

**MINUTES
CITY COUNCIL REGULAR MEETING
JANUARY 28, 2020**

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:00 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Jeff Novak, and the Pledge of Allegiance was led by Scout Hornell and Scout Bond of the Boy Scouts of America.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Solano, Timmer
Absent: None

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT

Fred Yauger spoke in regards to consider citizens' input for the upcoming website design.

Jeff Novak spoke in regards to his appreciation for code enforcement's efforts in cleaning up the community.

Thomas Fleming spoke in regards to his concerns to the air quality in the community of Highland.

Derek Belfay, Sons of the American Legion, spoke in regards to a donation of POW/MIA flags to the City of Highland.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem Lilburn, to approve the consent calendar as submitted. Motion carried on a roll call vote, 5-0.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Treasurer's Report for December 2019
Received and filed Treasurer's Report for December 2019.
3. Claim Consideration – Richard Zane
Rejected claim.
4. Amendment No. 2 to Employee Agreement between Joseph Hughes and the City of Highland
Authorized the Mayor to execute Amendment No. 2 to the February 28, 2006 Employment agreement between Joseph Hughes and the City of Highland.
5. Staff Agency Appointment – PARSAC
Adopted Resolution No. 2020-003 appointing Chuck Dantuono, Director of Administrative Services/City Treasurer, as the City's Director to the Board of Directors of PARSAC, and Leticia Nava-Cruz, Senior Accountant, as the Alternate Director.

RESOLUTION NO. 2020-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, CONFIRMING THE APPOINTMENT OF THE DIRECTORS AND
ALTERNATE DIRECTOR TO THE PARSAC BOARD OF DIRECTORS
(RESCINDING RESOLUTION NO. 2019-002)

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

6. An Application by Kristopher Sovers for the Mills Act Tax Adjustment Program

Associate Planner Syed gave a brief review of the staff report.

A MOTION was made by Council Member Chavez, seconded by Council Member Solano, to approve the Mills Act Agreement between the City of Highland and Mr. Kristopher Sovers for the property located at 27156 Pacific Street, Highland, CA 92346, for a term of ten (10) years. Motion carried, 5-0.

7. Application of Recreation Trails Program (RTP) Funds

Associate Planner Quintanilla gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Lilburn, to:

1. Adopt City Council Resolution No. 2020-004 authorizing staff to submit an application for, and receipt of, RTP Grant Funds; and
2. Authorize the City Manager or his designee to execute any documents necessary or appropriate as required for application or receipt of the RTP Grant. Motion carried, 5-0.

RESOLUTION NO. 2020-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FROM
THE RECREATIONAL TRAILS PROGRAM

8. Design Services Proposal/TKE Engineering, Inc.

Assistant Public Works Director Zamano gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to:

1. Approve the proposal from TKE Engineering, Inc., to provide design services for Pacific Street Pavement Rehabilitation Project (Project No. str20002); and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 5-0.

9. Miller Park Amphitheater Veterans Memorial – City of Fontana

City Clerk Hughes gave a brief review of the staff report.

Mayor McCallon nominated Colonel Paul Green.

A MOTION was made by Mayor McCallon, seconded by Mayor Pro Tem Lilburn, to nominate Colonel Paul Green to be honored on the Veterans Memorial in Fontana. Motion carried, 5-0.

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

City Manager Hughes stated our fee study is underway. We are currently working at the staff level to bring updates on our current fees as well as any new proposed fees. We will be meeting with the consultant on February 4 and expect this to come forward to the Finance Subcommittee in March and to the City Council for consideration in April. The ALPR installation contractor, Vigilant Systems, have applied for the engineering permits and we actually have all the new cameras at City Hall. We expect installation to start at the end of January, beginning of February, and will last a few weeks. Staff has had the first meeting with the website development team. Last year, 2019, staff processed 122 public records act requests, and so far this year we have processed 7 already. CDBG allocations will be brought forth to the City Council on February 11 with the anticipated grant amount being \$399,000. The Highland Regional Connector project by Public Works is going to be having its environmental determination brought forward by the Planning Commission on February 18. A conceptual water quality management program has been made by Rexco Development for a 200 unit apartment project at the northwest corner of Greenspot Road and Webster. This is under review right now by the Planning Department. The Citrus Harvest Festival is scheduled for Saturday, March 28 with the same layout as last year. We have submitted the final documents which were up for approval today by the County of San Bernardino for the transfer of the Flood Control property on Greenspot Road. The Point in Time homeless count was held on the morning of January 23 with fifty-six persons being accounted for by the City's team. Last year the City of Highland was selected by SCAG as a model community to help develop active transportation program. There is one city selected from each county and SCAG, Highland was one, and we are working on that project as well. Regarding the SB2 Housing Element planning grant, we should know in a couple weeks if we've been awarded the \$160,000 which had gone forward to the City Council previously. Now, we can use those funds to update our housing element as well as our safety element. Code Enforcement currently has 461 open and active cases with approximately 800 code and building violations cases being resolved and closed in 2019. Code Enforcement staff is currently working on its annual report which will bring forward more stats about our Quality of Life task force efforts dealing with the homeless. In Public Works, our Sector D Pavement Rehabilitation Construction Update was last week. The contractor completed rubber overlay at the following six locations – three locations on Highland Avenue, one location on Base Line, one at Oak Ridge, and also Clydesdale. The Sixth Street/Elm Street sidewalk SR2S improvement, that's underway, and that'll begin construction on January 27 with curbs, gutters, sidewalks and handicap ramps and infill pavement along the north side of Sixth Street, Del Rosa Drive, Sterling Avenue and both sides of Elm Street. It's going to be about a two month project and it'll benefit the students at Warm Springs Elementary School. Also, the Base Line Interchange, SBCTA has awarded the construction contract with a pre-construction meeting being scheduled for Tuesday, January 28, at the SBCTA board room. City staff will be in attendance and after this meeting we will have a more flushed out construction schedule. SBCTA will be coming to the City Council meeting on February 11 to

give a presentation on the project. SBCTA is also planning on holding a groundbreaking ceremony on the southeast corner of Base Line and the 210 interchange in late February. Volunteer Services, the Highland Improvement Team, Saturday, February 18, everyone is welcome to come help. Citrus Harvest baking contest will be held on Thursday, March 5. Public Safety Appreciation Week be held on Tuesday, March 10 through Friday March 13 and the community is invited to participate in this event as well. We also will be having a clean-up day in the historic district on Saturday, March 21 to prepare for the Citrus Harvest Festival. We will be having a blood drive on Monday, March 23. We will also be holding a used Oil Filter exchange and recycling event on Saturday, March 7 and Free Compost giveaway, Saturday, March 14. As the Council is aware, we have a contract with Burrtec where they will go out and do pickups of illegal dumps in the public right-of-way. In October, they picked up 85 illegal dump sites; November, 94; and December, 82. Just an update on the work being done for Fire Station #1; as Council is aware, we have been doing roof work which is now complete. Stats from the Police Department, from January 13 to 26, they had 1,758 calls, 198 reports and 61 arrests. On January 26 the Y Annual Run took place with over 500 runners participating. Approximately 20 COPs, reserve deputies and explorers assisted with this event. Director of Administrative Services Dantuono and myself will be meeting with Cal Fire this week regarding a new five-year contract proposal that will be coming forward to the City Council for consideration in the future. Some Fire Department stats from last week, 131 calls, 2 structure fires, 8 traffic collisions, and 14 other miscellaneous fires with 5 ringing alarms.

11. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Council Member Chavez stated he met with the Community Day of Service subcommittee today and finalized a couple of details for the 2020 National Night Out. He is also partnering with the Institute for Public Strategies and will be coordinating a community needs survey in his district. Everyone is invited to help out and will be meeting at Curtis Middle School on February 1 at 10:00 a.m.

Mayor Pro Tem Lilburn stated Pepito's is now open. She attended the Chamber Installation dinner and wanted to congratulate Community Development Director Mainez who was awarded City Employee of the Year and to Tony Cerquettini who was awarded Firefighter of the Year. She also attended the Y Annual Fun Run and helped start the event off with a few words on behalf of the City of Highland. She also presented Joy's Lounge with an award celebrating their one year anniversary.

Council Member Timmer stated he was at Jersey Mike's on Greenspot yesterday and he noticed new construction going on in the area. He's excited to see some new businesses coming to Highland soon.

Mayor McCallon stated for years he has tried to convince the YMCA to hold the Highland Run on a Saturday to no avail, or at least to alternate every other year between Saturday and Sunday. He has a calendar conflict on Sundays which is why he does not attend. Also, he would like to share, there is an app that is for AQMD (Air Quality Management District) that provides air quality information and it is an award winning app with a great amount of details.

ANNOUNCEMENTS

None

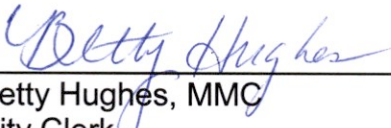
CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:40 p.m. in memory of Rick DeMorgan, Paul Hudson and Ian McBeth.

Submitted By:


Betty Hughes, MMC
City Clerk

Approved By:


Larry McCallon
Mayor