

# CITY OF HIGHLAND SPECIAL MEETING OF THE COMMUNITY TRAILS COMMITTEE AGENDA

## SPECIAL MEETING

April 10, 2025

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

## MEMBERS

Erwin Fogerson, Chair

Richard Bowman, Vice Chair

Luis Gardea, Member

Michael McMillan, Member

Brent Merideth, Member

## STAFF

Lawrence A. Mainez, Community Development Director

Kim Stater, Assistant Community Development Director

Travis Trejo, Assistant Planner

Camille Duarte, 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](http://www.cityofhighland.org)

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

**In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.**

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: 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 April 10, 2025 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the April 10, 2025 agenda, please identify the agenda item number in the subject line.

Members of the public will be permitted to make public comments in person.

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**COMMUNITY TRAILS COMMITTEE  
SPECIAL MEETING AGENDA  
April 10, 2025 - 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 April 10, 2025, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

1. Election of Chair and Vice Chair

RECOMMENDATION: Staff recommends the Community Trails Committee conduct an Election for Chair and Vice Chair.

**CONSENT CALENDAR**

2. Minutes from January 16, 2025 Special Meeting

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

**BUSINESS ITEMS**

- 3. A verbal update by City Staff regarding the Natural Parkland Trail.  
RECOMMENDATION: Staff recommends the Community Trails Committee hears and receives Staff's presentation and updates on the Natural Parkland Trail.
  
- 4. A verbal update by City Staff regarding the Highland/Redlands Regional Connector Project.  
RECOMMENDATION: Staff recommends the Community Trails Committee hears and receives Staff's presentation and updates on the Highland/Redlands Regional Connector Project.
  
- 5. 29<sup>th</sup> Annual Community Trails Day  
RECOMMENDATION: Staff recommends the Community Trails Committee (CTC) select a date for the 2025 Community Trails Day Event for City Council approval.

**ANNOUNCEMENTS**

**ADJOURN**

I, Camille Duarte, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 9th of April 2025 by 5:30 p.m. on our website at [www.cityofhighland.org](http://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: April 9, 2025

  
\_\_\_\_\_  
Camille Duarte, Administrative Assistant III



# STAFF REPORT

## TO THE COMMUNITY TRAILS COMMITTEE

**DATE:** April 10, 2025

**FROM:** Lawrence A. Mainez, Community Development Director

**PREPARED BY:** Camille Duarte, Administrative Assistant III

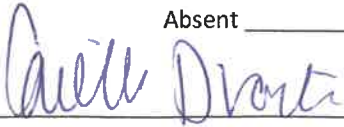

**SUBJECT:** Election of Chair and Vice Chair

**RECOMMENDATION:** Staff recommends the Community Trails Committee conduct an Election for Chair and Vice Chair

**FISCAL IMPACT:** None

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

**BACKGROUND:** In accordance with Highland Municipal Code Section 2.32.040, the Community Trails Committee will annually meet on the second Thursday of February to appoint a Chair and Vice Chair for the coming year. The current Chair will turn the meeting over to Staff, who will take nominations and the vote for Chair. After the appointment of the Chair, Staff will turn the meeting over to the newly appointed Chair who will then take nominations and the vote for Vice Chair.

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



# STAFF REPORT

## TO THE COMMUNITY TRAILS COMMITTEE

**DATE:** April 10, 2025

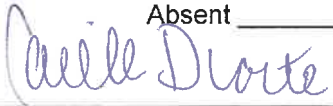

**FROM:** Lawrence Mainez, Community Development Director

**PREPARED BY:** Camille Duarte, Administrative Assistant III

**SUBJECT:** Minutes from the January 16, 2025 Community Trails Committee Special 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>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
Recording Secretary		Community Development Director	

**COMMUNITY TRAILS COMMITTEE  
SPECIAL MEETING MINUTES  
January 16, 2025**

**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 Fogerson at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Erwin Fogerson
	Vice Chair	Richard Bowman
	Member	Michael McMillan
	Member	Brent Merideth
	Member	Vacant

Staff Present: Lawrence Mainez, Community Development Director  
Travis Trejo, Assistant Planner  
Camille Duarte, Administrative Assistant

Pledge of Allegiance led by all members.

**COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)**

Public Speaker Hitchman stated that the motorcycles are still there every day from 3:00 p.m. to 7:00 p.m. and call the Sheriff's department. I took pictures of the Shelton Trail and North Fork Trail which is damaged.

**CONSENT CALENDAR**

1. Minutes from October 10, 2024 Special Meeting  
**A MOTION** was made by Member Merideth, seconded by Member McMillan, to approve as amended. Motion carried, 4-0.

**BUSINESS ITEMS**

2. A verbal update by San Bernardino Valley Water Municipal Water District (SBVMWD) to the Community Trails Committee regarding the Sunrise Ranch Program

Assistant Trejo presented the staff report.

SBVMWD's Assistant Chief Engineer Ferrando and Strategic Communications Manager Malloy presented a presentation regarding an update on the Sunrise Ranch Program.

Community Trails Members presented their questions and suggestions regarding the Sunrise Ranch Program.

3. 2025 Citrus Harvest Festival

Assistant Trejo presented the staff report.

Each Community Trails Member picked a time slot to represent trails during the festival.

Community Trails Members discussed what booth activities will be presented at the festival.

4. 29<sup>th</sup> Annual Community Trails Day

Assistant Trejo presented the staff report.

Community Trails Members were in agreement that the next Annual Community Trails Day will be held June 4, 2025 and gave suggestions to what locations the event will be held. During the next Community Trails meeting we will hopefully choose a specific location for the event.

**ANNOUNCEMENTS**

Member Merideth asked to get an update on the City Creek to Alabama Street project and an update on the thermoplastic green paint that can be put onto the bike lanes through the Greenspot Road corridor.

**ADJOURN**

There being no further business, Member McMillan declared the meeting adjourned at 7:34 P.M.

Submitted by:

Approved by:

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Camille Duarte,  
Administrative Assistant III

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Erwin Fogerson,  
Community Trails Committee Chair



# STAFF REPORT

## TO THE COMMUNITY TRAILS COMMITTEE

**DATE:** April 10, 2025

**FROM:** Lawrence A. Mainez, Community Development Director

**PREPARED BY:** Travis Trejo, Assistant Planner ~~AT~~

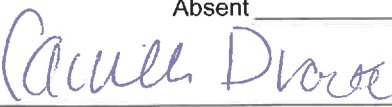

**SUBJECT:** A verbal update by City Staff regarding the Natural Parkland Trail.

**RECOMMENDATION:** Staff recommends the Community Trails Committee hears and receives Staff's presentation and updates on the Natural Parkland Trail.

**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.

### UPDATES & DISCUSSIONS:

City Staff will attend the meeting to provide a brief overview of the Natural Parkland Trail conditions and project updates.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3</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:** April 10, 2025

**FROM:** Lawrence A. Mainez, Community Development Director

**PREPARED BY:** Travis Trejo, Assistant Planner *TT*

**SUBJECT:** A verbal update by City Staff regarding the Highland/Redlands Regional Connector Project.

**RECOMMENDATION:** Staff recommends the Community Trails Committee hears and receives Staff's presentation and updates on the Highland/Redlands Regional Connector Project.

**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.

### UPDATES & DISCUSSIONS:

City Staff will attend the meeting to provide a brief overview of the Highland/Redlands Regional Connector Project update.

- The construction contract was awarded to Matich Corporation on January 28, 2025.
- Proposal from Wildan Engineering for construction management was awarded on January 28, 2025.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>Carolee Dvorste</i>		<i>Lawrence A. Mainez</i>	
Recording Secretary		Lawrence A. Mainez, Community Development Director	



# STAFF REPORT

## TO THE COMMUNITY TRAILS COMMITTEE

**DATE:** April 10, 2025

**FROM:** Lawrence A. Mainez, Community Development Director

**PREPARED BY:** Travis Trejo, Assistant Planner *TT*

**SUBJECT:** 29<sup>th</sup> Annual Community Trails Day

**RECOMMENDATION:** Staff recommends the Community Trails Committee (CTC) discuss this year's 29th Annual Community Trails Day.

**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:** Community Trails Day requires several months to coordinate. Early steps to ensure the event's success are the choice of location, and the event date.

**ANALYSIS:** Staff recommend the Community Trails Committee (CTC) provide directions on the following items related to the 29<sup>th</sup> Annual Trails Day Event.

A. City Council Approval

The 29<sup>th</sup> Annual Community Trails Day to be held on June 7<sup>st</sup> was approved by City Council on January 28, 2025.

B. Event Budget

The Adopted budget for fiscal year 2024-2025 allocates a total of \$1,200.00 for the Community Trails Day Event. The majority of the budget will be allocated to advertising in the local newspaper, snacks and drinks for the event. The Street Banner is still in good condition, and will be installed along Base Line, one (1) week prior to the event.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>5</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>Caille Dvorte</i>		<i>Lawrence A. Mainez</i>	
Recording Secretary		Lawrence A. Mainez, Community Development Director	

### C. Trails Day Event Location

Staff will continue discussion on the location for this year's annual Trails Day. Potential locations have been decided as:

#### City Creek Trail

The potential location to stage this year's event is Canyon Oaks Park.

Canyon Oaks Park offers a large open green space to set up tables for food and trails handouts. The park also provides a play area for children and tables for a family picnic. Trails Day attendees will park along Summertrail Place and in the event anyone wishes to bring a horse, they can unload their horses on the street.

#### Natural Parkland Trail

Engineering staff has relayed that the status of this trail during Trails Day is still largely unknown. City staff are working to get an exact start day on the trail improvements at this site. Ultimately, this location will not be available for the event as construction will likely still be occurring.

#### Other

Staff is open to any alternate suggestions for this year's event and will leave it open for discussion.