

**MINUTES
CITY COUNCIL REGULAR MEETING
SEPTEMBER 28, 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 Pro Tem McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Josue Zapata, CenterPoint 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

No meeting.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

None

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 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 – September 14, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 730 for September 28, 2021, in the amount of \$1,684,366.84 and Payroll of \$102,008.32.

4. Treasurer's Report for August 2021
Received and filed Treasurer's Report for August 2021.
5. Year-End Budget Adjustments for Fiscal Year 2020/2021
Approved the year-end budget adjustments for fiscal year 2020/2021.
6. Sheriff's Department Schedule A Amendment for FY 2021-2022 and Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services
 - 1) Authorized the Mayor to execute the amended Schedule A contract (FY 2021-2022) for Law Enforcement Services with the San Bernardino County Sheriff's Department;
 - 2) Approved the following budget adjustments: \$153,260 for Revenue Account 001-1450-9544 and \$153,260 for Expenditure Account 001-2000-4560; and
 - 3) Approved the Reimbursement Agreement between the City of Highland and East Valley Water District for Law Enforcement Services.
7. Selection of an Event Date and Budget for the 24th Annual Citrus Harvest Festival
 - 1) Selected March 26, 2022, as the Event Date for the Citrus Harvest Festival with a rain date of April 2, 2022; and
 - 2) Adopted the budget.
8. The Coalition for Clean Air Requests the City Participate in the 2021 California Clean Air Day on October 6, 2021
Adopted Resolution No. 2021-044 to support and participate in the 2021 California Clean Air Day on October 6, 2021.

RESOLUTION NO. 2021-044
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, DECLARING OCTOBER 6, 2021 AS CLEAN AIR DAY

CITY COUNCIL PUBLIC HEARING

9. Adoption of an Urgency Ordinance, Extending for an Additional 10 Months and 15 Days through August 23, 2022, an Existing Moratorium on the Approval of Applications for Land Use Entitlements for New Service Station Uses or the Expansion in the Number of Pumps of Existing Service Station Uses

Mayor Pro Tem McCallon opened the public hearing.

Assistant Community Development Director Stater stated good evening, Mayor, and members of the City Council. So, as you are aware, this is a moratorium that would prohibit new gas stations or the expansion of stations with new pumps within the City. It was a 45-day moratorium. Staff came back and provided a 10-day report to you at your last meeting per the law. What we are asking this evening is an extension of that moratorium for an additional 10 months and 15 days. That would provide us the opportunity to complete our analysis of those outstanding issues, bring back a report to you and perhaps any modifications we need to make to the City standards as we move forward.

Mayor Pro Tem McCallon stated very good, he has received no speaker slips. He inquired if there is anyone in the audience who wishes to speak either for or against this item. Seeing none, he will close the public hearing and bring it back to Council for discussion and action.

City Clerk Hughes stated we did not receive any comments via email either.

A MOTION was made by Council Member Chavez, seconded by Council Member Solano, to adopt Ordinance No. 450 extending the moratorium on the approval of land uses entitlements for new service station uses and expansion in the number of pumps at existing stations for an additional 10 months and 15 days. Motion carried, 4-0, with Mayor Lilburn being absent.

City Clerk Hughes introduced Urgency Ordinance No. 450

URGENCY ORDINANCE NO. 450
AN INTERIM URGENCY ORDINANCE OF THE CITY OF HIGHLAND,
CALIFORNIA, ENACTED PURSUANT TO GOVERNMENT CODE SECTION
65858 EXTENDING FOR AN ADDITIONAL 10 MONTHS AND 15 DAYS,
THROUGH AUGUST 23, 2022, AN EXISTING MORATORIUM ON THE
APPROVAL OF APPLICATIONS FOR LAND USE ENTITLEMENTS FOR NEW
SERVICE STATION USES OR THE EXPANSION IN THE NUMBER OF PUMPS
OF EXISTING SERVICE STATION USES IN THE CITY OF HIGHLAND,
DECLARING THE URGENCY THEREOF AND MAKING A DETERMINATION
OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
(CEQA)

which title was read.

CITY COUNCIL LEGISLATIVE

10. Request for a Special Event Permit (SEP-21-005) by Immanuel Baptist Church for its Annual Harvest Festival on Sunday, October 31, 2021

Assistant Planner Tafolla gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to approve SEP-21-005, authorizing the one-day annual Harvest Festival at Immanuel Baptist Church facilities subject to the conditions of approval. Motion carried, 4-0, with Mayor Lilburn being absent.

11. Special Event Permit (SEP-21-006) by Highland Area Chamber of Commerce for the First Annual Discover Highland 5K and 10K Community Run and Request for Co-Sponsorship

Assistant Planner Tafolla gave a brief review of the staff report.

Gail Shelton, Chamber of Commerce Board Member, spoke in support of this item.

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

- 1) Approve the Special Event Permit 21-006 subject to the conditions of approval;
- 2) Authorize the use of the City logo for promotional items; and
- 3) Approve a request by the Highland Area Chamber of Commerce for Co-Sponsorship, waiving of City police fees and Public Works traffic control fees in the amount of approximately \$9,973.11, and authorize Public Works staff to hang the banner. Motion carried, 4-0, with Mayor Lilburn being absent.

12. Engineering Resources of Southern California (ERSC) Amendment for Professional Services – City/County Joint Pavement Rehabilitation (Project No. str20003)

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:

- 1) Approve Amendment to the professional services being provided by ERSC for the City/County Joint Pavement Rehabilitation Project; and
- 2) Authorize the City Manager to approve any future contract amendments up to 10% of the new contract amount. Motion carried, 4-0, with Mayor Lilburn being absent.

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

City Manager Hughes stated he will try to make it brief. Regarding COVID-19, all the numbers are trending back down again. Countywide hospitalizations are down, case numbers are down, so it looks like we have turned the corner on this last increase, so things are heading in the right direction. The Corona Virus Recovery Fund, the business grant program that the Council established has been very popular. We received 42 applications already. We have approved 18 and are processing 24. The COVID Senior Grocery Delivery Program, we have received 20 inquiries on that, and we have approved 13 of those. Staff is currently wrapping up the field work with the auditors. That will be presented to the Finance Subcommittee in November and to the City Council in December. Everything is going well on the audit. Staff has been working with San Manuel and IVDA regarding the SR210 Victoria Avenue project and we have finally made some headway with Caltrans. On September 24, the City received approval to become the project lead agency for the project. As lead agency, the City will be responsible for the project approval environmental document. Caltrans is going to prepare a cooperative agreement to establish the City as the project sponsor and implementing agency. There is a lot more information here, but essentially, we will become the lead agency on the project. San Manuel has also agreed to provide any additional funding that is necessary to get that study done. San Manuel has already gone out and retained professional environmental and design services for the project, so we are going to shoehorn all that in with us and we are excited to get going on it. It has been a long time coming. Public Works Director/City Engineer Zamano has been working really hard and has finally made that headway with Caltrans. On September 21, the Planning Commission voted to continue a design review application for the proposed car wash addition at the ARCO AM/PM on Base Line and Seine Avenue. That will be coming back to the Planning Commission. The applicant was provided basic comments to upgrade architectural treatments and landscaping. A bid opening was held on September 27 for the demolition of the single-family home on the city owned lot on Central Avenue, a little south of Jeffrey Court. It does appear that we will more than likely have to rebid the project. So that will be coming forward to the Council, probably at the next meeting. Staff is still trying to make the determinations, but at this point it looks like a rebid is going to be necessary. Interviews were held on Monday for the Planning Technician position which was left vacant when our current Planning Technician was promoted to Assistant Planner. The second-round interviews will be conducted later this week and we hope to fill that position by October. Some Sheriff's Department stats, from September 13 to 26, they responded to 1,881 total calls for service, they took 131 total reports and made 76 arrests. That concludes City Manager's report.

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

None

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Pro Tem McCallon adjourned the meeting at 6:26 p.m. in memory of Sig Greenwalt and Richard Williams.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor