

**MINUTES
CITY COUNCIL REGULAR MEETING
DECEMBER 11, 2018**

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 Pastor Albert Aguilar, Cornerstone Praise Center, and the Pledge of Allegiance was led by Mayor Pro Tem Chavez.

ROLL CALL

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

REPORT FROM CLOSED SESSION

City Attorney Steele stated prior to the meeting this evening the Council met in closed session regarding the Karas case on the posted agenda and took no reportable action.

SPECIAL PRESENTATIONS

Mayor McCallon presented Leslie Williams and Juan Carlos Garcia with a proclamation proclaiming November as National Family Caregivers Month.

PUBLIC COMMENT

Kaleb McCormick spoke regarding his Building a Better World Activity pin for his Arrow of Light rank and inquired what the Council's view on trees is and what their favorite tree is.

William Parham spoke regarding his Building a Better World Activity pin for his Arrow of Light rank and inquired how the homeless affects the community of Highland.

Andrea DeLeon spoke regarding the Highland Chamber of Commerce's upcoming Holiday Open House on December 21 from 12-3 pm.

CANVASS OF ELECTION RETURNS

1. Resolution No. 2018-050 Certifying the Results of the General Municipal Election Held on November 6, 2018

City Clerk Hughes gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem Chavez, seconded by Mayor McCallon to adopt Resolution No. 2018-050 reciting the facts of the November 6, 2018 General Municipal Election held in the City of Highland. Motion carried, 4-0, with Council Member Lilburn being absent.

RESOLUTION NO. 2018-050
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, RECITING THE FACTS OF THE GENERAL MUNICIPAL
ELECTION HELD ON NOVEMBER 6, 2018, DECLARING THE RESULTS
AND SUCH OTHER MATTERS AS PROVIDED BY LAW

SWEARING IN OF NEWLY ELECTED COUNCIL MEMBERS

City Clerk Hughes swore in the elected/appointed Council Members:

Anaeli Solano
John Timmer

2. Appointment of Mayor and Mayor Pro Tem for 2018/19

Mayor McCallon stated since Council Member Lilburn is not present this evening due to the passing of her mother, he would suggest the Council continue this item to the first meeting in January, 2019.

A MOTION was made by Council Member Solano, seconded by Council Member Timmer, to continue this item to the first scheduled meeting in January, 2019. Motion carried, 4-0, with Council Member Lilburn being absent.

3. Membership on Various Council Subcommittees, Ad Hoc and Agency Organizations

A MOTION was made by Council Member Solano, seconded by Council Member Timmer, to continue this item to the first scheduled meeting in January, 2019. Motion carried, 4-0, with Council Member Lilburn being absent.

Fred Yauger spoke in regards to the various subcommittees and suggested to include Council Members who have not served previously when the reassignment of the committee members is discussed.

ITEM ADDED TO THE AGENDA

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to add item #19 to the agenda regarding Emergency Road Repairs on Boulder Avenue at San Manuel Village Entrance. Motion carried, 4-0, with Council Member Lilburn being absent.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem Chavez, seconded by Council Member Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-0, with Council Member Lilburn being absent.

4. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
5. Minutes – November 27, 2018 City Council Regular Meeting
Approved the Minutes as submitted.
6. Warrant Register
Approved Warrant Register No. 676 for December 11, 2018, in the amount of \$1,633,314.01 and Payroll of \$0.
7. Claim Consideration – Vickie Perkins
Rejected claim.
8. Claim Consideration – Arturo Ortiz
Rejected claim.
9. Grant of Easement/Dennisse Lizama
 1. Accepted the Grant of Easement from Dennisse Lizama; and
 2. Directed the City Clerk to record the Grant of Easement.
10. Extension of Contract for Tree Trimming and Arborist Service
Approved an extension of the Tree Trimming and Arborist Service Contract with United Pacific Services, Inc., for one year.
11. Supplement No. 2 for Construction Management Services with Hernandez, Kroone & Associates (HKA) for the New Traffic Signal for Real Journey Academies (Project No. sig18001)
Approved Supplement No. 2 to the proposal from HKA to provide additional construction engineering and management services for the Highland Avenue traffic signal, and street and landscape median improvements at the entrance to the Real Journey Academies charter school in an amount not-to-exceed \$27,280.

CITY COUNCIL PUBLIC HEARING

No public hearing

CITY COUNCIL LEGISLATIVE

12. Acquisition of Street Lights from Southern California Edison

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

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Chavez, to:

1. Approve the following budget adjustments: \$2,000,000 to be transferred from 004-2100 (Gas Tax-Fund Balance) to be expended from 004-8310-6550 & \$302,000 to be transferred from 023-2100 (General Capital Financing-Fund Balance) to be expended from 023-3890-6550; and
2. Approve the Director of Administrative Services to perform a wire transfer of funds, in lieu of a city check, to Southern California Edison (SCE) for a not-to-exceed amount of \$2,302,000. Motion was carried, 4-0, with Council Member Lilburn being absent.

13. Municipal Code Amendment (MCA-18-003) - Consideration of an Ordinance to add a New Section 5.04.375 for the Highland Municipal Code to Create a Sidewalk Vending Program

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

A MOTION was made by Mayor Pro Tem Chavez, seconded by Council Member Solano, to:

1. Adopt a Notice of Exemption and instruct the City Clerk to file a Notice of Exemption with the County Clerk of the Board; and
2. Adopt Urgency Ordinance No. 429, adding a new section 5.04.375 for the Highland Municipal Code to create a sidewalk vending program and amending related provisions of the Highland Municipal Code; and
3. Introduce, read by title only and waive further reading of Ordinance No. 430, amending Title 5 of the Highland Municipal Code pertaining to Sidewalk Vending Program, and amending related provisions of the Highland Municipal Code. Motion carried, 4-0, with Council Member Lilburn being absent.

City Clerk Hughes introduced Urgency Ordinance No. 429

URGENCY ORDINANCE NO. 429
AN URGENCY ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF HIGHLAND, CALIFORNIA, ADDING A
NEW SECTION 5.04.375 TO THE HIGHLAND MUNICIPAL CODE
TO CREATE A SIDEWALK VENDING PROGRAM, AMENDING RELATED
PROVISIONS OF THE HIGHLAND MUNICIPAL CODE, MAKING A
DETERMINATION OF EXEMPTION UNDER CEQA, AND
DECLARING THE URGENCY THEREOF

which title was read.

City Clerk Hughes introduced Ordinance No. 430

ORDINANCE NO. 430
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADDING A NEW SECTION 5.04.375 TO THE
HIGHLAND MUNICIPAL CODE TO CREATE A
SIDEWALK VENDING PROGRAM, AMENDING RELATED
PROVISIONS OF THE HIGHLAND MUNICIPAL CODE,
AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA

which title was read.

14. Professional Services Agreement for Engineering, Right-of-Way, Construction Management and Inspection Services for 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)

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

A MOTION was made by Council Member Solano, seconded by Council Member Timmer, to:

1. Approve the Professional Services Agreement with Hernandez, Kroone & Associates (HKA) to provide engineering, right-of-way, construction management and inspection services for the 3rd Street and 5th Street Corridors Improvement Project contingent upon receipt of concurrence from the Federal Economic Development Administration;
2. Authorize the City Manager to approve contract amendments from the Federal Economic Development Administration; and
3. Authorize the Mayor to sign the agreement. Motion carried, 4-0, with Council Member Lilburn being absent.

15. Appoint Two (2) Members of the Public to the Historic and Cultural Preservation Board

City Clerk Hughes opened the floor for nominations.

Mayor Pro Tem Chavez nominated Pamela Beachtel Bible and Carlos Trujillo.

A MOTION was made by Mayor Pro Tem Chavez, seconded by Council Member Solano, to appoint Pamela Beachtel Bible and Carlos Trujillo, to the Historic and Cultural Preservation Board with terms to expire in November, 2022. Motion carried, 4-0, with Council Member Lilburn being absent.

16. Appoint Three (3) Members of the Public to the Community Trails Committee

City Clerk Hughes opened the floor for nominations.

Council Member Solano nominated Daniel Bautista, Laura Beachtel and Dennis Johnson.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Chavez, to appoint Daniel Bautista, Laura Beachtel and Dennis Johnson, to the Community Trails Committee with terms to expire in October, 2020. Motion carried, 4-0, with Council Member Lilburn being absent.

17. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)

City Manager Hughes gave a brief update regarding the upcoming Work Program.

18. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Council Member Solano stated Sterling and Victoria streets are looking really good and wanted to express her thanks for the maintenance.

Mayor McCallon gave a brief review of the interviews of the San Bernardino County Supervisor applicants.

19. Emergency Road Repairs on Boulder Avenue at San Manuel Village Entrance

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

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to:

1. Adopt Resolution No. 2018-051 for emergency road repairs on Boulder Avenue at San Manuel Village entrance, (the "Project"), and
 2. Authorize the City Manager or designee, to execute a public works contract, in a term approved by the City Attorney with Vance Corporation.
- Motion carried, 4-0, with Council Member Lilburn being absent.

RESOLUTION NO. 2018-051

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING PUBLIC CONTRACTS CODE SECTION 20168 FINDING THAT AN EMERGENCY EXISTS WITHIN THE CITY AND AUTHORIZING CONTRACTING WITHOUT THE NEED FOR BIDDING PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050

ANNOUNCEMENTS

	<u>Operation Santa Claus</u>
December 18, 6-8 pm	Fire Station #3 – 7649 Sterling Avenue
December 19, 6-8 pm	Highland Police Station – 26985 Base Line
December 20, 6-8 pm	Fire Station #2 – 29507 Base Line
December 25	City Council Meeting – Canceled

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:43 p.m. in memory of George H.W. Bush, Kerri Lynn House, Robert Hubbes and Sherry Ann Mandigo.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor