suite 140 San Bernardino, CA	Wilson	Hussey	Annual Meeting Usually May or June TBD

COUNCIL LIAISON TO BOARDS, COMMISSIONS, AND COMMITTEES
2023 - 2024

<u>COMMITTEE</u>	<u>BOARD MEMBER</u>	<u>ALTERNATE</u>	<u>MEETING DAY & TIME</u>
San Bernardino County Transportation Authority 1170 W. 3rd Street, 2nd Floor San Bernardino, CA 92410 700-yes	Hussey	Wilson	1st Wednesday of Month 10:00 a.m. Santa Fe Depot-SBCTA Lobby 1st Floor 1170 W. 3rd Street San Bernardino, CA 92410
	<u>CITY REPRESENTATIVE</u>	<u>ALTERNATE</u>	
San Bernardino County Solid Waste Task Force Solid Waste Management Division-Conf. Rm A 222 W. Hospitality Lane, 2nd Floor San Bernardino, CA 92415	Allen	Henderson	Bi-Annually (Every 6 months) CY 2021 starts with April 21, 2021 Meeting

COUNCIL LIAISON TO BOARDS, COMMISSIONS, AND COMMITTEES
2023 - 2024

	<u>DELEGATE</u>	<u>ALTERNATE</u>
Mayor Bill Hussey	2	2
Mayor Pro Tem Doug Wilson	2	2
VACANT	0	0
Council Member Jeff Allen	2	0
Council Member Henderson	0	2