

**MINUTES  
CITY COUNCIL REGULAR MEETING  
APRIL 28, 2015**

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

The invocation was given by Tracy Johnson of Immanuel Baptist Church, and the Pledge of Allegiance was led by Boy Scouts Troop 226, Immanuel Baptist Church.

**ROLL CALL**

Present: Lilburn, McCallon, Racadio, Scott, Timmer  
Absent: None

**REPORT FROM CLOSED SESSION**

None

**SPECIAL PRESENTATIONS**

Mayor McCallon presented a proclamation for Community Action Partnership.

**PUBLIC COMMENT**

None

**CITY COUNCIL CONSENT CALENDAR**

**A MOTION** was made by Councilman Racadio, seconded by Councilman Timmer, to approve the consent calendar as submitted with the exception of Item #6 and Item #7 being pulled for further discussion and with Mayor Pro Tem Lilburn abstaining from Item #2. 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 – April 14, 2015 City Council Regular Meeting  
Approved the Minutes as amended.
3. Warrant Register  
Approved Warrant Register No. 602 for April 28, 2015, in the amount of \$2,124,524.42 and Payroll of \$74,806.95.

4. Treasurer's Report for March 2015  
Received and filed the Treasurer's Report for March 2015.
5. Claim Consideration – Rajinder Chharan  
Rejected claim.
8. Declare Two Seats Vacant on the Building Code Appeals Board
  1. Declared two seats vacant on the Building Code Appeals Board; and
  2. Directed the City Clerk to advertise the vacancies on the Building Code Appeals Board.
9. Notice of Completion – Bid No. 2014-06, "9th Street and Palm Avenue Pavement Rehabilitation" (Project No. str11002a)
  1. Approved the Palm Avenue Median Modification Plan attached to the staff report;
  2. Accepted Bid No. 2014-06, "9th Street and Palm Avenue Pavement Rehabilitation" (Project No. str11002a) as complete;
  3. Authorized the Mayor to sign the Notice of Completion; and
  4. Directed the City Clerk to file the Notice of Completion.
10. A Request for a Special Event Permit (SEP-015-008) by the American Cancer Society for its 8th Annual Highland Relay for Life on Saturday, May 16, 2015  
Approved the American Cancer request for co-sponsorship (waiving of city fees in the amount of approximately \$273.12).

#### **ITEMS PULLED FROM CONSENT CALENDAR**

6. Claim Consideration – Kim Peters

Ms. Kim Peters spoke regarding her claim and her request for approval.

**A MOTION** was made by Councilman Racadio, seconded by Councilman Timmer, to reject claim. Motion carried, 5-0.

7. Claim Consideration – Michael O'Connor

Mr. Michael O'Connor spoke regarding his claim and his request for approval.

**A MOTION** was made by Councilman Racadio, seconded by Councilman Timmer, to reject claim. Motion carried, 5-0.

## CITY COUNCIL PUBLIC HEARING

No public hearing

## CITY COUNCIL LEGISLATIVE

### 11. Appoint Three Members of the Public to the Planning Commission

City Clerk Hughes gave a brief review of the staff report and opened the floor for nominations.

Councilman Racadio nominated Milton Sparks, Trang Huynh and Hoa Bui.

Mayor Pro Tem Lilburn stated she would propose reducing the Planning Commission back to five members.

Councilwoman Scott nominated Milton Sparks, Trang Huynh and Bill Collazo.

**A MOTION** was made by Councilman Racadio, seconded by Mayor Pro Tem Lilburn, to appoint the two incumbents, Milton Sparks and Trang Huynh, and to bring back the item for further discussion at the May 12 meeting. Motion carried, 4-1, with Councilwoman Scott dissenting.

### 12. Renewal of the Household Hazardous Waste Collection Agreement between the City of Highland and the San Bernardino County Fire Protection District

Public Services Manager Morgan gave a brief review of the staff report.

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

1. Approve the proposed Renewal of the Household Hazardous Waste Collection Agreement; and
2. Authorize the Mayor to execute the Household Hazardous Waste Collection Agreement between the City of Highland and the San Bernardino County Fire Protection District. Motion carried, 5-0.

13. Design Services Proposal/Engineering Resources of Southern California, Inc., for the West Highland Bikeways Infrastructure and Public Outreach Project (Project str14001)

Assistant Public Works Director Zamano gave a brief review of the staff report.

Mr. A.J. O'Connell spoke in favor of this item.

**A MOTION** was made by Councilman Timmer, seconded by Councilman Racadio, to:

1. Approve the proposal from Engineering Resources of Southern California, Inc., (ERSC) to provide engineering design services at a not-to-exceed fee of \$97,835 for the West Highland Bikeways Infrastructure and Public Outreach Project (Project str14001); and to
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 5-0.

14. Design Services Proposal/Albert Grover & Associates for MSRC Traffic Signal Coordination Improvements Project (Project No. sig14001)

Assistant Public Works Director Zamano gave a brief review of the staff report.

**A MOTION** was made by Councilman Timmer, seconded by Councilman Racadio, to:

1. Approve the proposal from Albert Grover & Associates to provide traffic engineering design services at a not-to-exceed fee of \$249,925 for MSRC Traffic Signal Coordination Improvement Project (Project No. sig14001); and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 5-0.

15. Contract Amendment for Construction Management Services with Engineering Resources of Southern California, Inc., for City-Wide Concrete Repair Project (Project No. swk13002)

Assistant Public Works Director Zamano gave a brief review of the staff report.

**A MOTION** was made by Councilman Racadio, seconded by Councilman Timmer, to approve a contract amendment with Engineering Resources of Southern California, Inc., for additional construction management services for the City-Wide Concrete Repair Project in an amount not-to-exceed \$73,280. Motion carried, 5-0.

16. Cooperative Agreement with County of San Bernardino for Pavement Rehabilitation of Del Rosa Drive

Assistant Public Works Director Zamano gave a brief review of the staff report.

**A MOTION** was made by Councilman Timmer, seconded by Councilman Racadio, to:

1. Enter into a Cooperative Agreement with the County of San Bernardino; and to
2. Authorize the Mayor to sign the Cooperative Agreement. Motion carried, 5-0.

17. Roundabout Implementation Guidelines

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

**A MOTION** was made by Councilman Racadio, seconded by Mayor Pro Tem Lilburn, to:

1. Consider using roundabouts in existing neighborhoods and new developments for traffic control and traffic calming purposes, where appropriate; and
2. Adopt the Roundabout Implementation Guidelines as presented in the staff report.

Director of Public Works/City Engineer Wong stated staff would like to propose the Public Works Subcommittee shall determine the appropriateness and the Planning Commission will determine the design of the roundabouts.

**A MOTION** was made by Councilman Racadio, seconded by Mayor Pro Tem Lilburn, to:

1. Consider using roundabouts in existing neighborhoods and new developments for traffic control and traffic calming purposes, where appropriate; and
2. Adopt the Roundabout Implementation Guidelines as presented in the staff report including the amendment regarding the design of the roundabout being done by the Planning Commission.

Director of Public Works/City Engineer Wong stated also to address the design part of it by adding a policy which states the design of roundabouts shall conform to industry established design standards relative to bicycle and pedestrians.

**A MOTION** was made by Councilman Racadio, seconded by Mayor Pro Tem Lilburn, to:

1. Consider using roundabouts in existing neighborhoods and new developments for traffic control and traffic calming purposes, where appropriate; and
2. Adopt the Roundabout Implementation Guidelines as presented in the staff report including the amendment regarding the Public Works Subcommittee shall determine the appropriateness, design of the roundabout being done by the Planning Commission, and the design shall conform to industry established design standards relative to bicycle and pedestrians. Motion carried, 4-1, with Councilwoman Scott dissenting.

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

Mayor McCallon gave a brief update regarding SCAG.

Mayor McCallon appointed himself and Councilman Timmer to an Ad Hoc Committee to provide policy direction in development agreement for the Harmony project.

19. San Bernardino International Airport Authority and IVDA

None

**ANOUNCEMENTS**

Mayor McCallon was appointed as Mayor of the Year by WeTip.

Mayor Pro Tem Lilburn wanted to express her gratitude to the community for a successful Community Day of Service.

May 4-7

Public Safety Appreciation Week

**CLOSED SESSION**

None

## ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 7:15 p.m. in memory of Lance Arnegard and Julius Villalobos.

Submitted By:

Approved By:

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Betty Hughes, MMC  
City Clerk

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Penny Lilburn  
Mayor Pro Tem