

**MINUTES
CITY COUNCIL REGULAR MEETING
OCTOBER 27, 2020**

This meeting was conducted as a videoconference 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 6:05 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

ROLL CALL

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

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 Timmer, 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 – September 22, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
3. Minutes – September 29, 2020 City Council Special Meeting
Approved the Minutes as submitted.
4. Minutes – October 13, 2020 City Council Regular Meeting
Approved the Minutes as submitted.

5. Warrant Register
Approved Warrant Register No. 711 for October 27, 2020, in the amount of \$2,548,294.88 and Payroll of \$203,009.12.
6. Treasurer's Report for September 2020
Received and filed Treasurer's Report for September 2020.
7. Amendment to Reserve Fund Surety Policy for 2017 Tax Allocation Bonds (2017 Bonds) Issued by the Successor Agency
Authorized payment by wire transfer of an additional premium amount for an increase to the Policy Limit of the Surety Policy for the Debt Service Reserve Fund of the 2017 Bonds.
8. Automatic Aid Agreement between the City of Highland and the City of Redlands
Authorized the Mayor to execute the Automatic Aid Agreement and authorized Cal Fire Battalion Chief Sean Landavazo (Highland Fire Chief) to execute the Operating Plan attached to the Agreement.
9. San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Permit Renewal Participation and Joint Defense Agreement Modification
Authorized the Mayor to execute the San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Permit Renewal Participation and Joint Defense Agreement Modification on behalf of the City of Highland.
10. Easement Acceptance Juana Barajas – FY 2018-2019 Community Development Block Grant (CDBG) Pavement Improvements
 1. Accepted the Grant of Easement for Road and Drainage purposes from Juana Barajas; and
 2. Directed the City Clerk to record the Grants of Easement.
11. Construction Support Services for Two Federal Safe Routes to School Projects (str11005 and str11006)
 1. Approved a proposal from Willdan for construction support services in the amount of \$20,680.00 for Projects str11005 (9th Street) and str11006 (McKinley Street) and authorized the City Manager to approve proposal amendments up to 10% of the proposal amount.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

12. Use of Coronavirus Relief Funds (CRF) through the CARES Act (County)

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

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Timmer, to:

1. Authorize the expenditures of the \$683,080 for the CRF funds (County portion) for the programs and amounts described in Attachment #1 and authorize staff to move any unexpended funds to the Public Health & Safety line item;
2. Authorize budget adjustments in the amount of \$683,080 (accounts listed in Attachment #1) in expenditures and revenues in fund 030-Major Grants Fund; and
3. Approve the Allocation Agreement in Attachment #2. Motion carried on a roll call vote, 5-0.

13. Cooperative Agreement with SBCTA for Base Line Interchange (Budget Adjustment)

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 authorize the Mayor to sign a budget adjustment in the construction phase of the Base Line Interchange Project within Cooperative Agreement C13027 (00-1000791). Motion carried on a roll call vote, 5-0.

14. Planning Commission Appointments

City Clerk Hughes opened envelopes from each Council Member and read the votes accordingly.

Council Member Chavez voted for Edward Amaya, Jarrod Miller, Jessica Sutorus, Chandra Thomas and Tamara Zaman.

Mayor Pro Tem Lilburn voted for Edward Amaya, Randy Hamerly, Jarrod Miller, Gail Shelton and Jessica Sutorus.

Mayor McCallon voted for Edward Amaya, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas.

Council Member Solano voted for Randy Hamerly, Tony Mauricio, Jarrod Miller, Gail Shelton and Jessica Sutorus.

Council Member Timmer voted for Richard Bowman, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas.

City Clerk Hughes stated based on the votes Edward Amaya, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas are the five members who will be appointed to the Planning Commission. There is a resolution before Council setting the terms for the expiration dates. Currently two of the terms would expire in May, 2021. The resolution would automatically extend those two terms out to 2025 with the other three terms remaining at May, 2023.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Timmer, to appoint five members to the Planning Commission and adopt Resolution No. 2020-052 establishing the terms for Planning Commissioners. Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2020-052
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, PROVIDING FOR THE TERMS OF OFFICE FOR
PLANNING COMMISSIONERS

City Clerk Hughes stated we will now proceed to draw the names for term expiration dates. Each newly appointed member names will be placed into a box. The first candidate drawn was Jessica Sutorus and the second name being drawn was Randy Hamerly. Jessica Sutorus and Randall Hamerly terms will expire in May, 2025. The other members, Edward Amaya, Jarrod Miller and Chandra Thomas terms will expire in May, 2023.

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

City Manager Hughes stated regarding Covid-19 county-wide we now have 63,000 confirmed cases, testing county-wide is now up to 785,000 and deaths county-wide is 1,073. Unfortunately, hospitalization is starting to trend back up again. With that being said, the ICU and ventilators are both relatively flat and we are still in the purple tier. Hopefully tomorrow we will get some news regarding things trending down, and maybe look at getting into the red tier in the near future, but we will not know until tomorrow. Parks are still open for passive recreation only and as the Council is aware, the City now has its own Covid Compliant Business Program, and we are matching the County program of \$2,500 per business. The County hotline is still available at (909) 387-3911. He also would like to bring to Council's attention about voting starting next week. The polling locations will be at Highland Family YMCA, Highland City Council Chambers, Cram Elementary School, and the San Manuel Event Center. In-person voting will begin on October 31 through November 3. Hours for voting are October 31 from 10am to 6pm, November 1 from 10am to 6pm, November 2 from 10am to 6pm, and November 3 from 7am to 8pm. We have drop off locations in the City with one being in front of

City Hall and one at the Library. We also have a drop off box inside City Hall for those that prefer to do it that way. We are still planning to go back to regular City Council meetings in the Council Chambers starting on November 10 and we will be following the Covid-19 protocols. Face masks will be required, we will be doing social distancing and temperature checks of people before they come in.

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

Mayor Pro Tem Lilburn stated she is very thankful to the candidates who applied for the Planning Commission vacancies as each candidate was very well qualified. She was also pleased with the new process of candidate selection and is looking forward to working with the new members.

Mayor McCallon stated he agrees with Mayor Pro Tem Lilburn's statement. Also, it was very helpful to meet with each candidate in person.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:30 p.m. in memory of Ed Ford.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor