

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:01 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 Timmer.

ROLL CALL

Present: Hogan, Lilburn, McCallon, Timmer
Absent: None
Vacancy: District 2 Councilmember

REPORT FROM CLOSED SESSION

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Jody Scott stated her concerns regarding Neighborhood Watch public nuisances.

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

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Timmer, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Councilmember Timmer abstaining from Item No. 2 and a Councilmember vacancy in District 2.

1. Waive the Reading of All Ordinances

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

2. Minutes - January 28, 2025 Special City Council Meeting

Approved the Minutes as submitted.

3. Warrant Register

Approved Warrant Register No. 774 for February 11, 2025, in the amount of \$492,286.99 and Payroll of \$113,969.18.

4. Claim Consideration - Juan R. Gutierrez

Rejected claim.

5. Resolution No. 2025-005 Establishing Employee Salaries

- 1) Adopted Resolution No. 2025-005 Establishing Employee Salaries;
- 2) Approved the following budget adjustment: Transfer \$21,630 from 001-2516 (General Fund-Service Enhancement) to be expended from 001-1450-3010 (General Government-Salaries); and
- 3) Approved the attached job description.

RESOLUTION NO. 2025-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ESTABLISHING EMPLOYEE SALARIES

6. Easement Acceptance/Javier A. Gonzalez - "5th Street Tow Yard" Project (24989 5th Street

- 1) Accepted Grant of Easement for 5th Street right-of-way dedication from Javier A. Gonzalez; and
- 2) Directed the City Clerk to record the Grant of Easement.

7. Bid Award - Bid No. 2025-01, "City of Highland Janitorial Maintenance Contract"

Awarded the bid for Bid No. 2025-01 "City of Highland Janitorial Maintenance Contract" (Base Bid and Additive Items) to the lowest responsive bidder, Base Hill, Inc., in the amount of \$95,109.42 per year.

8. Construction and Construction Management Services Contract Award - Bid No. 2025-02, "FY 23/24 & 24/25 CDBG Pavement Improvement Project" (Project No. ola24001)

- 1) Awarded the construction contract for Bid No. 2025-02, FY 23/24 & 24/25 CDBG Pavement Improvement Project to the responsible low bidder, Hardy & Harper, Inc., in the amount of \$578,000; and
- 2) Approved the proposal from TKE Engineering, Inc. (TKE) to provide construction management and inspection services (CM Services) in the amount of \$78,300.

CITY COUNCIL LEGISLATIVE

9. Hardy & Harper, Inc. Contract Change Order - Greenspot Road Median and Parkway Improvements Project (Project No. str23002)

Public Works Director/City Engineer Duran Jr. gave a brief review of the staff report.

Mayor Lilburn referred to the speaker slip that was submitted for this item.

Phil Goodrich representing East Valley Water District spoke in support of the Greenspot Road Median and Parkway Improvements Project.

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

- 1) Authorize contract change orders up to 13.11% of the original construction contract with Hardy & Harper, Inc. for the Greenspot Road Median and Parkway Improvements Project; and
- 2) Authorize the City Manager to sign a Letter Reimbursement Agreement with East Valley Water District (EVWD). Motion carried 4-0, with a Councilmember vacancy in District 2.

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

City Manager Zamano stated the Highland Fire Department for the month of January received 757 calls for service, some of which included: 547 medical aids, 19 traffic collisions, 15 structure fires, 18 vegetation fires, and 4 vehicle fires.

The Administrative Services/Finance Department for the month of January issued 24 business licenses, renewed 361 business licenses, issued 61 dog licenses, 71 yard sale permits, and 170 account payable checks.

The City Clerk received two applications for the City Council District 2 vacancy. A special meeting is scheduled for February 18, during which City Council will interview the applicants and make an appointment or decide whether to call for a special election.

Human Resources is currently recruiting for an Assistant Public Works Director for the Public Works Department and an Information Technology Technician for the Administrative Services Department. Anyone interested can apply on our city website.

The Public Works Department has engaged in storm preparations as we anticipate a significant storm this week. Our Fire Department, Police Department, and Public Works Department will closely monitor key areas in the city affected by the Line Fire and be ready to respond to any emergencies. Public Works placed K-rail barriers at critical locations in East Highland and may implement road closures when necessary to ensure safety.

Sandbags are available at all Fire Stations, while sand can be obtained from Fire Station No. 2 and City Hall. Additionally, the East Valley Water District (EVWD) offices, which include their headquarters and the Sterling Natural Resource Center (SNRC) are providing free sandbags and sand.

Residents are encouraged to enroll in the "SMART911 Telephone Emergency Notification System (TENS)" to receive important messages and emergency alerts from San Bernardino County Emergency Management. For further details on storm preparedness, please visit our city website and Facebook page.

The Volunteer Services Department will have the Public Appreciation Potluck on Wednesday, March 5 at the Police Station, 26985 Base Line and Friday, March 7 at Fire Station No. 3, 7649 Sterling Avenue, from 12:00 p.m. to 1:00 p.m.

On Thursday, March 13, the Citrus Harvest Festival entries for the baking contest will be accepted from 7:30 a.m. to 12:00 p.m. at Highland City Hall, 27215 Base Line.

For the month of January, Burrtec completed 206 illegal dumping work orders.

On February 4, the Planning Commission granted a one-year extension for the proposed residential entitlements at the northwest corner of Base Line and SR-210. The developer has requested additional time to facilitate negotiations, which may include potential restaurants.

On Wednesday, February 19, the Quick Quack Car Wash groundbreaking ceremony will be held at Greenspot Road by the 7-Eleven store at 11:00 a.m.

The new Stator Bros. Market, located on Greenspot Road east of SR-210, is currently under construction and making considerable progress. The anticipated opening is projected for June 2025.

Corky's Homestyle Kitchen and Barkey, located on Greenspot Road, is making substantial progress with its tenant improvements and is scheduled to open in March 2025.

Construction permits for the new Hawaiian BBQ restaurant proposed on Greenspot Road between Starbucks and Chipotle, are now ready to be issued by the city.

The Tractor Supply on Base Line is tentatively scheduled to open at the end of March 2025.

In September 2020, the City Council Housing Authority approved an extension of the Regulatory Agreement for Housing Ventures lease of the Jeffrey Court Senior Apartments located on Central Avenue. The purpose of this extension is to assist Housing Ventures in securing private funding to update the existing plans. This includes the installation of fire sprinkler systems in all 184 apartment units, with an estimated cost of approximately \$2.3 million. Housing Ventures has successfully closed on its refinancing loan and has a nine-month timeframe to complete the necessary repairs.

The grand opening of Costco is scheduled for Saturday, March 8. The primary focus is collaborating with REXCO to finalize the traffic signal installation and address the median work.

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

Councilmember Hogan stated he attended the Cal Cities conference in Orange County. It was a beneficial experience, providing him with valuable insights. This opportunity enhances his ability to serve his community more effectively.

ANNOUNCEMENTS

None

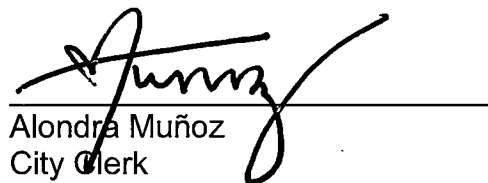
CLOSED SESSION

None

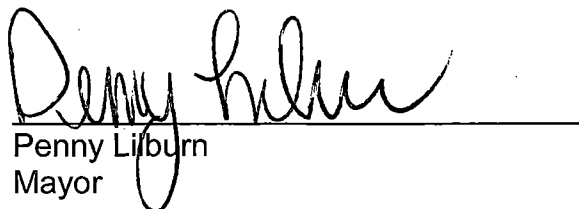
ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:33 p.m. in memory of Charles Kiel and Howard Wright.

Submitted By:


Alondra Muñoz
City Clerk

Approved By:


Penny Lilburn
Mayor