

CITY OF HIGHLAND SPECIAL MEETING OF THE COMMUNITY TRAILS COMMITTEE AGENDA

MEMBERS

Robert La Chausse, Chair
Erwin Fogerson, Vice Chair
Richard Bowman, Member
Michael McMillan, Member
Brent Merideth, Member

SPECIAL MEETING

March 10, 2022
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

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

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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 regular 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: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on March 10, 2022 to publiccomment@cityofhighland.org.

If you are submitting a public comment pertaining to an item on the March 10, 2022 agenda, please identify the agenda item number in the subject line. Members of the public will be permitted to make public comments in person.

**COMMUNITY TRAILS COMMITTEE
SPECIAL MEETING AGENDA
March 10, 2022 - 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 March 10, 2022, 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 February 10, 2022, Regular Meeting.

RECOMMENDATION: That the Community Trails Committee approve the minutes, as submitted.

BUSINESS ITEMS

2. 2022 Citrus Harvest Festival

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) Members select attendance time slots for the 2022 Citrus Harvest Festival.

3. 26th Annual Community Trails Day

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) finalize the June 4, 2022 date as the next Community Trails Day and confirm the time and location.

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 3rd of March 2022 by 4:30 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: March 3, 2022



Camille Goritz, Administrative Assistant III



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: March 10, 2022

FROM: Lawrence Mainez, Community Development Director

PREPARED BY: Camille Goritz, Administrative Assistant III *CG*

SUBJECT: Minutes from the February 10, 2022 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 _____		

<i>Camille Goritz</i> Recording Secretary	<i>Lawrence Mainez</i> Community Development Director
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**COMMUNITY TRAILS COMMITTEE
REGULAR MEETING AGENDA
FEBRUARY 10, 2022**

CALL TO ORDER

The regular meeting of the Community Trails Committee of the City of Highland was called to order at 6:00 p.m. by Chair La Chausse at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Robert La Chausse
	Vice Chair	Erwin Fogerson
	Member	Richard Bowman
	Member	Michael McMillan
	Member	Brent Merideth

Staff Present: Lawrence Mainez, Community Development Director
Carlos Zamano, City Engineer
Jim Richardson, Public Works Manager
Angela Tafolla, Assistant Planner
Camille Goritz, Administrative Assistant III
Scott Rice, City Landscape Architect

Pledge of Allegiance led by Chair La Chausse.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None

1. Community Trials Committee Orientation

Community Development Director Mainez welcomed the new committee members and gave an overview of what to expect as a member and explained the Brown Act.

2. Election of Chair and Vice Chair

The Community Trails Committee elected Robert La Chausse as Chair and Erwin Fogerson as Vice Chair.

CONSENT CALENDAR

3. Minutes from the February 11, 2021 Regular Meeting.

A MOTION was made by Member Bowman, seconded by Member Merideth, to approve the minutes as submitted. Motion carried, 5-0.

BUSINESS ITEMS

4. Update on the Recreational Trails Program Grant (RTP)

City Engineer Zamano stated the grant that the city has received is \$1.5 million, the grant is basically covering 80% of the overall project costs and the city matches 20%. There are

certain requirements that the city must do in order to get the grants and they are outlined in your staff report. We're hoping to have this be identified as a CE categorical exemption exclusion project with some technical studies that need to be done which would be the most favorable outcome for the environmental project. The folks from the recreational department have indicated to us that they know we're moving forward and the funding that we are currently spending towards understand that will be used as our match, so in essence, we're kind of front loading our match if that's what we choose to do. Once we get the environmental cleared, we believe that we'll be able to finish up the design within about six months or so. I don't think we've received an updated schedule yet, but I will work with our consultant to make sure we have an updated schedule. We must follow the requirements per the grant that we received, and we don't want to jeopardize any of the funding that we receive.

Member Merideth stated I am sensitive to how much it costs to mitigate some of these issues from these agencies. 1.5 million sounds like a lot of money however, can be low when you're trying to mitigate some of these environmental measures, is there any risk regarding this?

City Engineer Zamano stated I'll be very transparent, when we budgeted for this project, we did not envision any kind of crazy environmental mitigation requirements from either United States Fish and Wildlife Services (UNFW) or California Department of Fish and Wildlife Services (CDFW). So far, we are working with our consultant Scott Rice to make sure that we don't fall under their jurisdiction and therefore we won't be required to do any kind of mitigation for that. If we're not going to be required to consult with these resource agencies and the good news for us is that we won't have to deal with those unreasonable types of things because that could be a project killer and you're correct.

City Landscape Architect Rice stated one aspect of the grant is to provide accessibility so one of the key components of the grant application was providing a truly accessible parking space along Base Line that is protecting the trail user from the traffic flow.

Chair La Chausse asked what's the anticipated start date for this project?

City Landscape Architect Rice stated this is still contingent on the clearance of the environmental portion of the scope, we have begun to prepare construction drawings and we have a submittal. That's going to parallel the finalization of the environmental documents as long as there's no excessive holdups on the environmental side.

Member Merideth thanked staff for applying for the grant. There's a winding trail that you can walk on and I'm wondering if you can use the part that's parallel to it or is that being closed off?

City Landscape Architect Rice stated that is going to become a concrete drive. We're going to use an earth tone concrete color and it is an existing maintenance road that must stay in that capacity so you would have the ability to walk up that road, but the gradient is a lot steeper than the new path.

Member Merideth stated I like that, because that means that mountain bikers can go on the concrete part while people walk separately.

Community Trails Committee receives and files staff's report.

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

City Engineer Zamano stated the news on this project is not good as was mentioned earlier by Member Meridith, there are major issues with the project and that would be with respect to the environmental mitigation for this project. This is coming from the CDFW, and their mitigation requirements are over \$6 million, and we obviously can't construct the project with that kind of requirement. When the project was first planned SPQR was not listed as an endangered species by CDFW at the time. We had no idea this was going to happen, and we have consulted on numerous occasions with CDFW to see if they would consider the benefits that this project would provide and maybe revisit those mitigation requirements to provide something that would be more reasonable that we can work with. CDFW was very direct in regard to saying no. They wouldn't agree to lower the mitigation requirements without showing or demonstrating how we would be helping or reducing impacted to wildlife, so they wanted to see something tangible. In fact, I send them a long letter with a lot of documentation trying to convince them to reconsider. I just didn't rely on notifying them by phone calls, emails, or sending them a letter. We have looked at was possibly re scoping the project and maybe scaling back. The project entailed construction of a class one bike bikeway along Orange Street which is in the area that's got a lot of sensitive habitats. The door is not completely closed to this project, but we certainly have run into a snag in the sense that we may not be able to deliver it now.

Member Merideth stated I've been keeping an eye on this since the prior City Engineer Ernie Wong started it and I've written so many letters to the editor. I am deeply appreciative of what the City of Highland has tried to do. It has felt like Highland is on an island and geographically, it's kind of is from a bicyclist perspective. Trying to work every avenue of approach to getting this done and in all my communications I've been saying Highland is doing their best to get this done.

City Engineer Zamano stated there's only so much they can do too. They've already given us some funding, and the good thing is they do support the project.

Chair La Chausse stated the two options are either try to re sculpt the project or come up with a design so that you have a shovel ready project when other grant funding or other funding comes around.

City Engineer Zamano stated correct. The design is already completed and in compliance with the grant that was supposed to be received. It is the project we all want; it is just the issue of not having the money if we are going to be held to that stiff requirement of having to pay over \$6 million on just the CDFW for the environmental mitigation requirements.

Chair La Chausse stated when I talk to folks of the Highland trails, the number one thing that I get asked from people is when is that bike path going to be completed? They're not talking about anything else.

Community Trails Committee receives and files staff's report.

6. Community Trails Maintenance Activities and Budget Overview.

Public Works Manager Richardson stated trail maintenance for our department is a priority. We do have a minimal staff, so we have dedicated a person in our department to maintain the trails, keep the weeds either controlled by chemicals or abated, and trash pickup. Every two years we have an opportunity to create the trails budget and to receive City Council's approval.

Member Merideth addressed Aplin Street and how every time it rains there is marbles on the sidewalk from the trail next door. I've seen kids that are running downhill, and I am concerned somebody is going to slip and fall.

Public Works Manager Richardson stated last time it rained we put sandbags out at that location.

Vice Chair Fogerson asked have you guys used much soil stabilizers very much?

Public Works Manager Richardson stated we use stabilized DG when we repair the slopes. We have not applied chemical stabilizers ourselves, just the premixed stabilized, DG that you add water to.

Vice Chair Fogerson stated the County of San Bernardino uses those and they're very effective.

Assistant Planner Tafolla gave an overview of the Adopt A Trail Volunteer Application.

Chair La Chausse suggested to have an online form that can be completed that will collect the data that you would keep record or rather than having hard copies.

Community Development Director Mainez stated we can certainly think about that suggestion.

7. 2022 Citrus Harvest Festival

Assistant Planner Tafolla stated that the Community Trails Committee will have a booth at the Citrus Harvest Festival. We will be passing out flyers to the residents regarding National Trails Day, trail maps, and overall, a good opportunity for you to get to know the local community.

Member Merideth asked have routes already been selected for those two events and will we be selecting a specific route at the next meeting?

Assistant Planner Tafolla stated we will select a specific location to meet and then we will walk on one the trails.

8. Santa Ana River Wash Trail Plan MOU

Member Fogerson excused himself due to a conflict of interest.

Community Development Director Mainez presented the staff report.

Chair La Chausse asked when you mean by maintenance on these specific trails, what would that be?

Community Development Director Mainez stated this means trash pickup, dog droppings, horse droppings, maintaining both sides of the trail access to make sure nobody is getting off the trail, and if they are, put some barriers there.

Community Development Director Mainez stated this MOU is specifically for the maintenance and the City was concerned that would be a significant cost and hit to our budget, and particularly you have to hire people to do it and not just ask volunteers.

Chair La Chausse asked and are these trails are not available to the public?

Community Development Director Mainez stated they're being used by the mining operators as well as the property owners, which is mainly in Flood Control and San Bernardino Valley Water Conservation District. I do know that the property owners do have certain leasing and rental agreements out there with some recreational users. No public access.

ANNOUNCEMENTS

Community Development Director Mainez reminded the committee the next meeting that will be held March 10, 2022.

ADJOURN

There being no further business, Robert La Chausse declared the meeting adjourned at 7:54 P.M.

Submitted by:

Approved by:

Camille Goritz,
Administrative Assistant III

Robert La Chausse,
Community Trails Committee Chair



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: March 10, 2022

FROM: Lawrence A. Mainez, Community Development Director

PREPARED BY: Angela Tafolla, Assistant Planner *AT*

SUBJECT: 2022 Citrus Harvest Festival

RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) Members select attendance time slots for the 2022 Citrus Harvest Festival.

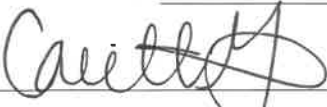
PUBLIC NOTICE: As required by City Council Resolution, notice of the CTC's Meeting was posted at the City's three designated posting locations within the City. In addition, the Agenda was posted on the City's Website. No further Notice is required.

BACKGROUND: The 2022 Citrus Harvest Festival is scheduled for March 26th. Historically members of the CTC have volunteered their time to represent the CTC at the booth and promote the Community Trails activities and resources (i.e., Trails Map, Adopt-A-Trail and Trail Signs).

The event lasts approximately six hours (9:30 am – 3:30 pm) and will be divided into one (1) hour shifts. Staff will host the final hour and booth tear down.

Please be prepared to select a time slot to represent the CTC during the Citrus Harvest Festival and discuss how trails can be promoted such as a fun booth activity.

Time Slot	CTC Members/Staff	
9:30 am – 10:30 am		Booth Setup
10:30 am – 11:30 am		
11:30 am – 12:30 pm		
12:30 pm – 1:30 pm		
1:30 pm – 2:30 pm		
2:30 pm – 3:30 pm	Staff	Booth take down

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	



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: March 10, 2022

FROM: Lawrence A. Mainez, Community Development Director

PREPARED BY: Angela Tafolla, Assistant Planner *AT*

SUBJECT: 26th Annual Community Trails Day

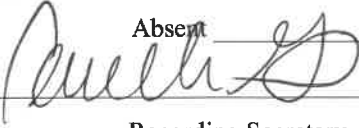
RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) finalize the June 4, 2022 date as the next Community Trails Day and confirm the time and location.

PUBLIC NOTICE: As required by City Council Resolution, notice of the CTC's Meeting was posted at the City's three designated posting locations within the City. In addition, the Agenda was posted on the City's Website. No further Notice is required.

BACKGROUND: The last Community Trails Day event was held on April 14, 2019 marking the 25th Community Trails Day. The 26th Community Trails Day planned for March 28, 2020 was cancelled due to COVID. The City of Highland followed San Bernardino County Health Department guidelines and canceled all community events in 2021 which included all Trail events.

ANALYSIS: Staff proposes to use the same location and time as the previously proposed Trails Day cancelled in 2020. The City Creek Levee Trail was chosen to promote the improvements completed by funds received from a State Grant in 2012. Improvements included new access gates, trail signage and a trail extension.

The Trails Day route would start from the westerly gate along Base Line in City Creek Levee Trail Loop going north to Highland Ave., then hikers will head east across the Highland Ave. bridge, loop to the other side of the trail, and end back at Base Line. This loop is approximately 2.3 miles long and includes easy to moderate elevation gains. Hikers can take a side trip from the Canyon Oaks Park and visit the Browning Road Trail (approximately .63 miles) and loop back to the City Creek Levee Trail to finish the trail walk with a total hike of approximately 2.93 miles (see Attachment 1).

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Lawrence A. Mainez, City Planner	

The Event would start at 8:00 a.m. with a short presentation from the CTC Chairman concerning the trails, proper hiking procedures, and the city-wide Community Trails network and recreational opportunities. Committee members would make themselves available to lead groups of hikers and promote the trail system. The event would conclude at 11:00 a.m. Set-up and clean-up will occur approximately one hour before and after the Event.

Staff has a couple more location for the CTC to consider and will have more information at the meeting.

Staff will be taking the proposed Community Trails Day date to City Council for approval on April 12, 2022.

A. Event Activities:

Are there relevant activities to consider that can complement this event? Previous trails events included a raffle of various items donated by local businesses.

B. Outside Participants:

Are there groups or organizations that the CTC have in mind that staff could invite to participate in the event?

C. Event Budget:

The adopted Budget for fiscal year 2021-2022 allocated a total of \$1,200.00 for the Community Trails Day Event. The majority of the previous budget allocations went to advertising in the Highland Community Newspaper and the Citrus Harvest Festival program in the weeks before the event. Ad rates have not yet been established but are likely to be higher this year. As in years past we have relied on snack and drink donations from local merchants and will be doing the same this year.

ATTACHMENT 1

