

CITY OF HIGHLAND SPECIAL MEETING OF THE COMMUNITY TRAILS COMMITTEE AGENDA

REGULAR MEETING

September 9, 2021

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

MEMBERS

Jeff Novak, Chair

Robert La Chausse, Vice Chair

Richard Bowman, Member

Brent Merideth, Member

Vacant, Member

STAFF

Lawrence A. Mainez, Community Development Director

Kim Stater, Assistant Community Development Director

Angela Tafolla, Assistant Planner

Camille Goritz, Administrative Assistant III

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

CITY OF HIGHLAND • 27215 BASE LINE • HIGHLAND, CALIFORNIA 92346 • (909) 864-6861 ☎ • (909) 862-3180 📠

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office at (909) 864-6861 Ext. 226, at least 48 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a special meeting agenda and distributed by the City of Highland to all or a majority of the Community Trails Committee, less than 72 hours prior to that meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email to be read aloud at the meeting by the Community Development Administrative Assistant. Email comments must be submitted by 5:00 p.m. on September 9, 2021 to publiccomment@cityofhighland.org.

For those wishing to make a public comment regarding a public hearing item, 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 end of the corresponding item. Please email your comments to publiccomment@cityofhighland.org. Members of the public will be permitted to make public comments in person.

**COMMUNITY TRAILS COMMITTEE
SPECIAL MEETING AGENDA
September 9, 2021 - 6:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

To address the Community Trails Committee, please complete a speaker form located at the entrance and give it to the Administrative Assistant prior to the beginning of the meeting. Your name will be called when it is your turn to speak. Individual speakers are limited to three minutes each. Comments received via email by September 9, 2021, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

CONSENT CALENDAR

1. Minutes from the February 11, 2021 Regular Meeting.
RECOMMENDATION: That the Community Trails Committee approve the minutes, as submitted.

LEGISLATIVE ITEMS

2. Update on the Recreation Trails Program Grant (RTP)

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) receive and file Staff's presentation on the RTP Grant.

3. Update on the Highland/Redlands Regional Connector Project (bikeway/trail along Orange Street between City of Highland and City of Redlands)

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) receive and file Staff's update on the Highland/Redlands Regional Connector Project and provide comments as appropriate.

ANNOUNCEMENTS

ADJOURN

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 2nd of September 2021 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: September 2, 2021



Camille Goritz Administrative Assistant III



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: September 9, 2021

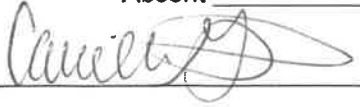
FROM: Lawrence Mainez, Community Development Director

PREPARED BY: Camille Goritz, Administrative Assistant III

SUBJECT: Minutes from the February 11, 2021 Community Trails Committee Regular Meeting.

RECOMMENDATION: Staff recommends the Community Trails Committee approve the Minutes as submitted.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Community Development Director	

**COMMUNITY TRAILS COMMITTEE
REGULAR MEETING AGENDA
FEBRUARY 11, 2021**

This meeting was conducted as a video conference meeting in a remote location. All votes during the meeting were conducted by roll call.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 5:00 p.m. by Chair Novak through video conference.

Present:	Chair	Jeff Novak
	Vice Chair	Robert La Chausse
	Member	Richard Bowman
	Member	Brent Merideth
	Member	Matt Myers

Staff Present: Lawrence Mainez, Community Development Director
Salvador Quintanilla, Associate Planner
Camille Goritz, Administrative Assistant III

Pledge of Allegiance led by Jeff Novak.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None

REORGANIZATION OF THE COMMUNITY TRAILS COMMITTEE

1. Election of Chairman and Vice Chairman for 2021-2022.

Community Development Director Mainez gives an overview of the Brown Act and opened the floor for nominations for the seat of Chair and called for a vote from the members.

Member La Chausse nominated member Novak for the seat of Chair. All members agreed with the election of member Novak to the seat of Chair. Vote passed 5-0.

Community Development Director then turned the election for Vice Chair over to Chair Novak.

Chair Novak nominated member La Chausse for the seat of Vice Chair. All members agreed with the election of member La Chausse to the seat of Vice Chair. Vote passed 5-0.

The election for Chair and Vice Chair was closed by Chair Novak.

CONSENT CALENDAR

2. Minutes from the March 12, 2020 Special Meeting.

A MOTION was made by Member La Chausse, seconded by Member Bowman, to approve the minutes as submitted. Motion carried on a roll call vote, 5-0.

BUSINESS ITEMS

3. Roles and Responsibilities

Community Development Director presented the staff report.

Member Merideth asked how many duties were removed when the change was made within the last couple years to take responsibility from the trails committee and put it into the Planning Commission? Were there other roles and responsibilities removed from this list that you have?

Community Development Director Mainez stated in terms of policy and creating those maps, the Planning Commission will focus with trails when they deal with new development. Your responsibility as the committee is mostly maintenance and getting the public out there to participate in our trails and then receive feedback if anything is damaged and needs replacing.

Member Novak stated maybe that can be an agenda item regarding maintenance and where we are spending our money and budget. Is that possible for next time?

Community Development Director Mainez stated that is a good suggestion. In fact, I'll be starting the budget process very soon and once I do that, I will figure out a timetable to come and present to you.

4. Dennis Johnson Memorial

Associate Planner Quintanilla presented the staff report.

Member Merideth stated back when I was on before the problem was that the land was privately owned, but it sounds like that is not the issue anymore. The city now has the land to do the trail, but it's technically difficult due to cost is what it sounds like.

Community Development Director Mainez stated that is a great question, but at this time we do not have the answer. This is more of a receive and file. We just want to honor Dennis Johnson and show he was appreciated as a member of the Community Trails Committee.

5. Update on the Recreational Trails Grant (Natural Parkland Trail)

Associate Planner Quintanilla presented the staff report.

Community Development Director Mainez stated we were very instrumental and fortunate to receive this grant of \$1.5 million. We were happy to get the funding. It is going to take a couple of years to get to a point where this is finished, but Associate Planner Quintanilla is going to bring parts and pieces to you for input. We will be bringing back educational signage, Amphitheater, and the location of the new trail alignments that connect a couple of trails. Again, this is all within our general plan policy area, so there's really nothing that we need to take back to the Planning Commission.

Chair Novak asked do we have an estimated start date?

Associate Planner Quintanilla stated not at this time. We are still working with the State to finish documentation.

Community Development Director Mainez stated I think we have till September to finish up most of what the State is asking. After September that we can start looking at construction contracts and possibly early next year we will be brining exhibits and materials related to construction.

Member Merideth stated this is terrific, I really appreciate it. What happens to the existing markers that are there? Are they going to be replaced?

Associate Planner Quintanilla stated eventually the existing markers depending on what the community decides to do, either replace them to something newer or keep it to the historic design that they have already.

Member Novak stated ok, there will be graffiti and they get defaced and perhaps going forward be able to maintain them, because I know several trails, we see that.

Associate Planner Quintanilla stated we will be using the graffiti coding on top of that.

Community Development Director Mainez stated building parks and trails is a wonderful thing when you have the resource. It is that long term maintenance that comes afterwards that that's the problem, and that's why when we go through the budget cycle, we are replacing some of these signs currently. It is one of those things I will be looking at. We will be looking at a different material something like metal or another type.

Member Merideth asked what the bench exists where the trail ends to the furthest point that loops around from the green back to the yellow is?

Community Development Director Mainez stated no, it should loop around and connect at the top. We want to put a connection, but we did not want to be too specific, so we just did the switch back.

Member Merideth stated ok, so that switch back in not necessarily the final.

Community Development Director Mainez stated we just want to try to get some additional lineal footage.

Member Merideth stated with the educational perennation area, there has been limitations of what can be done to a natural area. Was there a rough idea of what that would include? Would there be shade of any kind be allowed?

Community Development Director Mainez stated it does and it does not. We visited the site and there was a tree there so perhaps we can incorporate trimming that tree and try to preserve it for some shade. We do not want to put too many permanent structures up there that we would have to maintain long term.

ANNOUNCEMENTS

Associate Planner Quintanilla discussed continuing Trails Day Planning discussion in future meetings.

ADJOURN

There being no further business, Chair Novak declared the meeting adjourned at 8:02 P.M.

Submitted by:

Approved by:

Camille Goritz,
Administrative Assistant III

Jeff Novak,
Community Trails Committee Chair



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: September 9, 2021

FROM: Lawrence A. Mainez, Community Development Director

SUBJECT: Update on the Recreational Trails Program Grant (RTP)

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) receive and file Staff's presentation on the RTP Grant.

PUBLIC NOTICE: As required by City Council Resolution, notice of the CTC's meeting was posted at the City's three (3) designated posting locations within the City. In addition, the agenda was posted on the City's website. No further notice is required.

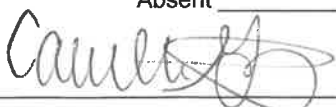
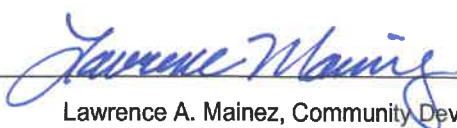
BACKGROUND/UPDATE:

Recreational Trails Program:

On February 11, 2021, Staff informed the CTC that a grant application submitted to the State of California Department of Parks and Recreation was selected for funding by the Department on September 25, 2020. The grant funding was for \$1.5 million to be used to renovate the 'City's Natural Parkland Trail' by constructing new erosion control methods, construct new trails, rehabilitate the existing trail, provide connectivity with adjacent trails, and installation of new interpretive signs and environmental learning facilities.

The funding was contingent on the City completing the following three (3) federal post-application requirements by September 30, 2021.

1. Compliance with the National Environmental Policy Act (NEPA) and documentation.
2. Completion of the National Historic Preservation Act of 1966 documentation, and
3. Listing of the project on either the State Transportation Improvement Plan (STIP) or a local Transportation Improvement Plan (FIP), as applicable.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
Recording Secretary		Lawrence A. Mainez, Community Development Director	

On August 17, 2021, the City completed the required Preliminary Environmental Study (PES) and submitted to CALTRANS as required under Item 1 above. CALTRANS is the agency responsible for administering funds from the California Department of Parks and Recreation.

The Historic Preservation documentation was provided to CALTRANS for consideration as required under Item 2 above. It is anticipated CALTRANS will determine there is no impacts since the proposed project will protect and preserve existing flumes and rock wall from the past citrus farming within the City's Natural Parkland.

On May 31, 2021, the proposed project was included in the local Transportation Improvement Plan (TIP) as required under Item 3 above. The local agency responsible for implementing the local TIP is the San Bernardino County Transportation Authority (SBCTA).

Next Steps:

Once the State of California Department of Parks and Recreation and CALTRANS sign off on the federal post-application requirements, the City will receive a formal contract/agreement related to the RTP Grant. Staff anticipates receiving the RTP Grant contract/agreement before the end of the year. Once the contract is executed the project can begin construction and the City can request reimbursements from the State.

The City's Landscape Architect (Community Works Design Group) was selected to assist the City with related environmental work and design services.

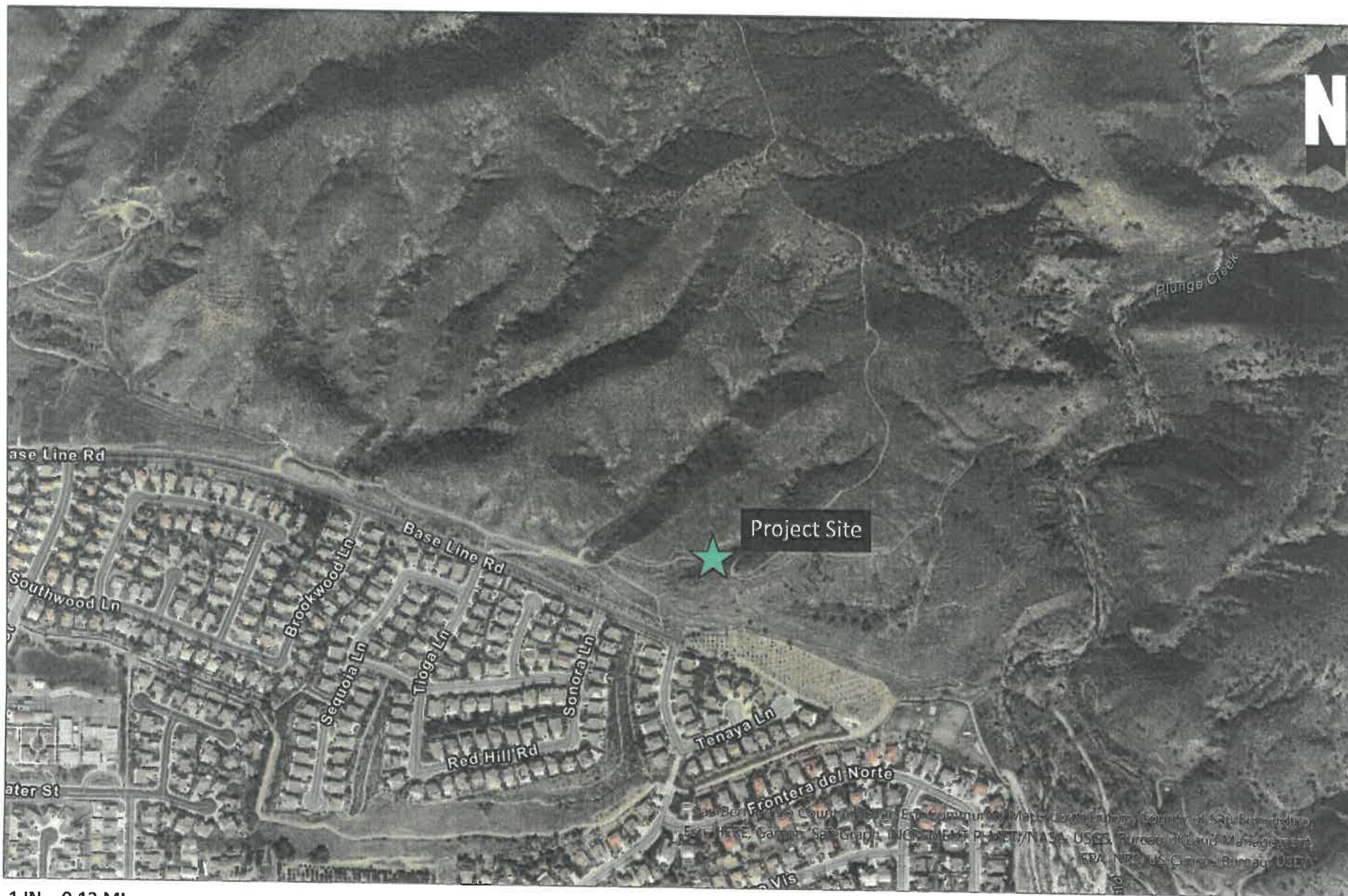
The CTC will play an important role in the project by providing comments and recommendations on the environmental interpretative stations, seating areas, and other unique user experience items along the existing and realigned trail. Attached for the CTCs information is an exhibit illustrating the proposed improvement (Attachment 1).

Staff will provide more details and potential schedule at the meeting.

Attachment:

1. Proposed Improvements to the Natural Parkland Trail (Site Plan)

ATTACHMENT 1



1 IN = 0.13 MI

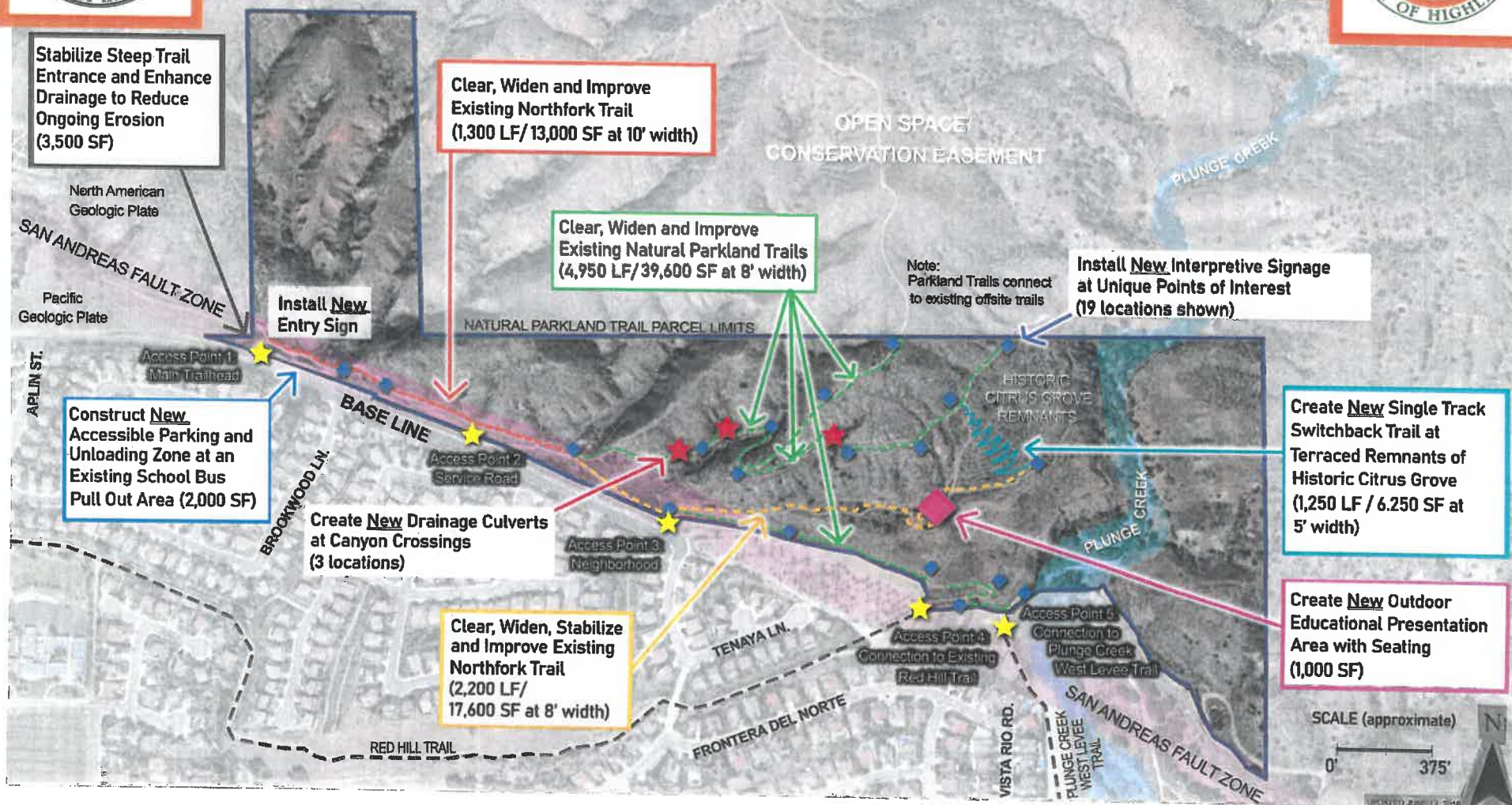


Project Location Map
Natural Parkland Trail Project

Exhibit
2



Natural Parkland Trail Site Plan





STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: September 9, 2021

FROM: Lawrence A. Mainez, Community Development Director

SUBJECT: Update on the Highland/Redlands Regional Connector Project (bikeway/trail along Orange Street between City of Highland and City of Redlands)

RECOMMENDATION: Staff recommends the Community Trails Committee receive and file Staff's update on the Highland/Redlands Regional Connector Project and provide comments as appropriate.

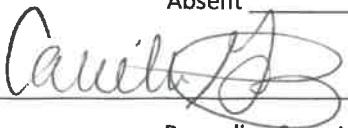
PUBLIC NOTICE: As required by City Council Resolution, notice of the CTC meeting was posted at the City's three (3) designated posting locations within the City. In addition, the agenda was posted on the City's website. No other notice is required.

BACKGROUND/UPDATE: As the Community Trail Committee is aware, the City of Highland and City of Redlands have collaborated to construct a new 4.7 mile long bikeway/trail (generally along Orange Street) from Arroyo Verde Elementary School in Highland to Citrus Valley High School in Redlands.

The City of Highland has retained a portion of the required funding to construct the planned bikeway/trail to improve recreational opportunities and improve safety for vehicles, pedestrians, and bicyclist.

Both cities have been consulting with the US Fish & Wildlife Services (USFWS) and the California Fish & Wildlife Service (CFWS) to obtain the required environmental clearance prior to construction. Unfortunately, there has been some significant setbacks as it relates to the consultation efforts with both USFWS and CFWS agencies. The environmental mitigation requirements being imposed by the two resource agencies are significant and could potentially derail the project. Both cities are exploring options that may help keep this important project moving forward.

Staff will provide more detail at the meeting. Attached for the CTC's information are exhibits illustrating the proposed improvements (Attachment 1).

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Community Development Director	

ATTACHMENT 1

SCOPE OF WORK

HIGHLAND/REDLANDS REGIONAL CONNECTOR PROJECT

IN HIGHLAND THE PROJECT INCLUDES:

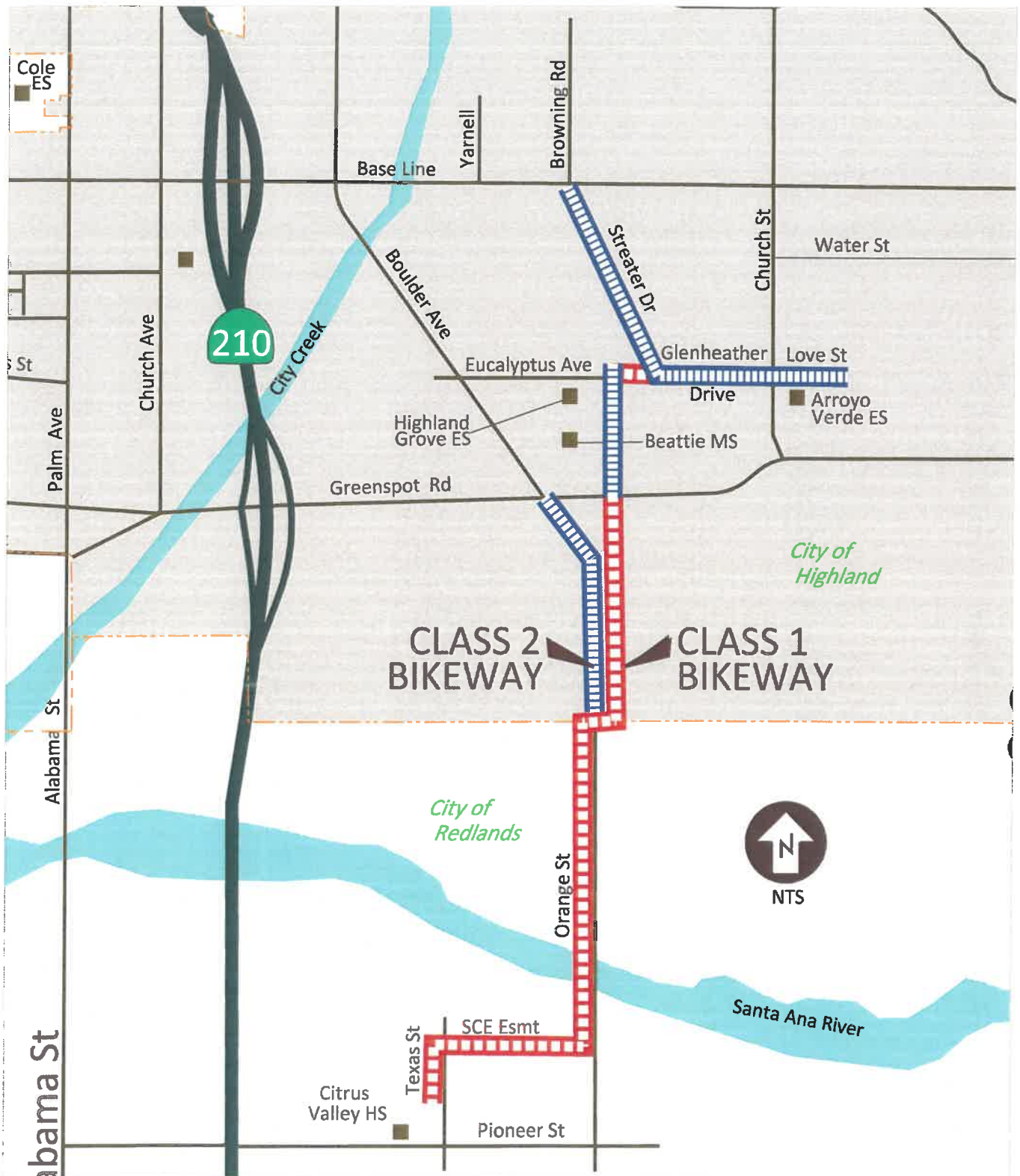
1. Class I Bikeways at the following locations:
 - Orange Street along east side of roadway from South City Limit to Pole Line Trail (2,700 LF APPROX.)
 - Lot "Y" Easement from Orange Street to Streater Drive (1,100 LF APPROX.)
2. Class II Bikeways at the following locations:
 - Orange Street from Pole Line Trail to Greenspot Road (800 LF APPROX.)
 - Boulder Avenue/Orange Street from South City Limit to Greenspot Road (3,700 LF APPROX.)
 - Orange Street from Greenspot Road to Eucalyptus Drive (1,900 LF APPROX.)
 - Streater Drive from Base Line to Glenheather Drive (3,300 LF APPROX.)
 - Glenheather Drive from Streater Drive to Church Street (1,700 LF APPROX.)
 - Love Street from Church Street to East Terminus (800 LF APPROX.)
3. Pedestrian/Bikeway Bridge along the east side of Orange Street over Plunge Creek
4. Reinforced Concrete Box culvert extension under Orange Street south of Plunge Creek
5. Pedestrian Heads, In-Roadway Bicycle Detection Systems, and Enhanced Crosswalks at the following intersections:
 - Orange Street/Cemex Entrance
 - Boulder Avenue/Greenspot Road
 - Greenspot Road/Orange Street
 - Streater Drive/Base Line
 - Glenheather Drive/Church Street
6. Bicycle Signals:
 - Orange Street/Cemex Entrance
7. Rumble Strips, Sharrows, Warning Beacons and Warning Signs at the following location:
 - Boulder Avenue/Orange Street near Plunge Creek Crossing where the roadway narrows
8. Pedestrian Lighting at the following locations:
 - Orange Street Class I Bikeway from South City Limit to Greenspot Road (approximately 12 each)
 - Lot "Y" Class I Bikeway from Orange Street to Streater Drive (approximately 6 each)
9. Wayfinding Signs along bikeways throughout the project within Highland City Limits (approximately 17 installations)
10. Speed Feedback Signs on Orange Street (2 each)
11. Bike Racks at approximately 3 Locations within Highland City Limits
12. SRTS Program Implementation at Arroyo Verde ES, Highland Grove ES, and Beattie MS.

ATP CYCLE 2 GRANT APPLICATION

PROPOSED BICYCLE NETWORK IMPROVEMENTS FOR THE CITIES OF HIGHLAND and REDLANDS, CA

February 5, 2015





Highland/Redlands Regional Connector CITY OF HIGHLAND Project No. STR15002

August, 2017