

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

January 10, 2023

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 to be read aloud at the meeting, please submit your comments by 5:00 p.m. on January 10, 2023, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the January 10, 2023 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. 10), 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
JANUARY 10, 2023 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

15-Year Employee Service Recognition
Denise Moreno

Presentation
Andrea Valdes, California Department of Insurance

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 January 10, 2023, 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 – December 13, 2022 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 749 for January 10, 2023, in the amount of \$3,393,825.44 and Payroll of \$206,657.21.
4. Treasurer's Report for November 2022
RECOMMENDATION: That the City Council receive and file Treasurer's Report for November 2022.
5. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.
6. Second Reading of Ordinance No. 459 Amending Existing Portions of Chapter 2.40 (Purchasing System), Adding a New Section 2.40.150 to Address the Procurement Requirements of the Short-Lived Climate Pollutant Reduction Act known as Senate Bill 1383 and Making a Finding of Exemption Under CEQA Guidelines Section 15061(B)(3)
RECOMMENDATION: That the City Council conduct a second reading, read by title only, waive further reading of Ordinance No. 459, an ordinance amending portions of Chapter 2.40 (Purchasing System) and making a finding of exemption under CEQA guidelines section 15061(B)(3).
7. Contract Renewal – 2020-08, "City-Wide Concrete Maintenance"
RECOMMENDATION: That the City Council:
 - 1) Extend the City-Wide Concrete Maintenance Contract with Above All Names Construction Services, Inc., for one-year; and
 - 2) Approve an 8.9% increase to the contract unit prices.

8. Amendment to the Household Hazardous Waste Collection Agreement between the City of Highland and the San Bernardino County Fire Protection District
RECOMMENDATION: That the City Council:
- 1) Approve the proposed amendment to the Household Hazardous Waste Collection Agreement; and
 - 2) Authorize the Mayor to execute the amendment to the Household Hazardous Waste Collection Agreement between the City of Highland and the San Bernardino County Fire Protection District.
9. Vehicle Purchase for Public Works Department
RECOMMENDATION: That the City Council:
- 1) Waive formal contract procedures per Municipal Code Section 2.40.100;
 - 2) Approve a quote for two new Ford trucks from Hemborg Ford, in the amount of \$50,583.09 and \$53,057.04, for a total cost of \$103,640.13;
 - 3) Approve a budget adjustment to transfer \$103,645.00 from 001-2512 (General Fund-Vehicle Replacement Reserves) to be expended from 001-6000-6060 (Parks Department-Vehicles); and
 - 4) Declare existing trucks #122 and #125 surplus to be auctioned off to the highest bidder at the Auction Company of Perris, CA.

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. 10), 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.

10. A Resolution of the City Council of the City of Highland Vacating Berry Street between Cunningham Street and Hillview Street
RECOMMENDATION: That the City Council adopt Resolution No. 2023-____ vacating Berry Street between Cunningham Street and Hillview Street.

CITY COUNCIL LEGISLATIVE

11. Bid Award – Bid No. 2022-11, “Lankershim Avenue at 9th Street Traffic Signal Improvements” (Project No. sig19001)
RECOMMENDATION: That the City Council award the construction contract to the lowest bidder, California Professional Engineering, Inc., (CPE), in the amount of \$78,000.
12. Construction Management and Inspection Services for Bid No. 2022-11, “Lankershim Avenue at 9th Street Traffic Signal Improvements (Project No. sig19001)”
RECOMMENDATION: That the City Council:
 - 1) Approve proposal from TKE Engineering, Inc., (TKE) to provide construction management and inspection services in the amount of \$24,629 for Bid No. 2022-11, “Lankershim Avenue at 9th Street Traffic Signal Improvements (Project No. sig19001)”; and
 - 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount.
13. Construction Management and Inspection Services for Bid No. 2022-05, “Pacific Street Pavement Rehabilitation Project from Victoria Avenue to Church Avenue (Project str20002a)”
RECOMMENDATION: That the City Council:
 - 1) Approve proposal from Willdan Engineering to provide construction management and inspection services in the amount of \$118,536 for Bid No. 2022-05, “Pacific Street Pavement Rehabilitation Project from Victoria Avenue to Church Avenue (Project str20002a)”; and
 - 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount; and
 - 3) Approve a budget adjustment to transfer \$58,545 from 023-2526 (General Capital Financing for Pavement Impact Fee) to 023-3890-6530 (Street/Sidewalk Construction).
14. Bid Award – Bid No. 2022-10, “Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue and 9th Street, and Pedestrian Improvements on Olive Tree Lane” (Project swk19002) and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (Project swk21001)”
RECOMMENDATION: That the City Council award the construction contract for Bid No. 2022-10, “Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue and 9th Street, and Pedestrian Improvements on Olive Tree Lane (Project swk19002) and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (Project swk21001)” to the responsible low bidder, DM Contracting, Inc. (DM), in the amount of \$167,013.

15. Construction Management and Inspection Services for Bid No. 2022-10, "Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue and 9th Street, and Pedestrian Improvements on Olive Tree Lane (Project swk19002) and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (Project swk21001)"
RECOMMENDATION: That the City Council:
- 1) Approve proposal from TKE Engineering, Inc., (TKE) to provide construction management and inspection services for Bid No. 2022-10, "Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue, and 9th Street, and Pedestrian Improvements on Olive Tree Lane (swk19002), and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (swk21001)" in the not-to-exceed amount of \$33,234; and
 - 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount.
16. Bid Award – Bid No. 2022-12, "FY 2021-22 CDBG Pavement Improvement Project for Cunningham Street (Project ola20002) and FY 2022-23 CDBG Pavement Improvement Project for McKinley Avenue (Project ola22001)"
RECOMMENDATION: That the City Council award the construction contract for Bid No. 2022-12, "FY 2021-22 CDBG Pavement Improvement Project for Cunningham Street (Project ola20002) and FY 2022-23 CDBG Pavement Improvement Project for McKinley Avenue (Project ola22001)" to the responsible low bidder, Vance Corporation, in the amount of \$542,779.
17. Construction Management and Inspection Services for Bid No. 2022-12, "FY 2021-22 CDBG Pavement Improvement Project for Cunningham Street (Project ola20002) and FY 2022-23 CDBG Pavement Improvement Project for McKinley Avenue (Project ola22001)"
RECOMMENDATION: That the City Council:
- 1) Approve proposal from Willdan Engineering (Willdan) to provide construction management and inspection services in the amount of \$58,988 for Bid No. 2022-12, "FY 2021-22 and FY 2022-23 CDBG Pavement Improvement Projects" (Project Nos. ola20002 and ola22001); and
 - 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount.
18. 2023 Community Events
RECOMMENDATION: That the City Council discuss community events and direct staff accordingly.
19. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
20. 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.

2023

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 January 5, 2023, 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: January 5, 2023



Betty Hughes, MMC
City Clerk