

**MINUTES
CITY COUNCIL REGULAR MEETING
AUGUST 8, 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 Rex Arnold, Centerpoint Church, and the Pledge of Allegiance was led by Council Member Timmer.

ROLL CALL

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

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

Mayor McCallon presented Assembly Member James Ramos with a Proclamation proclaiming September 22, 2023 as California Native American Day.

CAL FIRE Deputy Chief, Ron Janssen introduced Liz Brown as the newly appointed Battalion Chief for the City of Highland.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Christina Flores spoke regarding issues with internet and trash service practices by management at Fairway Mobile Estates.

Elvira Perez spoke regarding issues with internet service practices by management at Fairway Mobile Estates.

Teresa Balcazar spoke regarding issues with trash service practices by management at Fairway Mobile Estates.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to approve the consent calendar as submitted with Mayor Pro Tem Lilburn abstaining from Item #10. Motion carried on a roll call vote, 4-0, with Council Member Chavez-Cordova 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 - July 11, 2023 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 756 for August 8, 2023, in the amount of \$4,025,104.28 and Payroll of \$238,462.86.
4. Treasurer's Report for June 2023
Received and filed Treasurer's Report for June 2023.
5. Claim Consideration - Cari McCormick v. CalPERS
Rejected claim.
6. Records Destruction Authorization
Approved the destruction of certain records.
7. Notice of Completion - Bid No. 2023-02, "Emmerton Lane Trail Restoration & Improvement Project"
 - 1) Accepted Project No. 2023-02, "Emmerton Lane Trail Restoration & Improvement 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.
8. Notice of Completion - Bid No. 2022-10, "Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue, and 9th Street, and Pedestrian Improvements on Olive Tree Lane (Project swk19002) and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (Project swk21001)"
 - 1) Accepted Bid No. 2022-10, "Article III Transit Stop Access Improvements to Omnitrans Bus Routes #4 and #15 on Base Line, Boulder Avenue, and 9th Street, and Pedestrian Improvements on Olive Tree Lane (Project swk19002) and Article III Sidewalk Improvement Project Messina Street at Seine Avenue (Project swk21001)";
 - 2) Authorized the Mayor to sign the Notice of Completion; and
 - 3) Directed the City Clerk to file the Notice of Completion.

9. Notice of Completion - Bid No. 2022-11, "Lankershim Avenue at 9th Street Traffic Signal Improvements" (Project No. sig19001)
 - 1) Accepted Bid No. 2022-11, "Lankershim Avenue at 9th Street Traffic Signal Improvements" (Project No. sig19001) as complete;
 - 2) Authorized the Mayor to sign the Notice of Completion; and
 - 3) Directed the City Clerk to file the Notice of Completion.

10. Community Development Block Grant (CDBG) Subrecipient Contract between the City of Highland and Highland District Council on Aging, Inc., to Provide for Senior Programs, Activities and Services to Improve Quality of Life, Physical Fitness, Social Programs, Daily Interaction and Nutrition to Low- and Moderate- Income Seniors

Approved the contract and authorized execution by the Community Development Director.

11. Declare One (1) Seat Vacant on the Planning Commission
 - 1) Declared One (1) seat vacant on the Planning Commission; and
 - 2) Directed the City Clerk to advertise the vacancy on the Planning Commission.

CITY COUNCIL PUBLIC HEARING

12. Resolution Approving a Development Impact Fee Report (Nexus Study), Adopting a Master Facilities Plan, Updating and Establishing the Fee Amounts for the City's Development Impact Fees; Resolution Amending the Park Land Acquisition and Park Facilities Development Fee Applicable to New Residential Subdivisions Pursuant to Section 16.40.200 of the Highland Municipal Code and the Quimby Act (Government Code Section 66477); Introduction of Ordinance Updating and Amending the City's Comprehensive System of Development Impact Fees and Superseding Ordinance Nos. 309 and 422; Making Determinations under CEQA

Mayor McCallon introduced the item and stated, that per the request from staff, the item will continue to the September 12, 2023 City Council meeting.

Mayor McCallon opened the public hearing.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Lilburn, to leave the public hearing item open and continue this item to the September 12, 2023 City Council meeting. Motion carried, 4-0, with Council Member Chavez-Cordova being absent.

CITY COUNCIL LEGISLATIVE

13. Measure I 5-Year Capital Improvement Plan (2023/2024-2027/2028)

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

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to:

- 1) Approve the Measure I Capital Improvement Plan Expenditure Strategy (2023/2024-2027/2028); and
- 2) Approve Resolution No. 2023-038 adopting the Measure I 5-Year Capital Improvement Plan (2023/2024-2027/2028). Motion carried, 4-0, with Council Member Chavez-Cordova being absent.

RESOLUTION NO. 2023-038
RESOLUTION OF THE COUNCIL OF THE CITY OF HIGHLAND, STATE OF
CALIFORNIA, ADOPTING THE MEASURE I FIVE-YEAR CAPITAL
IMPROVEMENT PLAN FOR FY2023/2024 THROUGH FY2027/2028

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

City Manager Hughes provided a construction update for the 3rd/5th Street Corridor Improvement Project. The road closure on Palm Avenue for pouring of concrete encountered a delay due to a conflict with SCE facilities. Edison crews completed adjustments of two vaults and relocated services behind the new curb and gutter. The road closure will be extended from August 11 to August 31. The pouring of concrete on Palm Avenue will begin today and will continue through August 18. Traffic must be kept off for the concrete to cure properly, primarily because of the big rigs that travel through that area. Notifications went out to all parties affected by this closure.

The perimeter park fencing at Community Park is underway, with an anticipation of mid-September as the completion date.

The online permit portal for dog licensing went live, residents can get their dog licenses online.

The applicant for the Wakeland Housing Development Project on Central Avenue has applied for the next round of the Multifamily Housing Program (MHP) funding. A decision will be reached in August.

The Historical and Cultural Preservation Board will begin preparations for the 26th Annual Citrus Harvest Festival. A proposed date and budget for the event will be presented to City Council in September.

On August 1, the Planning Commission approved plans for Quick Quack Car Wash on Greenspot Road. It will be adjacent to the 7-Eleven gas station between 7-Eleven and the Edison facility. The Planning Commission also approved entitlements for a 40-unit apartment project on the north side of Base Line between Victoria Avenue and Sterling Avenue.

On July 13, Costco submitted their planning entitlement application. Staff is preparing the staff report with hope of bringing it forward to the Planning Commission meeting on September 19; otherwise, it will go before the first meeting in October.

On Saturday, September 9, a community clean up is scheduled. The site is still being determined by staff.

On Thursday, September 14 at 5:30 p.m., the city will host the State of the City Address at the Bear Springs Hotel Event Center.

On Monday, September 25, a Blood Drive will be hosted at the Highland Police Station.

On Saturday, September 23, a compost giveaway event will be hosted at City Hall.

July public safety statistics are outlined as follows: the Fire Department responded to 660 calls for service, 489 medical aides, 9 structure fires, 17 vegetation fires, 41 traffic collisions and 10 vehicle fires. For the period of June 12 to July 9, the Highland Sheriff's Department responded to 3,272 calls for service, made 246 reports, and 110 arrests.

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

Mayor Pro Tem Lilburn stated she has received multiple compliments about the Pacific Street Rehabilitation Project. Community Development Director Mainez will be the speaker for the Chamber of Commerce Luncheon this month. The National Night Out event was a success and wanted to thank staff for their contribution.

Mayor Pro Tem Lilburn inquired about the inoperable vehicles parked in front yards and next to the curb primarily within the western portion of the city. Does the city issue citations or which agency is responsible for overseeing this?

Community Development Director Mainez responded that Code Enforcement officers address inoperable vehicles that are parked in front yards or vehicles parked too long on the street. The Sheriff's Department will enforce the vehicle code and ticket or tow vehicles on the street. It is encouraged that residents utilize the portal in the city's website to report these concerns.

Mayor Pro Tem Lilburn asked for clarification who issues the citation, the city or the Sheriff's Department?

Community Development Director Mainez responded it is the Sheriff's Department.

Mayor Pro Tem Lilburn stated she will follow up with the Sheriff's Department on this issue.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:39 p.m. in memory of Daniel Lowry and Gavino Martinez.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor