

**MINUTES
CITY COUNCIL REGULAR MEETING
FEBRUARY 25, 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 Mayor McCallon, and the Pledge of Allegiance was led by Council Member Solano.

ROLL CALL

Present: Lilburn, McCallon, Solano, Timmer
Absent: Chavez

REPORT FROM CLOSED SESSION

City Attorney Marroquin stated the City Council met in closed session pursuant to Government Code Section 54956.9(d)(1) in the Karas v. City of Highland, San Bernardino County Superior Court Case No. CIVDS1709696, and no reportable action was taken.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT

David Gandolfi spoke regarding his suggestion to televise the Highland City Council meetings and the possibility of using electronic forms to report graffiti.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Council Member Chavez 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 – February 11, 2020 City Council Special Meeting
Approved the Minutes as submitted.

3. Minutes – February 11, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
4. Warrant Register
Approved Warrant Register No. 699 for February 25, 2020, in the amount of \$2,303,667.55 and Payroll of \$94,316.29.
5. Treasurer's Report for January 2020
Received and filed Treasurer's Report for January 2020.
6. Claim Consideration – Stephany Taylor
Rejected claim.
7. Preparation of Annual Engineer's Reports for 2020/2021 Assessments
 1. Adopted Resolution No. 2020-009 ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and
 2. Adopted Resolution No. 2020-010 ordering the preparation of an Engineer's Report for Street and Drainage Maintenance District 96-1.

RESOLUTION NO. 2020-009
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE PREPARATION OF ENGINEER'S REPORT
FOR CONSOLIDATED LANDSCAPE & LIGHTING DISTRICT
NO. 96-1 FOR FISCAL YEAR 2020/2021

RESOLUTION NO. 2020-010
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE PREPARATION OF AN ENGINEER'S REPORT
FOR STREET AND DRAINAGE MAINTENANCE DISTRICT 96-1
FOR FISCAL YEAR 2020/2021

8. Resolution No. 2020-011 Establishing Employee Salaries
Approved Resolution No. 2020-011 establishing employee salaries and adding the classification of Assistant Engineer.

RESOLUTION NO. 2020-011
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING EMPLOYEE SALARIES

9. Easement Acceptance/TREH Partners XV, LLC – Greenspot Road
 1. Accepted the Grant of Easement for Road and Drainage purposes from TREH Partners XV, LLC; and
 2. Directed the City Clerk to record the Grant of Easement.

CITY COUNCIL PUBLIC HEARING

10. Fire Extension of Interim Ordinance No. 441 Prohibiting New Accessory Dwelling Units ("ADUs") Except Those that Satisfy Specified Standards, Finding There is an Immediate Threat to the Health, Safety and Welfare, and Declaring the Urgency Thereof and Making Findings Under CEQA

Mayor McCallon opened the public hearing.

City Attorney Marroquin stated this is a request for the first extension of Interim Ordinance No. 441 prohibiting new ADUs except those that satisfy specified standards and finding that there is an immediate threat to the public health, safety and welfare and declaring the urgency thereof. As you are aware, on January 14, the City Council adopted Interim Ordinance No. 441 pertaining to ADUs. That interim ordinance, under law, is only in effect for 45 days. That ordinance established a moratorium and said you can't obtain a permit to construct an ADU unless it meets the standards which were set forth in that ordinance. One of those standards is that you weren't allowed to construct in a high fire severity zone while the staff studied the issue of whether ADUs should be allowed in those areas due to the public health danger of having more construction in areas that are prone to fires. Staff has been studying the issue and requires more time because it's a pretty involved study. We are asking to extend the interim ordinance for an additional ten months and fifteen days. That will require a 4/5 vote of the City Council and if the extension goes into effect, then the interim ordinance will be in effect until January 14, 2021. In the meantime, staff is going to be working on studying the issue as well as determining what permanent regulations should go into effect with respect to ADUs. As we have discussed on numerous occasions, the ADU issue has been before the Council, and the State has significantly restricted local jurisdiction's ability to regulate an ADU. There are now state standards that are in effect and those will obviously be things that the City will comply with but the City is looking more to what local standards it can impose on ADUs which don't qualify for the building permit only process that is set forth under state law.

Mayor McCallon called for any speakers in favor or in opposition of this item. Seeing none, the public hearing is now closed.

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

1. Conduct a public hearing and adopt Interim Ordinance No. 442 granting a first extension of Interim Ordinance No. 441 prohibiting new ADUs except those that satisfy specified standards, and making the findings required by Government Code Section 65858 to become effective immediately;
2. Direct staff to study appropriate regulations pertaining to ADUs; and
3. Direct staff to file a Notice of Exemption. Motion carried, 4-0, with Council Member Chavez being absent.

City Clerk Hughes introduced Interim Ordinance No. 442:

INTERIM ORDINANCE NO. 442
AN INTERIM ORDINANCE OF THE CITY OF HIGHLAND EXTENDING THE
TERM OF INTERIM ORDINANCE NO. 441, ENACTED PURSUANT TO
GOVERNMENT CODE SECTION 65858, PROHIBITING NEW ACCESSORY
DWELLING UNITS EXCEPT THOSE THAT SATISFY SPECIFIED
STANDARDS, FINDING THERE IS AN IMMEDIATE THREAT TO THE HEALTH
SAFETY AND WELFARE AND DECLARING THE URGENCY THEREOF, AND
FINDING THE ORDINANCE TO BE EXEMPT FROM THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (MCA-18-005-R1)

which title was read.

CITY COUNCIL LEGISLATIVE

11. Vehicle Purchase for Public Works

Director Public Works/City Engineer Wong gave a brief review of the staff report.

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

1. Waive formal contract procedures per Municipal Code Section 2.40.100;
2. Authorize the use of a "piggyback" contract through Sourcewell Contract No. 120716-NAF between Sourcewell and National Auto Fleet Group;
3. Approve proposal in the amount of \$53,576.42 from National Auto Fleet Group; and
4. Approve the following budget adjustment; transfer \$53,600 from 004-2100 (Gas Tax Fund balance) to be expended from 004-8310-6040 (Gas Tax-Vehicles). Motion carried, 4-0, with Council Member Chavez being absent.

12. Adoption of Resolution No. 2020- 012 Ordering the Sale of One Excess City Vehicle

Director of Public Works/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to adopt Resolution No. 2020-012 ordering the sale of one excess City vehicle. Motion carried, 4-0, with Council Member Chavez being absent.

RESOLUTION NO. 2020-012
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE SALE OF AN EXCESS CITY VEHICLE

13. New Logo for Highland Fire Department

Director of Administrative Services Dantuono gave a brief review of the staff report.

David Gandolfi spoke in support of this item but does have a concern with hidden costs due to the shape of the new logo and the location of the reflective striping.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Lilburn, to approve the new logo for the Highland Fire Department. Motion carried, 4-0, with Council Member Chavez being absent.

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

City Manager Hughes stated staff is in the process of working with our consultant on the DIF study. We will be having our kick off meeting on March 3 to get that rolling. We are still working with Vigilant, the contractor of the installation of the ALPR systems. They are having some issues with their subcontractors so that's the delay and we are trying to work through that with them. The City of Highland was awarded the Government Finance Officers Association Excellence in Financial Reporting for the June 30, 2019 CAFR. Highland has won this award every year since we first applied for it in 1990. For the Public Works/Engineering Department, just a reminder, the groundbreaking ceremony for the 210 widening and the Base Line interchange will be this Wednesday at 10:00 a.m. Highland Avenue/Victoria Avenue intersection, in order to better accommodate vehicles leaving the casino, San Manuel is proposing that the existing pavement striping at Highland Avenue and Victoria Avenue be modified converting one existing southbound through lane to a new southbound right turn lane. Once implemented, this will allow for two southbound right turn lanes and one southbound through lane at the intersection. San Manuel is currently applying for a construction permit from Highland and San Bernardino for this proposed change. City staff also met with San Manuel staff regarding the Victoria Avenue interchange project and we hope to have an agreement being brought forward to the City Council at your next meeting regarding the project. Public Works construction update; the Hillview Neighborhood improvements pavement overlay on the east side of Cunningham Street between Berry Street and Base Line was completed on February 14. Pavement repairs were also made on failed sections, not approved by the City, on Hillview Street, Bruce Street, and Berry Street, Bruce Street, Crest Street, Cunningham Street, and east end. Contractors working on concrete repair areas and construction of block walls and restoration of landscaping and irrigation project are anticipated to be fully completed by February 28. The Base Line/Central Avenue and Sterling Avenue ADA and Bus Stop Access Improvement project significant improvements have been completed on Sterling which included the following; upgrading two existing drive approaches on the south end of Warm Springs Elementary School campus to include continuous sidewalk and construction of ADA sidewalk clearance around two existing utility poles. Construction of missing curbs, gutters and new concrete

sidewalks drive approaches on the property located at 7512 Sterling Avenue. Within the next two weeks construction of missing sidewalk, ADA sidewalk clearance around obstacles such as utility poles, mailboxes and fire hydrants on Base Line near Del Rosa Avenue, Guthrie Street, Victoria Avenue, and Cole Avenue and the material has been submitted for the inroad warning lights on Central Avenue and Hibiscus Street located in the immediate vicinity of Cypress Elementary School and is under review by the City's construction manager. Once this lighted crosswalk is put in place it will approve pedestrian safety for the school and other city public facilities. The project also includes construction of additional sidewalk to improve access to the existing Omnitrans bus stop on Central Avenue, just south of Hibiscus. Public Works, for the last two weeks, have cleaned up and removed trash and debris at five locations left by homeless encampments. Central Avenue/City Creek, Palm Avenue/City Creek, Base Line/Warm Creek, Boulder Avenue/City Creek and Boulder Avenue/Elder Gulch were all cleaned. The next major clean up area will be happening on Highland Avenue, east of Rockford. The Flood Control District will be working with the City on cleaning that bridge up again. Under Planning, LA Fitness is going to be rebranding the existing gym on Greenspot Road to Esporta Fitness. They're going to be remodeling the interior and they'll be temporarily closed from March 9 and reopen on March 14 with their new name. Planning staff is preparing the annual General Plan and Housing Element update which will be reviewed by the Planning Commission and the City Council; they will be working on that in March. The County approved the City's budget for census outreach activities and planning staff will prepare marketing materials and host seven outreach events to encourage the hard to count populations in the city to participate. Flyers were mailed out with the assistance of Burrtec Industries and the latest refuse correspondence. Staff is wrapping up the details of the 24th Annual Citrus Harvest Festival which is scheduled for Saturday, March 28. San Manuel Band of Mission Indians will be recognized as a festival honoree, and the stage will be busy with the sounds of the Highland Music Company, Citrus Valley High School and Beattie Middle School. More than 100 vendors and historic demonstrators will also be present at the festival. Staff is currently working to close, this month, the flood control property with TREH Partners and the County of San Bernardino. We are still on target to close that on February 28. The Community Trails Committee recommended Saturday, May 2, as the date for the 26th Annual Trails Day event. The Community Trails Committee is recommending the City Creek trail between Base Line and Highland Avenue as this year's location. Staff will prepare a formal request to be brought forward to the City Council on March 10. Staff has received two preliminary lease requests for two new cell phone towers, one at Aurantia Park and the other at the police station. We are reviewing those and, of course, those would have to come forward to the City Council. Volunteer services; the Citrus Harvest Festival baking contest will be Thursday, March 5. Public Safety Appreciation week is Tuesday, March 10 through Friday, March 13; everyone is invited. Highland Improvement Team will be cleaning up the Historic District on Saturday, March 21, at 8:00 a.m. Blood drive will be held at the Highland police station on Monday, March 23. We will be having an Arbor Day celebration on Friday, April 24, at 9:00 a.m. and it will be here at City Hall where we will be planting a tree out in our planter. Used Oil Filter Exchange and Recycling event will be Saturday, March 7, at the Auto Zone. Free Compost

giveaway Saturday, March 14 here at City Hall. Wednesday, April 22, is the Redlands Bike Classic which will also be held here in the City of Highland. Just a summary of police and fire activities since the last report, the police department responded to 1,767 calls, 220 reports, and 72 arrests. The fire department responded to 229 medical emergencies, 2 structure fires, 19 vehicle collisions, 1 vehicle fire, 2 vegetation fires, 7 debris fires, 5 ringing alarms, 11 public assists, 4 fire maintenance standbys and 2 investigations with total number of calls for service of 282.

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

Mayor Pro Tem Lilburn stated she recently had the opportunity to be the first guest speaker for the new charter school, New Vision. New Vision has a new program where they feature speakers from the community to come and address the Senior Class. Also, the second Veterans Day committee meeting was held and a date of November 7 was selected.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:26 p.m. in memory of Donald Lee and Beverly Phillips.

Submitted By:

Approved By:


Betty Hughes, MMC
City Clerk


Larry McCallon
Mayor