

# CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

## REGULAR MEETING

November 8, 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](http://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 November 8, 2022, 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 November 8, 2022 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. 13), 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.

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**CITY COUNCIL REGULAR MEETING  
NOVEMBER 8, 2022 - 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 November 8, 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 – October 11, 2022 City Council Regular Meeting  
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register  
RECOMMENDATION: Approve Warrant Register No. 747 for November 8, 2022, in the amount of \$1,593,409.81 and Payroll of \$215,296.19.
4. Treasurer's Report for September 2022  
RECOMMENDATION: That the City Council receive and file Treasurer's Report for September 2022.
5. Bid Rejection – Bid No. 2022-08, "Emmertons Lane Trail Restoration and Improvement Project"  
RECOMMENDATION: That the City Council:
  - 1) Reject all bids;
  - 2) Direct staff to modify the project plans and specifications as necessary; and
  - 3) Re-advertise for construction bids.
6. Proposed City of Highland Community Development Block Grant (CDBG) Applications for Fiscal Year 2023-2024  
RECOMMENDATION: That the City Council:
  - 1) Approve the City's Application for Enhanced Code Enforcement that supports a portion of the salary and benefits of a Code Compliance Officer, Administrative Assistant and Community Development Director; and
  - 2) Approve the City's Application to construct pavement rehabilitation and ancillary work on two streets located in neighborhoods within the CDBG Low-Moderate Income eligible block area boundaries including: 1) Union Street between Elmwood Court to Del Rosa Avenue and 2) Elmwood Court between Union Court and north end.

7. Final Map Approval/Tract 20142 (Beazer Homes)  
RECOMMENDATION: That the City Council:
- 1) Adopt Resolution No. 2022-\_\_\_\_\_ to approve the Final Map of Tract No. 20142;
  - 2) Accept the subdivision bonds; and
  - 3) Authorize the Mayor to sign the standard subdivision agreement.
8. Easement Acceptance/Zavala (7568 Newcomb Street)  
RECOMMENDATION: That the City Council:
- 1) Accept Grant of Easement for Road and Drainage purposes from Zavala Brothers, Inc.; and
  - 2) Direct the City Clerk to record the Grant of Easement.
9. Application for CalRecycle Rubberized Pavement Program Grant Funds  
RECOMMENDATION: That the City Council adopt Resolution No. 2022-\_\_\_\_\_ authorizing the submittal of a joint regional application with the County of San Bernardino (County) for the CalRecycle Rubberized Pavement Program.
10. Contract Award – Storm Drain Cleaning  
RECOMMENDATION: That the City Council award a contract to Houston Harris PCS, Inc., to perform storm drain cleaning services on a time and materials basis as directed by the City of Highland.
11. Madvac LP-61 Trailer Mounted Trash/Debris Vacuum System  
RECOMMENDATION: That the City Council:
- 1) Waive formal contract procedures per Municipal Code Section 2.40.100;
  - 2) Authorize the use of a “piggyback” contract through Sourcewell Contract No. 93021-EXP between Sourcewell and Exprolink-Madvac;
  - 3) Approve Resolution No. 2022-\_\_\_\_\_ for purchase of a Madvac LP61-G in the amount of \$30,202; and
  - 4) Approve a budget adjustment to transfer \$30,205 from 001-4200-4665 (Public Services-Contract Services Storm Drain) to 001-4200-6040 (Public Services-Equipment).

12. Second Reading of Municipal Code Amendment 21-001: Ordinance No. 456 of the City of Highland 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 with Commercial Districts; and 16.52.030.A Off-Street Automobile Parking Space Requirements of the Highland Municipal Code pertaining to Vehicle Fueling Stations and Making a Finding of Exemption under CEQA, and First Reading of an Ordinance Repealing Ordinance Nos. 449, 450 and 454 which Imposed a Moratorium on Vehicle Fueling Station Uses  
RECOMMENDATION: That the City Council:

- 1) Conduct a second reading, read by title only, and waive further reading of Ordinance No. 456 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 pertaining to Vehicle Service Stations and making a Finding of Exemption under CEQA; and
- 2) Conduct a first reading, read by title only, and waive further reading of Ordinance No. \_\_\_\_\_ repealing Ordinance Nos. 449, 450 and 454 which imposed a moratorium on vehicle fueling station uses.

#### **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.**

13. Ordinance No. 457, 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 2022 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; and Resolution No. 2022-\_\_\_\_\_, a Resolution of the City Council of the City of Highland making Express Findings and Determinations that Modifications to the 2022 California Fire Code as Adopted by the City of Highland, are Reasonably Necessary because of Local Climatic, Geological and/or Topographical Conditions
- RECOMMENDATION:** That the City Council:
- 1) Open and conduct a public hearing, and conduct a second reading of Ordinance No. 457, read by title only; and
  - 2) Adopt Resolution No. 2022-\_\_\_\_\_ making express findings for modifications to the 2022 California Fire Code.

**CITY COUNCIL LEGISLATIVE**

14. KOA Contract Amendment for Professional Services – City Creek/Alabama Street Bikeway Project (Project No. str17001)
- RECOMMENDATION:** That the City Council:
- 1) Approve a contract amendment to the Professional Services Agreement with KOA Corporation (KOA) to extend the term of contract by one year and provide additional environmental and engineering services for the City Creek/Alabama Street Bikeway Project; and
  - 2) Authorize the City Manager to approve contract amendments up to 10% of the revised contract amount.
15. Appoint Three (3) Members of the Public to the Historic and Cultural Preservation Board
- RECOMMENDATION:** That the City Council review the Public Service Applications and appoint three (3) members of the public to the Historic and Cultural Preservation Board.
16. Appoint Three (3) Members of the Public to the Community Trails Committee
- RECOMMENDATION:** That the City Council review the Public Service Applications and appoint three (3) members of the public to the Community Trails Committee.
17. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
- RECOMMENDATION:** Discussion and possible action.

18. 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.

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

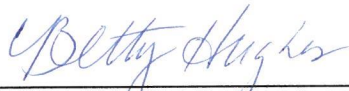
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before November 3, 2022, by 5:30 p.m., on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: November 3, 2022

  
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Betty Hughes, MMC  
City Clerk