

CITY OF HIGHLAND CITY COUNCIL AGENDA

REGULAR MEETING

October 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-Cordova, Council Member

Anaeli Solano, Council Member

John P. Timmer, Council Member

STAFF

Joseph A. Hughes - City Manager

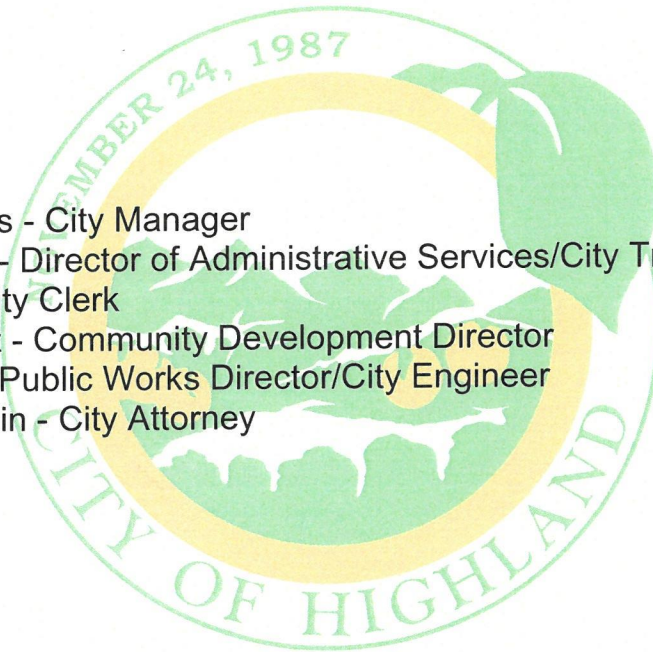
Chuck Dantuono - Director of Administrative Services/City Treasurer

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 October 10, 2023, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the October 10, 2023 agenda, please identify the agenda item number in the subject line.

For those wishing to make a public comment regarding public hearing items (Nos. 16 & 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 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
OCTOBER 10, 2023 - 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 October 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 – September 12, 2023 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 758 for October 10, 2023, in the amount of \$3,297,175.13 and Payroll of \$241,962.10.
4. Treasurer's Report for August 2023
RECOMMENDATION: That the City Council receive and file Treasurer's Report for August 2023.
5. Claim Consideration - Anna Cabrera
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
6. Claim Consideration - Jordan Nicole Lovato
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
7. Claim Consideration - Moises Vasquez
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
8. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.

9. KOA Contract Amendment for Professional Services - Highland/Redlands Regional Connector Project (Project No. str15002)
RECOMMENDATION: That the City Council approve a contract amendment to the Professional Services Agreement with KOA Corporation (KOA) to extend the term of the contract until the Highland/Redlands Regional Connector Project (Phase 2) is completed.
10. Notice of Completion - Bid No. 2022-05, "Pacific Street Pavement Rehabilitation from Victoria Avenue to Church Avenue" (Project No. str20002a)
RECOMMENDATION: That the City Council:
1) Accept Bid No. 2022-05, "Pacific Street Pavement Rehabilitation from Victoria Avenue to Church Avenue" (Project No. str20002a) as complete;
2) Authorize the Mayor to sign the Notice of Completion; and
3) Direct the City Clerk to file the Notice of Completion.
11. Contract Renewal - 2022-06 Highland HVAC Systems Maintenance, Monitoring, and Repair Contract
RECOMMENDATION: That the City Council approve extension of the HVAC Systems Maintenance, Monitoring, and Repair Contract with F.M. Thomas Air Conditioning, Inc. for one year.
12. Easement Acceptance Manoutchehr and Kamyar Khorshidi for "Victoria Square" Commercial/Retail Project (Southeast Corner of Victoria Avenue & Pacific Street)
RECOMMENDATION: That the City Council:
1) Accept the Grant of Easement for Road and Drainage purposes from Manoutchehr and Kamyar Khorshidi; and
2) Direct the City Clerk to record the Grant of Easement.
13. Selection of an Event Date and Budget for the 26th Annual Citrus Harvest Festival
RECOMMENDATION: That the City Council:
1) Select March 30, 2024, as the event date for the Citrus Harvest Festival with a rain date of April 6, 2024; and
2) Adopt the budget.
14. Conduct a Second Reading of Ordinance No. 461, an Ordinance Adding a New Chapter 3.36 "Development Impact Fees" to Title 3 (Revenue and Finance) of the Highland Municipal Code Codifying, Updating, and Amending the City's Comprehensive System of Development Impact Fees, Superseding Ordinance Nos. 309 and 422, and Making Determinations Under the CEQA
RECOMMENDATION: That the City Council conduct a second reading, read by title only, and waiving further reading of an ordinance codifying, updating, and amending the city's comprehensive system of development impact fees, superseding Ordinance Nos. 309 and 422, and making determinations under CEQA.
15. Declare Two (2) Seats Vacant on the Community Trails Committee
RECOMMENDATION: That the City Council:
1) Declare two (2) seats vacant on the Community Trails Committee; and
2) Direct the City Clerk to advertise the vacancies on the Community Trails Committee.

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 public hearing items (Nos. 16 & 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. Design Review Application (DRA 23-002) for the Development of a 220-Unit, Multi-Family Apartment Complex with Eleven (11) Affordable Units; a Conditions, Covenants, and Restrictions--Density Bonus and Inclusionary Housing Agreement to Demonstrate Compliance with Highland Municipal Code Chapters 16.40 Development Density and 16.50 Inclusionary Housing; Lot Line Adjustment (LLA 23-003) to Relocate the Existing Parcel Boundaries and Create Separate Parcels for a Multi-Phase Development; Variance (VAR 23-003) to Construct a Perimeter Fence/Wall 29% Taller than the Maximum Height Permitted for Residential Projects; and the Adoption of a Mitigation Negative Declaration (ENV 23-005) and Associated Mitigation Monitoring, and Reporting Program on Three (3) Vacant Parcels, Totaling 6.77 Acres in Area, Located on the West Side of Sterling Avenue, 250 Feet North of 9th Street, Assessor Parcel Numbers: 0278-131-45, -46, & -47
RECOMMENDATION: The Planning Commission recommends that the City Council:

- 1) Adopt Resolution No. 2023-_____ adopting a Mitigated Negative Declaration (ENV 23-005) and associated Mitigation Monitoring and Reporting Program, and direct staff to file a Notice of Determination with the County Clerk of the Board;
- 2) Adopt Resolution No. 2023-_____ approving "Conditions, Covenants and Restrictions--Density Bonus and Inclusionary Housing Agreement" to facilitate the development of a 220-unit multi-family housing project utilizing Density Bonus provisions and establishing the Inclusionary Housing Unit requirements for the project;

- 3) Adopt Resolution No. 2023-_____ approving Design Review Application (DRA 23-002) for the site plan, landscape plan, grading plan, photometric plan, and building elevations related to the construction of a 220-unit, 4-story apartment complex, subject to the Conditions of Approval and Findings of Fact;
 - 4) Adopt Resolution No. 2023-_____ approving Lot Line Adjustment (LLA 23-003) to relocate the existing parcel boundaries and create separate parcels for a multi-phase development; subject to the Conditions of Approval and Findings of Fact; and
 - 5) Adopt Resolution No. 2023-_____ approving Variance (VAR 23-003) to allow an increase in the maximum height for the perimeter fence/wall from 6 feet to 7.75 feet, 29% greater than the maximum height permitted for residential projects, subject to the Findings of Fact.
17. Greenspot Village & Marketplace Specific Plan Revision (SPR 23-001) Proposing an Amendment to Increase the Maximum Dwelling Unit Count from 946 to 1,218 Dwelling Units, Design Review Application (DRA 23-009) Proposing the Construction of a CEQA Finding of Exemption, for a Project Located Within Planning Area 3 of the Greenspot Village & Marketplace Specific Plan Located West of the Intersection of Boulder Avenue and Webster Street, Assessor Parcel Numbers: 1201-351-28, 1201-351-14, 1201-351-15, 1201-351-16
RECOMMENDATION: The Planning Commission recommends that the City Council:
- 1) Make a finding under Public Resources Code Section 21166 and the corresponding CEQA Guidelines Section 15162 that there are no substantial changes or new information of substantial importance that would trigger the preparation of a subsequent EIR and further finding that the project is exempt from further environmental review under Government Code Section 65457;
 - 2) Introduce and conduct first reading of Ordinance No. _____ to amend the Greenspot Village & Marketplace Specific Plan (SPR 23-001); and
 - 3) Adopt Resolution No. 2023-_____ to approve Design Review Application (DRA 23-009), subject to the Conditions of Approval and Findings of Fact.

CITY COUNCIL LEGISLATIVE

18. Contract Award - Bid No. 2023-05, "Highland City Hall Roof Top Coat and Coping for Existing Polyurethane Roof System"
RECOMMENDATION: That the City Council:
- 1) Award the base bid contract to the responsive lowest bidder, Angelus Waterproofing & Restoration, Inc. in the amount of \$207,075.00 for Bid No. 2023-05, "Highland City Hall Roof Top Coat and Coping for Existing Polyurethane Roof System"; and
 - 2) Approve a budget adjustment for FY 2023-2024 to transfer \$67,075 from 007-2100 (DIF Fund balance) to be expended from 007-8330-6030 (Building).

19. Purchase of Command Post Vehicle Through Sourcewell
RECOMMENDATION: That the City Council:
1) Approve the purchase of a new Command Post Vehicle for \$100,258.98 through Sourcewell, a cooperative purchasing program; and
2) Authorize staff to auction the former Command Post Vehicle.
20. Consideration of Proposals for the City's Tow Rotation List Program Beginning January 1, 2024 and Ending December 31, 2025
RECOMMENDATION: That the City Council:
1) Review the Proposals from the Tow Operators/Companies;
2) Award Agreements to participate in the City's Tow Rotation Program; and
3) Authorize the Mayor to execute the necessary agreements.
21. Appoint One (1) Member of the Public to the Community Trails Committee
RECOMMENDATION: That the City Council appoint one (1) member of the public to the Community Trails Committee.
22. Appoint One (1) Member of the Public to the Planning Commission
RECOMMENDATION: That the City Council appoint one (1) member of the public to the Planning Commission.
23. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
24. 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

November 14; December 12

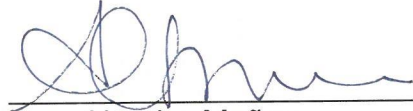
I, Alondra Muñoz, Deputy City Clerk, certify I caused to be posted this Agenda on or before October 5, 2023, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: October 5, 2023



Alondra Muñoz
Deputy City Clerk