

**COMMUNITY TRAILS COMMITTEE
SPECIAL MEETING MINUTES
May 12, 2022**

CALL TO ORDER

The Special meeting of the Community Trails Committee of the City of Highland was called to order at 6:02 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
Angela Tafolla, Assistant Planner
Shannon Wisniewski, Administrative Assistant III

Pledge of Allegiance led by Chair La Chausse.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

Public Speaker Bob Hitchman inquired about how recently the City Creek Trail has been walked by any members of the Community Trails Committee. The members advised Bob Hitchman that the trail had not been walked since the Winter season. Bob Hitchman stated that when he walked the trail recently, near Highland Avenue where there is a levy, he observed numerous homeless persons that have set up encampments in the area, he also observed as much as (75) Wal-Mart shopping carts. Calls for service have been necessary due to loitering and noise disturbances coming from the homeless occupying the area. Mr. Bob asked if it is possible for the City to provide resources to assist with that problem.

Community Development Director Lawrence Mainez stated that there will be discussion regarding the maintenance and preparation on the trail in an upcoming item on the current day's agenda.

CONSENT CALENDAR

1. Minutes from the April 14, 2022 Regular Meeting.

A MOTION was made by Chair La Chausse, seconded by Member McMillan, to approve the minutes as submitted. Motion carried, 3-0-2, with Member Merideth and Vice Chair Fogerson being abstaining.

BUSINESS ITEM

2. 26th Annual Community Trails Day

Community Development Director (CDD) Mainez requested to add that the City has been in contact with the owner of the creek and levy, which is San Bernardino County Flood Control. CDD Mainez added that due to protected wildlife in the area of the creek, the State of California Fish and Wildlife, has restricted any activity in the area that may disturb the wildlife. Restricted access to the area includes removal of the encampments and trash. Additionally, CDD Mainez advised that the Community Development Department is working with the (HIT) Team; the acronym stands for Highland Improvement Team, and their role is to assist in the maintenance and improvement of the City of Highland Community access areas. The (HIT) team will work in coordination with the Public Works Crew to have the trail as clear as possible so that it is safe for use. CDD Mainez advised that the Trail will not be in perfect condition, however, there are signs that warn travelers to strictly avoid traveling into the creek area. CDD Mainez then turned the meeting over to Assistant Planner Tafolla.

Assistant Planner Tafolla presented the staff report regarding the 26th Annual Community Trails Day. The Staff Report revisited the agreed upon plans thus far, for the Annual Community Trails Day event. The report outlined the various roles of the committee members and Highland Staff during the event, to assure the safety and quality of the event for the visitors. The committee members were updated on the status of sponsorship request letters. At the time of the presentation, responses had not been received by the City, however, responses are expected to arrive in the upcoming week. Assistant Planner Tafolla advised that the day's meeting would need to cover the staging of the event. Staff's presentation included confirmed attractions and advertising such as a fire truck that will be present at the Canyon Oak Park for families and children to view and take pictures. Additionally, advertising confirmations have been made with the So. Cal News Group which runs the Redlands Daily Fax and the Sun. The event announcement will be in either the Sun or Redlands Daily Fax in the Community section online, and in print. Staff has reviewed the option to utilize the Peachjar digital flyer platform to submit flyers to local schools. The platform allows an unlimited number of flyers to send, and the price per flyer submission is \$25.00. Additional event announcements will be made through the new City of Highland Trails Instagram page. Attendees of the Community Trails Day event who post the hashtag (#highlandtrailsday) on their Instagram page, can be selected to win a prize that can either be picked up at the event or mailed to the prize winner's home. Staff will meet prior to the event to determine the prizes. Assistant Planner Tafolla will arrive at 7:00 a.m. on the day of the Trails event to begin the booth setup, and the HIT Team will be requested to arrive at 7:30 a.m. to begin assistance with any clean-up needs along the levy. City of Highland Code Enforcement Officer Barrie Owens has been in contact with the HIT Team and the Public Works Crew to assure that brush and trees will be trimmed prior to the event. Assistant Planner Tafolla concluded the presentation.

Chair La Chausse initiated the discussion regarding the location of the booth and directional signage.

The trails committee members discussed in detail, the finalizations on directional signage, advertising, staging, and event management roles for the committee and staff. Map overviews of the trail and park were provided during the discussion to assist in the planning.

A MOTION was made by Member Merideth, seconded by Member McMillan, to approve utilizing the Canyon Oaks Park as a staging area for the 26th Annual Community Trails Day event. Motion carried, 5-0.

Additional discussion took place regarding Peachjar advertising to schools. Staff decided that (5) schools within the Highland jurisdiction will be selected through the Peachjar advertising. Additionally, committee members will assist in additional advertising to local schools within the Highland jurisdiction, including the Real Journeys Charter School.

A MOTION was made by Member Bowman, seconded by Member Fogerson regarding the Peachjar Flyer Platform for the local Highland jurisdiction schools. Motion carried, 5-0.

3. Tres Lagos Property – San Bernardino Valley Municipal Water District Board of Directors Workshop update.

An update regarding the Tres Lagos Property was presented and discussed with the Committee members. On April 21, 2022 a Workshop was held with the board of directors and the public where they reviewed the recent purchase of the Tres Lagos property. The San Bernardino Valley Municipal Water District Board of Directors heard comments from the public on what they feel the property should be used for. Updates will be provided as they become available to the Community Trails Committee. The update was received in file.

CDD Mainez was in attendance for the workshop and provided a summary of the meeting and shared public concerns that were voiced at the workshop.

ANNOUNCEMENTS

Assistant Planner Tafolla announced that the next trails day meeting will be June 9, 2022, where an Eagle Scout Presentation will be included as an agenda item. There is a potential Eagle Scout project that is being planned for the installation of a bike rack at one of the Trail heads, most likely the Natural Park Land Trail Head.

ADJOURN

There being no further business, Chair La Chausse declared the meeting adjourned at 7:20 P.M.

Submitted by:

Approved by:

Shannon Wisniewski,
Administrative Assistant III

Robert La Chausse,
Community Trails Committee Chair