

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

September 28, 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

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 are required to be worn in the Council Chambers regardless of a person's vaccination status. If you do not have a facial covering or mask, one will be provided to you.

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 September 28, 2021, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the September 28, 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 (No. 9), 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. 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
SEPTEMBER 28, 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 September 28, 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 – September 14, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 730 for September 28, 2021, in the amount of \$1,684,366.84 and Payroll of \$102,008.32.
4. Treasurer's Report for August 2021
RECOMMENDATION: That the City Council receive and file Treasurer's Report for August 2021.

5. Year-End Budget Adjustments for Fiscal Year 2020/2021
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council approve the year-end budget adjustments for fiscal year 2020/2021.
6. Sheriff's Department Schedule A Amendment for FY 2021-2022 and Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services
RECOMMENDATION: That the City Council:
- 1) Authorize the Mayor to execute the amended Schedule A contract (FY 2021-2022) for Law Enforcement Services with the San Bernardino County Sheriff's Department;
 - 2) Approve the following budget adjustments: \$153,260 for Revenue Account 001-1450-9544 and \$153,260 for Expenditure Account 001-2000-4560; and
 - 3) Approve the Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services.
7. Selection of an Event Date and Budget for the 24th Annual Citrus Harvest Festival
RECOMMENDATION: The Historic and Cultural Preservation Board recommends the City Council:
- 1) Select March 26, 2022, as the Event Date for the Citrus Harvest Festival with a rain date of April 2, 2022; and
 - 2) Adopt the budget.
8. The Coalition for Clean Air Requests the City Participate in the 2021 California Clean Air Day on October 6, 2021
RECOMMENDATION: That the City Council adopt Resolution No. 2021-_____ to support and participate in the 2021 California Clean Air Day on October 6, 2021.

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 (No. 9), 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. 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.

9. Adoption of an Urgency Ordinance, Extending for an Additional 10 Months and 15 Days through August 23, 2022, an Existing Moratorium on the Approval of Applications for Land Use Entitlements for New Service Station Uses or the Expansion in the Number of Pumps of Existing Service Station Uses
RECOMMENDATION: That the City Council adopt Ordinance No. _____ extending the moratorium on the approval of land uses entitlements for new service station uses and expansion in the number of pumps at existing stations for an additional 10 months and 15 days.

CITY COUNCIL LEGISLATIVE

10. Request for a Special Event Permit (SEP-21-005) by Immanuel Baptist Church for its Annual Harvest Festival on Sunday, October 31, 2021
RECOMMENDATION: That the City Council approve SEP-21-005, authorizing the one-day annual Harvest Festival at Immanuel Baptist Church facilities subject to the conditions of approval.
11. Special Event Permit (SEP-21-006) by Highland Area Chamber of Commerce for the First Annual Discover Highland 5K and 10K Community Run and Request for Co-Sponsorship
RECOMMENDATION: That the City Council consider the following actions:
- 1) Approve the Special Event Permit 21-006 subject to the conditions of approval;
 - 2) Authorize the use of the City logo for promotional items; and
 - 3) Approve a request by the Highland Area Chamber of Commerce for Co-Sponsorship and waiving of City police fees and Public Works traffic control fees in the amount of approximately \$9,973.11.
12. Engineering Resources of Southern California (ERSC) Amendment for Professional Services – City/County Joint Pavement Rehabilitation (Project No. str20003)
RECOMMENDATION: That the City Council:
- 1) Approve Amendment to the professional services being provided by ERSC for the City/County Joint Pavement Rehabilitation Project; and
 - 2) Authorize the City Manager to approve any future contract amendments up to 10% of the new contract amount.

13. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
14. 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

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 September 23, 2021, by 5:30 p.m., on our website at 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: September 23, 2021



Betty Hughes, MMC
City Clerk