

COMMUNITY TRAILS COMMITTEE AGENDA



MEMBERS

MARGARET WRIGHT, CHAIRWOMAN

BRENT MERIDETH, VICE CHAIRMAN

MICHAEL HAYNES, MEMBER

JULIO SILVA, MEMBER

ANNE L. VIRICEL, MEMBER

MEETING

DATE: May 10, 2012

TIME: 5:00 p.m.

LOCATION: Highland City Hall
Leo Donahue Council Chamber
27215 Base Line
Highland, CA 92346

STAFF

John Jaquess, Community Development Director
Dale Everman, Building Official
Lawrence A. Mainez, City Planner
Sean Kelleher, Assistant Planner
Linda McKeough, Administrative Assistant III

CITY OF HIGHLAND
27215 EAST BASE LINE
HIGHLAND, CALIFORNIA 92346
(909) 864-8732; FAX (909) 862-3180
Website: www.ci.highland.ca.us

THE CITY OF HIGHLAND COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT OF 1990. IF YOU REQUIRE SPECIAL ASSISTANCE TO ATTEND OR PARTICIPATE IN THIS MEETING, PLEASE CALL THE CITY CLERK'S OFFICE AT (909) 864-6861 EXT. 226 AT LEAST 48 HOURS PRIOR TO THE MEETING.

Those wishing to address the Community Trails Committee during the meeting must complete a Speaker Form (located next to the Agendas on the table at the back of the room) and return it to the Recording Secretary prior to the beginning of the Meeting. Speakers will be called upon by the Chairman at the appropriate time to speak.

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 Planning Commission less than 72 hours prior to that Meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, during normal business hours.

**CITY OF HIGHLAND
COMMUNITY TRAILS COMMITTEE REGULAR MEETING**

May 10, 2012
5:00 p.m.

Highland City Hall
Leo Donahue Council Chambers
27215 Base Line
Highland, CA 92346

1.0 CALL TO ORDER

2.0 PUBLIC COMMENTS

Members of the public may address the Committee on matters which affect the City. The Committee receives its agenda and other pertinent information prior to the meeting. The Committee, therefore, has had an opportunity to review all this material over the weekend prior to taking action. Citizens desiring to address the Committee will be asked to give their name, address and the subject to be addressed on a speaker form and return the form to the Recording Secretary. **Comments are to be limited to three minutes and are meant to be an opportunity to express one's views and not to debate issues.**

3.0 CONSENT CALENDAR

3.1 Minutes of the February 9, 2012, Regular Meeting.

RECOMMENDATION: Staff recommends the Community Trails Committee approve the Minutes, as submitted.

Community Trails Committee Agenda of
May 10, 2012

3.2 Minutes of the March 8, 2012, Regular Meeting.

RECOMMENDATION: Staff recommends the Community Trails Committee approve the Minutes, as submitted.

4.0 **AGENDA ITEMS**

4.1 Community Trails Committee Work Program Item 1 : Community Trails Day.

RECOMMENDATION: Staff recommends the Community Trails Committee provide input regarding the successes and shortfalls of the Community Trails Day Event, as appropriate.

4.2 Agenda Items and date for next CTC Regular Meeting.

RECOMMENDATION: Staff recommends the following Item(s) be discussed by the Community Trails Committee at its next Regular Meeting to be held on June 14, 2012.

5.0 **ANNOUNCEMENTS**

6.0 **ADJOURN**

NOTE: City Hall hours of operation are Monday through Thursday from 7:30 a.m. to 5:30 p.m. and closed every Friday.

The next Regular scheduled Meeting of the Community Trails Committee is to be tentatively held on June 14, 2012, Meeting.

I, Linda McKeough, Community Development Administrative Assistant III, of the City of Highland, California, certify that I caused to be posted this Agenda on or before the 4th May, 2012, by 5:00 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

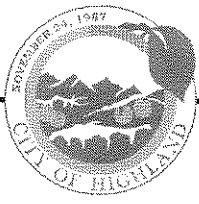
City Hall
27215 Base Line

May 4, 2012



Linda McKeough, Community Development
Administrative Assistant III

051012.CTC.AGE/MLM




STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: May 10, 2012


FROM: Lawrence A. Mainez, City Planner

PREPARED BY: Linda McKeough, Community Development Administrative Assistant III

SUBJECT:  Minutes from the February 9, 2012, Regular Meeting.

RECOMMENDATION: Staff recommends the Community Trails Committee approve the Minutes, as submitted.

CTCMIN.SR\LMML

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3.1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
	Recording Secretary	City Planner	

**MINUTES
COMMUNITY TRAILS COMMITTEE REGULAR MEETING
FEBRUARY 9, 2012**

1.0 CALL TO ORDER

The Regular Meeting of the Community Trails Committee of the City of Highland was called to order at 5:00 p.m. by Vice Chairwoman Wright in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Members Michael Haynes and Anne Viricel, Chairwoman Margaret Wright

Absent: Member Julio Silva and Vice Chairman Brent Merideth

Staff Present: Sean Kelleher, Assistant Planner
Lawrence Mainez, City Planning (Note: arrived at 5:04p.m.)
Linda McKeough, Community Development Administrative Assistant III

2.0 PUBLIC COMMENTS

There was none.

3.0 CONSENT CALENDAR

3.1 Minutes of the December 8, 2011, Regular Meeting.

The Committee concurred to Table this Item to the March 8, 2012, Regular Meeting until such time there would be a quorum present and would be able to take action on the Item.

3.2 Minutes of the January 12, 2012, Regular Meeting.

The Committee concurred to Table this Item to the March 8, 2012, Regular Meeting until such time there would be a quorum present and would be able to take action on the Item.

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4.0 AGENDA ITEMS

4.1 Community Trails Committee Work Program Update.

Chairwoman Wright introduced the item and called for Staff's presentation.

Assistant Planner Kelleher gave the presentation from the Staff Report and PowerPoint presentation on the upcoming Trails Day Event and explained that Albertsons, Walgreens and Stater Brothers were contacted and will again be donating for this year's Event. Albertsons will be donating bottled water, Walgreens will be donating granola bars or some snack in bar form and Stater Brothers will be donating a fifty dollar (\$50) Gift Certificate in order to purchase other items for the Event.

(Note: City Planner arrived at 5:04p.m.)

Assistant Planner Kelleher continued his presentation regarding the Talking Points of Interest on Page 7 of the Staff Report and how it was used for the 16th Annual Trails Day Event and it is not Staff's intent for the Committee Members to memorize the Talking Points when leading the Tours, but the Talking Points are supposed to be used as a guide or starting point when the Committee Members is conducting the Tour along the Trail. The Talking Points will be prepared in a bullet format in order for the Committee Members to utilize. He further explained Staff is working towards finalizing the Nature Education Facilities Grant for the Natural Parkland and Staff will have additional information for the Committee to talk about during the Event and will be able to go over that more when the Rehearsal Tour is conducted in April as part of the Guided Tour prior to the Event and then concluded his presentation.

Chairwoman Wright asked if the Committee had any questions of Staff.

A comment was made by Member Haynes regarding how the "Highland Pickers" which is a Ukulele Club would like to do a fifteen (15) minute program of offer free entertainment while people would be signing in at the Event and both Chairwoman Wright and Assistant Planner Kelleher responded that has never been done before.

Assistant Planner Kelleher responded how the Trails Day Event starts at 8:00a.m. with an introductory welcome, an overall presentation of what the Trails Day Event is for, getting people introduced and he then suggested possibly the fifteen (15) minutes prior to that as Participants are arriving and registering that

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might be the time to entertain them. Member Haynes responded the musicians are made up of senior citizens and that the songs would be Trail-type of music and Assistant Planner Kelleher suggested that he submit the proposed songs to the Committee for approval in March, 2012, prior to the Tour in April and Member Haynes said he could do that. The Committee concurred with Staff's suggestion that Member Haynes submit the proposed song to the Committee for approval.

A comment was made by Member Haynes that the "Highland Pickers" will also have a Booth at the Citrus Harvest Festival and focus on Tin Pan Alley type of music and will be playing songs from 1885 to 1950 and that it will be difficult for him to man the Committee's Booth and Chairwoman Wright responded she understood and that he would be excused.

A comment was made by Chairwoman Wright about Talking Points of Interest "D" regarding the North Fork Ditch and requested to revise the verbiage.

D. We are now overlooking Plunge Creek. Plunge Creek is a tributary to the Santa Ana River. As you can see to the northeast, there is a pipe crossing the River. That is the North Fork Ditch Pipeline, which is one of the water lines that serves the City of Highland "and also serves the remaining citrus groves" and is a Historic resource identified by the State.

ADD "and also serves the remaining citrus groves".

City Planner Mainez responded how Staff can edit and make the changes and will prepare a Bullet point format and have catch phrases for each one of the Talking Points of Interest Items.

A comment was made by Chairwoman Wright about "K" Talking Points of Interest "K" regarding the "S" curve and thought the project was done.

K. The Orange Groves needed to be planted on a fairly even surface to ensure easy harvest. In many cases, along this hillside, rock retaining walls were built to ensure this occurred. Plunge Creek can also be seen from this point. Plunge Creek helped supply water to the Orange Groves via pipes and open channels, which then lead to the Weir Boxes and Flumes. A portion of one the pipes is exposed just east of the Trail at this location. This pipe leads to and around the retaining wall we can see from this point. Also, from this point, looking southeast, you can see the "S" curve in Greenspot Road. ~~The City is currently working on a project to straighten that portion of Greenspot Road.~~ "The Greenspot Road "S" curve is completed".

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ADD "The Greenspot Road "S" curve is completed." Assistant Planner Kelleher responded how the "S curve is completed, for the most part, and at some point, it will be widened and said that it is noted.

Chairwoman Wright asked if the Committee had any other comments, corrections, etc.

A comment was made by Assistant Planner Kelleher that there is still a debate whether the "R" on the mountain stands for either "Redlands" or "Running Springs".

A comment was made by Member Haynes regarding the "R" on the mountain according to the "Bird House" Fraternity in Redlands that it was constructed by them and is maintained by them and how his son was in that Fraternity and is one of the initiation items that they have to carry a rock that is twice the size of their head to that location every year when the Fraternity goes up there and pulls weeds and the rock is then added. City Planner Mainez responded that would be an interesting story in how that Chairwoman Wright's father was one of the people who had helped in building the "R" and Member Haynes' story about the rocks.

Chairwoman Wright asked if the Committee had any other comments, corrections, etc.

There was no formal action taken by the Committee.

4.2 Agenda Items and date for next CTC Regular Meeting.

Discussion ensued between the Committee and Staff regarding the following Item(s) be discussed by the Community Trails Committee at its next Regular Meeting to be held on March 8, 2012:

1. Work Program Update

5.0 **ANNOUNCEMENTS**

There were no Announcements.

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6.0 ADJOURN

There being no further business, Chairwoman Wright declared the Meeting adjourned at 5:13pm.

Submitted by:

Approved by:

Linda McKeough, Community
Development Administrative Assistant III

Margaret Wright, Chairwoman
Community Trails Committee

02-09-12CTC




STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: May 10, 2012


FROM: Lawrence A. Mainez, City Planner

PREPARED BY:  Linda McKeough, Community Development Administrative Assistant III

SUBJECT: Minutes from the March 8, 2012, Regular Meeting.

RECOMMENDATION: Staff recommends the Community Trails Committee approve the Minutes, as submitted.

CTCMIN.SR/LML

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3,2</u>
Denied _____	Ayes _____		File No. _____
Continued _____	Noes _____		
Tabled _____	Abstain _____		
	Absent _____		
			
	Recording Secretary	City Planner	

**MINUTES
COMMUNITY TRAILS COMMITTEE REGULAR MEETING
MARCH 8, 2012**

1.0 CALL TO ORDER

The Regular Meeting of the Community Trails Committee of the City of Highland was called to order at 5:01 p.m. by Chairwoman Wright in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Member Michael Haynes, Julio Silva, Vice Chairman Brent Merideth and Chairwoman Margaret Wright

Absent: Member Anne Viricel

Staff Present: Sean Kelleher, Assistant Planner
Linda McKeough, Community Development Administrative Assistant III

2.0 PUBLIC COMMENTS

There was none.

3.0 CONSENT CALENDAR

3.1 Minutes of the December 8, 2011, Regular Meeting.

A Motion was made by Member Haynes and seconded by Member Silva to approve the Minutes of December 8, 2011, as submitted.

Motion carried on a 4 – 0 vote with Member Viricel absent.

3.2 Minutes of the January 12, 2012, Regular Meeting.

A Motion was made by Member Silva and seconded by Member Haynes to approve the Minutes of January 12, 2012, as submitted.

Motion carried on a 4 – 0 vote with Member Viricel absent.

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3.3 Minutes of the February 9, 2012, Regular Meeting.

The Committee concurred to Table this Item to the May 10, 2012, Regular Meeting until such time there would be a quorum present and would be able to take action on the Item.

4.0 AGENDA ITEMS

Note: Prior to the Meeting, Staff distributed the following to the CTC: a) a copy of the Citrus Harvest Festival Vendor Booth Confirmation; 2) a Memorandum regarding Community Trails Committee Member Questions, and; 3) Form 700 from the City Clerk to Members Haynes and Silva.

4.1 Community Trails Committee Work Program Update.

Chairwoman Wright introduced the Item and called for Staff's presentation.

Assistant Planner Kelleher gave the presentation from the Staff Report regarding the Last Page of the Staff Report on the Talking Points and to include any additional thoughts that the Committee Members may have and when the Committee conducts the Walking Tour on April 12, 2012, that the Talking Points will be refined at that time.

A comment was made by Member Haynes that he advised that the "Highland Pickers" would be playing less than fifteen (15) minutes and would be playing the following six (6) songs: Riding Down the Canyon, Upward Trails, Cool Water, Home on the Range, Happy Trails to You and Back in the Saddle Again. Assistant Planner Kelleher responded as previously stated at the last Meeting of January 12, 2012, the ensemble could start playing at 7:45am when people are registering and then at 8:00a.m., Chairwoman would greet and welcome the public to the Event.

Assistant Planner Kelleher explained the Committee's Booth location at the Citrus Harvest Festival (CHF) to be held on March 31, 2012, from 10:00a.m. to 3:00p.m. and explained there would be two (2), four and one-half (4½) hour shifts and explained what would transpire during those times, inclusive of setting up and tearing down the Booth. The one in the Morning would be from 8:45a.m. to 12:15p.m. and the Afternoon would be from 12:15p.m. to 4:00p.m. and asked to establish times for each of the Committee Members.

Morning Shift: Vice Chairman Merideth and Chairwoman Wright

Afternoon Shift: Member Silva and indicated that he could stay all day, if needed

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Member Haynes would be unable to attend the Committee's Booth because he will be at the "Highland Pickers" Booth all day. Assistant Planner Kelleher responded that Staff contact Member Viricel to confirm the Morning or Afternoon Shift and if Member Silva wants to stay all day would be okay and encouraged Member Haynes to join the Committee and Member Haynes responded that he would try.

Discussion ensued what items would be provided and also sold at the Committee's Booth.

A question was asked by Chairwoman Wright about the feasibility of the Boy Scouts participating in the Adopt-A-Trail Program and Member Haynes responded that it costs for the Adopt-A-Trail and Assistant Planner Kelleher said no, it's the Mile Makers Program that costs and that the cost for the Adopt-A-Trail Program does not cost, except for the trash bags used to pick up the trash / debris.

A question was asked by Chairwoman Wright what about the Boy Scouts earning the Trails Patch. Member Haynes responded that he could provide the first prototype Trails Patches that were produced, but were too large and the City was unable to sell and how the Scouts could earn that Patch for participating in the Adopt-A-Trail Program.

A comment was made by Member Silva that he would donate whatever money that would be needed for the Scouts and Chairwoman Wright said that she could also donate money. Assistant Planner Kelleher responded however the Committee Members wish to go about that with their personal finances, is up to them. Member Haynes responded that he would check and get back to the Committee regarding with the Scouts' participating in the Adopt-A-Trail Program and Assistant Planner Kelleher responded that is great.

4.2 Agenda Items and date for next CTC Regular Meeting.

Chairwoman Wright introduced the Item and called for Staff's presentation.

Assistant Planner Kelleher recommended the following to the Committee:

1. The Regular Meeting to be held on April 12, 2012, at 5:00pm be canceled.

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2. The Study Session to be held on April 12, 2012, at the Community Trails Day Event on-site location at 4pm.
3. The Regular Meeting to be held on May 10, 2012, at 5:00p.m.

A comment was made by Vice Chairman Merideth that he may be out of town on the week of April 12, for work / travel and Assistant Planner Kelleher responded that he could arrange another time for taking the Vice Chairman Merideth out on a Friday and that was acceptable to the Vice Chairman.

The Committee concurred with Staff's recommendation on the Agendas' dates, times and locations.

5.0 ANNOUNCEMENTS

A comment was made by Member Haynes regarding with him being a Member on the Street Naming Committee representing the CTC and advised the Committee has discussed so far is the discrepancy in the Base Line Street Name and there is a Meeting on March 14, and there are two (2) street names; "Coffee" and "Davidson" for the Committee to consider and Chairwoman Wright responded that she approved both proposed Street Names and would explain to Member Haynes after the Meeting regarding the history of the Base Line street name.

Assistant Planner Kelleher explained the Memo that was distributed prior to the Meeting and then updated the Committee on each of the various topics listed and discussion ensued after he gave the updates to the Committee.

5.1 Update on Red Hill and Streater Trails

A question was asked by Vice Chairman Merideth if the Property Owner located on Sycamore believed that the Trail usage located on Sycamore would bring down the property value and Assistant Planner Kelleher said that is correct and added how the Property Owners were concerned that there would also be an storm drain connection across the Sycamore property and the City moved away from that Project and reallocated those funds to another Program for other storm drain type improvements and further explained that the primary intent of that Project was to install a storm drain connection between the Cinnamon Forest Tract and where it exists and the Tract is located along Streater Street. He explained how there is an open channel in that area, and that it was going to be placed into a pipe and a Trail was going to be placed on top of that. With the inability to come to an agreement with the Property Owner, that Project was removed and the funds were moved to another area in the City.

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A question was asked by Vice Chairman Merideth if the Water District not need to make the connection and Assistant Planner Kelleher responded how it was an Engineering decision and that it is a desire to install the pipe at some point to finalize that last section and indicated that would be beneficial to the Property Owner because then would not have to construct a bridge over the open channel, and reiterated how the Property Owner did not wish to move forward with it. Vice Chairman Merideth responded that is too bad and indicated evidence has shown the contrary in that the having a Trail located by a person's property, is that the property value would be increased by ten percent (10%). Assistant Planner said that documentation was provided to the Property Owner and it was found not acceptable.

5.2 Update on Article III Grants

A question was asked by Vice Chairman Merideth about why are the Grants not publicized more and how he had gone to the SANBAG's Website and saw when the Grants were announced and available, but did not see anything since then on the SANBAG Website. Assistant Planner Kelleher responded he was unsure why there is a gap between from the timing of funds allocated to the timing of implementation of the project and indicated there are other steps / procedures that need to be done.

5.3 Update on Santa Ana River Trail Environmental Document for the Trail improvements between California Street and the existing terminus around Waterman Avenue

A question was asked by Vice Chairman Merideth regarding the status on Garnet Street funding and the if the environmental would be completed by 2013 and Assistant Planner Kelleher responded as far as he knows, it is still on schedule. He then explained the locations of Reach 3 and Reach 4 and to include a Bridge over Orange Street and the official time lines are related to the funding, is an aggressive schedule and will also be attending a future Santa Ana River TAC Meeting.

A question was asked by Vice Chairman Merideth if a point changed from the proposed configuration to Garnet or was that a "Highland Idea" and Assistant Planner Kelleher responded the Map shows the Santa Ana River Trail does exist in some ways and that it's not technically the Santa Ana River Trail at that point. The Route leading up the Seven Oaks Dam is still on the San Bernardino County's Map, and is still part of the Master Plan, but there is no funding for that section of Trail leading off the Santa Ana River Trail and connecting to the Seven Oaks Dam. There are biologist constraints and Plan B which is set aside for mining operations for habitat areas.

A question was asked by Chairwoman Wright what about the Trail located at the bottom of Seven Oaks Dam and if it will follow the Santa Ana River Trail and Assistant Planner Kelleher responded the Santa Ana River Trail goes from Huntington Beach up to the San Bernardino Mountains and will travel up Morton

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Canyon and will have to cross Orange Street at the Bridge location and the design is still being prepared.

5.4 Update on Robertson's Ready Mix Conditional Use Permit (CUP) Conditions (Orange Street) – Part of Plan B

A question was asked by Vice Chairman Merideth for Staff to explain Plan B and future street improvements. Assistant Planner Kelleher responded there is not a set time line and Staff will be looking at that time frame with the CUP which is for specific areas located on adjacent properties Robertson's hold on Orange / Alabama streets and is still responsible from the Cities, the County to finalize the other sections that connect to those points.

A comment was made by Vice Chairman Merideth if the CUP is directed by the City of Highland and City of Redlands, and what trails will be connected and Assistant Planner Kelleher responded there is a preliminary design for the street improvements and trail connections and have those plans established prior.

A question was asked by Member Haynes if Robertson's is located in Highland and Assistant Planner Kelleher responded both Robertson's and Cemex submitted a co-applications for the properties and some of their other operations of their facilities are located in both Cities, but was unsure of what jurisdictions the mining pits are located in.

A comment was made by Member Haynes how the City doesn't receive any monetary benefit from those mines and Assistant Planner Kelleher responded that he did not know and that he did not work on the Project.

A question was asked by Vice Chairman Merideth if the CUP is responsible with cleaning the streets and making sure the sand is off the street. When he rides to and from work and how it can become sometimes "a beach" because what is not considered to be a Bike Lane, but is considered a Fog Lane that it gets covered all the way passed the line with the sand at the turnout and reiterated how the CUP states that they will be responsible for cleaning it up, but believed that they are not doing that right now. Assistant Planner Kelleher responded the CUP has not been effectively executed and then explained to the Committee about the CUP will be coming back up for re-review and the CUP's extension and certain actions to be taken for the CUP to be vested and they have not taken those actions.

A comment was made by Vice Chairman Merideth how the cars go by at 70MPH up Alabama Street to Palm Avenue and he indicated how he had contacted the City of Highland

A question was asked by Member Haynes if this is a safety issue and Vice Chairman Merideth responded affirmatively and how the cars go by at 70MPH up Alabama Street to Palm Avenue and a lot of times, he has to get out of the Bike Lane into the street and how he has contacted the City of Highland and was advised that it is not their property which is understandable because the sand is

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gone by the time it hits Highland area. He had contacted the City of Redlands and was advised that is not their area and also contacted the County of San Bernardino and indicated that he got a whole lot of it's not our job. He also had contacted Robertson's and was advised that it is a public street and is not their problem and Vice Chairman Merideth stated even though Robertson's is the one that is making the mess and is a big issue and how no one claims responsibility. Assistant Planner Kelleher responded there are three (3) jurisdictions in that area

A request was made by Member Haynes that Staff look into the street issue and wants the streets to be safe and Assistant Planner Kelleher responded that Staff could forward the Committee's comments to the Public Works Department and was unsure if there would be any true action and unsure of what the ultimate action would be because if it is not within our jurisdiction, we are unable to take an action.

A comment was made by Member Haynes with the Bike Lane usage, he reiterated he wants Staff to look into it and wants the streets to be safe and Assistant Planner Kelleher responded and reiterated that the Committee's comments will be forwarded to Public Works and that they will review it and will do what needs to be done and concurred wanting the streets to be safe.

A comment was made by Chairwoman Wright is there is any coordination between the three (3) jurisdictions and Member Haynes responded apparently, they are all saying no. Assistant Planner Kelleher responded how Staff has conversations with the City of Redlands and San Bernardino County and how he had spoken with Staff Member of San Bernardino County Regional Parks and reiterated how City Staff does talk with the other jurisdictions. Member Haynes responded that this is a Committee's concern in that this is a public safety issue regarding sand spills on the streets.

A comment was made by Vice Chairman Merideth how there are many safety issues. When bicycling from Redlands to Highland is a major safety issue. On Alabama Street, not only is there sand, but there is flooding and how the bicyclists are funneling back and forth and with the loose gravel and the cars going 70MPH and then the bicyclists getting funneled into those cars. It is worse on Orange Street and what happened on Greenspot Road a few years ago and indicated that it is a big problem getting from Redlands to Highland. He stated how the City of Highland added a Bike Lane on Fifth Street from Central Avenue to Tippecanoe and Assistant Planner Kelleher added that the Bike Lane goes all the way to Waterman Avenue and was a joint project between the Cities of Highland and San Bernardino. Vice Chairman Merideth responded that is nice, but the road is in very bad shape, but traveling from San Bernardino to Highland is okay, and understood how the Tiger Grant was de-funded, but from getting from Redlands to Highland is scary and thinks that this is a City's safety issue. He then thanked Assistant Planner Kelleher for putting this together and Assistant Planner Kelleher responded not a problem.

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5.5 Other from Community Trails Committee Members

There were no further Announcements.

6.0 ADJOURN

There being no further business, Chairwoman Wright declared the Meeting adjourned at 5:35pm.

Submitted by:

Approved by:

Linda McKeough, Community
Development Administrative Assistant III

Margaret Wright, Chairwoman
Community Trails Committee

03-08-12CTC



STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: May 10, 2012

FROM: Lawrence A. Mainez, City Planner

PREPARED BY: Sean Kelleher, Assistant Planner *SK*

PUBLIC NOTICE: As required by City Council Resolution, notice of the CTC's Meeting was posted at the City's three designated posting locations within the City. In addition, the Agenda was posted on the City's Website. No further Notice is required.

WORK PROGRAMS:

Work Program Item 1: Community Trails Day

Fiscal Impact: The 2011-2012 City Budget for Community Events "Trails Day" is \$600.00.

As with previous Events, a Donation Box was provided at the Trails Day Event. All donations will be placed in the Community Trails Committee's Special Deposits Account and the money will be used in part to fund the 2013 Trails Day Event.

Background: On April 21, 2012, the 18th Annual Community Trails Day utilizing the City of Highland Natural Parkland.

Recommendation: Staff recommends the Community Trails Committee (CTC) provide input regarding the successes and shortfalls of the Community Trails Day Event, as appropriate.

Attachment: 1. Community Trails Committee Work Program

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4.1</u>
Denied _____	Ayes _____		File No. _____
Continue _____	Noes _____		
	Abstain _____		
	Absent _____		
_____	Recording Secretary	<i>Lawrence A. Mainez</i>	City Planner

ATTACHMENT 1

Community Trails Committee Work Program

**Community Trails Committee
WORK PROGRAM & DIRECTIVES**



Item No.:	Description:	Status:
1	Community Trails Day	<p>On January 10, 2012, the City Council approved the Community Trails Committee's Recommendation for the City Council Approve the Eighteenth Annual Community Trails Day Event Location of the City of Highland's Natural Parkland located near the eastern terminus of Base Line; the Event Date of April 21, 2012, and a Budget for the Event of \$600.00.</p> <p>On December 8, 2011, the Community Trails Committee approved the Citrus Harvest Festival Newspaper Ad, April 20, 2012, Newspaper Ad / East Highland Ranch Ad, Event Flyer, PowerPoint Advertisement Slide for Sam Racadio Library and Environmental Learning Center, Directional Banner Designs and Locations for Banner Placement, Table Banner for Citrus Harvest Festival and Trails Day, subject to the City Council's Approval of the Event's Location, Date, and Budget.</p>
2	Fund-Raising	New programs will be added as needed.
3	<p>Prioritize Trail Sections for future State and Federal Grant Funding. (Work with City's Public Works Director / City Engineer)</p> <p>Priority 1: City Creek Area</p> <p>Priority 2: Plunge Creek Area</p> <p>Priority 3: Greenspot Historic Iron Bridge Trail</p> <p>Priority 4: From Browning Road to Church Street adjacent to Base Line</p> <p>Priority 5: City Creek Bridge Under Crossing (at Boulder Avenue)</p> <p>Priority 6: From Base Line north along Browning Road to Browning Road's terminus</p> <p>Priority 7: Staging Area near eastern terminus of Base Line</p> <p>Priority 8: North Fork Trail across Parcel 1210-371-06-0-000 (Kiel Property)</p> <p>Priority 9: Connection of Little Pulsar Tract to Toll Brothers Tract across Plunge Creek (Attempt to utilize Bridge within Aurantia Park for Crossing)</p> <p>Priority 10: Connection of Toll Brothers Tract to Calvary Chapel</p> <p>Priority 11: City Creek Bridge Under Crossing (at SR 30/210)</p> <p>Priority 12: Shelton Trail Connection between Base Line and Water Street</p> <p>Priority 13: Connection of Streater Trail to Cinnamon Forest Tract</p>	<p>The City of Highland was awarded a Nature Education Facilities Grant, for the Natural Parkland and Trail, located near the eastern terminus of Base Line. The Grant will pay for the Construction of a Trail Staging Area with information Kiosk, Educational Signage along the Trail, and Park Identification Sign, and a Bus Pull-out.</p> <p>The City has also submitted for a recreational Trails Program Grant to place trail improvements on top of the flood control levees between Base Line and Highland Avenue along City Creek. The City of Highland received a letter from the California Department of Parks and Recreations, Office of Grants and Local Services on November 2, 2011. The Letter informed the City that the United States Congress authorized a six month extension to the Recreational Trails Program. However, do to the limited funding the City of Highland's Grant request was not recommended for funding at this time.</p> <p>The letter goes on to state that a second extension may be approved by the Congress in Spring of 2012 and at that time the City's grant may be recommended for funding</p>

4	<p>Erosion Control Programs (work with City's Public Works Director / City Engineer)</p> <p>A. Contact other cities and gather information on effective trail erosion techniques.</p> <p>B. Establish a trail erosion demonstration program using various techniques, including Grubble LLC.COM or similar company.</p>	The City's Public Works Department is continuing to monitor various sections of the Trail were different soil binders and other erosion control techniques have been put in to place.
5	Trail Liability	Planning and Engineering Staff are continuing to work together to establish easements along the North Fork Ditch.
6	Trails Day Street Banner	The Community Trails Committee Approved the concept putting some of the money from the sale of Trail Patches towards the purchase of a Street Banner for Trails Day.

COMPLETED WORK PROGRAM & DIRECTIVES

Item No.:	Description:	Status:
A	<p>Fundraiser</p> <p>A. Mile Makers Program</p>	<p>Completed September 2009</p> <p>The Mile Makers Program is moving forward successfully at this time a total of nine (9) of the 5.5" x 8" signs have been purchased. No one at this time has purchased a 24" x 18" sign.</p>
B	<p>Adopt A Trail Program</p> <p>A. Develop Program objective and procedures for CTC and Public Works review, and City Council Adoption</p>	<p>Completed December 2009</p> <p>The City of Highland Adopt-A-Trail program is up and running.</p>
C	Off-Road Vehicle Ordinance	<p>Completed January 2010</p> <p>City Staff is installing Signs along the Community Trail which will allow Law enforcement to write tickets to individuals riding motorcycles on the Trails.</p>
D	<p>City Trails Patch Program</p> <p>A. Design a City Trails Patch</p> <p>B. Sell or distribute to Boy Scouts, Girl Scouts, and other service groups that help promote or maintain City Trails.</p>	<p>Completed September 2010</p> <p>Staff will inform the Community Trails Committee of when there are 15 patches left to be sold so that additional patches can be purchased.</p>
E	Community Trails Brochure and Map (Handout)	<p>Completed September 2010</p> <p>City Staff has Posted the Community Trails Brochure on the City website and copies will be available at the Trails Booth at Citrus Harvest Festival.</p>
F	<p>On-Line Community Trails Map</p> <p>A. Name Trails, Define Trail Heads, Length, and GPS Coordinates</p>	<p>Completed September 2010</p> <p>The City of Highland Multi-Use Trails Web Page is now up and running. Go to www.ci.highland.ca.us to find a link to the Trails Page.</p>




STAFF REPORT

TO THE COMMUNITY TRAILS COMMITTEE

DATE: May 10, 2012

FROM: Lawrence A. Mainez, City Planner

PREPARED BY:  Linda McKeough, Community Development Administrative Assistant III


SUBJECT: Agenda Items and date for the next CTC Regular Meeting.

RECOMMENDATION: Staff recommends the following Item(s) be discussed by the Community Trails Committee at its next Regular Meeting to be held on March 8, 2012.

1. CTC Work Program Update

FISCAL IMPACT: None, except for the preparation of this Staff Report.

CTCNEXMTGTG.SR\MLLM

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4, 2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
	Recording Secretary	City Planner	