

# CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

## REGULAR MEETING

November 22, 2016

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

SAM J. RACADIO, COUNCIL MEMBER

JODY SCOTT, COUNCIL MEMBER

JOHN P. TIMMER, COUNCIL MEMBER

## STAFF

Joseph A. Hughes - City Manager

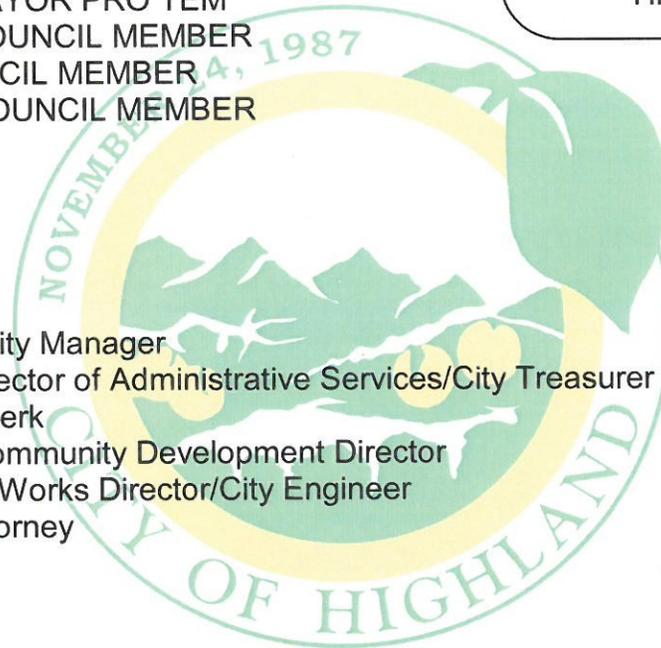
Chuck Dantuono - Director of Administrative Services/City Treasurer

Betty Hughes - City Clerk

Lawrence Mainez - Community Development Director

Ernest Wong - Public Works Director/City Engineer

Craig Steele - 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](http://www.cityofhighland.org)

**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 Department at (909) 864-6861, ext. 226, at least 48 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.

**CITY COUNCIL REGULAR MEETING  
NOVEMBER 22, 2016 - 6:00 p.m.**

**AGENDA**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**REPORT FROM CLOSED SESSION**

**SPECIAL PRESENTATIONS**

**PUBLIC COMMENT**

Comments are limited to three minutes and are meant to be an opportunity to express one's views and not to debate issues. Complaints and problems relating to policy or personnel matters will be referred to the City Manager. Citizens desiring to address the Council are asked to give their name, address, phone number, and the subject on a speaker form and present it to the City Clerk. Speakers will be called upon by the Mayor at the appropriate time to speak.

## CITY COUNCIL CONSENT CALENDAR

1. Waive the Reading of All Ordinances  
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
2. Minutes – November 8, 2016 City Council Regular Meeting  
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register  
RECOMMENDATION: Approve Warrant Register No. 635 for November 22, 2016, in the amount of \$2,878,616.18 and Payroll of \$75,168.73.
4. AB 1600 Development Impact Fee Annual Report for Fiscal Year 2015-2016 per Government Code Section 66006  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the AB 1600 Development Impact Fee Annual Report for Fiscal Year 2015-2016.
5. Developer In-Lieu Fee Annual Report for Fiscal Year 2015-2016  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the Developer In-Lieu Fee Annual Report for Fiscal Year 2015-2016.
6. Resolution No. 2016-\_\_\_\_\_ Establishing Employee Salaries  
RECOMMENDATION: That the City Council approve Resolution No. 2016-\_\_\_\_\_ establishing employee salaries.
7. Resolution No 2016-\_\_\_\_\_ Amending Resolution No. 2006-022 Establishing Personnel System Rules  
RECOMMENDATION: That the City Council approve Resolution No. 2016-\_\_\_\_\_ amending Resolution No. 2006-022 establishing personnel system rules.
8. Resolution No. 2016-\_\_\_\_\_ Amending the Agreement for Legal Services of the City Attorney (Richards, Watson & Gershon)  
RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council approve Resolution No. 2016-\_\_\_\_\_ amending the agreement for legal services of the City Attorney (Richards, Watson & Gershon).

9. The Comprehensive Annual Financial Report (CAFR), the Single Audit Report on Federal Awards, the GAS (Internal Controls) Letter, the Gann Limit (Appropriations Limit) Letter and the SAS 114 (Audit Committee) Letter. All Reports are for Fiscal Year Ended June 30, 2016

RECOMMENDATION: The Finance/Personnel Subcommittee recommends that the City Council receive and file the Comprehensive Annual Financial Report (CAFR), the Single Audit Report on Federal Awards, the GAS (Internal Controls) letter, the Gann Limit (Appropriations Limit) letter and the SAS 114 (Audit Committee) letter. All Reports are for Fiscal Year ended June 30, 2016.

10. Easement Acceptance/Gary J. Edwards and Felicia M. Edwards (7467 Via Deldene)

RECOMMENDATION: That the City Council:

1. Accept the Grant of Easement for community trail and sidewalk purposes from Gary J. Edwards and Felicia M. Edwards; and
2. Direct the City Clerk to record the Grant of Easement.

### **CITY COUNCIL PUBLIC HEARING**

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.**

No public hearing.

### **CITY COUNCIL LEGISLATIVE**

11. Harmony Development Agreement Execution Extension to December 1, 2016  
RECOMMENDATION: That the City Council extend the extension of the execution of the Harmony Development Agreement (as approved under Ordinance No. 410) to December 1, 2016.

12. November 6, 2018 General Municipal Election – Submitting a Referendum Measure to the Voters

RECOMMENDATION: That the City Council adopt Resolution No. 2016-\_\_\_\_\_ ordering that a Referendum Measure be submitted to the voters at the regular General Municipal Election to be held on November 6, 2018.

13. Proposed City of Highland Community Development Block Grant (CDBG) Applications for Fiscal Year 2017-2018  
RECOMMENDATION: That the City Council:
  1. Approve the City's application for Enhanced Code Enforcement that supports thirty percent (30%) of the salary and benefits of the Assistant Community Development Director position, seventy-five percent (75%) of a Code Compliance Officer position and forty percent (40%) of an Administrative Assistant position; and
  2. Approve the City's application to construct pavement rehabilitation on Fairfax Lane, Michael Drive, Court Street, Elm Street and Bertie Lane.
14. Bid Award – Bid No. 2016-04, "Traffic Striping and Pavement Marking"  
RECOMMENDATION: That the City Council award Bid No. 2016-04, "Traffic Striping and Pavement Marking" to Safe USA, Inc.
15. Second Reading of Ordinance No. 412 Amending the Residential Rental Enhancement Program and Business License Regulations (MCA-16-002)  
RECOMMENDATION: That the City Council conduct a second reading of Ordinance No. 412 amending Chapter 15.52 (Residential Rental Enhancement Program) of Title 15 (Building and Construction) of the City of Highland Municipal Code to include a provision for property owner self-certification along with other amendments designed to streamline the program process, and to amend Chapter 5.04 (Business License General) of Title 5 (Business Licenses and Regulations) of the Highland Municipal Code to include a revocation and appeals process for the residential rental properties (MCA-16-002).
16. Status of City Ordinances Regarding Marijuana Following Passage of Proposition 64 – The Control, Regulate and Tax Adult Use of Marijuana Act  
RECOMMENDATION: That the City Council receive staff's verbal update on the City's ordinances regarding marijuana following the passage of Proposition 64 and provide comments and directives as appropriate.
17. Appoint One Member of the Public to the Building Code Appeals Board  
RECOMMENDATION: That the City Council appoint one member of the public to the Building Code Appeals Board.
18. Appoint Three Members of the Public to the Historic and Cultural Preservation Board  
RECOMMENDATION: That the City Council appoint three members of the public to the Historic and Cultural Preservation Board.
19. Code of Ethics  
RECOMMENDATION: That the City Council review the current Code of Ethics and make any recommendations or changes, if needed.

20. Update on SANBAG, SCAG, Omnitrans, Work Program and Regional/Legislative Issues/Development Issues/Subcommittees/AB 1234 Updates  
RECOMMENDATION: Discussion and possible action.
21. San Bernardino International Airport Authority and IVDA  
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:

December 13; January 10, 24; February 14, 28; March 14, 28; April 11, 25; May 9, 23; June 13, 27; July (dark); August 8, 22; September 12, 26; October 10, 24; November 14, 28; December 12

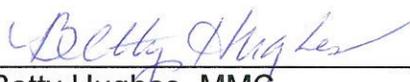
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before November 17, 2016, by 5:30 p.m., on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: November 17, 2016

  
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Betty Hughes, MMC  
City Clerk