



CITY OF HIGHLAND

CITY COUNCIL AGENDA

Regular Meeting
November 12, 2024 at 6:00 PM
City Hall Donahue Council Chambers
27215 Base Line, Highland CA 92346

COUNCILMEMBERS

Penny Lilburn, Mayor
District 3

Larry McCallon, Mayor Pro Tem
District 5

Jesse Chavez-Cordova, Councilmember
District 1

Anaeli Solano, Councilmember
District 2

John P. Timmer, Councilmember
District 4

STAFF

Carlos Zamano, City Manager
Lawrence Mainez, Community Development Director
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer
Octavio Duran Jr., Public Works Director/City Engineer
Maricela Marroquin, City Attorney
Alondra Muñoz, City Clerk

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.*

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 accommodations, including 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.

Levine Act: Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but no later than the beginning of the proceeding.

**CITY COUNCIL REGULAR MEETING
NOVEMBER 12, 2024 - 6:00 p.m.
AGENDA**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATION

Recognition of Councilmember Jesse Chavez-Cordova, District 1

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 acting on any item not on the agenda. Individual speakers are limited to three (3) minutes each.

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 November 12, 2024, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the November 12, 2024 agenda, please identify the agenda item number in the subject line. Emailed 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 - October 8, 2024 Regular City Council Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Minutes - October 8, 2024 City Council Special Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 771 for November 12, 2024, in the amount of \$2,356,027.12 and Payroll of \$373,220.99.
5. Treasurer's Report for September 2024
RECOMMENDATION: That the City Council receive and file Treasurer's Report for September 2024.
6. Second Reading of Zone Change (ZC 24-001): Ordinance No. 466 of the City of Highland to Change the Zoning Designation of Three (3) Parcels on 8.3 acres from Single Family Residential (R-1) to Planned Development (PD) Related to a Development Consisting of 79 Single-Family Lots
RECOMMENDATION: That the City Council conduct a second reading of Zone Change (ZC 24-001), read by title only, and waive further reading of Ordinance No. 466, changing the zoning designation from Single-Family Residential (R-1) to Planned Development (PD).
7. Resolution No. 2024-____, a Resolution of the City Council of the City of Highland, California, Reaffirming and Extending Proclamation of a Local Emergency in the City of Highland as a Result of the Line Fire
RECOMMENDATION: That the City Council adopt Resolution No. 2024-____, continuing to extend the Proclamation of a Local Emergency in the City of Highland as a result of the Line Fire.

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.

8. Public Hearing to Consider Calling a Special Election; Declaring the Results of the Election; and Approving Formation and Levy of Special Taxes for City of Highland Community Facilities District No. 24-001 (Highland Park) Generally Located North of Base Line, East of Club View Drive and West of the Greenbrier Place

RECOMMENDATION: That the City Council:

- 1) Open the Public Hearing and take testimony, if any;
- 2) Adopt Resolution No. 2024-____, entitled: A resolution of formation of the City Council of the City of Highland, California, to establish City of Highland Community Facilities District No. 24-001 (Highland Park), to establish an appropriations limit therefor, to authorize the submittal of the levy of special taxes, and to submit the establishment of an appropriations limit, to the qualified electors of such Community Facilities District;
- 3) Adopt Resolution No. 2024-____, entitled: A resolution of the City Council of the City of Highland, California, calling a special election and submitting to the qualified electors of City of Highland Community Facilities District No. 24-001 (Highland Park) propositions regarding the establishment of an appropriations limit and the annual levy of a special tax within the Community Facilities District;
- 4) Adopt Resolution No. 2024-____, entitled: A resolution of the City Council of the City of Highland, California, declaring the results of a special election in City of Highland Community Facilities District No. 24-001 (Highland Park) and directing the recording of a notice of special tax lien; and
- 5) Waive full reading, read by title only, and introduce Ordinance No. 2024-____, entitled: An ordinance of the City Council of the City of Highland, California, acting in its capacity as the legislative body of City of Highland Community Facilities District No. 24-001 (Highland Park) authorizing the levy of special tax therein.

CITY COUNCIL LEGISLATIVE

9. Construction and Construction Management Services Contract Award - Greenspot Road Median and Parkway Improvements Project (Project No. str23002) - Bid No. 2024-06

RECOMMENDATION: That the City Council:

- 1) Award the construction contract for Bid No. 2024-06, Greenspot Road Median and Parkway Improvements Project to the responsible low bidder Hardy & Harper, Inc., in the amount of \$951,000; and
- 2) Approve a budget adjustment of \$400,660 from the "2007 RDA" fund balance Special Capital Projects (Account No. 010.2560) to be expended from Traffic Improvements (Account No. 010-3830-6550).

10. 2025 Community Events

RECOMMENDATION: That the City Council discuss Community Events and direct staff accordingly.

11. Appoint Two (2) Members of the Public to the Community Trails Committee

RECOMMENDATION: That the City Council appoint two (2) members of the public to the Community Trails Committee.

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

RECOMMENDATION: Discussion and possible action.

13. 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.

ADJOURNRegular 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. The next regular meetings of the City Council for 2024 are as follows: December 10.

I, Alondra Muñoz, City Clerk, certify I caused to be posted this Agenda on or before November 7, 2024, 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: November 7, 2024



Alondra Muñoz
City Clerk