

CITY OF HIGHLAND JOINT MEETING OF THE CITY COUNCIL AND HOUSING AUTHORITY AGENDA

City Hall Donahue Council Chambers
27215 Base Line, Highland

REGULAR CITY COUNCIL MEETING
AND SPECIAL HOUSING AUTHORITY MEETING
TUESDAY, MAY 9, 2023
6:00 p.m.

CITY COUNCIL/HOUSING AUTHORITY MEMBERS

Larry McCallon, Mayor/Housing Authority Chair
Penny Lilburn, Mayor Pro Tem/Housing Authority Vice Chair
Jesse Chavez-Cordova, Council Member/Housing Authority Member
Anaeli Solano, Council Member/Housing Authority Member
John P. Timmer, Council Member/Housing Authority 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 May 9, 2023, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the May 9, 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 (City Council Agenda Nos. 16 & 17 and/or City Council/Housing Authority No. 1), 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.

AGENDA

CALL TO ORDER – CITY COUNCIL

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Proclamation

National Public Works Week

Salvation Army – 136 Years of Service

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 May 9, 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 – April 11, 2023 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 753 for May 9, 2023, in the amount of \$5,539,409.28 and Payroll of \$218,015.07.
4. Treasurer's Report for March 2023
RECOMMENDATION: That the City Council receive and file Treasurer's Report for March 2023.
5. Claim Consideration – Page Thompson
RECOMMENDATION: George Hills Company recommends Council reject claim.
6. Claim Consideration – David Vega
RECOMMENDATION: George Hills Company recommends Council reject claim.
7. Claim Consideration – Allen Mealey
RECOMMENDATION: George Hills Company recommends Council reject claim.
8. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.

9. Declare One (1) Seat Vacant on the Historic and Cultural Preservation Board
RECOMMENDATION: That the City Council:
- 1) Declare one (1) seat vacant on the Historic and Cultural Preservation Board; and
 - 2) Direct the City Clerk to advertise the vacancies on the Historic and Cultural Preservation Board.
10. Contract Streetlight Maintenance Renewal – “Energy Services Agreement”
RECOMMENDATION: That the City Council:
- 1) Extend the Energy Services Agreement with Yunex LLC (formerly Siemens Industry, Inc.) for one-year; and
 - 2) Approve a 0.5% increase to the contract unit prices.
11. Contract Renewal – 2021-01 “Tree Trimming and Arborist Service Agreement”
RECOMMENDATION: That the City Council extend the Tree Trimming and Arborist Service Agreement with West Coast Arborists, Inc. (Contractor) for one-year.
12. Street and Drainage Maintenance District 96-1 – Annual Report (Fiscal Year 2023/24)
RECOMMENDATION: That the City Council:
- 1) Adopt Resolution No. 2023-_____ giving preliminary approval of the Annual Report; and
 - 2) Adopt Resolution No. 2023-_____ setting June 13, 2023, as the date of the protest hearing.
13. Consolidated Landscape and Lighting District 96-1 – Annual Report (Fiscal Year 2023/24)
RECOMMENDATION: That the City Council:
- 1) Adopt Resolution No. 2023-_____ giving preliminary approval of the Annual Report; and
 - 2) Adopt Resolution No. 2023-_____ setting June 13, 2023, as the date of the protest hearing.
14. Sheriff’s Department Schedule A Amendment for Fiscal Year 2023-2024 and Amendment No. 2 to the Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services for Fiscal Year 2023-2024
RECOMMENDATION: That the City Council:
- 1) Authorize the Mayor to execute the amended Schedule A contract (FY 2023-2024) for Law Enforcement Services with the San Bernardino County Sheriff’s Department; and
 - 2) Approve Amendment No. 2 to the Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services (FY 2023-2024).

15. A Special Event Permit (SEP 23-002) by Immanuel Baptist Church for a 4th of July Community Event and Request for Co-sponsorship
RECOMMENDATION: That the City Council consider the following items:
- 1) Approve the Special Event Permit 23-002 subject to the conditions of approval; and
 - 2) Approve a request by Immanuel Baptist Church for co-sponsorship and waiving of City police and fire permit fees in the amount of approximately \$11,879.68.

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 (Nos. 16 and 17), 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.

16. General Plan Amendment (GPA 22-001) and Zone Change (ZC 22-001) to Change the Land Use and Zoning Designation of Seven (7) Parcels from Industrial (I) to Business Park (BP). Related Entitlements include Conditional Use Permit (CUP 22-008) for the Development of a Vehicle Fueling Station, Convenience Store, and Carwash, Tentative Parcel Map No. 19209 (TPM 22-006) to Merge the Seven (7) Existing Parcels into One (1), Design Review Application (DRA 21-019) for a Site Plan, Conceptual Landscape Plan, and Grading Plan, and Mitigated Negative Declaration (ENV 23-002).
RECOMMENDATION: The Planning Commission recommends the City Council:
1. Adopt Resolution No. 2023-_____ certifying the Mitigated Negative Declaration (ENV 23-002), and direct Staff to file a Notice of Determination with the County Clerk of the Board;

2. Adopt Resolution No. 2023-_____ approving General Plan Amendment (GPA 22-001) to change the land use of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
 3. Introduce Ordinance No. _____ approving Zone Change (ZC 22-001) to change the zoning designation of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
 4. Adopt Resolution No. 2023-_____ approving Conditional Use Permit (CUP 22-008) for the development of a vehicle fueling station, convenience store, and carwash, subject to the Conditions of Approval and the Findings of Fact;
 5. Adopt Resolution No. 2023-_____ approving Design Review Application (DRA 21-019) for the project's Site Plan, Grading Plan and Conceptual Landscape Plan, subject to the Conditions of Approval and the Findings of Fact; and
 6. Adopt Resolution No. 2023-_____ approving Tentative Parcel Map No. 19209 (TPM 22-006) to merge seven (7) existing parcels into one (1), subject to the Conditions of Approval and the Findings of Fact.
17. Resolution No. 2023-_____ Fixing the Highland Paramedic Special Tax Rate for Fiscal Year 2023-2024
RECOMMENDATION: That the City Council adopt Resolution No. 2023-_____ fixing the Highland Paramedic Special Tax rate for Fiscal Year 2023-2024.

CITY COUNCIL LEGISLATIVE

18. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
19. 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 CITY COUNCIL MEETING

CALL TO ORDER – CITY COUNCIL AND HOUSING AUTHORITY MEETING

ROLL CALL

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

To address the City Council and Housing Authority, 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 and Housing Authority from taking action on any item not on the agenda. Individual speakers are limited to three minutes each.

Comments received via email by May 9, 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 AND HOUSING AUTHORITY PUBLIC HEARING

The order of business for Public Hearings shall be:

- 1) Chair 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) Chair closes Public Hearing;
- 8) Housing Authority 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. 1), 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.

1. Disposition and Development / Affordable Housing Agreement and Ground Lease with Wakeland Highland LP for the Development of a Ninety (90) Unit Affordable Senior Household Rental Housing Project (Inclusive of One Manager's Unit).

RECOMMENDATION: Staff recommends the City of Highland City Council and Highland Housing Authority consider the following actions:

1. Adopt Housing Authority Resolution No. HA2023-_____, approving entering into a Disposition and Development/Affordable Housing Agreement and Ground Lease with Wakeland Highland LP, and Authorizing the Disbursement of \$4,577,450.00 to Wakeland Highland, LP upon the conditions of closing being satisfied;
2. Adopt City of Highland Resolution No. 2023-_____, approving entering into a Disposition and Development / Affordable Housing Agreement, and Density Bonus Agreement with Wakeland Highland LP, and Authorizing the Disbursement of \$1,213,950 to the Housing Authority; and
3. Direct Staff to file a Notice of Exemption with the County Clerk of the Board.

ADJOURN JOINT CITY COUNCIL AND HOUSING AUTHORITY MEETING

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

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 May 4, 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: May 4, 2023



Betty Hughes, MMC
City Clerk