

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

October 11, 2022

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

CITY COUNCIL MEMBERS

LARRY McCALLON, MAYOR

PENNY LILBURN, 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

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.

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.

Submission of Public Comments: 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 11, 2022, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the October 11, 2022 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
OCTOBER 11, 2022 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Proclamation

Family Court Awareness Month – November

Lung Cancer Awareness Month – November

National Pedestrian Safety Month – October

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 11, 2022, 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 13, 2022 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 746 for October 11, 2022, in the amount of \$1,869,413.56 and Payroll of \$228,910.48.
4. Treasurer's Report for August 2022
RECOMMENDATION: That the City Council receive and file Treasurer's Report for August 2022.
5. Tract 18013 – Grant Deed to Transfer Ownership of Lot "A" Water Quality Management Plan (WQMP) Basin, from MV 18013, LLC (Monte Vista Homes) to the City of Highland
RECOMMENDATION: That the City Council:
 - 1) Accept Grant Deed from MV 18013, LLC (Monte Vista Homes); and
 - 2) Direct the City Clerk to record the Grant Deed.
6. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.
7. Staff Reorganization/Succession Planning in Building Services, City Clerk and Engineering Departments
RECOMMENDATION: That the City Council approve:
 - 1) The staff reorganization including the adding/reclassifying of new positions-see Attachment A for positions and costs;
 - 2) Resolution No. 2022-_____, a Resolution of the City Council of the City of Highland, California, establishing employee salaries; and
 - 3) The City Attorney finalizing the All Covered full-time Information Technology (IT) contract and authorizing the City Manager to execute the contract when final. Attached is the proposed contract (not final).

8. Agreement with County of San Bernardino for Pavement Rehabilitation of Pumalo Street and other Roads (Project str22001)
RECOMMENDATION: That the City Council approve:
- 1) Agreement with County of San Bernardino for Pavement Rehabilitation of Pumalo Street and other roads (Project str22001); and
 - 2) Authorize the City Manager to execute the agreement.
9. Adopt and Approve the Local Roadway Safety Plan
RECOMMENDATION: That the City Council adopt Resolution No. 2022-____ approving the City of Highland Local Roadway Safety Plan (LRSP).

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.

10. Municipal Code Amendment (MCA-21-001): Amending Title 16, Chapter 16.06 Definitions, Chapter 16.24 Employment District, Chapter 16.44 Specific Development Standards, and Tables 16.20.030.A Uses Permitted within Commercial Districts; and 16.52.030.A Off-Street Automobile Parking Space Requirements of the Highland Municipal Code to Prevent the Over Concentration of Service Stations and Proactively Address the State's Efforts Related to Zero-Emission Vehicles
RECOMMENDATION: The Planning Commission recommends the City Council:
- 1) Adopt a Notice of Exemption and instruct staff to file a Notice of Exemption with the County Clerk of the Board; and
 - 2) Introduce and conduct first reading of Ordinance No. _____ to amend Title 16, Chapter 16.06 Definitions, Chapter 16.24 Employment District, Chapter 16.44 Specific Development Standards, and Tables 16.20.030.A Uses Permitted within Commercial Districts; and 16.52.030.A Off-Street Automobile Parking Space requirements of the Highland Municipal Code to prevent the over concentration of service stations and proactively address the state's efforts related to zero-emission vehicles.

CITY COUNCIL LEGISLATIVE

11. Introduction and First Reading of an Ordinance of the City Council of the City of Highland, Amending Title 15 of the Highland Municipal Code to Adopt the 2022 California Building Code, Volumes I and II, including Chapter 1, Division II and Appendix H, the 2019 California Fire Code including Chapter 1, Division II and Appendices I, N and O, the 2022 California Existing Building Code including Chapter 1, Division II, the 2022 California Residential Code including Chapter 1, Division II and Appendix AX, the 2022 California Electrical Code including Article 89, the 2022 California Plumbing Code including Chapter 1, Division II, the 2022 California Mechanical Code including Chapter 1, Division II, the 2022 California Green Building Standards Code including Chapter 1, Division II, and Making a Finding of Exemption under the California Environmental Quality Act
RECOMMENDATION: That the City Council:
- 1) Waive full reading and introduce Ordinance No. _____, read by title only; and
 - 2) Schedule a public hearing on the proposed adoption of Ordinance No. _____ at the November 8, 2022 City Council meeting, and direct staff to provide notice of said public hearing.
12. Use of State and Local Fiscal Recovery Funds (SLFRF) through the American Rescue Plan Act (ARPA). This is the second installment (ARPA #2).
RECOMMENDATION: That the City Council:
- 1) Authorize the expenditures of the \$7,447,553,50 for the SLFRF funds (ARPA #2) for the programs and amounts described in Attachment #1 and authorize the Finance/Personnel Subcommittee to move any funds as needed in the future within the approved categories; and
 - 2) Authorize budget adjustments for Fiscal Year 2022/2023 in the amount of \$1,900,000 (accounts listed in Attachment #1).
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

Effective March 1, 2022, pursuant to Resolution No. 2022-001, the regular City Council meetings will be held once a month on the second Tuesday of each month.

November 8; December 13

2023

January 10; February 14; March 14; April 11; May 9; June 13; July 11; August 8; September 12; October 10; November 14; December 12

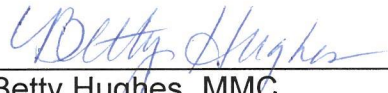
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before October 6, 2022, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: October 6, 2022



Betty Hughes, MMC
City Clerk