

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 Tracy Johnson, Immanuel Baptist Church, and the Pledge of Allegiance was led by Councilmember Saldana.

ROLL CALL

Present: Hogan, Lilburn, McCallon, Saldana, Timmer
Absent: None

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

Mayor Lilburn presented a Proclamation proclaiming the month of April as Child Abuse Prevention Month.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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

Mickey Alexandra spoke regarding concerns about Mello-Roos and Redlands School District taxes.

CITY COUNCIL BUSINESS

1. Designation of an Alternate Representative for the Southern California Association of Governments (SCAG) 2025 Regional Conference and General Assembly

A MOTION was made by Mayor Pro Tem McCallon, Seconded by Councilmember Saldana, to appoint Mayor Lilburn as an Alternate Representative for the Southern California Association of Governments (SCAG) 2025 Regional Conference and General Assembly. Motion carried, 5-0.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Councilmember Timmer, seconded by Mayor Pro Tem McCallon, to approve the consent calendar as submitted. Motion carried on a roll call vote, 5-0.

2. Waive the Reading of All Ordinances

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

3. Minutes - March 11, 2025 Regular City Council Meeting

Approved the Minutes as submitted.

4. Minutes - March 11, 2025 Special City Council Meeting

Approved the Minutes as submitted.

5. Minutes - March 27, 2025 Special City Council Meeting

Approved the Minutes as submitted.

6. Warrant Register

Approved Warrant Register No. 776 for April 8, 2025, in the amount of \$2,807,119.37 and Payroll of \$237,482.36.

7. Treasurer's Report for February 2025

Received and filed Treasurer's Report for February 2025.

8. Claim Consideration - Steven Olson

Rejected claim.

9. Claim Consideration - Erick Smart

Rejected claim.

10. Authorization and Purchase Agreements for Heating, Ventilation, and Air Conditioning (HVAC) System Repairs for the Highland Library Building

- 1) Waived formal contract procedures per Municipal Code Section 2.40.100 for which the City's best interest are served;
- 2) Approved the proposal from TRANE in the amount of \$52,698 to replace the HVAC control system at the Highland Library through the City's Omnia Partners cooperative purchasing program contract No. RACINE-3341; and
- 3) Authorized the City Manager to sign purchase agreements with TRANE to replace the HVAC control system at the Highland Library.

11. Construction and Construction Management Services Contract Award - 9th Street Transit Stops, Sidewalk, and Bikeway Improvements (Project No. swk19001)

- 1) Awarded the construction contract for Bid No. 2025-07 9th Street Transit Stops, Sidewalk, and Bikeway Improvements Project to the responsible low bidder, GJ Gentry General Engineering Inc., in the amount of \$744,131.00;
- 2) Approved the proposal from TKE Engineering, Inc. (TKE) to provide construction management and inspection services (CM Services) in the amount of \$94,703;

- 3) Approved a budget adjustment to use up to \$567,000 from the Measure I fund balance (Account # 017-2100) to be expended from the Traffic Improvements Account (Account # 017-8350-6550); and
- 4) Approved a budget adjustment to the TDA Article III expenditure Account # 005-8320-6545 and to the revenue Account # 008-8320-7205 to include \$430,700.

CITY COUNCIL LEGISLATIVE

12. Appoint One (1) Member of the Public to the Community Trails Committee

Mayor Lilburn opened the floor to nominations.

Mayor Pro Tem McCallon nominated Luis Gardea, as there was only one applicant; no additional nominations were made and Mayor Lilburn closed the floor for nominations.

City Council unanimously appointed Luis Gardea to the Community Trails Committee.

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

City Manager Zamano stated the Highland Sheriff's Department for the month of March received 3,138 calls for service, made 330 reports, 143 arrests, issued 190 citations, conducted 255 traffic enforcement stops, responded to 60 traffic collisions, 20 transient calls, and 22 towed vehicles.

The Highland Fire Department for the month of March received 575 calls for service, some of which included: 461 medical aids, 36 traffic collisions, 9 structure fires, 10 vegetation fires, and 3 vehicle fires.

The Administrative Services/Finance Department for the month of March issued 15 business licenses, renewed 235 business licenses, issued 87 dog licenses, 128 yard sale permits, and 175 account payable checks.

The City of Highland would like to welcome new staff members:

- Julian Vargas, Maintenance Worker I
- Chastity Scott, Engineering Technician I
- Manuel Tapia Vera, IT Technician
- Marisa Beltran - Quiroz, Permit Technician (former Intern for Administrative Services)
- Veronica Navarro, Temporary Accounting Assistant I (AR)
- Anastasia Barrera, Temporary Accounting Assistant I (AP)

Human Resources is currently recruiting for an Assistant Public Works Director for the Public Works Department. Anyone interested can apply on our city website. Job flyers for this position have been mailed out to registered civil engineers throughout San Bernardino and Riverside Counties.

The Highland Regional Connector and the Community Development Block Grant (CDBG) 2023/2025 Pavement Rehabilitation Projects are nearing completion. Staff collaborated with contractors to schedule the majority of the paving work during spring break for both school districts, thereby minimizing disruptions.

The city has one final day of slurry seal on Love Street, west of Church Street, and on Streater Drive between Sycamore Drive and Base Line, which is set for April 9, 2025. Both streets will remain open to traffic and residents during this process. Following the slurry seal application, striping work will commence and is expected to be completed by the end of next week. Both projects are on schedule and within budget.

Saturday, April 19, from 8:00 a.m. to 12:00 p.m., the Highland Improvement Team (HIT) will conduct a cleanup event.

Thursday, April 24, at 9:00 a.m. the Arbor Day tree planting ceremony will be held at Cunningham Neighborhood Park located at 7400 Cunningham Street.

Saturday, April 26, from 8:00 a.m. to 12:00 p.m., the city will host a Compost Giveaway at the City Hall parking lot located at 27215 Base Line.

For the month of March, Burrtec completed 148 illegal dumping work orders.

The Citrus Harvest Festival was a remarkable success, attracting approximately 6,000 local residents. The event featured over 200 vendors, showcased 76 antique and classic cars, highlighted performances by local school talents, and offered numerous enjoyable family activities. Thank you to Assistant Community Development Director Stater, Associate Planner Tafolla, and all city staff members who contributed to making this event possible. A special thank you to Mayor Lilburn and Councilmember Saldana for attending and supporting the festivities.

On April 1, a hearing was held by the Planning Commission to address an appeal concerning a citation issued for land use violations, specifically related to the unpermitted parking and storage of trucks and tractor-trailers at 27356 5th Street, located just east of Palm Avenue. The Planning Commission reached a deadlock, with two members in favor and two against the motion to uphold the citation. The Planning Commission did not act to overturn the staff's issuance of the citation, resulting in the citation being in effect. The property owner submitted an appeal regarding the Planning Commission's decision, which will be presented to the City Council during the meeting scheduled for June 10, 2025.

The Planning Commission has approved a request from Levitt Industries to extend their approved entitlement for an additional 12 months. This extension pertains to the construction of a 285,000 square foot warehouse logistics building located at the northwest corner of Palm Avenue and Meines Street.

The Planning Commission adopted resolutions recommending that City Council approve several ordinances to amend various sections of the Municipal Code pertaining to the implementation of the City's 6th Cycle Certified Housing Element. These amendments address recent state housing legislation concerning Accessory Dwelling Units (ADUs). Additionally, the Planning Commission conducted a workshop to gather input on an

upcoming zoning initiative related to multi-family housing in the eastern portions of the city, as mandated by the certified housing element. Based on the insights gathered during the workshop and public feedback, the Planning Commission has selected a preferred location for rezoning and has directed staff to initiate the rezoning process. The formal rezoning proposal will be reviewed by the City Council this summer and forwarded for consideration in the fall.

The Housing Authority and Wakeland Housing Development Corporation (Wakeland) continue to seek funding for the construction of a 90-unit, \$37 million affordable senior housing complex on Central Avenue, located south of Jeffrey Court Apartments. The City Council, in conjunction with the San Bernardino County Board of Supervisors, awarded Wakeland \$5,850,000 on February 25, 2025 to support this initiative. This funding includes \$3.8 million from the county's permanent Local Housing Allocation Fund and approximately \$2 million from the county's Home Investment Partnership Program. Despite this support, there remains an estimated funding gap of \$11 million after accounting for tax credits. To address this shortfall, Wakeland plans to submit a funding application to the State Department of Housing and Community Development (HCD) on April 15, 2025 requesting assistance through the Multi-family Housing Program (MHP). This will mark the third attempt to secure MHP funding, and the City of Highland will be informed of Wakeland's success by August 2025.

Corky's Kitchen and Bakery will officially open its doors for business on Wednesday, April 19, 2025. They are currently collaborating with the Chamber of Commerce to arrange an official ribbon-cutting ceremony scheduled for May 14, 2025.

Pat's Place, a newly established soul food restaurant located at the southeast corner of Base Line and McKinley Street, is set to open following a comprehensive revitalization of the property. The exterior renovations are nearing completion, and various city departments are in the process of conducting their final inspections. While the owner has been tentative in announcing a specific opening date, there is a growing optimism regarding a forthcoming launch. Staff will promptly notify the City Council and the Chamber of Commerce as soon as the opening date is officially confirmed.

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

Mayor Pro Tem McCallon stated he was unable to attend the Citrus Harvest Festival this year but is looking forward to next year's event.

Councilmember Saldana thanked city staff for participating in the Citrus Harvest Festival.

Mayor Lilburn thanked city staff for all their hard work at the Citrus Harvest Festival. She thanked East Valley Water District (EVWD) for the Women of Improvement event that will be held on April 9.

ANNOUNCEMENTS

None

CLOSED SESSION

City Attorney Marroquin read the City Council into closed session regarding the following:

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION

The City Council will meet in closed session with the City Attorney pursuant to Government Code Section 54956.9(d)(2) with respect to one matter of potential litigation. A point has been reached where, in the opinion of the City Attorney, based on existing facts and circumstances, there is a significant exposure to litigation involving the City with respect to the properties located at 8046 Central Avenue (APN: 1192-561-08) and 26855 4th Place (APN: 1192-561-10) and based on a letter dated March 31, 2025, from Claudia Orian. The letter is available for public inspection at the Office of the City Clerk.

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6

Unrepresented employee: City Manager

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

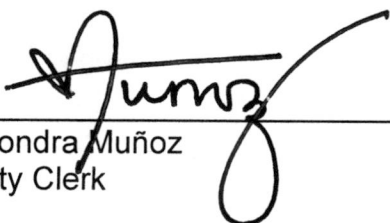
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):

One case.

ADJOURN

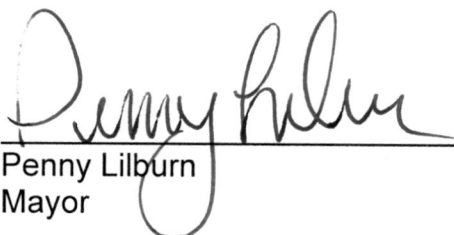
Mayor Lilburn adjourned the meeting into closed session at 6:31 p.m.

Submitted By:



Alondra Muñoz
City Clerk

Approved By:



Penny Lilburn
Mayor