

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

CALL TO ORDER

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 6:01 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)

None

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, 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 – March 9, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 720 for March 23, 2021, in the amount of \$1,239,563.56 and Payroll of \$104,815.47.
4. Treasurer’s Report for February 2021
Received and filed Treasurer’s Report for February 2021.

5. Bid Award – Bid No. 2021-01, “Tree Trimming and Arborist Service Agreement”
Awarded the contract for Bid No. 2021-01, “Tree Trimming and Arborist Service Agreement” to the responsive low bidder, West Coast Arborists, Inc. (WCA) in the amount of \$53,571.00.
6. Review of the City’s 2020 General Plan Implementation and Housing Element Annual Reports in Accordance with Government Code Sections 65400 and 65588
Received and filed the 2020 General Plan and Housing Element Annual Reports.
7. Purchase of New Type III, Wildland Fire Engine
Approved moving forward with the order and purchase of a new Type III, Wildland Fire Engine, from Boise Mobile Equipment.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

8. Purchase and Sale Agreement and Joint Escrow Instructions Related to the Sale of Approximately 1.31 Acres of Unimproved Vacant Land Owned by the City Located at the Northwest Corner of 6th Street and Victoria Avenue, also Identified as Assessor’s Parcel Number 1192-281-12

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

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

1. Adopt City Council Resolution No. 2021-005 authorizing the Mayor to execute a Purchase and Sale Agreement and Joint Escrow Instructions between the City of Highland and Patriot USICV Victoria, LLC (“Patriot”). Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2021-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, AUTHORIZING THE MAYOR TO EXECUTE A PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS BETWEEN THE CITY OF HIGHLAND AND PATRIOT USICV VICTORIA, LLC FOR A 1.31 ACRE VACANT PROPERTY IDENTIFIED AS APN: 1192-281-12

9. Video Surveillance System at Police Station

Director of Administrative Services Dantuono gave a brief review of the staff report.

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

1. Authorize the expenditures of the \$32,174.29 for the additional installation of cameras at the Police Station; and
2. Determine that Leverage Information Systems is a sole source provider for this project. Motion carried, 5-0.

10. Amendment No. 2 to Third Amended and Restated Cooperative Agreement C13027 (C13027-07) between the City and San Bernardino County Transportation Authority (SBCTA) for State Route 210/Base Line Interchange Project

Assistant Public Works Director Bennett 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 Amendment No. 2 to Third Amended and Restated Cooperative Agreement C13027 (C13027-07) (Amendment No. 2) subject to review and approval by the City Attorney;
2. Authorize the Mayor to sign Amendment No. 2; and
3. Approve the following Budget Adjustment: Transfer \$100,000 from 027-2100 (Grant-Fund Balance) to be expended from 027-8490-6550 (Traffic Improvements). Motion carried, 5-0.

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

City Manager Hughes stated he would like to give an update on a few items. First, he would like to give a brief COVID update. Right now, county-wide, there are 289,000 cases, with 7,900 cases in the City of Highland and those are confirmed COVID cases. Testing county-wide is now up to approximately 2.6 million and testing in Highland is at 67,000. Deaths, county-wide, unfortunately, there has been 3,700 and 112 in the City of Highland. Vaccinations, county-wide, first dose is at 366,000 with second doses being a little over 200,000. Hospitalizations are continuing to go down which is great. Right now there are 166 people hospitalized and that is down from a peak of 1,762. In the ICUs there are 39 people, which is down from 363. We are currently in the red tier, however, as of this week we have hit the numbers to be in the orange tier. We must stay in the red tier for three weeks and must also meet some vaccination targets. So, if we meet all of this and we stay down in these numbers, he would expect that sometime in April to be able to enter the orange tier. Vaccination appointments are available for those eligible citizens at www.sbcovid19.com/vaccine and general COVID-19 information can be found at www.sanbernardinocovid.com. The County hotline is still operational at (909)

387-3911. Just to bring you up to date on a couple other projects in the City, we have had an application submitted for two drive-thru type restaurants as well as retail space on the northwest corner of Base Line and the 210. Staff is currently working with the developer and that project will be coming to the Planning Commission in early summer. The City also received an application for Phase II of a mixed-use project by Smart & Final on Base Line between Church Avenue and Buckeye Street. The applicant, KZ Development Company, is proposing 34 new detached single-family homes between Smart & Final and the existing neighborhood to the north. This is also expected to come before the Planning Commission in the summer. Safe Routes to School, the notice to proceed with construction was issued to DM Contracting on March 11 for two federally funded Safe Routes to School sidewalk projects. This is the same contractor that has completed two previous Safe Routes to School projects for the City and has received resident compliments. The project will include infill paving, construction of curbs, gutters, sidewalks, driveway approaches and curb ramps, as well as, relocation of fences, water meters, and mailboxes on Ninth Street from Cunningham Street to Palm Avenue and McKinley Street from Ninth Street to Base Line. In-pavement lighted crosswalks will also be constructed at the intersection of Church Avenue and Norwood, and Base Line and Valaria Drive. Construction will begin April 5 and will take approximately four months to complete. These Safe Routes to School projects will benefit Lankershim, Cypress and Thompson Elementary Schools. Staff is continuing to work on our next two-year budget. We are expected to have operating expenditures and revenues to the Finance/Personnel Subcommittee by mid-April and capital expenditures to the Finance/Personnel Subcommittee in late April. The City Clerk's office will start issuing passports beginning March 29 by appointment only. We also have two blood drives coming up, one on Monday, March 29 and one on Monday, April 22, both being held at the Highland Police Station. Also, to bring you up to date on some illegal dumping work orders from Burrtec. As of January, there were 203 and as of February there were 192. Stats from the Police Department for the last two weeks, there were 1,688 calls for service, 128 reports were taken, and 66 arrests were made.

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

Mayor Pro Tem McCallon stated as you are aware of, it is time again for San Bernardino and Highland to elect the SCAG representative for District 7. He has submitted his name and one of the Council Members in San Bernardino has submitted their name. An election will be held on Monday at 6pm. Everyone should have received the email providing the link to be able to participate and he would hope that all of you could attend and vote for him.

ANNOUNCEMENTS

City Manager Hughes stated the April 13 City Council Meeting will be held in the Council Chambers at City Hall.

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:25 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor

