

CITY OF HIGHLAND CITY COUNCIL AGENDA

REGULAR MEETING

August 8, 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-Cordova, 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 August 8, 2023, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the August 8, 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. 12), 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
AUGUST 8, 2023 - 6:00 p.m.
AGENDA**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Proclamation
California Native American Day

Introduction
Liz Brown, Battalion Chief

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 August 8, 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 – July 11, 2023 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 756 for August 8, 2023, in the amount of \$4,025,104.28 and Payroll of \$238,462.86.
4. Treasurer's Report for June 2023
RECOMMENDATION: That the City Council receive and file Treasurer's Report for June 2023.
5. Claim Consideration – Cari McCormick v. CalPERS
RECOMMENDATION: Richards, Watson, Gershon recommends Council reject claim.
6. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.
7. Notice of Completion – Bid No. 2023-02, "Emmerton Lane Trail Restoration & Improvement Project"
RECOMMENDATION: That the City Council:
 - 1) Accept Project No. 2023-02, "Emmerton Lane Trail Restoration & Improvement Project" as complete;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.

8. Notice of Completion – 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) Accept 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)”;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.
9. Notice of Completion – Bid No. 2022-11, “Lankershim Avenue at 9th Street Traffic Signal Improvements” (Project No. sig19001)
RECOMMENDATION: That the City Council:
- 1) Accept Bid No. 2022-11, “Lankershim Avenue at 9th Street Traffic Signal Improvements” (Project No. sig19001) as complete;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.
10. Community Development Block Grant (CDBG) Subrecipient Contract between the City of Highland and Highland District Council on Aging, Inc., to Provide for Senior Programs, Activities and Services to Improve Quality of Life, Physical Fitness, Social Programs, Daily Interaction and Nutrition to Low- and Moderate- Income Seniors
RECOMMENDATION: That the City Council approve the contract and authorize execution by the Community Development Director.
11. Declare One (1) Seat Vacant on the Planning Commission
RECOMMENDATION: That the City Council:
- 1) Declare one (1) seat vacant on the Planning Commission; and
 - 2) Direct the City Clerk to advertise the vacancy on the Planning Commission.

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. 12), 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.

12. Resolution Approving a Development Impact Fee Report (Nexus Study), Adopting a Master Facilities Plan, Updating and Establishing the Fee Amounts for the City's Development Impact Fees; Resolution Amending the Park Land Acquisition and Park Facilities Development Fee Applicable to New Residential Subdivisions Pursuant to Section 16.40.200 of the Highland Municipal Code and the Quimby Act (Government Code Section 66477); Introduction of Ordinance Updating and Amending the City's Comprehensive System of Development Impact Fees and Superseding Ordinance Nos. 309 and 422; Making Determinations under CEQA
RECOMMENDATION: That the City Council continue this item to the September 12, 2023 City Council Public Hearing.

CITY COUNCIL LEGISLATIVE

13. Measure I 5-Year Capital Improvement Plan (2023/2024-2027/2028)
RECOMMENDATION: That the City Council:
 - 1) Approve the Measure I Capital Improvement Plan Expenditure Strategy (2023/2024-2027/2028); and
 - 2) Approve Resolution No. 2023-_____ adopting the Measure I 5-Year Capital Improvement Plan (2023/2024-2027/2028).
14. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
15. 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

September 12; October 10; November 14; December 12

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before August 3, 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: August 3, 2023



Betty Hughes, MMC
City Clerk