

**MINUTES
CITY COUNCIL REGULAR MEETING
APRIL 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 McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Jeff Harper, Arden Hills Seventh Day Adventist Church, and the Pledge of Allegiance was led by Council Member Timmer.

ROLL CALL

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

REPORT FROM CLOSED SESSION

None

SPECIAL PRESENTATIONS

Mayor McCallon presented a Proclamation proclaiming April 29, 2022, as Arbor Day.

Mayor McCallon presented Sherie Berkebile, One Legacy Ambassador, with a Proclamation proclaiming April 2022 as the Department of Motor Vehicle (DMV) Donate Life month.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Sophia Trovato spoke regarding safety issues with traffic in her neighborhood of Base Line and Church Avenue.

Carmen Billingslay spoke regarding safety issues with traffic in her neighborhood of Base Line and Church Avenue.

Eva Garcia spoke regarding her concerns with parking and safety issues within her neighborhood.

David Gandolfi spoke regarding his request for an app for the City of Highland which will allow citizens to report items of concern.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to approve the consent calendar as submitted. 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 8, 2022 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 740 for April 12, 2022, in the amount of \$8,169,812.93 and Payroll of \$212,252.88.
4. Treasurer’s Report for February 2022
Received and filed Treasurer’s Report for February 2022.
5. Claim Consideration – Jill Szendrodi
Rejected claim.
6. Claim Consideration – Maria Del Carmen Jimenez
Rejected claim.
7. Claim Consideration – Jasbel Gutierrez
Rejected claim.
8. Contract Renewal – 2021-01, “Tree Trimming and Arborist Service Agreement”
Extended the Tree Trimming and Arborist Service Agreement with West Coast Arborists, Inc. (Contractor) for one year.
9. Contract Renewal – 2018-12, “Facilities and Parks Janitorial Service”
Approved extension of the facilities and parks janitorial maintenance contract 2018-12 with Base Hill, Inc., dba Jan Point, for one year.
10. Easements Acceptance/Tract 20142 – Santa Ana Canyon Road (Kiel) Beazer Homes
 - 1) Accepted Grants of Easement for Road and Drainage purposes (Right-of-Way Dedications) and Drainage purposes (Storm Drain Easement) from Beazer Homes; and
 - 2) Directed the City Clerk to record the Grants of Easement.
11. City Creek Levee Trail – North of Base Line and East of Boulder Avenue
Approved Saturday, June 4, 2022, as the date for the 26th Annual Highland Community Trails Day Event to be staged at the City Creek Levee Trail.

12. Special Event Permit (SEP 22-003) by Immanuel Baptist Church for a 4th of July Community Event and Request for Co-sponsorship
 - 1) Approved the Special Event Permit (SEP 22-003) subject to the conditions of approval; and
 - 2) Approved a request by Immanuel Baptist Church for co-sponsorship and waived City Police and Fire permit fees, and Public Works traffic control in the amount of approximately \$15,143.68.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

13. Contract with San Bernardino County for Animal Control Services for FY 2022/2023 (Amendment No. 8)

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

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to approve the contract with San Bernardino County for Animal Care and Control Services for FY 2022/23 in the amount of \$467,172.00 and authorize the Mayor to sign the contract. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

14. Southern California Edison LS-1 Option E, Energy Efficiency Light Emitting Diode Fixture Replacement Program

Public Services Manager Morgan gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to approve and authorize the Mayor to execute the Southern California Edison LS-1 Option E, Energy Efficiency Light Emitting Diode Fixture Replacement Agreement between the City of Highland and Southern California Edison. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

15. Select the Firm of Van Lant & Fankhanel, LLP, as the City's Auditors and Approve a Professional Services Agreement with Van Lant & Fankhanel, LLP

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

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

- 1) Approve the selection of Van Lant & Fankhanel, LLP, as the City's auditors; and
- 2) Approve the attached professional services agreement with Van Lant & Fankhanel, LLP. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

16. iWorQ Enterprise Service Agreement for Construction and Land Use Permitting Software Upgrades (City Council Work Program 2021/2022 – HP+)

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, to authorize the Mayor to approve the subject Service Agreement, and approve the following budget adjustment for FY 2022-2023: \$81,602 to be expended from 027-8490-4255 (Misc. Grants-Software Support) and \$81,602 to be received in 027-8490-9210 (Misc. Grants-State Grants). Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

17. Irrigation Meters for Boulder Avenue Improvements (Project No. brg04004a)

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 approve a fee in the amount of \$56,500.32 from East Valley Water District (EVWD) for installation of three (3) irrigation meters for Boulder Avenue Improvement project. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

18. Application for Federal Grant – 3rd and 5th Street Corridors Improvement Project

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 adopt Resolution No. 2022-012 to:

- 1) Authorize submission of a federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application to the U.S. Department of Transportation for the 3rd and 5th Street Corridors Improvement Project;
- 2) Contingent upon award of federal RAISE grant and review by the City Attorney, approving an agreement with the Inland Valley Development Agency (IVDA) and the City of San Bernardino (COSB) regarding implementation of the Project; and
- 3) Agreeing to provide applicable local match funds for the project. Motion carried, 4-0, with Mayor Pro Tem Lilburn being absent.

RESOLUTION NO. 2022-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING SUBMISSION OF A GRANT APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION, FOR THE 3RD AND 5TH STREET CORRIDORS IMPROVEMENT PROJECT, APPROVING AN AGREEMENT WITH THE INLAND VALLEY DEVELOPMENT AGENCY & THE CITY OF SAN BERNARDINO RELATIVE TO IMPLEMENTATION OF THE PROJECT, AND AGREEING TO PROVIDE APPLICABLE LOCAL MATCH FUNDS

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

City Manager Hughes stated he would like to bring the Council up to date on a few items. First off, regarding the Rubberized Asphalt Concrete (RAC) Grant that the City had received, we have submitted our final report to CalRecycle for that in the amount of \$120,000. The report includes reimbursement for construction of rubberized asphalt concrete over twenty-five segments on four capital improvement projects and through this grant we were able to divert 25,000 waste tires from going to landfills. The Sector E Pavement Rehabilitation Project construction was completed on April 9 and is the last phase of the approved five-year pavement management on Sector E. The project included pavement rehabilitation on twenty-five residential street segments, approximately 3.6 miles in length, and the Notice of Completion will be placed on the May 10 City Council agenda. Staff is now going through the process of coming up with our next five-year Pavement Management Program (PMP) and that will be coming forward to the City Council for review. The cooperative agreement with the City and the County regarding the Tippecanoe project, which was constructed on Tippecanoe Avenue between 6th Street and Ward Street and Cooley Street was substantially completed on April 6. The only remaining work is the installation of several pedestrian push buttons at signalized intersections on Tippecanoe Avenue. The poles and equipment have been delayed so those will be installed as soon as they are received. Work is anticipated to be completed by May 13 and we are scheduling the Notice of Completion on June 14. The SR210 Victoria Avenue interchange, a draft cooperative agreement between Caltrans and the City of Highland for the project approval and environmental document phase of the Victoria Avenue Interchange has been prepared. Comments from the City and San Manuel Band of Mission Indians will be sent to Caltrans this week. The draft agreement is anticipated to be finalized in May of 2022 and presented to the City Council on June 14. On April 5, the Planning Commission approved a design review entitlement for Roquet Paving Company to construct a new business office and shop on the vacant property located at the 27000 block of Meines Street. This will include a 5,000 square foot building, wrought iron fence, decorative screening, landscaping, and new public right-of-way improvements. Also from Community Development, Code Compliance Officer Barrie Owens received the honor of being Employee of the Year for the City at last week's Chamber of Commerce installation dinner. Congratulations to Barrie on that. Fire Department stats for the month of March. The Highland Fire Department responded to 611 calls for service and from January to current, they have responded to 1,400 medical emergencies, 134 traffic collisions, 23 vehicle fires, 18 vegetation fires and 50 structure fires. The Sheriff's Department from March 7 through April 10, and now that we are meeting once a month the numbers are going to go up. The Sheriff's Department responded to 3,928 calls for service, took 349 reports and made 175 arrests. Just to mark your calendar for a few items, Thursday, April 28 at 9:00 a.m. will be the Arbor Day tree planting ceremony and that will be at Cunningham Neighborhood Park. Saturday, April 30 at 10:00 a.m. to 2:00 p.m., the DEA will be doing a National Prescription Drug Take Back Day at the Highland Police Station. Saturday, May 7,

the Highland Improvement Team will be working on a community day of service project at the Highland Community Park and that will be from 9:00 a.m. to 11:00 a.m. On May 9, there will be a Blood Drive committee meeting held here at City Hall. May 23, there will be a Blood Drive held at the Highland police station from 12:00 p.m. to 5:00 p.m. For the month of March, the illegal dumping work orders from Burrtec were 173 for the month of March and in April, one week's worth of reporting, there were 43.

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

Council Member Timmer stated he would like to piggyback on what City Manager Hughes stated about the road work that is being completed. He drives the neighborhoods in Highland and the roads looks good. He would like to say thank you for the street maintenance being done.

Council Member Solano stated she attended the Citrus Harvest Festival last month in March and it was a great event. She would like to acknowledge staff and all the challenging work that went into putting on a seamless event.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:48 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor