

**MINUTES  
CITY COUNCIL REGULAR MEETING  
SEPTEMBER 26, 2017**

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

The invocation was given by Pastor Albert Aguilar, Cornerstone Praise Center, and the Pledge of Allegiance was led by Councilman Timmer.

**ROLL CALL**

Present: Chavez, Lilburn, Solano, Timmer  
Absent: McCallon

**REPORT FROM CLOSED SESSION**

No meeting.

**SPECIAL PRESENTATIONS**

None

**PUBLIC COMMENT**

None

**CITY COUNCIL CONSENT CALENDAR**

**A MOTION** was made by Councilwoman Solano, seconded by Councilman Timmer, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Mayor Pro Tem McCallon being absent.

1. Waive the Reading of All Ordinances  
Waived the reading of all Ordinances in their entirety and read by title only.
2. Minutes – September 12, 2017 City Council Special Meeting  
Approved the Minutes as submitted.
3. Minutes – September 12, 2017 City Council Regular Meeting  
Approved the Minutes as submitted.

4. Warrant Register  
Approved Warrant Register No. 652 for September 26, 2017, in the amount of \$954,585.80 and Payroll of \$84,924.51.
5. Treasurer's Report for August 2017  
Received and filed Treasurer's Report for August 2017.
6. Claim Consideration – Ravinesh Adhin  
Rejected claim.
7. Year-End Budget Adjustments for Fiscal Year 2016/2017  
Approved budget adjustments for Fiscal Year 2016/2017.
8. Grant of Easement – Martin Garcia, Trustee
  1. Accepted the Grant of Easement from Martin Garcia, Trustee of the Martin Benjamin Garcia Declaration of Trust, Two dated May 20, 2015; and
  2. Directed the City Clerk to record the Grant of Easement.
9. Request for a Special Event Permit (SEP-17-014) by Immanuel Baptist Church for its Annual Harvest Festival on Monday, October 31, 2017  
Approved SEP-17-014, authorizing the one-day annual Harvest Festival at Immanuel Baptist Church facilities subject to the conditions of approval.

#### **CITY COUNCIL PUBLIC HEARING**

No public hearing.

#### **CITY COUNCIL LEGISLATIVE**

10. Design Services Proposal from Engineering Resources of Southern California, Inc., for Victoria Avenue Improvement Project (Project No. str17002)

Principal Project Manager Barton gave a brief review of the staff report.

**A MOTION** was made by Mayor Lilburn, seconded by Councilwoman Solano, to:

1. Approve the proposal from Engineering Resources of Southern California, Inc., to provide engineering design services for Victoria Avenue Pavement Rehabilitation, Signing and Striping and Traffic Signal Interconnect Conduit; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

11. Professional Services Agreement for Environmental Services with Tom Dodson and Associates for Victoria Avenue Improvement Project (Project No. str17002)

Principal Project Manager Barton gave a brief review of the staff report.

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

1. Approve Professional Services Agreement with Tom Dodson and Associates to provide environmental services for the Victoria Avenue Improvements Project;
2. Authorize the Mayor to sign the Agreement; and
3. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

12. FY 2017-18 Senate Bill 1 Projects List

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

**A MOTION** was made by Councilman Timmer, seconded by Councilwoman Solano, to approve the FY 2017-18 SB1 Project List as presented. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

13. Measure I 5-Year Capital Improvement Plan (2017/18-2021/22)

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

**A MOTION** was made by Councilwoman Solano, seconded by Councilman Chavez, to:

1. Approve the Measure I Capital Improvement Plan Expenditure Strategy (2017/18-2021/22); and
2. Approve Resolution No. 2017-047 adopting the Measure I 5-Year Capital Improvement Plan (2017/18-2021/22). Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

RESOLUTION NO. 2017-047  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,  
CALIFORNIA, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN  
FOR MEASURE I LOCAL STREET PROGRAM  
(2017/18 – 2021/22)

14. Measure I Capital Project Needs Analysis (2018/19-2022/23)

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

**A MOTION** was made by Councilwoman Solano, seconded by Mayor Lilburn, to approve the Five-Year Capital Project Needs Analysis (2018/19-2022/23) for the Measure I Major Street and Freeway Interchange Programs. Motion carried, 4-0, with Mayor Pro Tem McCallon being absent.

15. Updates on LAFCO, Omnitrans, SBCOG, SBCTA, SBIAA, SBVMWD, SCAG, SCAQMD, Work Program, Regional/Legislative Issues, Development Issues, Subcommittees and AB 1234/Council Member District Updates

Councilwoman Solano stated she and Councilman Chavez attended the League of California Cities Annual Conference in Sacramento, September 13 to September 15, 2017.

Councilman Chavez stated his district held a Community Clean Up Day on Sunday, September 24 where 20 volunteers assisted in cleaning up a local trail.

**ANNOUNCEMENTS**

October 24                      City Council Meeting – Canceled due to lack of quorum

**CLOSED SESSION**

None

**ADJOURN**

There being no further business, Mayor Lilburn adjourned the meeting at 6:26 p.m. in memory of Clarence Corcoran.

Submitted By:

Approved By:

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Betty Hughes, MMC  
City Clerk

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Penny Lilburn  
Mayor