

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

January 11, 2022
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

CITY COUNCIL MEMBERS

LARRY McCALLON, MAYOR
PENNY LILBURN, MAYOR PRO TEM
JESSE CHAVEZ, COUNCIL MEMBER
ANAELI SOLANO, COUNCIL MEMBER
JOHN P. TIMMER, COUNCIL MEMBER

STAFF

Joseph A. Hughes - City Manager
Chuck Dantuono - Director of Administrative Services/City Treasurer
Betty Hughes - City Clerk
Lawrence Mainez - Community Development Director
Carlos Zamano - Public Works Director/City Engineer
Maricela Marroquin - City Attorney

MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: www.cityofhighland.org

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to participate in this meeting, please call the City Clerk's Department at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the City Council less than 72 hours prior to that meeting are available for public inspection at City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

SPECIAL NOTICE REGARDING COVID-19

This meeting is being held in person. Please be advised, facial coverings or masks are required to be worn in the Council Chambers regardless of a person's vaccination status. If you do not have a facial covering or mask, one will be provided to you.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on January 11, 2022, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the January 11, 2022 agenda, please identify the agenda item number in the subject line.

For those wishing to make a public comment regarding a public hearing item (Nos. 1 and 13), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered part of the record. Please email your comments to publiccomment@cityofhighland.org. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

Members of the public will be permitted to make public comments in person.

**CITY COUNCIL REGULAR MEETING
JANUARY 11, 2022 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

CITY COUNCIL PUBLIC HEARING – REDISTRICTING

The order of business for Public Hearings shall be:

- 1) Mayor opens Public Hearing;
- 2) Staff presentation;
- 3) Applicant/Representative presentation;
- 4) Speakers in favor of proposal;
- 5) Speakers in opposition to proposal;
- 6) Applicant rebuttal;
- 7) Mayor closes Public Hearing;
- 8) Council discussion, motion and vote.

ONCE THE PUBLIC HEARING IS CLOSED NO FURTHER TESTIMONY IS TAKEN.

For those wishing to make a public comment regarding a public hearing item (No. 1), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered as part of the record. Please email your comments to publiccomment@cityofhighland.org. The City Clerk shall read all email comments provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting.

1. Redistricting Process

RECOMMENDATION: That the City Council:

1. Open and conduct a public hearing regarding redistricting;
2. Receive a report from National Demographics Corporation (NDC), Consultant, on the redistricting process and permissible criteria to be considered to redraw district boundaries;
3. Review draft map(s); and
4. Receive public input on district boundaries.

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

To address the City Council, please complete a speaker form located at the entrance and give it to the City Clerk prior to the beginning of the meeting. Your name will be called when it is your turn to speak. State Law prohibits the City Council from taking action on any item not on the agenda. Individual speakers are limited to three minutes each.

Comments received via email by January 11, 2022, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

CITY COUNCIL CONSENT CALENDAR

2. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
3. Minutes – December 14, 2021 City Council Special Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Minutes – December 14, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
5. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 735 for January 11, 2022, in the amount of \$3,398,726.49 and Payroll of \$195,820.45.
6. Treasurer’s Report for November 2021
RECOMMENDATION: That the City Council receive and file Treasurer’s Report for November 2021.
7. Records Destruction Authorization
RECOMMENDATION: That the City Council approve the destruction of certain records.
8. Notice of Completion – Project Nos. str11005 & str11006 (Bid No. 2020-05, “Federal Funded Safe Routes to School Projects”)
RECOMMENDATION: That the City Council:
 - 1) Accept Project Nos. str11005 & str11006 (Bid No. 2020-05, “Federal Funded Safe Routes to School Projects”) as complete;
 - 2) Authorize the Mayor to sign the Notice of Completion; and
 - 3) Direct the City Clerk to file the Notice of Completion.

9. Second Reading of Ordinance No. 452 Designating the Location of Regular Meetings and Proposed Resolution No. 2022-_____ Setting the Date and Time for Regular City Council Meetings
RECOMMENDATION: That the City Council:
 - 1) Conduct a second reading, read by title only, and waive further reading of Ordinance No. 452 designating the location of regular meetings of the City Council and rescinding Ordinance No. 236; and
 - 2) Adopt Resolution No. 2022-_____ setting the date and time for regular City Council meetings and readopting rules of procedure for Council meetings and related functions and activities, and repealing Resolution No. 2001-012.

10. Purchase and Installation of Plymovent Clean Air Exchange System at all Three Highland Fire Stations from Air Exchange, Inc.
RECOMMENDATION: That the City Council:
 - 1) Approve the purchase and installation of Plymovent clean air exchange system at all three Highland Fire Stations from Air Exchange, Inc.; and
 - 2) Make a finding that Air Exchange, Inc., is a sole source provider of this equipment.

11. All-way Stop Designation at Highland Avenue and Cloverhill Drive
RECOMMENDATION: The Public Safety Subcommittee recommends approval of Resolution No. 2022-_____ designating an all-way stop at Highland Avenue and Cloverhill Drive.

12. Memorandum of Understanding (MOU) Referencing Planning and Funding of the Santa Ana Wash Wildland Trails between the City of Highland, the City of Redlands and the San Bernardino Valley Water Conservation District
RECOMMENDATION: That the City Council authorize the Mayor to execute the Santa Ana Wash Plan Wildland Trails MOU upon the City Attorney's final review and approval, and after consideration of any non-substantive changes that may be made by the City of Redlands.

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- 7) Mayor closes Public Hearing;
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ONCE THE PUBLIC HEARING IS CLOSED NO FURTHER TESTIMONY IS TAKEN.

For those wishing to make a public comment regarding a public hearing item (No. 13), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered as part of the record. Please email your comments to publiccomment@cityofhighland.org. The City Clerk shall read all email comments provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting.

13. General Plan Amendment (GPA 21-002) to Delete General Plan Town Center Policy No. 2.10.10, thereby Removing a Prohibition of Freestanding Drive-thru Commercial Structures and Convenience Uses in the Policy Area
RECOMMENDATION: The Planning Commission recommends the City Council adopt City Council Resolution No. 2022-_____ approving General Plan Amendment (GPA 21-002) and certifying the associated Mitigated Negative Declaration (ENV 21-003) and direct staff to file a Notice of Determination with the County Clerk of the Board.

CITY COUNCIL LEGISLATIVE

14. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
15. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)
RECOMMENDATION: Discussion and possible action.

ANNOUNCEMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):

One case.

ADJOURN

Regular Meetings

January 25; February 8, 22; March 8, 22; April 12, 26; May 10, 24; June 14, 28; July 12 (no meeting), 26 (no meeting); August 9, 23; September 13, 27; October 11, 25; November 8, 22; December 13, 27 (no meeting)

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before January 6, 2022, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: January 6, 2022



Betty Hughes, MMC
City Clerk