

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:00 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Willie Hicks, Harvest Care Church, and the Pledge of Allegiance was led by Councilmember Solano.

ROLL CALL

Present: Chavez-Cordova, Lilburn, McCallon, Solano
Absent: Timmer

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Linda Crawford Fields stated her concerns about Jeffrey Court Senior Living.

Lenell Washington stated her concerns about Jeffrey Court Senior Living.

Betty Thomas stated her concerns about Jeffrey Court Senior Living.

Jane Bouch and Chris Nielsen representing the Highland Chamber of Commerce spoke regarding upcoming events.

Bob Hitchman spoke regarding concerns over motorcyclists and safety issues on the community trails.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Councilmember Chavez-Cordova, seconded by Councilmember Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Councilmember Timmer being absent.

1. Waive the Reading of All Ordinances

Waived the reading of all Ordinances in their entirety and read by title only.

2. Minutes - May 14, 2024 City Council Regular Meeting

Approved the Minutes as submitted.

3. Warrant Register

Approved Warrant Register No. 766 for June 10, 2024, in the amount of \$5,874,167.67 and Payroll of \$226,762.66.

4. Treasurer's Report for April 2024

Received and filed Treasurer's Report for April 2024.

5. Claim Consideration - Daniel Lazaro

Rejected claim.

6. Declare One (1) Seat Vacant on the Community Trails Committee

- 1) Declared one (1) seat vacant on the Community Trails Committee; and
- 2) Directed the City Clerk to advertise the vacancy on the Community Trails Committee.

7. Declare One (1) Seat Vacant on the Historic and Cultural Preservation Board

- 1) Declared one (1) seat vacant on the Historic and Cultural Preservation Board; and
- 2) Directed the City Clerk to advertise the vacancy on the Historic and Cultural Preservation Board.

8. Declare One (1) Seat Vacant on the Planning Commission

- 1) Declared one (1) seat vacant on the Planning Commission; and
- 2) Directed the City Clerk to advertise the vacancy on the Planning Commission.

9. November 5, 2024 General Municipal Election - Proposed Resolutions Calling the November 5, 2024, General Municipal Election; Consolidating the General Municipal Election with the Statewide Election; and Adopting Regulations for Candidate Statements

- 1) Adopted Resolution No. 2024-015 calling and giving notice of the holding of the General Municipal Election to be held on November 5, 2024;
- 2) Adopted Resolution No. 2024-016 requesting San Bernardino County to consolidate the General Municipal Election with the statewide election; and
- 3) Adopted Resolution No. 2024-017 establishing regulations for candidate statements.

RESOLUTION NO. 2024-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024, FOR THE ELECTION OF CERTAIN OFFICERS IN DISTRICT 1, DISTRICT 3, AND DISTRICT 5 AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

RESOLUTION NO. 2024-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE

RESOLUTION NO. 2024-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024

10. Resolution No. 2024-018 Confirming the Authority of the City Treasurer, Pursuant to Government Code Section 53607

Adopted Resolution No. 2024-018 confirming the authority of the City Treasurer pursuant to Government Code Section 53607.

RESOLUTION NO. 2024-018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, CONFIRMING THE AUTHORITY OF THE CITY TREASURER, PURSUANT TO GOVERNMENT CODE SECTION 53607

11. Resolution No. 2024-019 Establishing the Appropriations Limit for Fiscal Year 2024/2025 for the City of Highland in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code

- 1) Adopted Resolution No. 2024-019 establishing the Appropriations Limit for Fiscal Year 2024/2025 for the City of Highland in accordance with the provisions of Division 9 of Title 1 of the California Government Code; and
- 2) Adopted Resolution No. 2024-020 amending the Appropriations Limit for Fiscal Year 2023/2024 for the City of Highland in accordance with the provisions of Division 9 of Title 1 of the California Government Code.

RESOLUTION NO. 2024-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024/2025 FOR THE CITY OF HIGHLAND IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

RESOLUTION NO. 2024-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE AMENDED APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023/2024 FOR THE CITY OF HIGHLAND IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

12. Resolution No. 2024-021 Rendering the Annual Statement of Investment Policy for Fiscal Year 2024/2025

Adopted Resolution No. 2024-021 rendering the Annual Statement of Investment Policy for Fiscal Year 2024/2025.

RESOLUTION NO. 2024-021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2024/2025

13. Resolution No. 2024-022 Amending the City of Highland Premium Only Plan

Adopted Resolution No. 2024-022 amending the City of Highland Premium Only Plan.

RESOLUTION NO. 2024-022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, AMENDING THE CITY OF HIGHLAND PREMIUM ONLY PLAN

14. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024/2025

Approved the agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for the Collection of Special Taxes, Fees, and Assessments for Fiscal Year 2024/2025.

15. Resolution No. 2024-023 Establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-023 establishing the Annual Special Tax for Community Facilities District No. 90-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-023 with the tax roll.

RESOLUTION NO. 2024-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR COMMUNITY FACILITIES DISTRICT NO. 90-1 FOR THE FISCAL YEAR 2024/2025

16. Resolution No. 2024-024 Establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-024 establishing the Annual Special Tax for Community Facilities District No. 2001-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-024 with the tax roll.

RESOLUTION NO. 2024-024
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2001-01 FOR THE FISCAL YEAR
2024/2025

17. Resolution No. 2024-025 Establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2024/2025

- 1) Adopted Resolution No. 2024-025 establishing the Annual Special Tax for Community Facilities District No. 2007-1 for Fiscal Year 2024/2025; and
- 2) Filed with the County Auditor-Controller Resolution No. 2024-025 with the tax roll.

RESOLUTION NO. 2024-025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING THE ANNUAL SPECIAL TAX FOR
COMMUNITY FACILITIES DISTRICT NO. 2007-01 FOR THE FISCAL YEAR
2024/2025

18. Contract Renewal - Bid No. 2018-12 "Facilities and Parks Janitorial Service Maintenance Agreement"

- 1) Extended the Facilities and Parks Janitorial Maintenance Agreement with Base Hill, Inc. dba Jan Point for one year; and
- 2) Approved a 15.8% increase to the contract.

19. Fiscal Year 2024/2025 Senate Bill 1 Project List

Adopted Resolution No. 2024-026 approving the list of projects for Fiscal Year 2024/2025 funded by Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017.

RESOLUTION NO. 2024-026
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR
2024/2025 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY
ACT OF 2017

20. Resolution Authorizing the Levy of a Special Tax in Community Facilities District No. 2022-01 (Mediterra) for Fiscal Year 2024/2025

Adopted Resolution No. 2024-027 authorizing the levy of a special tax in Community Facilities District (CFD) No. 2022-01 (Mediterra) for Fiscal Year 2024/2025.

RESOLUTION NO. 2024-027

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2022-01 (MEDITERRA), AUTHORIZING THE LEVY OF A SPECIAL TAX IN COMMUNITY FACILITIES DISTRICT 2022-01 (MEDITERRA) FOR FISCAL YEAR 2024/2025

CITY COUNCIL PUBLIC HEARING

21. Consideration of the Levy of the Annual Refuse Collection Service Charge for Fiscal Year 2024/2025 and Consideration of Annual Property Tax Roll Billing for Residential Customers in Accordance with the Current Franchise Agreement Dated August 1, 2018

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated a meeting was held with the hauler Burrtec Waste Industries (Burrtec), where Burrtec requested a rate increase but after many discussions, later rescinded their rate increase request. There is no rate increase this year. The City Council should approve the retention of the current annual fees on the tax roll.

Mayor Lilburn asked if anyone from the public wanted to speak for or against the item.

Seeing none, Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Solano to:

- 1) Hold a Public Hearing on the collection of the residential charge on the County Tax Roll for Fiscal Year 2024/2025; and
- 2) Adopt Resolution No. 2024-028, providing for the levy of the annual refuse collection service charge for Fiscal Year 2024/2025 and providing for the collection of the residential charge on the County Tax Roll provided that the City Council determines that a majority protest against collection of the charge on the County Tax Roll does not exist. Approval requires two-thirds vote of the members of the City Council. Motion Carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-028

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, LEVYING CHARGES FOR RESIDENTIAL AND COMMERCIAL/INDUSTRIAL REFUSE COLLECTION SERVICES FOR FISCAL YEAR 2024/2025 PURSUANT TO CHAPTER 8.12 OF THE HIGHLAND MUNICIPAL CODE AND ORDERING THE RESIDENTIAL CHARGES TO BE COLLECTED ON THE COUNTY OF SAN BERNARDINO TAX ROLL

22. Consolidated Landscape and Lighting District 96-1 Annual Report (Fiscal Year 2024/2025)

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated this item is the annual approval for the Consolidated Landscape Lighting District. This item was previously presented to the City Council on May 14, 2024, for a preliminary approval of the Annual Report. There have been no changes to the report and no protests have been submitted.

Mayor Lilburn stated there were no public speaker slips in favor or in opposition of the item.

Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

A MOTION was made by Councilmember Solano, seconded by Mayor Pro Tem McCallon to approve Resolution No. 2024-029 ordering the continued maintenance of improvements in the Consolidated Landscape and Lighting District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2024/2025. Motion Carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-029

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF IMPROVEMENTS IN THE CONSOLIDATED LANDSCAPE AND LIGHTING DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND LEVYING THE ASSESSMENT FOR FISCAL YEAR 2024/2025

23. Street and Drainage Maintenance District 96-1 Annual Report (Fiscal Year 2024/2025)

Mayor Lilburn opened the Public Hearing.

Mayor Lilburn introduced Public Services Manager Morgan to present the item.

Public Services Manager Morgan stated this is the annual approval of the Street and Drainage Maintenance District. This item was previously presented to the City Council on May 14, 2024, for a preliminary approval of the Annual Report. There have been no changes to the report and no protests have been submitted.

Mayor Lilburn stated there were no public speaker slips in favor or in opposition of the item.

Mayor Lilburn closed the public hearing and brought it back to the City Council for questions and action.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Solano to approve Resolution No. 2024-030 ordering the continued maintenance improvements in Streets and Drainage Maintenance District No. 96-1, confirming the Engineer's Report, and levying the assessment for Fiscal Year 2024/2025. Motion carried, 4-0, with Councilmember Timmer being absent.

RESOLUTION NO. 2024-030
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ORDERING THE CONTINUED MAINTENANCE OF
IMPROVEMENTS IN THE STREET AND DRAINAGE MAINTENANCE
DISTRICT NO. 96-1 AND CONFIRMING THE ENGINEER'S REPORT AND
LEVYING THE ASSESSMENT FOR FISCAL YEAR 2024/2025

CITY COUNCIL LEGISLATIVE

24. Allocation of the City of Highland's Community Development Block Grant Covid-19 (CDBG-CV) Funds

Mayor Lilburn stated she would recuse herself from this item due to a conflict of interest. She is employed by the Highland Senior Center. She turned the meeting over to Mayor Pro Tem McCallon to lead and left the meeting completely.

Assistant Community Development Director Stater gave a brief review of the staff report.

Mayor Pro Tem McCallon referred to the speaker slip that was submitted for this item.

Cathy Fischer, Board Member at the Highland Senior Center spoke in support of replacing the Heating, Ventilation, and Air Conditioning (HVAC) System.

A MOTION was made by Councilmember Chavez-Cordova, seconded by Councilmember Solano recommending the San Bernardino County Board of Supervisors allocate \$112,854 in CDBG-CV funds to the Highland Senior Center for the installation of a new Heating, Ventilation, and Air Conditioning (HVAC) System. Motion carried, 3-0, with Councilmember Timmer being absent and Mayor Lilburn abstaining.

25. Co-sponsored Community Events' Fiscal Impacts

Public Services Manager Morgan gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Solano to:

- 1) Discontinue the wavier of fees for the Redlands Bicycle Classic; and
- 2) Continue to process the YMCA Fun Run at a staff level including the waiver of fees. Motion carried, 4-0, with Councilmember Timmer being absent.

26. A Special Event Permit (SEP 24-002) by Immanuel Baptist Church for a Fourth of July Community Event, Fireworks, and Request for Co-sponsorship

Assistant Community Development Director Stater gave a brief review of the staff report.

A MOTION was made by Councilmember Solano, seconded by Mayor Pro Tem McCallon to:

- 1) Approve the Special Event Permit (SEP 24-002) subject to the Conditions of Approval; and
- 2) Approve a request by Immanuel Baptist Church for co-sponsorship and waiving of police, fire permit, and Public Works traffic control fees in the amount of \$15,989.98. Motion carried, 4-0, with Councilmember Timmer being absent.

27. A Special Event Permit (SEP 24-003) by the Highland Area Chamber of Commerce for the "Discover Highland 5K and 10K Community Run" and Request for Co-sponsorship

Assistant Community Development Director Stater gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Solano to:

- 1) Approve the Special Event Permit (SEP 24-003) subject to the Conditions of Approval;
- 2) Authorize the use of the city logo for promotional items; and
- 3) Approve a request by the Highland Area Chamber of Commerce for co-sponsorship and waiving of city police fees and Public Works traffic control fees in the amount of approximately \$9,458.86. Motion carried, 4-0, with Councilmember Timmer being absent.

28. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)

City Manager Zamano stated the Highland Sheriff's Department for the period of May 13 through June 9, received a total 3,312 calls, made 381 reports, 128 arrests, 44 citations, 227 traffic enforcement stops, 83 traffic collisions, towed 26 vehicles, and received 31 transient calls.

The Highland Fire Department for the month of May received 669 calls for service, some of which included: 516 medical aids, 40 traffic collisions, 13 structure fires, 15 vegetation fires, and 10 vehicle fires.

The Planning Commission has approved a comprehensive sign program for the Shell Gas Station and Car Wash at the northeast corner of 5th Street and Palm Avenue. The program includes a new gateway monument sign at the corner to highlight one of the city's main entry points. Additionally, a warehouse project is proposed at the southeast corner of Victoria Avenue and 5th Street, with a 1/2-acre parcel to be annexed into the City of Highland. The project has completed the necessary environmental assessment and will proceed through the Local Agency Formation Commission for San Bernardino County (LAFCO) and City of San Bernardino review process. Staff expects the project to be scheduled for a public hearing in the late summer.

Mayor Pro Tem McCallon asked City Manager Zamano if the city obtained an agreement with the City of San Bernadino on the annexation.

City Manager Zamano stated he will follow up with the City of San Bernardino to confirm.

The vacant Public Works Director/City Engineer position has completed the initial and follow-up interviews. A conditional job offer has been received from the leading candidate. This individual is expected to commence July 15.

On Thursday, July 4, the City of Highland will host the Annual Fourth of July parade. It will start at 9:00 a.m. on Church Avenue.

On Thursday, July 4, from 6:00 p.m. to 10:00 p.m., Immanuel Baptist Church will host their annual fireworks show.

On Monday, July 29, from 12:00 p.m. to 5:00 p.m., a Blood Drive will be held at the Highland Police Station.

For the month of May, Burrtec completed 235 illegal dumping work orders.

29. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Mayor Lilburn stated seniors should be aware of fraudulent scams. She thanked East Valley Water District for their public outreach to the community warning residents of the same topic.

Mayor Lilburn thanked the Highland American Legion Post 421 for hosting a Memorial Day Service at the City of Highland Memorial Park.

On Friday, June 14, at 2:00 p.m., the Highland American Legion Post 421 will have a dedication ceremony for their new 50-foot flagpole.

Mayor Pro Tem McCallon announced that Director of Administrative Services Dantuono will retire and expressed gratitude for his dedicated work for the City of Highland.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

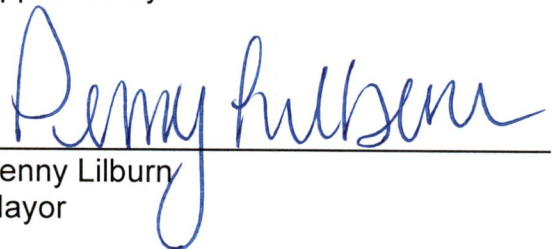
There being no further business, Mayor Lilburn adjourned the meeting at 6:44 p.m. in memory of Amos Penney.

Submitted By:



Alondra Muñoz
City Clerk

Approved By:



Penny Lilburn
Mayor