

**MINUTES
CITY COUNCIL REGULAR MEETING
NOVEMBER 10, 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 Pastor Rob Zinn, Immanuel Baptist Church, and the Pledge of Allegiance was led by Mayor Pro Tem Lilburn.

ROLL CALL

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

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Rod Torres spoke regarding his gratitude for the City's quick actions addressing his concerns with illegal street racing in his neighborhood.

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, 3-0, with Council Member Chavez and Council Member Solano 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 – October 27, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 712 for November 10, 2020, in the amount of \$1,335,094.64 and Payroll of \$106,360.61.

4. Resolution No. 2020-053 Establishing Employee Salaries
 1. Approved Resolution No. 2020-053 establishing employee salaries;
 2. Approved the following budget adjustment: Transfer \$19,665 from 001-2100 (General Fund-Fund Balance) to be expended from 001-1450-3010 (General Government-Salaries); and
 3. Approved the attached job description.

RESOLUTION NO. 2020-053
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING EMPLOYEE SALARIES

5. Easement Acceptance/Morris (7398 Golondrina Drive)
 1. Accepted Grant of Easement for Road and Drainage purposes from Marisol Morris; and
 2. Directed the City Clerk to record the Grant of Easement.
6. Easement Acceptance/Sanchez (7995 Cortez Street)
 1. Accepted the Grant of Easement for Road and Drainage purposes from Daniel & Maria Sanchez; and
 2. Directed the City Clerk to record the Grant of Easement
7. Easement Acceptance/Jose A. Huizar – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)
 1. Accepted the Grant of Easement for Road and Drainage purposes from Jose A. Huizar; and
 2. Directed the City Clerk to record the Grant of Easement.
8. Bid Award – Bid No. 2020-09, “City-Wide Traffic Striping and Pavement Marking Maintenance Contract”

Awarded the bid for Bid No. 2020-09, “City-Wide Traffic Striping and Pavement Marking Maintenance Contract,” to the responsive low bidder, Interstate Striping & Signs, Inc.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

9. State Department of Parks and Recreation per Capita Grant Program Application Authorization Resolution

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

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem Lilburn, to adopt Resolution No. 2020-054 authorizing the submittal of applications for per capita grant programs offered by the State Department of Parks and Recreation and to authorize the City Manager or his/her designee to execute all documents on its behalf. Motion carried, 3-0, with Council Member Chavez and Council Member Solano being absent.

RESOLUTION NO. 2020-054

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING APPLICATION(S) AND PROCEDURES FOR THE
STATE DEPARTMENT OF PARKS AND RECREATION PER
CAPITA GRANT FUNDS PROGRAM

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

City Manager Hughes stated a brief update regarding COVID-19, county-wide we are at a little over 70,000 confirmed cases, testing county-wide we are at 888,000 tests and there have been just over 1,000 deaths county-wide. Hospitalization rate, unfortunately, is continuing to trend up in the County. The ICU and ventilators are remaining somewhat flat and there is a slight upward trend, but those seem to be under control. We are still in the purple tier and as a matter of fact, the positivity rates are trending up and all the indicators as well, unfortunately. Parks are still open for passive recreational use only. We did start the Highland COVID Compliant Business Program which matches the County's \$2,500 per business. The County's COVID Complaint Hotline is still open, and that number is (909) 387-3911. There is some good news on the horizon, and he is sure everyone has heard, but there is a vaccine that sounds like it's going to be coming out with the initial tests showing it's 90% plus effective. There are some new treatments that were just approved by the FDA for high risk individuals and those were approved this week as well. So, there is some hope on the horizon. Just to bring the Council up to speed on some other items, there is a Draft Active Transportation Plan that the City was selected for by SCAG to help develop a model template active transportation plan, so that is underway. We did have some challenges because of COVID so we are modifying the way things are done with that, but the first draft is available for public input at <https://draftplan.highlandatplan.com>. There is also a link located on the City's webpage. Staff anticipates the draft plan to be reviewed by the Planning Commission in December and brought back to the Council in January, 2021. The Rexco development received conditional approval of a 200-unit apartment complex at the northwest corner of Greenspot Road and Webster Street two months ago. This week they submitted a revised site plan and building

elevations reflecting the amendments made by the Planning Commission as well as the City Council. The updated plans will be forwarded to Building and Safety, and Engineering for construction and grading plan check. At the first meeting on November 3, the newly appointed Planning Commission approved plans for the KFC/Taco Bell remodel, a new contractor storage yard on Meines Street and an ABC license for a cocktail lounge at the southwest corner of Base Line and Victoria Avenue. At their next meeting, the Planning Commission will review proposals for an amendment to the Mediterra Planned Development. The property that was carved out in the middle is now being added into the project. There will also be a sign program for Rio Ranch Market and an outdoor recreation improvement plan for Real Journeys Academy. Planning staff and the City's consultant will conduct a public outreach meeting via Zoom on November 12 to take input on the upcoming housing and safety element updates. Voting at the City Council Chambers, as the Council is aware, we did have voting held here. It was successful with the drop off box outside of City Hall remaining in place for the next five years. There was a constant flow of cars dropping off ballots since the first day of voting on October 5. We did have a lot of folks come through the facility and everything went well. The Fee Study, staff is putting the finishing touches on that and that will be coming forward to the Finance Subcommittee in December/January and to the City Council in January/February. Here is another update regarding a public improvement project, the Boulder Avenue improvement between San Manuel Village and Greenspot Road. It is a two mile stretch and includes a landscape median, parkway landscaping, median drainage, sidewalks, ADA ramps, bus stop, ADA landing areas, trail entrances, lighting, bridge lights, roadway street lights, sound wall architecture enhancement, graffiti coatings, pavement rehabilitation, bicycle detection systems, way finding signs and striping. That project will be going out to bid with the advertisement beginning on December 3 through January 12. The bid award will then be presented to the City Council for consideration, we are estimating February 9. Construction is estimated to begin March 2021. Approximately 80% of this project is funded by federal projects from the National and Regional Significance Program and AQMD Mobile Resource Solutions funds. Some brief stats from law enforcement, from October 26 to November 8 there were 1,760 calls for service. The police department took 124 reports, made 47 arrests and unfortunately, we did have one homicide. He will now give some updates on some upcoming activities. We have a Blood Drive coming up on November 30 at the Highland Police station, we also have the Friendsgiving Food Drive with collection locations at the Police Station, City Hall and Fire Station #2 and that will be from October 26 to November 13. The COVID Compliant Business Program, we have seventeen businesses that are approved and twenty-five pending. Regarding our Senior COVID Grocery Delivery Grant Program, we have two seniors approved with eight seniors pending. If you know of any seniors that would like to participate in this program, please let us know as we do have funds available. Burrtec completed illegal dumping workorders and this is an interesting stat, in all of 2019 there were 727 workorders, in 2020 to date, there has been 1,655. So, they are very busy out there taking care of the illegal dumping in the public right-of-way.

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

None

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:21 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor