

# CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

## REGULAR MEETING

June 22, 2021

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

## CITY COUNCIL MEMBERS

PENNY LILBURN, MAYOR

LARRY McCALLON, MAYOR PRO TEM

JESSE CHAVEZ, COUNCIL MEMBER

ANAELI SOLANO, COUNCIL MEMBER

JOHN P. TIMMER, COUNCIL MEMBER

## STAFF

Joseph A. Hughes - City Manager

Chuck Dantuono - Director of Administrative Services/City Treasurer

Betty Hughes - City Clerk

Lawrence Mainez - Community Development Director

Carlos Zamano - Public Works Director/City Engineer

Maricela Marroquin - City Attorney

## MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: [www.cityofhighland.org](http://www.cityofhighland.org)

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to participate in this meeting, please call the City Clerk's Department at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the City Council less than 72 hours prior to that meeting are available for public inspection at City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

### **SPECIAL NOTICE REGARDING COVID-19**

This meeting is being held in person. Please be advised, facial coverings or masks should be worn in the Council Chambers. The number of persons permitted in the Council Chambers will be limited to the available seats in order to adhere to social distancing guidelines. Temperature checks will be taken prior to entering the Council Chambers.

If there are no available seats in the Council Chambers, accommodations will be made for members of the public to listen to the meeting outside the Council Chambers. Seating will not be provided outside the Council Chambers.

---

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on June 22, 2021, to the City Clerk at [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the June 22, 2021 agenda, please identify the agenda item number in the subject line.

For those wishing to make a public comment regarding a public hearing item (Nos. 14-19), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered part of the record. Please email your comments to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org).

All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

Members of the public will be permitted to make public comments in person.

---

**CITY COUNCIL REGULAR MEETING  
JUNE 22, 2021 - 6:00 p.m.**

**AGENDA**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**REPORT FROM CLOSED SESSION**

**SPECIAL PRESENTATIONS**

**PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)**

To address the City Council, please complete a speaker form located at the entrance and give it to the City Clerk prior to the beginning of the meeting. Your name will be called when it is your turn to speak. State Law prohibits the City Council from taking action on any item not on the agenda. Individual speakers are limited to three minutes each.

Comments received via email by June 22, 2021, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

**CITY COUNCIL CONSENT CALENDAR**

1. Waive the Reading of All Ordinances  
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
2. Minutes – June 8, 2021 City Council Regular Meeting  
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register  
RECOMMENDATION: Approve Warrant Register No. 726 for June 22, 2021, in the amount of \$1,956,840.93 and Payroll of \$102,930.55.
4. Treasurer's Report for May 2021  
RECOMMENDATION: That the City Council receive and file Treasurer's Report for May 2021.

5. Resolution No. 2021-\_\_\_\_\_ Establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2021/2022  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council adopt Resolution No. 2021-\_\_\_\_\_ establishing the Annual Special tax for Community Facilities District No. 90-1 for Fiscal Year 2021/2022 and file with the County Auditor-Controller Resolution No. 2021-\_\_\_\_\_ with the tax roll.
6. Resolution No. 2021-\_\_\_\_\_ Establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2021/2022  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council adopt Resolution No. 2021-\_\_\_\_\_ establishing the Annual Special tax for Community Facilities District No. 2001-1 for Fiscal Year 2021/2022 and file with the County Auditor-Controller Resolution No. 2021-\_\_\_\_\_ with the tax roll.
7. Resolution No. 2021-\_\_\_\_\_ Establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2021/2022  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council adopt Resolution No. 2021-\_\_\_\_\_ establishing the Annual Special tax for Community Facilities District No. 2007-1 for Fiscal Year 2021/2022 and file with the County Auditor-Controller Resolution No. 2021-\_\_\_\_\_ with the tax roll.
8. AECOM Contract Amendment No. 2 for Professional Services – Base Line Bridge over City Creek (Project No. brg07001)  
RECOMMENDATION: That the City Council:  
1. Approve Amendment No. 2 to the professional services agreement with AECOM; and  
2. Authorize the City Manager to approve any future contract amendments up to 10% of the new contract amount.
9. Amendment to Agreements for Siemens Mobility, Inc.  
RECOMMENDATION: That the City Council approve Addendum No. 1 to agreements with Siemens Mobility, Inc. (Siemens), for Traffic Signal and Street Light Maintenance to Reflect a Contract Transfer from Siemens to Yunex LLC.
10. Second Reading of Specific Plan Review (SRP No. 06-01A): Ordinance No. 447 of the City of Highland Amending the Greenspot Village & Marketplace Specific Plan (SPR No. 06-001) to Adjust the Boundaries of Planning Area No. 1 (Highland Marketplace) and the Boundaries Area of Planning Area No. 2 (Residential Village). Eliminate the Village Paseo from Scenario No. 1 and Eliminate the Requirement of Private Open Space for Studio Units  
RECOMMENDATION: That the City Council conduct a second reading of the Specific Plan Revision (SPR No. 06-01A), read by title only, and waive further reading of Ordinance No. 447 amending the Greenspot Village and Marketplace Specific Plan (SPR No. 06-001) to adjust the boundaries of Planning Area No. 1 (Highland Marketplace) and the boundaries area of Planning Area No. 2 (Residential Village), eliminate the Village Paseo from Scenario No. 1 and eliminate the requirement of private open space for studio units.

11. Easements Acceptance/Patrick Earthly “Pat’s Place” Restaurant (26001 Base Line)  
RECOMMENDATION: That the City Council:
1. Accept Grants of Easement for Road and Drainage purposes and sidewalk purposes from Patrick Earthly; and
  2. Direct the City Clerk to record the Grant of Easement.
12. Notice of Completion – Bid No. 2019-08, “Removal and Replacement of Traffic Control Signs” (Project str20004)  
RECOMMENDATION: That the City Council:
1. Accept Project No. str20004 (Bid No. 2019-08, “Removal and Replacement of Traffic Control Signs” as complete;
  2. Authorize the Mayor to sign the Notice of Completion; and
  3. Direct the City Clerk to file the Notice of Completion.
13. Notice of Completion – Project Nos. ola18001, ola19001 & ola20001 (Bid No. 2020-06, “FY 2018-19, FY 2019-20 and FY 2020-21 CDBG Streets Pavement Improvements”)  
RECOMMENDATION: That the City Council:
1. Accept Project Nos. ola18001, ola19001 & ola20001 (Bid No. 2020-06, “FY 2018-19, FY 2019-20 and FY 2020-21 CDBG Streets Pavement Improvements”) as complete;
  2. Authorize the Mayor to sign the Notice of Completion; and
  3. Direct the City Clerk to file the Notice of Completion.

## **CITY COUNCIL PUBLIC HEARING**

The order of business for Public Hearings shall be:

- 1) Mayor opens Public Hearing;
- 2) Staff presentation;
- 3) Applicant/Representative presentation;
- 4) Speakers in favor of proposal;
- 5) Speakers in opposition to proposal;
- 6) Applicant rebuttal;
- 7) Mayor closes Public Hearing;
- 8) Council discussion, motion and vote.

## **ONCE THE PUBLIC HEARING IS CLOSED NO FURTHER TESTIMONY IS TAKEN.**

For those wishing to make a public comment regarding a public hearing item (Nos. 14-19), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered as part of the record. Please email your comments to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). The City Clerk shall read all email comments provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting.



14. Public Hearing and Consideration of the Adjustment in the Residential and Commercial Refuse Collection Rates and Annual Property Tax Roll Billing in Accordance with the Current Franchise Agreement Dated August 1, 2018  
RECOMMENDATION: The Public Works Subcommittee recommends the City Council:
1. Adopt Resolution No. 2021-\_\_\_\_\_ establishing rates for residential and commercial/industrial refuse collection and rescinding Resolution No. 2019-033 effective July 1, 2021, in the event that the City Council determines that a majority protest does not exist. Approval requires a two-thirds vote of the members of the City Council.
  2. Adopt Resolution No. 2021-\_\_\_\_\_ providing for the levy and collection of solid waste program fees by the county tax collector in the same manner and at the same time as general taxes, in the event that the City Council determines that a majority protest does not exist. Approval requires a two-thirds vote of the members of the City Council.
15. An Appeal (APP 21-001) of the Historic and Cultural Preservation Board's Partial Denial of Certificate of Appropriateness (COA 21-002); Installation of a Six-Foot (6') Tall White Vinyl Fence at a Single-Family Home in the Highland Historic District. (Continued from May 25, 2021)  
RECOMMENDATION: That the City Council consider an Appeal of the Historic and Cultural Preservation Board's partial denial of Certificate of Appropriateness (COA 21-002); installation of a six foot (6') tall white vinyl fence.
16. Extension of Time (EOT) No. 21-001 for Tentative Tract Map No. 19915 (TTM No. 14-004) and Conditional Use Permit (CUP) No. 15-001 Facilitating Highland Park Planned Development (SPR No. 15-001) for a Residential Community Consisting of 46 Single-Family Residential Lots, One Neighborhood Park/Water Quality Basin, Roadways and Two (2) Lettered Landscaped Lots  
RECOMMENDATION: That the City Council accept the Applicant's withdrawal of Extension of Time No. 21-001 Application in response to Assembly Bill No. 1561 which extends the subject Map for 18 months.
17. Resolution No. 2021-\_\_\_\_\_ Fixing the Highland Paramedic Special Tax Rate for Fiscal Year 2021/22  
RECOMMENDATION: That the City Council adopt Resolution No. 2021-\_\_\_\_\_ fixing the Highland Paramedic Special Tax rate for Fiscal Year 2021/22.
18. Consolidated Landscape and Lighting District 96-1 Annual Report (Fiscal Year 2020/21)  
RECOMMENDATION: That the City Council approve Resolution No. 2021-\_\_\_\_\_ ordering the continued maintenance of improvements in Consolidated Landscape and Lighting District No. 96-1, confirming the Engineer's Report and levying the assessment for fiscal year 2021/22.

19. Street and Drainage Maintenance District 96-1 Annual Report (Fiscal Year 2021/22)

RECOMMENDATION: That the City Council approve Resolution No. 2021-\_\_\_\_\_ ordering the continued maintenance of improvements in Street and Drainage Maintenance District 96-1, confirming the Engineer's Report and levying the assessment for fiscal year 2021/2022.

## **CITY COUNCIL LEGISLATIVE**

20. Re-Districting Following the Release of the 2020 Census

RECOMMENDATION: That the City Council:

1. Consider the various options for reviewing and adopting district boundaries and select the City Council as the entity that will review and revise or readopt the district boundaries;
2. Direct staff to move forward with the City Council approved redistricting process based on the timeline set forth in the staff report; and
3. Authorize the Mayor to execute a professional services agreement with National Demographics Corporation (NDC), effective July 1, 2021, for a not to exceed amount of \$30,000, subject to City Attorney review of the agreement.

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

RECOMMENDATION: Discussion and possible action.

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

RECOMMENDATION: Discussion and possible action.

## **ANNOUNCEMENTS**

### **CLOSED SESSION**

#### **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):

One case.

## **ADJOURN**

Regular Meetings

July (no meetings); August 10, 24; September 14, 28; October 12, 26; November 9, 23;  
December 14, (December 28 - no meeting)

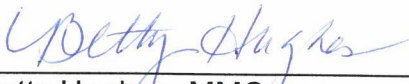
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before June 17, 2021, by 5:30 p.m., on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: June 17, 2021

  
\_\_\_\_\_  
Betty Hughes, MMC  
City Clerk