MINUTES
CITY COUNCIL REGULAR MEETING
APRIL 14, 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.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Solano, Timmer (6:01)
Absent: None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Received no public comment.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Chavez, seconded by Council Member Solano, 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. Minutes – March 10, 2020 City Council Regular Meeting
   Approved the Minutes as submitted.

3. Minutes – March 24, 2020 City Council Special Meeting
   Approved the Minutes as submitted.

4. Warrant Register
   Approved Warrant Register No. 701 for April 14, 2020, in the amount of $4,516,461.91 and Payroll of $188,737.39.

5. Treasurer's Report for February 2020
   Received and filed Treasurer's Report for February 2020.

6. Claim Consideration – Anthony Allen
   Rejected claim.

7. Electronic Fund Transfers (EFT) for (1) Cal PERS Health and Retirement Invoices and (2) ICMA R/C Deferred Compensation (457) Plan Invoices
Approved electronic fund transfers for (1) Cal PERS health and retirement invoices and (2) ICMA R/C deferred compensation (457) plan invoices in lieu of City checks or warrants.

RESOLUTION NO. 2020-016
A RESOLUTION OF THE CITY OF HIGHLAND, CALIFORNIA, AUTHORIZING ELECTRONIC FUND TRANSFERS (EFT) TO THE CALIFORNIA PUBLIC EMPLOYEE RETIREMENT SYSTEM (CAL PERS) AND THE INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION (ICMA R/C)

8. CAL-ID Contract through the San Bernardino County Sheriff's Department
Approved the proposed CAL-ID contract with San Bernardino County and authorizes the City Manager to sign the contract.

9. Records Destruction Authorization
Approved the destruction of certain records.

10. Review of the City's 2019 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588
Received and filed the 2019 General Plan Annual Report.

11. Design Services Proposal/Engineering Resources of Southern California, Inc., Pavement Management Program, Sector E Pavement Rehabilitation (Project str20001)
    1. Approved proposal from Engineering Resources of Southern California, Inc. (ERSC) to provide engineering design services for Sector E Pavement Rehabilitation (Project str20001); and
    2. Authorized the City Manager to approve contract amendments up to 10% of the contract amount.

12. 5th Street Interchange Project/Request to SBCTA for Funding Under Measure I Valley Interchange Phasing Program
Authorized the City Manager to submit a letter to SBCTA requesting funding under the Measure I Valley Interchange Phasing Program for the 5th Street Interchange Project.

13. Designation of County Health Officer as the City Health Officer
Adopted Resolution No. 2020-015 designating the County Health Officer as the City's Health Officer, and providing for the enforcement of State laws, statutes, orders and regulations relating to public health by the San Bernardino County Health Officer.

RESOLUTION N0. 2020-015
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, DESIGNATING THE COUNTY HEALTH OFFICER AS THE CITY'S HEALTH OFFICER, AND PROVIDING FOR THE ENFORCEMENT OF STATE LAWS, STATUTES, ORDERS AND REGULATIONS RELATING TO PUBLIC HEALTH BY THE SAN BERNARDINO COUNTY HEALTH OFFICER WITHIN THE CITY OF HIGHLAND

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

14. Contract with San Bernardino County for Animal Control Services for FY 2020/2021 (Amendment No. 6)

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

City Clerk Hughes stated, for the record, public comment was attached to the staff report as a letter was received on April 6 from Mr. Anthony Serrano. This correspondence was included in the agenda packet and was distributed to City Council as well as posted online.

A MOTION was made by Council Member Chavez, seconded by Council Member Timmer, to approve the contract with San Bernardino County for Animal Care and Control Services for FY 2020/21 in the amount of $467,172.00 and authorize the Mayor to sign the contract. Motion carried, 5-0.

15. Sheriff's Department Schedule A for FY 2020-2021

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

City Attorney Marroquin stated for the record that was Director of Administrative Services Chuck Dantuono speaking for the public's knowledge.

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem Lilburn, to authorize the Mayor to execute the Schedule A contract (fiscal year 2020-2021) for Law Enforcement Services with the San Bernardino County Sheriff's Department and approve the budget adjustment in Attachment D. Motion carried, 5-0.

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

City Manager Hughes stated he will be focusing on the COVID-19 issue that we have been dealing with for a little over a month now. Just to give you the latest stats that the County had, just before the meeting, total tests conducted in San Bernardino County is 9,358 with 977 confirmed cases county-wide and we currently have 39 confirmed cases of COVID-19 in the City of Highland. Things that the City has been doing are; our City Hall is closed to the public, the lobby is closed, and that will be through April 30. We will make a determination at that time whether we will be reopening or not. We are conducting business via email, voicemail, telephone and we do allow appointments on an as-needed basis for construction related activities. We did have to, at the recommendation of the Public Health Department, close the parking lots at our parks, and we did fence off the playgrounds as well as the gazebos in our parks. We are currently running on split shifts for our non-management staff. We are doing this so that we have a set of staff members that are out of City Hall in case we do have somebody that gets sick. We will have people that are outside of the office that can come in and work. Those folks are working from home. We obtained laptops for people to work from home when they are not working their normal shift here at the City. City management is, however, working our normal work schedule. The police department and fire department are both holding up and doing well. We have not had any cases of COVID-19 in our Highland Sheriff station or with our Cal Fire employees here in the City of Highland. He would like the public, if they want to get the latest information from the city, to follow us on our Facebook page as well as our city website where we have links to the current information from the County, the State, as well as the Federal government. He would also like to point out the County of San Bernardino Public Health information number for people that have any questions regarding the pandemic is 909.387.3911.

Mayor Pro Tem Lilburn stated she would like to thank City Manager Hughes for his daily comments and updates' regarding what has been going on through this process. It is very helpful and she appreciates it.

Mayor McCallon stated he also echoes Mayor Pro Tem Lilburn's statement of appreciation for the information.

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

Mayor Pro Tem Lilburn stated she would like the Council to know that Omnitrans continues to meet via Zoom for their executive committee, programs and board meetings. The same for the airport, they are continuing to meet via Zoom with a meeting scheduled for next Wednesday. The Senior Center is operating on a skeleton crew with an average of 180 daily calls from seniors looking for various resources for food and health appointments. They are still transporting homebound seniors to vital medical appointments only and grocery shopping. We are not offering transportation for any other appointments but we still have to get them to the doctor and get their groceries for them. The Senior Center has

also teamed up with San Manuel who is providing a daily hot lunch. East Valley Water District is picking the meals up from San Manuel. They then bring the meals to the Senior Center where they have a crew to conduct traffic control and are dispersing the lunches to the seniors for free in the community.

Mayor McCallon stated he has also been attending several meetings via Zoom and WebEx for Metrolink, LAFCO and others who he is involved with regionally.

They have all been working fine. There have been no problems with any of them. Council Member Chavez stated the Wash Plan Task Force is meeting on April 28 via teleconference so he will be in attendance. He will have a report after this meeting. Just a quick comment on how he likes how the Council meeting is being held via teleconference but as he is hearing others are doing Zoom meetings maybe it will be easier for us to do it as well for our next Council meeting. He just received a text from a resident who stated he cannot call in because he has to pay. He does not want our residents paying to listen to our Council meetings. If there is any easier way for us to do these meetings and get the word to our public, it would be good.

Mayor McCallon stated he agrees. He likes both the Zoom and WebEx services as they have been working fine. Staff will review and discuss both services to see what we can do.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:27 p.m. in memory of Raymond "Earl" Bing, Jr., Mary Huff, John Rago, Robert Lange and John Rozzi.

Submitted By:

Betty Hughes, MMC
City Clerk

Approved By:

Larry McCallon
Mayor