

**MINUTES
CITY COUNCIL REGULAR MEETING
NOVEMBER 25, 2014**

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 Racadio at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Paul Reed of Immanuel Baptist Church and the Pledge of Allegiance was led by Mayor Pro Tem McCallon.

ROLL CALL

Present: McCallon, Racadio, Scott, Timmer

Absent: Lilburn

REPORT FROM CLOSED SESSION

City Attorney Steele stated the Council met in Closed Session regarding the three items on the posted agenda and took no reportable action on any item.

SPECIAL PRESENTATIONS

Mr. Robert Manning gave a brief presentation regarding the Highland Lions Club.

Captain Moore introduced Deputy Bridgette Smith.

PUBLIC COMMENT

Mr. Damon Skinner spoke regarding the proposed Harmony Project and is requesting the support of the Highland City Council regarding the Helmets to Hard Hats Program.

Mayor Racadio stated Item #12, under Legislative, was advertised as a Public Hearing and was inadvertently placed under Legislative. With the City Attorney's approval, we would like to move Item #12 to immediately follow Item #8 under Public Hearing.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilman Timmer, to approve the consent calendar as submitted with Councilwoman Scott dissenting on Item #3 and Councilwoman Lilburn absent. Motion carried on a roll call vote, 4-0.

1. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – October 28, 2014 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 593 for November 25, 2014, in the amount of \$2,553,195.47 and Payroll of \$150,114.95.
4. Treasurer's Report for October 2014
Received and filed the Treasurer's Report for October 2014.
5. Resolution No. 2014-050 Authorizing Investment of the City of Highland Monies in the Local Agency Investment Fund (LAIF)
Approved Resolution No. 2014-050 authorizing investment of the City of Highland monies in the Local Agency Investment Fund (LAIF).

RESOLUTION NO. 2014-050

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL
AGENCY INVESTMENT FUND (LAIF)

ITEMS PULLED FROM CONSENT CALENDAR

6. Easement Acceptance/Linda McKeough – Greenspot Road Utility Undergrounding Project

City Manager Hughes stated the omission of the amount of \$1,585 under Fiscal Impact is a typographical error and will be amended.

A MOTION was made by Councilwoman Scott, seconded by Councilman Timmer, to:

1. Accept the Grant of Easement for Road and Drainage purposes from Linda S. McKeough; and
2. Direct the City Clerk to record the Grant of Easement. Motion carried, 4-0, with Councilwoman Lilburn being absent.

CITY COUNCIL PUBLIC HEARING

7. Municipal Code Amendment (MCA) 014-005, an Ordinance to Amend Chapters 16.06, Creating Definitions for Food Trucks and Food Truck Events, 16.08 Amending Table 16.08.130.A by adding Food Truck Events as a Special Event, and 16.44 Establishing Criteria for Food Truck Events as Described in Ordinance No. 397

Mayor Racadio opened the public hearing.

Associate Planner Madera gave a brief review of the staff report.

Mayor Racadio called for any speakers in favor or in opposition. Seeing none, the public hearing is now closed.

A MOTION was made by Councilwoman Scott, seconded by Mayor Pro Tem McCallon, to:

1. Adopt a Notice of Exemption and instruct staff to file a Notice of Exemption with the Clerk of the Board of Supervisors of San Bernardino County; and
2. Introduce Ordinance No. 397 to amend Chapter 16.06 (Definitions), Chapter 16.08 (Permits and Approvals) and Chapter 16.44 (Specific Development Standards) of the Highland Municipal Code to establish regulations for Food Truck Events. Motion carried, 4-0, with Councilwoman Lilburn being absent.

City Clerk Hughes introduced Ordinance No. 397:

ORDINANCE NO. 397
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
AMENDING THE CITY'S LAND USE AND DEVELOPMENT CODE, TITLE 16,
CHAPTERS 16.06, CREATING DEFINITIONS FOR FOOD TRUCKS AND
FOOD TRUCK EVENTS, 16.08 AMENDING TABLE 16.08.130.A BY
ADDING FOOD TRUCK EVENTS AS A SPECIAL EVENT, AND
16.44 ESTABLISHING CRITERIA FOR FOOD TRUCK EVENTS
(MUNICIPAL CODE AMENDMENT MCA 014-005)

which title was read.

8. Proposed City of Highland Community Development Block Grant (CDBG) Applications for Fiscal Year 2015-2016

Mayor Racadio opened the public hearing.

City Planner Stater gave a brief review of the staff report.

Mayor Racadio called for any speakers in favor or in opposition. Seeing none, the public hearing is now closed.

A MOTION was made by Councilman Timmer, seconded by Councilwoman Scott, to:

1. Approve the City's Application for Neighborhood Revitalization that supports thirty percent (30%) of the salary and benefits of the City Planner position, seventy-five (75%) of a Code Compliance Officer position and forty (40%) of an Administrative Assistant position, a total of \$123,997;
2. Approve the City's Application to construct pavement rehabilitation and curb and gutter repair on local streets within the CDBG Area boundaries including Mira Vista Avenue and 13th Street in the amount of \$206,000; and
3. Authorize the City Manager to sign and submit the applications to the San Bernardino County Economic Development Agency for consideration. Motion carried, 4-0, with Councilwoman Lilburn being absent.

12. Review and Consider a One-Year Extension of Ordinance No. 385 Municipal Code Amendment (MCA-013-005), an Ordinance of the City Council of the City of Highland Temporarily Suspending the Applicability of the City's Inclusionary Housing Requirements Described in Ordinance No. 306

Mayor Racadio opened the public hearing.

Community Development Director Mainez gave a brief review of the staff report.

Mayor Racadio called for any speakers in favor or in opposition. Seeing none, the public hearing is now closed.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilman Timmer, to:

1. Adopt a Notice of Exemption and instruct staff to file a Notice of Exemption with the County Clerk of the Board; and
2. Introduce Ordinance No. 398 extending for one additional year, Ordinance No. 385, an ordinance suspending the applicability of Highland Municipal Code Sections 16.50.030, 16.50.040, 16.50.050 and 16.50.080 (Inclusionary Housing Provisions). Motion carried, 4-0, with Councilwoman Lilburn being absent.

City Clerk Hughes introduced Ordinance No. 398:

ORDINANCE NO. 398
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
EXTENDING ORDINANCE NO. 385 FOR ONE (1) CALENDAR YEAR,
THEREBY TEMPORARILY SUSPENDING THE APPLICABILITY OF THE
CITY'S INCLUSIONARY HOUSING REQUIREMENTS DESCRIBED
IN ORDINANCE NO. 306

which title was read.

CITY COUNCIL LEGISLATIVE

9. Amendment to Measure I Five-Year Capital Improvement Program (Fiscal Years 2013/2014 through 2017/2018)

Director of Public Works/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilman Timmer, seconded by Mayor Pro Tem McCallon, to adopt Resolution No. 2014-051 approving amendment to Measure I Five-Year Capital Improvement Program (Fiscal Years 2013/2014 through 2017/2018) to include Base Line Town Center Beautification and Pavement Rehabilitation Project. Motion carried, 4-0, with Councilwoman Lilburn being absent.

RESOLUTION NO. 2014-051
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING AN AMENDMENT TO THE FIVE-YEAR CAPITAL
IMPROVEMENT PROGRAM FOR MEASURE I LOCAL STREET PROGRAM
FOR FISCAL YEARS 2013/2014 THROUGH 2017/2018

10. Cooperative Agreement with City of San Bernardino for 5th Street/Greenspot Road Bikeway Project (Waterman Avenue to Valencia Court)

Director of Public Works/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilman Timmer, seconded by Mayor Pro Tem McCallon, to:

1. Approve Cooperative Agreement with City of San Bernardino for 5th Street/Greenspot Road Bikeway Project (Waterman Avenue to Valencia Court); and
2. Authorize the Mayor to sign the Agreement. Motion carried, 4-0, with Councilwoman Lilburn being absent.

11. Memorandum of Understanding (MOU) with San Bernardino County for Environmental Health Services

Community Development Director Mainez gave a brief review of the staff report.

A MOTION was made by Councilman Timmer, seconded by Mayor Pro Tem McCallon, to approve a “no cost” MOU with San Bernardino County of Environmental Health Services and direct the Mayor to sign the MOU document. Motion carried, 4-0, with Councilwoman Lilburn being absent.

13. Construction Management Services Proposal – Willdan Engineering

Director of Public Works/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilman Timmer, to:

1. Approve a proposal from Willdan Engineering to provide construction management services for the 9th Street Safety Improvements Project; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 4-0, with Councilwoman Lilburn being absent.

14. Construction Management Services Proposal – Willdan Engineering – 9th Street and Palm Avenue Pavement Rehabilitation Project (Project No. str11002a)

Director of Public Works/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Councilman Timmer, seconded by Mayor Pro Tem McCallon, to:

1. Approve a proposal from Willdan Engineering to provide construction management services for the 9th Street and Palm Avenue Pavement Rehabilitation project; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 4-0, with Councilwoman Lilburn being absent.

15. Update on SANBAG, SCAG, Omnitrans, Work Program and Regional/Legislative Issues/Development Issues/Subcommittees/AB 1234 Updates

Mayor Racadio stated he attended the League of California Cities Inland Empire Division Thalman Award Dinner Meeting on November 20, 2014.

Assistant Public Works Director Zamano gave a brief update regarding current ongoing construction projects.

16. San Bernardino International Airport Authority and IVDA

None

ANOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor Racadio adjourned the meeting at 7:21 p.m. in memory of John S. Maxim and Maxine Van Dyke.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Sam J. Racadio
Mayor