

**MINUTES
CITY COUNCIL REGULAR MEETING
APRIL 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.

ROLL CALL

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

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

City Clerk Hughes read public comment received from Jorge Osvaldo Heredia regarding making City Council meetings more accessible via online access.

City Clerk Hughes read public comment received from Estella Gutierrez-Zamano regarding Highland thank you Thursdays.

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, 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 – April 14, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 702 for April 28, 2020, in the amount of \$666,678.36 and Payroll of \$134,730.77.
4. Treasurer's Report for March 2020
Received and filed Treasurer's Report for March 2020.
5. Claim Consideration – Kathleen Olguin
Rejected claim.

6. Notice of Completion – Project No. str17005D, “Pavement Management Program – Pavement Preventive Maintenance Sectors B, C, D and E Slurry Seal” (Bid No. 2019-03)
 1. Accepted Project No. str17005D, “Pavement Management Program – Pavement Preventive Maintenance Sectors B, C, D and E Slurry Seal” (Bid No. 2019-03) as complete;
 2. Authorized the Mayor to sign the Notice of Completion; and
 3. Directed the City Clerk to file the Notice of Completion.
7. Agreement with County of San Bernardino for Pavement Rehabilitation of Tippecanoe and Other Roads (Project str200003)
 1. Approved Agreement with County of San Bernardino for Pavement Rehabilitation of Tippecanoe and other Roads (Project str200003); and
 2. Authorized the City Manager to execute the agreement.
8. Development Impact Fee Reimbursement – Water Street Land, LLC (Tract 18935, Southeast Corner of Water Street and Aplin Street)

Approved Development Impact Fee reimbursement to Water Street Land, LLC, in the amount of \$68,361.88.
9. Agreement between the City of Highland, City of San Bernardino and County of San Bernardino for Grant Application to the Active Transportation Program (ATP), Cycle 5, to Fund Development of the Highland/San Bernardino Bi-City Bikeway and Walkway Connector
 1. Approved an agreement between the City of Highland, City of San Bernardino and County of San Bernardino for grant application to the Active Transportation Program (ATP), Cycle 5, to fund development of the Highland/San Bernardino Bi-City Bikeway and Walkway Connector; and
 2. Authorized the City Manager to sign the agreement and approve amendments up to 10% of the estimated grant application cost.
10. HKA Contract Amendment for Professional Services – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)
 1. Approved the amendment to the professional services agreement with HKA; and
 2. Authorized the City Manager to approve any future contract amendments up to 10% of the new contract amount.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

11. Allocation of the City of Highland's Community Development Block Grant Covid-19 (CDBG-CV) Funds

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

A MOTION was made by Council Member Chavez, seconded by Council Member Timmer, to authorize the Finance/Personnel Subcommittee to approve the City's CDBG-CV application(s) no later than May 4, 2020, and to prioritize all eligible applications no later than May 12, 2020. Motion carried, 5-0.

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

City Manager Hughes stated he would like to give the City Council and the public some updated stats. County-wide we have 1,827 confirmed cases of COVID-19 in San Bernardino County. We have 60 confirmed cases in the City of Highland. There has been 18,579 tests conducted county-wide and 443 Highland residents have been tested so far. Staff is currently working with the County of San Bernardino Public Health Department to bring a drive-thru testing site into the city and those negotiations are ongoing. The City Hall lobby remains closed, except for appointments for building related activities, and it will likely remain closed until restrictions are loosened at the state and federal level. There was some information that was released from the Governor's office today on what they are going to be looking at and a phase in plan of loosening up restrictions throughout the state but we need to get a little more information regarding how that is all going to work before we can comment further. We are still working with split shifts for general staff with management staff still working their normal schedule. We are conducting business via phone, email, and voicemail and all of the information on who to contact and their extensions are located on our website. Parks are currently open for passive recreation activities with social distancing. We still have the parking lot at Central Park closed to discourage large gatherings of people with the gazebos and playground equipment still fenced off. We are encouraging our citizens to visit our website for links to county, state, federal resources and guidelines. Also, please follow the City of Highland on Facebook for any updates. Citizens can also call the County Public Health Department Covid-19 hotline for information and that number is (909) 387-3911. He also wanted to make the Council aware that staff has been doing testing with Zoom and our goal is to have the next Council meeting conducted via Zoom.

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

Mayor Pro Tem Lilburn stated she would like to remind Council that the Veterans Day event committee continues to meet via phone. They are still moving forward and hoping that all goes well by November as the event date is set for November 7, 2020. She will continue to keep everyone posted on this event. Also, she is receiving a lot of phone calls from our local businesses. She would like to know if we have any information on how we are going to open up as she believes everyone is anxious to open up. She appreciates the daily updates with information provided by City Manager Hughes. She would also like to publicly thank San Manuel and East Valley Water District. During the month of April they have served over 2,000 lunches to senior citizens via drive-thru service.

City Manager Hughes stated he would recommend she refer the local business owners to the County Public Health Department COVID hotline. They will have the most recent information and the number is (909) 387-3911.

Mayor McCallon stated the Governor's phase plan for reopening businesses is what the County of San Bernardino is looking at. What we are trying to do at the County level, as was discussed in his Mayor discussion group, is getting the testing at a point where we can comfortably convince the Governor to let us go into phase two at least. Hopefully we will get that process going. We are also in the process of doubling the amount of testing being done county-wide and hopefully we will be able to get some of these businesses open, of course in a different fashion, with social distancing to protect everyone.

Council Member Timmer stated he would like to echo on Mayor Pro Tem Lilburn's comments regarding businesses. Yesterday he decided to go out for lunch using the drive-thru access at one of our local businesses. He drove to several businesses near the freeway and the lines were so long but he got his food and enjoyed his meal in the parking lot. He would like to point out if we give businesses the opportunity, they will make things work.

ANNOUNCEMENTS

None

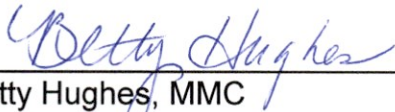
CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:14 p.m. in memory of Arlene Johnson.

Submitted By:


Betty Hughes, MMC
City Clerk

Approved By:


Larry McCallon
Mayor