

**MINUTES
CITY COUNCIL REGULAR MEETING
APRIL 13, 2021**

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

The invocation was given by Chaplin John Jagger, Neighbors Care of Highland, and the Pledge of Allegiance was led by Mayor Pro Tem McCallon.

ROLL CALL

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

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

Mayor Lilburn presented a Proclamation to Karen Lewellyn, Donate Life Ambassador, proclaiming April as the Department of Motor Vehicle/Donate Life month.

Peter Meza, State Department of Insurance, gave a brief presentation regarding Affordable Auto Insurance.

Captain Jiles introduced Matt Yost as the newly appointed Lieutenant for the City of Highland.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

None

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Council Member Timmer 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 23, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 721 for April 13, 2021, in the amount of \$1,868,191.45 and Payroll of \$107,407.26.
4. Claim Consideration – Mercury Insurance/Robert Allspaw
Rejected claim.
5. Declare One (1) Seat Vacant on the Historic and Cultural Preservation Board
 1. Declared one (1) seat vacant on the Historic and Cultural Preservation Board; and
 2. Directed the City Clerk to advertise the vacancies on the Historic and Cultural Preservation Board.
6. Easement Acceptance/Villegas (7251 Olive Street)
 1. Accepted Grant of Easement for Road and Drainage purposes from Agustin and Flor Villegas; and
 2. Directed the City Clerk to record the Grant of Easement.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

7. Contract with San Bernardino County for Animal Control Services for FY 2020/2021 (Amendment No. 7)

City Manager Hughes gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to approve the contract with San Bernardino County for Animal Care and Control Services for FY 2021/22 in the amount of \$467,172.00 and authorize the Mayor to sign the contract. Motion carried, 4-0, with Council Member Timmer being absent.

8. Environmental, Design and Right-of-Way Services Proposal with Community Works Design Group for the Natural Parkland Trail Renovation (Project No. tra20001)

City Manager Hughes gave a brief review of the staff report.

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

1. Approve proposal from Community Works Design Group (CWDG) to provide environmental, design and right-of-way services for the Natural Parkland Trail Renovation;
 2. Authorize the City Manager to approve amendments up to 10% of the proposal amount; and
 3. Approve the following budget adjustments: transfer \$127,600 from 030-8495-9225 (Federal Grants-Revenue) to be expended from 030-8495-6816 & transfer \$92,250 from 023-2100 (General Capital Financing-Fund Balance) to be expended from 023-3890-6816 (Trails Construction). Motion carried, 4-0, with Council Member Timmer being absent.
9. Proposed Resolution of the City Council Amending the Personnel Rules and Regulations for the City of Highland and Repealing and Superseding all Inconsistent Parts of Prior Resolutions

City Manager Hughes 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. 2021-006, a Resolution of the City Council of the City of Highland, California, amending the personnel rules and regulations for the City of Highland and repealing and superseding all inconsistent parts of prior Resolution No. 88-42, Resolution No. 03-032, Resolution No. 2006-002, Resolution No. 2017-027, and Resolution No. 2019-021. Motion carried, 4-0, with Council Member Timmer being absent.

RESOLUTION NO. 2021-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING AND SUPERSEDING ALL PRIOR RESOLUTIONS,
ESTABLISHING PERSONNEL RULES AND REGULATIONS

10. Sector E Pavement Rehabilitation Update (Project str20001)

City Manager Hughes gave a brief review of the staff report.

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

1. Approve the removal of all construction on Greenspot Road from the Sector E Pavement Rehabilitation Project;
2. Approve the addition of eight (8) new residential street segments located between Streater Avenue and Church Street to the Sector E Pavement Rehabilitation Project;
3. Approve an amendment from Engineering Resources of California (ERSC) to provide additional engineering services related to removal of Greenspot Road and addition of eight (8) new residential street segments for Sector E Pavement Rehabilitation Project; and
4. Authorize the City Manager to approve any future contract amendments up to 10% of the new contract amount. Motion carried, 4-0, with Council Member Timmer being absent.

11. 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 speed on a few items. First off, staff has been working with the Finance Subcommittee regarding the budget. We had a meeting where we went over all the revenues and expenditures and we will be having a second meeting, in late April, with the Finance Subcommittee to go over the capital projects. We will then be scheduling a budget study session, with the entire City Council in late May, with the idea of bringing the budget forward for consideration for approval by the first meeting in June. That is the target date we have right now. The City recently received a Design Review Application from D.R. Horton Homes who will construct the first phase of the Mediterra Planned Development. The application includes home designs, recreational amenities and the first phase. There will be 149 homes at the project site which is on Greenspot Road. The Pacific Village Homeless Housing Project is located at 2626 Pacific Street in the City of San Bernardino, which is the old Salvation Army site, and he would like to make the Council aware of that. They have now opened so you will probably be hearing of some activities there. It is a County project and they have partnered with Quality Management Group to provide management and security services at the location. We are also reaching out to the County to see if they can help us with our homeless population in the City of Highland and maybe get some sheltering down there as well. He would like to make the Council aware of a grant award. Our Engineering/Public Works Department received notification of a State Highway Safety Improvement Program Cycle 10 grant and it is for the city-wide installation of pedestrian count down heads. It is a \$250,000 grant that is going to allow the pedestrian count down heads to be installed at all twenty-six intersections in the City of Highland. The Engineering Department did a great job on that. We do have a Blood Drive coming up on April 22. Burrtec had 248 illegal dumping orders in March in Highland. Just a few stats from the Police Department, for the last two weeks, they have

responded to 2,800 calls, taken 191 reports, and 95 arrests were made. The Fire Department, for the month of March, responded to 568 alarms, 418 medical aids, 33 traffic collisions, 12 structure fires, 1 vegetation fire, 5 vehicle fires and 18 miscellaneous fires. A few Covid related issues, right now confirmed cases county-wide are 293,000 and in Highland there are approximately 8,000 confirmed COVID-19 cases. Testing county-wide, an astonishing number, 2.8 million tests have been done with 71,000 in the City of Highland. Unfortunately, there have been 4,200 deaths in the County with 123 in the City of Highland. Vaccinations, first dose vaccinations, there have been 560,000 and second dose, 345,000 county-wide. He is sure everyone has heard on the news that Johnson & Johnson has paused their vaccinations so that will have a bit of an impact. Johnson & Johnson was being distributed in the County and was mostly being done in the High Desert. It should not really impact us down here in the valley much, but they will have to send some of those supplies that they had down here up to the High Desert. Hospitalizations are down dramatically. We currently have 92 people hospitalized with COVID and that is down from a peak of 1,785, and in the ICU, there are 24 people county-wide, which is down from 363, the peak at one time. We are currently in the orange tier and the County meets the criteria for two out of the three categories to go down into the yellow tier but if you look at the numbers right now, they are flatlining a bit. We dropped dramatically from red to orange and now the numbers are kind of leveling out some and he is sure that will happen for a while as more things open again. Overall things are looking much better. In fact, the Governor has come out and said that there is a possibility he will lift all the tiers on June 15 so we will see how it goes. For vaccination appointments, citizens can go to the County website www.sbcovid19.com/vaccine and vaccinations are now available to residents 16 years and older. General information regarding COVID can be found at www.sbcovid19.com and county hotline is still up (909) 387-3911.

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

Mayor Lilburn thanked staff, law enforcement and fire department for all they are doing for the City.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:41 p.m. in memory of Shirley Clough and Mark Rush.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor