

**MINUTES
CITY COUNCIL REGULAR MEETING
SEPTEMBER 14, 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 Pastor Tracy Johnson, Immanuel Baptist Church, and the Pledge of Allegiance was led by Mayor Pro Tem McCallon.

ROLL CALL

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

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

None

CITY COUNCIL CONSENT CALENDAR

City Clerk Hughes stated she has a clarification on item number five. The last name was correct in the title, but under recommendation instead of Marisol Morris, it should state Gustavo and Susana Lomeli.

Mayor Lilburn stated for the record she is going to abstain from item number eight.

City Attorney Marroquin stated the reason for the abstention is that Mayor Lilburn has a remote conflict of interest in that item and therefore is required to abstain.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to approve the consent calendar as clarified and with Mayor Lilburn abstaining from Item #8. 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 – August 24, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 729 for September 14, 2021, in the amount of \$2,159,836.96 and Payroll of \$103,536.04.
4. Drainage Easement Acceptance – “San Carlo” Apartments Project, Northwest Corner of Greenspot Road & Webster Street (SPR 20-001 & DRA 020-006)
 - 1) Accepted the Grant of Easement for Drainage purposes from San Carlo Apartment Homes, LLC; and
 - 2) Directed the City Clerk to record the Grant of Easement.
5. Easement Acceptance/Lomeli (7497 Golondrina Drive)
 - 1) Accepted the Grant of Easement for Road and Drainage purposes from Gustavo and Susana Lomeli; and
 - 2) Directed the City Clerk to record the Grant of Easement.
6. Bid Award – YMCA Dance Room Sport Floor Replacement
 - 1) Approved the bid for floor replacement at the YMCA dance room to the responsive low bidder, Hoover Co. Floor Covering Contractors, in the amount of \$20,205.00; and
 - 2) Authorized staff to implement the alternate addition of Drytex Moisture Barrier solution if required due to moisture levels in the floor system in the amount of \$4,240.
7. Resolution Adopting Chapter 10 of the California Department of Transportation Local Assistance Procedure Manual Entitled “Consultant Selection”
Adopted Resolution No. 2021-042 adopting Chapter 10 of the California Department of Transportation (Caltrans) Local Assistance Procedures Manual, entitled “Consultant Selection,” as the process by which the City retains Architectural and Engineering consultant services related to federal and state funded transportation projects.

RESOLUTION NO. 2021-042

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING CHAPTER 10 OF THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) LOCAL ASSISTANCE PROCEDURES MANUAL, ENTITLED “CONSULTANT SELECTION”, AS THE PROCESS BY WHICH THE CITY RETAINS ARCHITECTURAL AND ENGINEERING CONSULTANT SERVICES RELATED TO FEDERAL AND STATE FUNDED TRANSPORTATION PROJECTS

8. 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.
9. Status Report in Conformance with Government Code Section 65858(d) for Interim Ordinance No. 449, on Measure Taken to Alleviate the Conditions that Led to the Adoption of a Moratorium on the Approval of Land Use Entitlements for New Fueling Service Stations and the Expansion of the Number of Fueling Pumps at Existing Stations
Issued status report for Interim Ordinance No. 449 related to the moratorium on the approval of land use entitlements for new fueling service stations and the expansion of existing stations.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

10. Measure I Capital Project Needs Analysis (2022/23 – 2026/27)

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

A MOTION was made by Council Member Solano, seconded by Mayor Lilburn, to approve the Five-Year Capital Project Needs Analysis (2022/23-2026/27) for the Measure I Major Street and Freeway Interchange Programs. Motion carried, 5-0.

RESOLUTION NO. 2021-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY HIGHLAND,
CALIFORNIA, ADOPTING THE MEASURE I FIVE-YEAR CAPITAL PROJECT
NEEDS ANALYSIS FOR FISCAL YEARS 2022/2023 THROUGH 2026/2027

11. 5th Street Storm Drain Connection to City Creek (Project str07004a)

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:

- 1) Approve proposal from Engineering Resources of Southern California, Inc., (ERSC) to provide engineering design services for the 5th Street Storm Drain Connection to City Creek Project; and
- 2) Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 5-0.

12. (1) Request from the City of Rancho Cucamonga to Join Their Coalition and Advocate for a Fair and Equitable Distribution of the Bradley Burns 1% Local Sales Tax; (2) Designation of Voting Delegate and Alternate for the Cal Cities Annual Conference; and (3) Consider the 2021 Resolutions to Determine the City's Position

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

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Timmer, to write a letter of support for the City of Rancho Cucamonga's Resolution for Fair and Equitable Distribution of the Bradley Burns 1% Local Sales Tax. Motion carried, 5-0.

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

City Manager Hughes stated just a few things tonight. Starting tomorrow, we will be starting the COVID funding for small businesses, the \$7,500 program, so that will be rolling out tomorrow. A public works construction update. The construction on Boulder Avenue between San Manuel Village entrance and Greenspot Road is under way; it has been going for three months now. This project includes landscape median, parkway landscaping, median drainage, sidewalks, ADA ramps, bus stop, ADA landings, trail entrances, lighting, bridge lights, roadway streetlights, sound wall, architecture enhancement, etc. The various elements of the project have been completed, including but not limited to, the median curb, slot pavement next to the median curbs and sidewalk. In the next three weeks, the contractor will be working on the reconstruction of curb ramps and installation of irrigation for the parkway and landscape or the median landscape. This project remains on schedule and is with a completion date estimated at February 2022. A new electrical vehicle charging site has been opened at 27909 Highland Avenue. It is the intersection of Boulder Avenue and Highland Avenue, and it is for eight Tesla Superchargers. That has been added into the network and it is part of the San Manuel Village project. At the September 7 hearing of the Planning Commission, they approved a tentative parcel map and design review application for the construction of four new single family detached housing units. They are all single story on La Praix. Also, at the September 7 hearing, the Planning Commission approved a conditional use permit to convert a commercially developed site into a vehicle towing business called Edwin's Towing. That will be on 5th Street, just east of Tippecanoe, and they are going to try to get into the city's tow rotation program. Speaking of the tow rotation program the contracts are going to be expiring at the end of this year. So, on August 13, staff released Request for Proposals (RFP) with the closing date of September 2. Staff received six proposals and the proposals that meet all the requirements will be presented to the City Council on October 12. The Housing Authority, we put out to bid the demolition of the house on 7433 Central Avenue. We had the mandatory pre-bid meeting that was held this week and the formal bid opening is scheduled for September 27 with a contractor award anticipated on November 9. He sent the Council an email on this earlier this morning, the Orange County Flood Control

property, the old Harmony project, looks like the County has gone through the bid process. With that they received basically four bids on it, and it looks like the winning bid was from the San Bernardino Valley Municipal Water District in the amount of \$32,815,000. This will be taken to the Board of Supervisors for purchase and sale agreement on October 5, and then it will be a 120-day escrow. We will see what comes of that. Micro-Enterprise Home Kitchen Operations (MEHKO) is a type of retail food facility that allows an individual to operate a restaurant in their private residence. This was part of new state law that was done back in 2019. The County is kind of going through the process right now. Staff has been in communication with County Supervisor, Dawn Rowe, and their Chief of Environmental Health Services to strongly oppose the County opting in at this point. We want to be able to have some control at the City level on this. On September 21, the County environmental staff will be presenting to the Board of Supervisors a request to pursue legislation changes to give cities an option to opt out and restore local control. It is not just that the County adopt it, it just goes to every city so we will continue to work on that. The Highland Fire Department responded to, for the month of August, responded to 727 calls for service, 525 medical aides, 41 traffic collisions, there were twelve structure fires, 15 vegetation fires, and eight vehicle fires. So quite a few fires in August. Luckily, nothing turned into a major incident. The Sheriff's Department, from August 23 to September 12, they responded to 2,646 calls for service, wrote 176 reports, and made 101 arrests. They started this week on a project, they are dedicating some staffing regarding illegal parking in the city. Today, there were eight cars towed and eight cars cited, and so that will be an ongoing program. There will be a blood drive on Monday, September 27. There will also be a free oil filter exchange program on Saturday, September 25 at the AutoZone that the City is participating in. He just wanted to give the Council a brief update regarding COVID. Now countywide, we are up to 338,000 cases and since February 1, there have been 35,275, which is basically 87% of the people that have contracted it, were not vaccinated and only 5,300 of those that were vaccinated got COVID. So, 87% of the people that were not vaccinated are the ones that have gotten it since February. We are almost up to 5,000 deaths now in the county; we are at 4,999 as of today. In the last 14 days, there were 15 deaths and of those that are known the vaccination status one was fully vaccinated and twelve were not vaccinated. Hospitalizations, he does not know if Council has looked at the county website recently. It kind of peaked a few days or a few weeks ago and has kind of held at that peak. It has kind of gone up and down, up and down, and up and down, but it has kind of stayed up there and we are still at 539 confirmed and 23 suspected. The peak of the surge was 578, so we are still up in that higher range on hospitalization. In the ICU, there are currently 152 confirmed, one suspected and 132 people are on ventilators. We are still, technically, under the old system, we still would be considered widespread and one of the three categories we are still in that purple tier, two of the categories, however, have now dipped down into the red tier. So, it seems like things are starting to curve and is starting to come back down again a bit, but we are still not completely out of the woods yet. As of right now, 1.1 million people in the county has at least their first dose of the vaccine, and 985,000 are fully vaccinated. So that is kind of where we stand.

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

Mayor Lilburn stated today out at the airport she met with Congressman Pete Aguilar who came out to visit our airport because he is trying to get additional funding out there. He was with the Chairman of the Transportation as well and it was a nice visit. Amazon is up to six flights a day now and they expect to be up to 8 to 9 flights by the end of October. On September 11, she had the opportunity to be the American Legion Hall's keynote speaker.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:25 p.m. in memory of Al Homen, John Francis "Jack" Brown, Lance Corporal Rylee McCollum, Lance Corporal Jared Schmitz, Lance Corporal David Espinoza, Corporal Hunter Lopez, Lance Corporal Kareem Nikoui, Staff Sergeant Taylor Hoover, Corporal Daegan William-Tyler Page, Sergeant Johanny Rosario, Corporal Humberto Sanchez, Sergeant Nicole Gee, Lance Corporal Dylan Merola, Hospital Corpsman Max Soviak and Staff Sergeant Ryan Knauss.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor Pro Tem