



CITY OF GRAND TERRACE

City Council

MINUTES • July 8, 2025

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, July 8, 2025 at 6:00 PM.

Invocation

The Invocation was given by Mayor Pro Tem Michelle Sabino.

Pledge of Allegiance

The Pledge of Allegiance was led by Scoutmaster David Crandell.

AB 2449 Disclosures

None.

Roll Call

Present:	Mayor Bill Hussey Mayor Pro Tem Michelle Sabino Council Member Jeff Allen
Absent:	Council Member Doug Wilson Council Member Matt Brown

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

None.

B. PUBLIC COMMENT

Kevin Poutre, Grand Terrace Resident, expressed his concerns regarding the availability of the dog park and the issues with the fireworks getting worse over time.

Robert Sanchez, Grand Terrace Resident, expressed his concerns regarding the use of fireworks.

Bobbie Forbes, Grand Terrace Resident, expressed her concerns regarding fireworks from the fourth of July weekend that caused distress among residents and animals.

C. SPECIAL PRESENTATIONS

Howard Choy, Executive Consultant with EES Consulting, provided a PowerPoint presentation for this item.

PUBLIC COMMENT

None.

D. CONSENT CALENDAR

PUBLIC COMMENT

None.

RESULT:	APPROVED 3 TO 0
MOVER:	Mayor Pro Tem Sabino
SECONDER:	Council Member Allen
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

- 1) Waive Full Reading of, and Direct the City Attorney to Read by Title only for, Ordinances on the Agenda
- 2) Approval of Minutes - Regular Meeting - June 10, 2025
- 3) Approval of the May-2025 Check Register in the Amount of \$768,415.12

Mayor Hussey recused himself on this item for check number 82521.

Adrian Guerra, City Attorney, recommended to the Council that the line item where the Mayor recuses himself be brought back at the next Regular City Council meeting due to there not being a majority of the legislative body present to vote on payment of money.

- 4) Authorize the Use and Acceptance of Electronic Signatures

E. PUBLIC HEARINGS

- 5) Levy of Assessments for Delinquent Refuse and Sewer Accounts

Shanita Tillman, Senior Management Analyst, provided the PowerPoint presentation for this item.

PUBLIC COMMENT

Bobbie Forbes, Grand Terrace Resident, had a question regarding the item.

RECOMMENDATION: ADOPTION AND ASSESSMENT OF DELINQUENT RESIDENTIAL AND COMMERCIAL REFUSE AND SEWER FEES ON THE COUNTY TAX ROLLS BY THE TAX ASSESSOR; and

ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING PRELIMINARY REPORTS OF DELINQUENT REFUSE AND SEWER USER FEES AND DIRECTING THAT SUCH DELINQUENT FEES BE COLLECTED ON THE TAX ROLL AND BE IMPOSED AS ASSESSMENTS UPON PROPERTY WITHIN THE CITY OF GRAND TERRACE; and

APPROVE THE AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR AND THE CITY OF GRAND TERRACE FOR THE COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS ON THE COUNTY PROPERTY TAX ROLL; and

APPROVE THE AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR AND THE DISTRICT FOR THE COLLECTION OF SPECIAL TAXES, FEES, AND ASSESSMENTS ON THE COUNTY PROPERTY TAX ROLL

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

6) Public Hearing on Staffing Vacancies Pursuant to Assembly Bill 2561

Michelle Fuentes, Senior Management Analyst, provided the PowerPoint presentation for this item.

PUBLIC COMMENT

None.

RECOMMENDATION TO RECEIVE & FILE

RESULT:	APPROVED 3 TO 0
MOVER:	Mayor Pro Tem Sabino
SECONDER:	Council Member Allen
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

F. UNFINISHED BUSINESS – NONE

G. NEW BUSINESS

- 7) Community Benefit Fund Grant Award to the Grand Terrace Women's Club in the Amount of \$2,000

Christine Clayton, Finance Director, presented the item.

PUBLIC COMMENT

Judy Duffield, 1st VP for the Women's Club, spoke on behalf of the Women's Club.

Bobbie Forbes, Grand Terrace Resident, expressed her gratitude for all the work the Women's Club have done over the years and what they continue to do.

RECOMMENDATION: APPROVE THE COMMUNITY BENEFIT FUND GRANT APPLICATION FROM THE GRAND TERRACE WOMEN'S CLUB IN THE AMOUNT OF \$2,000 TO SUPPORT CHRISTMAS FOR CHILDREN.

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

- 8) Community Benefit Fund Grant Award to Troop 40 BSA in the Amount of \$2,000

Christine Clayton, Finance Director, presented the item.

PUBLIC COMMENT

David Crandell, Scoutmaster for Troop 40, provided background information on this year's Summer Camp and eligibility.

RECOMMENDATION: APPROVE THE COMMUNITY BENEFIT FUND GRANT APPLICATION IN THE AMOUNT OF \$2,000.00 FOR THE TROOP 40 BSA FOR THEIR SUMMER CAMP TUITION

RESULT:	APPROVED 3 TO 0
MOVER:	Mayor Pro Tem Sabino
SECONDER:	Council Member Allen
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

- 9) Appointing Voting Delegates for Cal Cities 2025 Annual Conference & Expo

Daysi Alcocer, City Clerk, presented the Staff Report for this item.

PUBLIC COMMENT

None.

RECOMMENDATION: ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, APPOINTING DELEGATES AND ALTERNATES TO THE 2025 CAL CITIES ANNUAL CONFERENCE & EXPO AS OFFICIAL REPRESENTATIVES OF THE CITY OF GRAND TERRACE

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Hussey
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

10) Future Agenda Item for Review of Existing Marijuana Policies and Ordinances

Konrad Bolowich, City Manager, presented the PowerPoint presentation on this item.

PUBLIC COMMENT

None.

RECOMMENDATION: THAT THE CITY COUNCIL TAKE NO ACTION AND MAKE NO MODIFICATIONS TO THE EXISTING MARIJUANA-RELATED POLICIES AND ORDINANCES IN THE GRAND TERRACE MUNICIPAL CODE AT THIS TIME

RECOMMENDATION TO RECEIVE & FILE

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

11) Elimination of Existing City Positions

Konrad Bolowich, City Manager, presented the PowerPoint presentation on this item.

PUBLIC COMMENT

None.

RECOMMENDATION: ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE AUTHORIZING THE CITY MANAGER TO ELIMINATE EXISTING POSITIONS AND APPROVING AN AMENDMENT TO THE CITY OF GRAND TERRACE PERSONNEL RULES TO REFLECT THE GRANT OF AUTHORITY

RESULT:	APPROVED 3 TO 0
MOVER:	Mayor Pro Tem Sabino
SECONDER:	Council Member Allen
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

- 12) First Reading and Introduction of Addition of Mobile Food Truck Ordinance to the City of Grand Terrace Municipal Code

Konrad Bolowich, City Manager, presented the PowerPoint presentation on this item.

PUBLIC COMMENT

Bobbie Forbes, Grand Terrace Resident expressed her concerns regarding this item.

RECOMMENDATION: Direct The City Attorney To Read By Title Only, Waive Reading Of, And Introduce "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA ADDING CHAPTER 12.60 (MOBILE FOOD TRUCKS) TO TITLE 12 (STREETS, SIDEWALKS AND PUBLIC PLACES) OF THE GRAND TERRACE MUNICIPAL CODE TO REGULATE THE OPERATION OF MOBILE FOOD TRUCKS WITHIN THE CITY OF GRAND TERRACE"

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

- 13) First Reading and Introduction of an Ordinance Authorizing the Establishment of a Schedule of Fines by Resolution

Konrad Bolowich, City Manager, presented the PowerPoint presentation on this item.

PUBLIC COMMENT

Bobbie Forbes, Grand Terrace Resident, expressed her concerns regarding this item.

Lieutenant Kevin Fries addressed Bobbie Forbes' concerns.

RECOMMENDATION: Direct The City Attorney To Read By Title Only, Waive Reading Of, And Introduce "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA AMENDING SECTION 1.16.010 ("GENERAL PENALTIES") OF TITLE 1 ("GENERAL PROVISIONS"); SECTION 2.44.020 ("VIOLATION—PENALTY") OF TITLE 2 ("ADMINISTRATION AND PERSONNEL"); SECTION 3.08.150 ("VIOLATION—PENALTY") OF TITLE 3 ("REVENUE AND FINANCE"); SECTIONS 4.12.010 ("FEES DESIGNATED"), 4.20.010 ("FEES

DESIGNATED”), 4.28.010 (“FINES DESIGNATED”), 4.32.010 (“GENERALLY”), 4.36.010 (“FINES DESIGNATED”), 4.40.010 (“PENALTIES DESIGNATED”), 4.44.020 (“FINES DESIGNATED”), 4.48.040 (“VIOLATION OF SECTION 12.08.310”), 4.60 (“CONDUCT IN PUBLIC PARK”), 4.64.010 (“VIOLATION—PENALTY”), 4.68.060 (“VIOLATION—PENALTY”), 4.105.010 (“FINES DESIGNATED”) OF TITLE 4 (“COMPREHENSIVE FEE SCHEDULES, FINES AND TAXES”); SECTIONS 5.04.390 (“VIOLATION—PENALTY”), 5.42.190 (“REMOVAL OF REFUSE”) OF TITLE 5 (“BUSINESS TAXES, LICENSES AND REGULATIONS”); SECTIONS 6.04.050 (“ANIMAL NOISE”), 6.32.030 (“PENALTY PROVISION”) OF TITLE 6 (“ANIMALS”); SECTIONS 8.04.170 (“VIOLATIONS”), 8.08.180 (“CRIMINAL PENALTIES”), 8.68.130 (“VIOLATION—PENALTY”), 8.104.080 (“SAME—CITY BUILDINGS AND FACILITIES), 8.104.090 (“SAME—CITY PARKS AND OTHER RECREATION AREAS”), 8.104.100 (“SMOKING WASTE”, 8.108.060 (“PENALTY FOR VIOLATION”), 8.112.200 (“ADMINISTRATIVE FINES AND PENALTIES”) OF TITLE 8 (“HEALTH AND SAFETY”); SECTIONS 9.05.030 (“VIOLATION—PENALTY”), 9.32.080 (“VIOLATIONS AND PENALTIES”) OF TITLE 9 (“PUBLIC PEACE, MORALS AND WELFARE”); SECTION 10.04.640 (“INFRACTION—FINE”) OF TITLE 10 (“VEHICLES AND TRAFFIC”); SECTIONS 12.08.440 (“FINES FOR FAILURE TO OBTAIN AN ENCROACHMENT PERMIT”), 12.24.060 (“INSURANCE REQUIRED”), 12.32.020 (“UNLAWFUL ACTS”), 12.32.140 (“PARK HOURS”), 12.32.160 (“VEHICLES IN PARKS”), 12.32.170 (“ASSEMBLIES, PROGRAMS OR FESTIVALS IN PARKS”), 12.32.180 (“SMOKING”), 12.36.060 (“VIOLATIONS”), 12.48.060 (“VIOLATION—PENALTY”), 12.52.020 (“GENERAL PROHIBITION”), 12.52.070 (“PENALTIES”) OF TITLE 12 (“STREETS, SIDEWALKS AND PUBLIC PLACES”); SECTION 15.52.160 (“VIOLATION—PENALTY”) OF TITLE 15 (“BUILDINGS AND CONSTRUCTION”); SECTIONS 18.60.030 (“PARKING REGULATIONS”), AND 18.91.050 (“DECLARATION OF PUBLIC NUISANCE”) OF TITLE 18 (“ZONING”) OF THE GRAND TERRACE MUNICIPAL CODE TO STREAMLINE THE IMPOSITION OF PENALTIES—INCLUDING INFRACTIONS, MISDEMEANORS, AND ADMINISTRATIVE CITATIONS—FOR CODE VIOLATIONS AND AUTHORIZING ADOPTION OF A SCHEDULE OF FINES BY RESOLUTION”

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

H. FUTURE AGENDA ITEMS

Council Member Jeff Allen requested that a discussion be held on the formation of a citizens' committee for the new library community center.

PUBLIC COMMENT

None.

RESULT:	APPROVED 3 TO 0
MOVER:	Council Member Allen
SECONDER:	Mayor Hussey
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Allen
ABSTAIN:	None
NAYS:	None

Bobbie Forbes, Grand Terrace Resident, has requested to have a discussion about Patrick O'Brien's property where TSG used to be and a discussion about JC Wallace House.

Konrad Bolowich, City Manager, addressed Bobbie Forbes' future agenda item request.

I. CITY COUNCIL COMMUNICATIONS

Council Member Jeff Allen reported on the following:

- Attended the San Bernardino County Office of Homeless Services Regional Steering Committee Meeting on July 2, 2025.

Mayor Pro Tem Michelle Sabino reported on the following:

- Attended the Grand Opening for Tender Petal Florist on June 14, 2025.
- Attended the Cal Skate National Championship on July 6, 2025.

Mayor Bill Hussey reported on the following:

- Attended the Grand Opening for Tender Petal Florist on June 14, 2025.
- Attended the Grand Opening for Baskin-Robbins on June 28, 2025.
- Attended the Cal Skate National Championship on July 6, 2025

J. CITY MANAGER COMMUNICATIONS

Konrad Bolowich, City Manager, reported on the following:

- Parks Opening and Closing automatically with newly installed gates
- City Hall New parking lot for Staff Members
- July 16, 2025, Employee Recognition Luncheon

FIRE DEPARTMENT

Gary Jager, Assistant Fire Chief, provided an update on fireworks and the enforcement involved by the Fire Department.

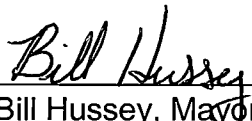
SHERIFF DEPARTMENT

Kevin Fries, Lieutenant, provided an update over the fourth of July weekend and what the department would like to do regarding the use of fireworks moving forward.

K. CLOSED SESSION - NONE

L. ADJOURN

Mayor Hussey adjourned the Regular Meeting of the City Council at 8:29 p.m. in memory of the families and victims of the Texas floods. The next Regular City Council Meeting will be held on Tuesday, July 22, 2025, at 6:00 p.m.



Bill Hussey, Mayor



Daysi Alcocer, City Clerk

