

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

December 14, 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 December 14, 2021, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the December 14, 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.

**CITY COUNCIL REGULAR MEETING
DECEMBER 14, 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 December 14, 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 BUSINESS

1. Appointment of Mayor and Mayor Pro Tem for 2021/22
RECOMMENDATION: That the City Council choose one of its members as Mayor and another of its members as Mayor Pro Tem.
2. Membership on Various Council Subcommittees, Ad Hoc and Agency Organizations
RECOMMENDATION: That the City Council review and revise as appropriate current membership on various Council Committees, Ad Hoc and Agency Appointments.

CITY COUNCIL CONSENT CALENDAR

3. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
4. Minutes – November 9, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
5. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 734 for December 14, 2021, in the amount of \$4,065,933.93 and Payroll of \$311,313.37.
6. Treasurer's Report for October 2021
RECOMMENDATION: That the City Council receive and file Treasurer's Report for October 2021.
7. Claim Consideration – April Islas
RECOMMENDATION: George Hills Company recommends Council reject claim.
8. Escrow Account with All American Asphalt for the Retention of the Sector E Pavement Rehabilitation Project str20001 at Citizens Bank
RECOMMENDATION: That the City Council approve the attached Resolution No. 2021-_____ approving the escrow account with All American Asphalt for the retention of the Sector E Pavement Rehabilitation Project str20001 at Citizens Bank and giving Joseph A. Hughes, City Manager, the authority to sign the Escrow Agreement.
9. The Annual Comprehensive Financial Report (ACFR), the Single Audit Report on Federal Award Programs, the Independent Auditor's Report on Internal Controls, the Audit Conclusion Letter, and the Gann Limit (Appropriations Limit) Letter. All reports are for Fiscal Year Ended June 30, 2021.
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the Annual Comprehensive Financial Report (ACFR), the Single Audit Report on Federal Award Programs, the Independent Auditor's Report on Internal Controls, the Audit Conclusion letter, and the Gann Limit (Appropriations Limit) letter. All reports are for Fiscal Year Ended June 30, 2021.
10. AB 1600 Development Impact Fee Annual Report for Fiscal Year 2020-2021 per Government Code Section 66006
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the AB 1600 Development Impact Fee Annual Report for Fiscal Year 2020-2021.

11. Developer In-Lieu Fee Annual Report for Fiscal Year 2020-2021
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the Developer in-lieu Fee Annual Report for Fiscal Year 2020-2021.
12. Contract Renewal – Bid No. 2020-08, “City-Wide Concrete Maintenance Contract”
RECOMMENDATION: That the City Council extend the City-Wide Concrete Maintenance Contract with Above All Names Construction Services, Inc., for one year.
13. Contract Renewal – Bid No. 2020-09, “City-Wide Traffic Striping and Pavement Marking Maintenance Contract”
RECOMMENDATION: That the City Council extend the City-Wide Traffic Striping and Pavement Marking Maintenance Contract with Interstate Striping & Signs, Inc., for one year.
14. Notice of Completion – Project Nos str11005 & str11006 (Bid No. 2020-05, “Federal Funded Safe Routes to School Projects”)
RECOMMENDATION: That the City Council:
 1. Accept Project Nos. str11005 & str11006 (Bid No. 2020-05, “Federal Funded Safe Routes to School Projects”) as complete;
 2. Authorize the Mayor to sign the Notice of Completion; and
 3. Direct the City Clerk to file the Notice of Completion.
15. Easement Acceptance/Navarro (7987 Cortez Street)
RECOMMENDATION: That the City Council:
 1. Accept Grant of Easement for Road and Drainage purposes from Cesar and Araceli Navarro; and
 2. Direct the City Clerk to record the Grant of Easement.
16. Easements Acceptance from Curtis Skalet (Southwest Engines) and Leonel Estupinan (Johnny’s Minimart) – Traffic Signal Modifications at 5th Street and Del Rosa Drive (Project No. sig21002)
RECOMMENDATION: That the City Council:
 1. Accept the Grants of Easement for Road and Drainage purposes from Curtis Skalet and Leonel Estupinan; and
 2. Direct the City Clerk to record the Grants of Easement.
17. Addendum No. 5 of the Professional Services Agreement with Digital Map Products, Inc., for GovClarity and CommunityView Website Hosting Services
RECOMMENDATION: That the City Council approve Addendum No. 5 to Professional Services Agreement with Digital Map Products, Inc., for continued GovClarity Enterprise and CommunityView Website Hosting Services for two (2) years.

18. Second Reading of Ordinance No. 451 adding Chapter 8.13, Mandatory Organic Waste Disposal Reduction, to Title 8, Health and Safety, of the Highland Municipal Code and Making a Determination of Exemption Under CEQA in Compliance with SB 1383 Short-lived Climate Pollutants: Methane Emissions: Dairy and Livestock: Organic Waste: Landfills
RECOMMENDATION: That the City Council conduct a second reading, read by title only, waive further reading of Ordinance No. 451, an Ordinance adding Chapter 8.13 Mandatory Organic Waste Disposal Reduction to Title 8, Health and Safety of the Highland Municipal Code and Making a Determination of Exemption Under CEQA.
19. A Resolution of the City Council of the City of Highland, California, Authorizing the City to Enter Into Settlement Agreements with Mckesson Corporation, Cardinal Health, Inc., Amerisourcebergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-Mcneil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the State-Subdivision Agreements, and Authorize Entry into the State-Subdivision Agreements with the Attorney General
RECOMMENDATION: That the City Council:
1. Adopt Resolution No. 2021-_____; and
 2. Authorize the City Manager to execute any necessary documents.

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

20. Proposition 68 Park Per Capita Grant Project – Community Park Perimeter Fencing Configuration Options
RECOMMENDATION: The Public Facilities Subcommittee recommends the City Council select perimeter fencing Option C configuration for the Community Park Proposition 68 per Capita Grant Project Application.

21. Bid Award – Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue” (Project str20003)
RECOMMENDATION: That the City Council award the construction contract for Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue (Project str20003)” to the responsible low bidder, Matich Corporation, in the amount of \$2,315,112.00.
22. Construction Management and Inspection Services for Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue” (Project str20003)
RECOMMENDATION: That the City Council:
1. Approve proposal from Willdan Engineering to provide construction management and inspection services in the amount of \$119,832 for Bid No. 2021-02, “Cooperative City/County Pavement Rehabilitation Ward Street, Cooley Street, 6th Street and Tippecanoe Avenue” (Project str20003); and
 2. Authorize the City Manager to approve contract amendments up to 10% of the proposal amount.
23. Construction Engineering Services/TKE Engineering, Inc., Services – Traffic Signal Modifications at 5th Street and Del Rosa Drive (Project No. sig21002)
RECOMMENDATION: That the City Council:
1. Approve proposal from TKE Engineering, Inc., (TKE) to provide construction management services for traffic signal modifications at 5th Street and Del Rosa Drive; and
 2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount.
24. Frequency of City Council Meetings
RECOMMENDATION: The Council Meeting Frequency Ad Hoc Committee recommends the City Council consider switching from two Council meetings per month to one Council meeting per month and conduct a first reading of an Ordinance designating the location of regular meetings of the City Council and rescinding Ordinance No. 236.
25. Appoint Three (3) Members of the Public to the Community Trails Committee
RECOMMENDATION: That the City Council appoint three (3) members of the public to the Community Trails Committee.
26. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
27. 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

December 28 (no meeting)

January 11, 25; February 8, 22; March 8, 22; April 12, 26; May 10, 24; June 14, 28; July 12 (no meeting), 26 (no meeting); August 9, 23; September 13, 27; October 11, 25; November 8, 22; December 13, 27 (no meeting)

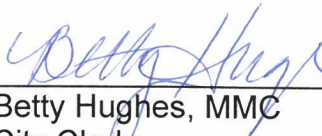
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before December 9, 2021, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: December 9, 2021


Betty Hughes, MMC
City Clerk