

**MINUTES
CITY COUNCIL REGULAR MEETING
FEBRUARY 23, 2021**

This meeting was conducted as a Videoconference/Zoom meeting in the Donahue Council Chambers, 27215 Base Line, Highland, California. All votes during the meeting were conducted by roll call.

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 Lilburn.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Solano, Timmer
Absent: None

REPORT FROM CLOSED SESSION

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

City Clerk Hughes read public comment received from Dolores Ulloa regarding her concerns for the safety of her neighborhood.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Chavez, to approve the consent calendar as submitted. Motion carried on a roll call vote, 5-0.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – February 9, 2021 City Council Special Meeting
Approved the Minutes as submitted.
3. Minutes – February 9, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
4. Warrant Register
Approved Warrant Register No. 718 for February 23, 2021, in the amount of \$1,833,864.03 and Payroll of \$105,349.17.

5. Treasurer's Report for January 2021
Received and filed Treasurer's Report for January 2021.
6. Records Destruction Authorization
Approved the destruction of certain records.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

7. Appoint Three (3) Members of the Public to the Historic and Cultural Preservation Board

City Clerk Hughes gave a brief review of the staff report and opened the floor for nominations.

Council Member Timmer stated he would move to nominate the three current incumbents - Childs, Mauricio and Sandford.

City Clerk Hughes called for any other nominations. Hearing none, the floor is now closed for nominations and called for the vote by roll call.

The City Council unanimously appointed Colin Childs, Tony Mauricio and Patrick Sandford to the Historic and Cultural Preservation Board.

8. City of Highland Active Transportation Plan (ATP) – A Comprehensive Plan for the Network of Trails, Bike Lanes, Sidewalks and Other Elements to Support Safe Walking and Bicycling in the City

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

Samuel Zneimer, Senior Planner for Alta Planning + Design, Inc., presented a PowerPoint presentation regarding the Active Transportation Plan (ATP).

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem McCallon, to:

1. Adopt Resolution No. 2021-004 adopting the City of Highland Active Transportation Plan (ATP), and directing staff to file a Notice of Exemption with the County Clerk of the Board. Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2021-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING THE ACTIVE TRANSPORTATION PLAN OF THE CITY OF HIGHLAND AND MAKING FINDINGS IN SUPPORT THEREOF

9. Bid Award – Bid No. 2020-03, “Boulder Avenue Improvements” (Project No. brg04004a)

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

City Clerk Hughes read public comment from Fred Yauger regarding his support of this item.

1. **A MOTION** was made by Council Member Timmer, seconded by Mayor Pro Tem McCallon, to award the contract to the third lowest responsible bidder, H&H General, in the amount of \$3,386,524.95, and to work with the City of San Bernardino to address the northwest corner of Pacific and Boulder to finish the project. Motion carried on a roll call vote, 5-0.

10. Construction Management Services for the Boulder Avenue Improvements Project (Project No. brg04004a)

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

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

1. Approve Professional Services Agreement for construction management and inspection services with TKE Engineering, Inc., (TKE) for Boulder Avenue Improvement Project for a not-to-exceed amount of \$535,761; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried on a roll call vote, 5-0.

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

City Manager Hughes stated he would like to update the Council on a few items. First, an update regarding COVID-19. Currently there are 285,000 confirmed cases of COVID county-wide, with 7,746 in the City of Highland. Testing county-wide, 2.4 million people have been tested and in Highland 61,000. There have been 2,651 deaths county-wide, 76 being in Highland. Currently, there are 414 people hospitalized in San Bernardino County, with 113 in the ICU. As far as vaccinations, county-wide 224,000 people have received their first dose of the vaccine with 88,000 receiving their second dose. We are still in the purple tier. It is his understanding that contact and non-contact sports may be able to start on Friday if the County meets certain targets. The County will hopefully be making an announcement regarding that on Friday. Vaccines; teachers and seniors are the priority right now. Vaccine appointments can be made for eligible citizens at www.sanbernardinocovid19.com/vaccine. General information regarding COVID-19 can be found at www.sanbernardinocovid19.com or the County hotline at (909) 387-3911. He would like to update Council on some other projects as well. On February 16, the Planning Commission approved a Conditional Use Permit for an automated car wash at 8040 Palm Avenue. The site is located just north

of Ala Palm Veterinary Clinic and will be a drive-thru car wash with seven vacuum stations. Design Review approval will be required prior to construction. The Commission also approved street names for phases 1 and 2 of the Mediterra residential tract which is being constructed by DR Horton. The builder is busy rough grading the site which is north of Greenspot Road. Omnitrans is preparing a Bus Stop Improvement Plan to enhance personal safety at bus stops and traffic safety across the Omnitrans service area. Staff has been participating with Omnitrans on their newly created Bus Stop Safety Technical Advisory Committee to help with the plan. In that effort, Omnitrans will be assessing four bus stop locations as part of the pilot program through a virtual walk and bike audit. On February 11, Assembly Member James Ramos invited City staff to participate in a Small Business Round Table to discuss the effects of COVID-19 on small businesses in the community. As part of our role on the panel, the City staff discussed our COVID Compliant Business Partnership Grant Program. A Draft Cooperative Agreement between Caltrans and the City for the 5th Street Interchange Project has been drafted. Caltrans has agreed to commit a lump sum contribution of \$1.25 million in fiscal year 2021 to widen the eastbound SR210 on and off ramps. The City will serve as lead agency for all phases of the project. Caltrans will review the environmental plans, specifications, and estimate for the project and issue an encroachment permit to the City for construction when all reviews are completed. The cooperative agreement is anticipated to be presented to the City Council on March 23 for your approval. The project approval and environmental document phase of this project is an HP+ priority in the Highland Work Program. Another Work Program item that staff has been working on is the Mobile ALPRs that were to be installed on our police units. Unfortunately, the cost came back significantly higher than expected. We are currently working with the Sheriff's Department on our options and looking at doing a limited number of vehicles, and possibly doing a number of fixed locations, rather than equipping all the mobile vehicles with the ALPR units. We will be bringing this item back to the City Council in the future. Staff has started the budget process with the Finance Subcommittee, and we will be seeing some operational budget numbers in March. The Single Audit Report on federal awards that was usually presented with the City audit was delayed due to COVID and will be presented to the City Council at the next meeting. Also, some stats from the Sheriff's Department. In the last two weeks they have responded to 1,800 calls for service, made 130 reports and made 50 arrests.

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

Mayor Lilburn stated she has spoken with City Manager Hughes regarding the need for an Ad Hoc Committee for the General Plan Update. She would like to inquire if Mayor Pro Tem McCallon would be interested in serving on the committee alongside her.

Mayor Pro Tem McCallon agreed to serve on the Ad Hoc Committee regarding the General Plan Update.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:40 p.m. in memory of Ronnie Chacon.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor