

**MINUTES
CITY COUNCIL REGULAR MEETING
JULY 12, 2022**

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 Pro Tem Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Josue Zapata, CenterPoint Church, and the Pledge of Allegiance was led by Mayor Pro Tem Lilburn.

ROLL CALL

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

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Fred Yauger spoke regarding his appreciation of City employees for their efficiency in assisting with citizen's concerns of the community.

Christian Flores spoke as a representative for the residents of Fairway Mobile Home Park who have concerns with park management.

David Gandolfi spoke regarding his request for a speaker timer, the need for a city application allowing citizens to report concerns and the need to livestream council meetings.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Chavez, seconded by Council Member Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Mayor McCallon 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 – June 14, 2022 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 743 for July 12, 2022, in the amount of \$2,475,129.48 and Payroll of \$196,034.93.
4. Treasurer’s Report for May 2022
Received and filed Treasurer’s Report for May 2022.
5. Transportation Development Act (TDA) Article 3 Claim Resolution – 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001)
 - 1) Adopted Resolution No. 2022-036 authorizing submittal of periodic claims to San Bernardino County Transportation Authority (SBCTA) for TDA Article 3 funds for 9th Street Transit Stops, Sidewalk and Bikeway Improvements between Eucalyptus Drive and Victoria Avenue (swk19001); and
 - 2) Authorized the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.

RESOLUTION NO. 2022-036
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND
AUTHORIZING PERIODIC SUBMITTAL OF PERIODIC CLAIMS TO SBCTA
FOR TDA ARTICLE 3 FUNDS FOR
9TH STREET TRANSIT STOPS, SIDEWALK AND BIKEWAY IMPROVEMENTS
(BETWEEN EUCALYPTUS DRIVE AND VICTORIA AVENUE)
(SWK19001)

6. Transportation Development Act (TDA) Article 3 Claim Resolution – Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street and Olive Tree Lane (swk19002)
 - 1) Adopted Resolution No. 2022-037 authorizing submittal of periodic claims to San Bernardino County Transportation Authority (SBCTA) for TDA Article 3 funds for Transit Stop Access Improvements on Base Line, Boulder Avenue, 9th Street and Olive Tree Lane (swk19002); and
 - 2) Authorized the Public Works Director/City Engineer and the Director of Administrative Services/City Treasurer to execute the claim documents.

RESOLUTION NO. 2022-037
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AUTHORIZING PERIODIC SUBMITTAL OF PERIODIC CLAIMS
TO SBCTA FOR TDA ARTICLE 3 FUNDS FOR
TRANSIT STOP ACCESS IMPROVEMENTS ON BASE LINE, BOULDER
AVENUE, 9TH STREET, AND OLIVE TREE LANE (SWK19002)

7. Contract Renewal – 2017-01 Landscape Maintenance Districts and Annexes
Extended the Landscape Maintenance Districts maintenance agreement with RP Landscape & Irrigation, Inc., for one year.
8. Contract Renewal – 2020-01, “Facilities and Parks Landscape Maintenance Contract”
Extended the Facilities and Parks Landscape maintenance agreement with RP Landscape & Irrigation, Inc., for one year.
9. A One-Year Status Report in Conformance with Government Code Section 65858(d) for Urgency Ordinance No. 450, on Measures Taken to Alleviate the Conditions that led to the Adoption of a Moratorium on the Approval of Applications for Land Use Entitlements for New Fueling Service Stations and the Expansion of the Number of Fueling Pumps at Existing Stations
Issued the Status Report for Urgency Ordinance No. 450 related to the moratorium on the approval of applications for land use entitlements for new fueling service stations and the expansion of existing stations.

CITY COUNCIL PUBLIC HEARING

10. Consideration of a Resolution to Adjust the Business Tax on the Extraction and/or Processing of Rock, Sand and Gravel (Aggregate) Pursuant to Title 5 (Business Licenses and Regulations), Chapter 5.17 (Business License Tax on Extraction and/or Processing of Rock, Sand and Gravel [Aggregate]), Section 5.17.040 (Rock, Sand and Gravel [Aggregate]), Section 5.17.040 (Rock, Sand and Gravel [Aggregate] Extraction and Processing Tax)

Mayor Pro Tem Lilburn stated she will open the public hearing and asked for staff presentation.

Community Development Director Mainez stated Mayor Pro Tem and members of the City Council, the item before you is a resolution related to an annual adjustment to the City mining tax. For this we use the CPI for Riverside, San Bernardino, and Ontario areas from May 2021 to May 2022. The CPI did increase by 9.42%, therefore, staff is recommending the Council increase the mining tax by 9.42%. Staff did publish the increase and we did notify the two mining operators of this increase, which will take effect back to July 1, and that concludes my brief presentation.

Mayor Pro Tem Lilburn stated thank you very much. At this time, we have no speaker slips in favor of or in opposition of. If there are any, please address the Council. Hearing none and seeing none, she will go ahead and close this public hearing and open it up to the Council for any discussion or any questions.

Council Member Timmer stated this is something we have been routinely doing. Nine percent (9%) sounds like a lot, but if you look at the actual pennies it is less than three cents. So, he will move the item.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to adopt Resolution No. 2022-038 fixing the Highland Business License Tax on the extraction and/or processing of rock, sand, and gravel (aggregate) for Fiscal Year 2022-2023. Motion carried, 4-0, with Mayor McCallon being absent.

RESOLUTION NO. 2022-038
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, FIXING THE HIGHLAND BUSINESS LICENSE TAX ON THE
EXTRACTION AND/OR PROCESSING OF ROCK SAND AND GRAVEL
(AGGREGATE) FOR FISCAL YEAR 2022-2023

CITY COUNCIL LEGISLATIVE

11. Design Services Proposal/Willdan Engineering

Public Works Director/City Engineer Zamano gave a brief review of the staff report.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to:

- 1) Approve the proposal from Willdan Engineering to provide engineering design services for two CDBG pavement rehabilitation projects (ola20002 and ola22001) at a not-to-exceed fee of \$30,544.00; and
- 2) Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 4-0, with Mayor McCallon being absent.

12. Engineering Services/AGA Engineers, Inc.

Public Works Director/City Engineer Zamano gave a brief review of the staff report.

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

- 1) Approve Professional Services Agreement with AGA Engineers, Inc. (AGA), to provide engineering services for the City-wide Countdown Pedestrian Signal Head Installation Project (sig21001);
- 2) Authorize the City Manager to approve contract amendments up to 10% of the proposal amount; and
- 3) Authorize the Mayor to sign the Agreement. Motion carried, 4-0, with Mayor McCallon being absent.

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

City Manager Hughes stated just to bring the Council up to speed on a few items. A kickoff meeting was held today with Southern California Edison regarding the replacement of the Edison owned street light fixtures in the City. As the Council is aware, we went through and changed all of our City owned fixtures to LEDs. It was a lot of upfront costs but it is now actually saving us money annually. We agreed with Edison to go through and do the same project on the Edison owned lighting in the City. There are about 669 lights that will be replaced, and Edison will bill us for that cost over twenty years to change the lights out. We will save an estimated annual savings of \$21,000 a year by changing out the lights on the electrical bill, so we think it is a win-win for the City. Last week, the Planning Commission recommended approval of a proposal by Alliance Residential Company to construct 546 multifamily townhomes and garden flat apartments in the Greenspot Village and Marketplace. They did request that the Council consider increasing the number of units in the specific plan area so that item will be coming forward to the City Council for your consideration. Entitlement and building permits for the O'Reilly Auto Parts store proposed for the northeast corner of Base Line and Hillview Street have expired. However, O'Reilly has come back in, and they are resubmitting again so we are hopeful that this time they will actually build. Once we know that they have actually submitted, we will let the Council know. The nomination period for District 2 and 4 elections being held on November 8, 2022, will begin July 18 at 8:00 a.m. and will end August 12 at 5:00 p.m. You will need to contact the City Clerk for an appointment to get that process started. July 23, there will be an oil filter exchange program at Auto Zone. On July 25, there will be a blood drive at the police station. The Public Safety Appreciation lunch that we had scheduled for next week, we are going to postpone it. We are seeing COVID rates go up pretty dramatically. We have three staff out with it right now, and we had three out last week and it has been making a run through Public Safety as well so we do not think it is a good idea to bring all three of our fire stations and a whole shift of police together into a room and share lunch right now. We are going to postpone that. We do not have a date yet; we are going to have to play it by ear and see how see things go. As of right now, we still have National Night Out scheduled for August 2. That event will be held outdoors this year. We are not going to do it inside the police station so we feel confident we can still hold that event as people can socially distance and such. In June, the Fire Department responded to 616 calls for service and so far in July they have responded to 84. The Police Department, for the time period of June 13 to July 10, responded to 3,576 calls for service, made 277 reports and made 133 arrests.

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

None

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Pro Tem Lilburn adjourned the meeting at 6:28 p.m. in memory of Charles Smith.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor