

# CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

## REGULAR MEETING

October 12, 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 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.

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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 October 12, 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 October 12, 2021 agenda, please identify the agenda item number in the subject line.

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

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**CITY COUNCIL REGULAR MEETING  
OCTOBER 12, 2021 - 6:00 p.m.**

**AGENDA**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**REPORT FROM CLOSED SESSION**

**SPECIAL PRESENTATIONS**

Presentation

Caltrans – Base Line Bridge at SR210

**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 October 12, 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 28, 2021 City Council Regular Meeting  
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register  
RECOMMENDATION: Approve Warrant Register No. 731 for October 12, 2021, in the amount of \$485,995.11 and Payroll of \$101,636.28.

4. Easement Acceptance 3rd Street Descansado LLC – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)  
RECOMMENDATION: That the City Council:
  - 1) Accept the Grant of Easement for Road and Drainage Purposes from 3rd Street Descansado LLC; and
  - 2) Direct the City Clerk to record the Grant of Easement.
5. Wildland Protection Agreement (WPA) with the State of California  
RECOMMENDATION: That the City Council:
  - 1) Approve the WPA with the State for \$47,387.57; and
  - 2) Approve the following budget adjustment: Transfer \$10,440 from 029-2512 (Fire Dept-Fund Balance) to be expended from 029-2100-4568 (Contract Services-Fire Services).
6. Bid Rejection – Bid No. 2020-11 – “Asbestos Removal and Demolition of a Single-Family Residence and On-Site Improvements Located at 7433 Central Avenue  
RECOMMENDATION: That the City Council:
  - 1) Reject all bids;
  - 2) Direct staff to revise the document to modify the project plans and specifications as necessary; and
  - 3) Re-advertise the project.
7. Declare Two (2) Seats Vacant on the Community Trails Committee  
RECOMMENDATION: That the City Council:
  - 1) Declare two (2) seats vacant on the Community Trails Committee; and
  - 2) Direct the City Clerk to advertise the vacancies on the Community Trails Committee.

## **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.**

No public hearing.

## CITY COUNCIL LEGISLATIVE

8. Consideration of Proposals for the City's Tow Rotation List Program Beginning January 1, 2022, and Ending December 31, 2023  
RECOMMENDATION: That the City Council review the proposals from the Tow Operators/Companies, and award Agreements to participate in the City's Tow Rotation Program and authorize the Mayor to execute the necessary agreements.
9. DM Contracting, Inc., Contract Change Order – Federally Funded Safe Routes to School Projects (Project Nos. str11005 & str11006)  
RECOMMENDATION: That the City Council authorize contract change orders up to 12% of the original construction contract with DM Contracting, Inc. (DM), for the Federally Funded Safe Routes to School Projects.
10. Contract Amendment No. 2 for Construction Management Services with TKE Engineering, Inc., for Federally Funded Safe Routes to School Projects (Project Nos. str11005 & str11006)  
RECOMMENDATION: That the City Council approve Contract Amendment No. 2 with TKE Engineering, Inc. (TKE), to provide additional construction management services for the Federally Funded Safe Routes to School Projects in an amount not-to-exceed \$36,475.
11. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)  
RECOMMENDATION: Discussion and possible action.
12. 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 26; November 9, 23; December 14, (December 28 - no meeting)

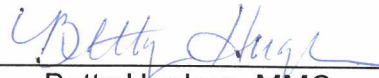
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before October 7, 2021, by 5:30 p.m., on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: October 7, 2021

  
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Betty Hughes, MMC  
City Clerk