

**MINUTES
CITY COUNCIL REGULAR MEETING
APRIL 11, 2023**

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:00 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Josue Zapata, Center Point Church, and the Pledge of Allegiance was led by Mayor McCallon.

ROLL CALL

Present: Chavez-Cordova, McCallon, Solano, Timmer
Absent: Lilburn

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

Mayor McCallon presented a Proclamation proclaiming April 28, 2023 as Arbor Day.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Pinky Galvan spoke regarding safety concerns along the neighborhood of Hillview Street.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Chavez-Cordova, seconded by Council Member Solano, to approve the consent calendar as submitted with Council Member Timmer abstaining from Items #2 and #3. Motion carried on a roll call vote, 4-0, with Mayor Pro Tem Lilburn being absent.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – March 14, 2023 City Council Special Meeting
Approved the Minutes as submitted.
3. Minutes – March 14, 2023 City Council Regular Meeting
Approved the Minutes as submitted.

4. Warrant Register
Approved Warrant Register No. 752 for April 11, 2023, in the amount of \$4,426,536.33 and Payroll of \$209,928.44.
5. Treasurer's Report for February 2023
Received and filed Treasurer's Report for February 2023.
6. Claim Consideration – Jeffrey Acker
Rejected claim.
7. Claim Consideration – Francisca Montoya
Rejected claim.
8. Claim Consideration – Doug Betten
Rejected claim.
9. Claim Consideration – Kevin Shew
Rejected claim.
10. Records Destruction Authorization
Approved the destruction of certain records.
11. Notice of Completion – Bid No. 2022-03, "Highland City Hall HVAC Rooftop Package Unit Replacement Project"
 - 1) Accepted Bid No. 2022-03, "Highland City Hall HVAC Rooftop Package Unit Replacement Project" as complete;
 - 2) Authorized the Mayor to sign the Notice of Completion; and
 - 3) Directed the City Clerk to file the Notice of Completion.
12. Notice of Completion – Bid No. 2022-12, "FY 2021-22 CDBG Pavement Improvement Project for Cunningham Street (Project ola20002) and FY 2022-23 CDBG Pavement Improvement Project for McKinley Avenue (Project ola22001)"
 - 1) Accepted Bid No. 2022-12, "FY 2021-22 CDBG Pavement Improvement Project for Cunningham Street (Project ola20002) and FY 2022-23 CDBG Pavement Improvement Project for McKinley Avenue (Project ola22001)" as complete;
 - 2) Authorized the Mayor to sign the Notice of Completion; and
 - 3) Directed the City Clerk to file the Notice of Completion.
13. Declare Three (3) Seats Vacant on the Planning Commission
 - 1) Declared three (3) seats vacant on the Planning Commission; and
 - 2) Directed the City Clerk to advertise the vacancies on the Planning Commission.
14. Review of the City's 2022 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588
Received and filed the 2022 General Plan Annual Report.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

15. Contract with San Bernardino County for Animal Control Services for FY 2023/2024 (Amendment No. 9)

Community Development Director Mainez gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez-Cordova, to approve the contract with San Bernardino County for Animal Care and Control Services for FY 2023/24 in the amount of \$490,531.00 and authorize the Mayor to sign the contract. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

16. Provide Comments on the Airport Gateway Specific Plan (AGSP) Draft Program Environmental Impact Report (Draft PEIR)

Assistant Community Development Director Stater gave a brief review of the staff report.

Daniel Jivandee spoke about concerns with the item.

Martha Romero spoke about concerns with the item.

Silver Montero spoke about concerns with the item.

Albert Flores spoke about concerns with the item.

Joel Sanchez spoke about concerns with the item.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to review the Draft PEIR and direct staff to provide those comments to the Inland Valley Development Agency (IVDA), the Lead Agency for the project within the commenting period. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

17. Contract Award – Bid No. 2023-01, “Highland Community Park Perimeter Fence and Gates Project”

Public Works Manager Richardson gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez-Cordova, to:

- 1) Award the contract for Bid No. 2023-01, “Highland Community Park Perimeter Fence and Gates Project” to the responsive low bidder, EverFence Corporation, for Bid Schedule A (Wrought Iron), including bid options 1, 2 and 3 in the amount of \$218,129.00; and
- 2) Approve the following budget adjustments: Transfer \$6,090 from 023-2100 (General Capital Financing Fund-Fund Balance) to be expended from 023-3890-6020 and \$212,043 to be received in 027-8490-9210 and be expended from 027-8490-6020 for a total budget adjustment of \$218,135. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

18. Contract Award – Bid No. 2023-02, “Emmerton Lane Trail Restoration and Improvement Project”

Public Works Manager Richardson gave a brief review of the staff report.

Fred Yauger spoke in favor of the item.

A MOTION was made by Council Member Chavez-Cordova, seconded by Council Member Timmer, to:

- 1) Award the construction contract for Bid No. 2023-02, “Emmerton Lane Trail Restoration and Improvement Project” to the responsive low bidder, Komex Construction, in the amount of \$139,700.00; and
- 2) Approve the following budget adjustments: Transfer \$139,700 from 023-2100 (General Capital Financing Fund-Fund Balance) to be expended from 023-3890-6020 (Land Improvements). Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

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

City Manager Hughes stated construction on the pavement rehabilitation project along Pacific Street has begun. The start date was after the Citrus Harvest Festival. This is a joint project with the City of San Bernardino, the City of Highland is acting as the lead agency, the construction cost is \$1.6 million. Match Corporation has completed 50% of the re-construction of curb, gutters and ramps within the past two weeks. The contractor is expected to complete the remaining concrete work and pavement repairs in the next few weeks. The completion date for this project is June 2023.

This week, the Redlands Bike Classic will be here in Highland. Tomorrow will be the Highland stage, beginning with the women's race at 8:45 a.m. and the men's race will follow at 11:00 a.m. The race will commence at San Manuel Village and circle through Base Line and Church Street.

The 5-Year Capital Improvement Program (CIP) has been completed by staff; it will be going before the Finance/Personnel Subcommittee on April 19 at 10:00 a.m. A City Council budget session will also be held on May 16 at 10:00 a.m. The budget public hearing will be held on June 13.

The City has started an online portal for various City activities. Residents can submit for a yard sale permit and report an issue. We are now adding an additional service to submit for business license applications online, this will be going live later this month.

On March 21, the Planning Commission reviewed and recommended to the City Council plans for a new vehicle fueling station at the northeast corner of Palm Avenue and 5th Street. It will include standard passenger car, diesel, and truck fueling stations, electric vehicle charging stations, a car wash and a convenience market. The project will be presented to the City Council in May and does not require a zone change or a general plan amendment.

Regarding Volunteer Services, we honor Public Safety Appreciation Week from April 18 through April 21. On April 18, it will be held at the Highland Police Station, on April 19 it will be at Fire Station #1, April 20 at Fire Station #2 and April 21 at Fire Station #3. Arbor Day tree planting will be here at City Hall on Thursday, April 27 at 9:00 a.m. There will be a Highland Improvement Team (HIT) cleanup on Saturday, May 6. A blood drive will be held Monday, May 22.

Police statistics are not available for this report, they are still having computer issues.

20. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

None

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 7:05 p.m. in memory of Rebecca Rundquist and Darlene Novella Littleton.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor