

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:05 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Al LeBrun, Immanuel Baptist Church, and the Pledge of Allegiance was led by Public Works Director/City Engineer Duran Jr.

ROLL CALL

Present: Lilburn, McCallon, Saldana, Timmer
Absent: Hogan

REPORT FROM CLOSED SESSION

City Attorney Marroquin stated the City Council met in closed session pursuant to Government Code Section § 54956.9(c) to discuss the possibility of initiating litigation. Direction was provided to move forward with this process, and once litigation is initiated and the property owners are served, it will become a matter of public records.

SPECIAL PRESENTATIONS

Mayor Lilburn presented a Proclamation proclaiming the month of March as American Red Cross Month.

Mayor Lilburn introduced Lucia Mendez, Assistant Engineer within the City of Highland Public Works Department.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Jane Bouch and Chris Nielsen representing the Highland Chamber of Commerce spoke regarding upcoming events.

Mickey Alexandra spoke regarding concerns about Mello-Roos and Redlands School District taxes.

Jody Scott spoke regarding the city's stance on sanctuary policies and concerns with parking at Cole Elementary School.

SWEARING IN OF NEWLY ELECTED COUNCILMEMBER

City Clerk Muñoz swore in newly appointed Councilmember Jimmy Saldana for District 2.

CITY COUNCIL BUSINESS

1. Review and Revise Current Membership on City Council Subcommittees, Ad Hoc Committees, and Agency Appointments Following the Councilmember Appointment for District 2

Councilmember Saldana will retain membership in the Public Facilities and Public Safety Subcommittees.

Subcommittees

Community Day of Service
Finance/Personnel
Legislative
Public Facilities
Public Safety
Public Works

Members

Hogan, Timmer
McCallon, Timmer
Lilburn, McCallon
Saldana, Lilburn
Saldana, Lilburn
McCallon, Timmer

Agency Appointments

Omnitrans
SANBAG
SBIAA
SCAG
Santa Ana River Wash Area Coordinated Planning
Activities Committee

Members

Lilburn, Alt-McCallon
McCallon, Alt-Lilburn
Lilburn, Alt-McCallon
McCallon, No Alternate
Hogan, Alt-Timmer

Staff Agency Appointments

Gangs & Drugs Task Force
California Intergovernmental Risk Authority (CIRA)

Members

Chief of Police
Nava-Cruz, Alt-Zamano

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Councilmember Timmer, to approve the consent calendar as submitted. Motion carried on a roll call vote, 4-1, with Councilmember Hogan being absent and Councilmember Saldana abstaining from Item No's. 3, 4 and 5; meetings occurred prior to his swearing-in.

2. Waive the Reading of All Ordinances

Waived the reading of all Ordinances in their entirety and read by title only.

3. Minutes - February 11, 2025 Regular City Council Meeting

Approved the Minutes as submitted.

4. Minutes - February 11, 2025 Special City Council Meeting

Approved the Minutes as submitted.

5. Minutes - February 18, 2025 Special City Council Meeting

Approved the Minutes as submitted.

6. Warrant Register

Approved Warrant Register No. 775 for March 11, 2025, in the amount of \$3,446,423.46 and Payroll of \$217,857.30.

7. Treasurer's Report for January 2025

Received and filed Treasurer's Report for January 2025.

8. Claim Consideration - Gilberto Martinez

Rejected claim.

9. Claim Consideration - Carol Garrity

Rejected claim.

10. 2024 Byrne Justice Assistance Grant (JAG) Program Award

- 1) Accepted the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) award in the amount of \$25,854;
- 2) Authorized the appropriation of grant funds for special project overtime; including gang sweeps, DUI checkpoints, quality-of-life enforcement, and burglary suppression efforts; and
- 3) Authorized the City Manager, or their designee, to execute any necessary documents related to the grant award and administration.

11. Agreement for Automatic and Mutual Aid with San Bernardino County Fire Protection District

- 1) Approved an Agreement for a term up to five years with San Bernardino County Fire Protection District (SBCFPD);
- 2) Authorized the Fire Chief to approve the Operating Plan; and
- 3) Authorized the Mayor to execute the agreement.

12. Easement Acceptance/4Masbaseball, Inc. (Jose Mas) - Single Family Residential (2) Project (7966 and 7972 Cortez Street)

- 1) Accepted Grant of Easement for Cortez Street right-of-way dedication from 4Masbaseball, Inc. (Jose Mas); and
- 2) Directed the City Clerk to record the Grant of Easement

13. Designation of Authorized Agents to Apply for Federal/State Disaster Relief Funds

Adopted Resolution No. 2025-007, designating authorized agents to sign forms and agreements related to Federal/State Disaster Relief Funding on behalf of the City of Highland.

RESOLUTION NO. 2025-007
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, DESIGNATING AUTHORIZED AGENTS TO APPLY FOR
FEDERAL/STATE DISASTER RELIEF FUNDS

14. Review of the City's 2024 General Plan Implementation Annual Report in Accordance with Government Code § 65400 and § 65588

Received and filed the 2024 General Plan Annual Report.

CITY COUNCIL LEGISLATIVE

15. 2025/2026 Work Program

A MOTION was made by Councilmember Timmer, seconded by Mayor Pro Tem McCallon to adopt the 2025/2026 Work Program. Motion carried, 4-1, with Councilmember Hogan being absent.

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

City Manager Zamano stated the Highland Sheriff's Department for the month of February received 2,995 calls for service, made 297 reports, 113 arrests, issued 125 citations, conducted 252 traffic enforcement stops, responded to 43 traffic collisions, 18 transient calls, and 24 towed vehicles.

The Highland Fire Department for the month of February received 564 calls for service, some of which included: 440 medical aids, 32 traffic collisions, 4 structure fires, 3 vegetation fires, and 5 vehicle fires.

The Administrative Services/Finance Department for the month of February issued 49 business licenses, renewed 186 business licenses, issued 57 dog licenses, 35 yard sale permits, and 183 account payable checks.

Human Resources is currently recruiting for an Assistant Public Works Director, Maintenance Superintendent, and Engineering Technician I/II for the Public Works Department. Anyone interested can apply on our city website.

Three City of Highland staff members have been acknowledged for their exceptional work and contributions to the community. Jay Tuttle, Assistant Engineer, was named Employee of the Year at the Highland Chamber of Commerce Annual Installation Dinner. Angel Halloway, Maintenance Superintendent received the 2024 Unsung Hero of the Year. Leticia Nava-Cruz, Director of Administrative Services/City Treasurer was honored by CA State Senator Eloise Reyes of District 29 as one of the 2025 Woman of Distinction.

The Public Works Department announced the City of Highland was awarded a \$1.4 million federal grant for safety improvements to our traffic signal system citywide through the Caltrans Highway Safety Improvement Program (HSIP). These improvements will involve the installation of a new traffic signal at the intersection of Church Street/Glenheather Drive/Love Street adjacent to Arroyo Verde Elementary School. Additionally, all traffic signals in the city will receive yellow reflective back plates to improve visibility. These upgrades reflect our ongoing commitment to ensure the safety of our community and all roadway users. We anticipate that these improvements will be completed by Spring 2027 or sooner. The timeline is extended due to the extensive processes involved with federal funding.

Construction along Greenspot Road between Boulder Avenue and SR-210 is currently in progress. The city's Greenspot Improvement Project is nearing completion, with only a few outstanding task orders, including striping. Upcoming construction will involve the Highland Region Connector Project and the CDBG Highland Pavement Improvement Project. These initiatives will pave various streets throughout the city and implement new striping. City staff is coordinating with both contractors to schedule most of the pavement work during spring break to minimize disruptions for residents and schools affected by the project.

Saturday, March 22, from 8:00 a.m. to 12:00 p.m., the Highland Improvement Team (HIT) will host its Annual Citrus Harvest Festival Historic Community Cleanup event.

Monday, March 24, from 9:00 a.m. to 5:00 p.m., a Blood Drive will be held at the Highland Police Station.

Saturday, April 5, from 9:00 a.m. to 2:00 p.m., there will be a Used Oil Filter Exchange event at AutoZone located on Base Line and Palm Avenue.

Saturday, April 12, from 9:00 a.m. to 2:00 p.m., an Open House will be held at Fire Station #1 located at 26974 Base Line.

For the month of February, Burrtec completed 154 illegal dumping work orders.

The Historic and Cultural Preservation Board Committee convened on March 6 to finalize preparations for the upcoming Citrus Harvest Festival scheduled for Saturday, March 29, from 10:00 a.m. to 3:30 p.m. This event is set to feature over 120 booths, an array of live entertainment, Aztec dancers, folklorico dancers, food vendors and a district walking tour.

Costco is officially open for business. A special thank you to Mayor Lilburn, Mayor Pro Tem McCallon, and Councilmember Saldana for their attendance at the Grand Opening event.

17. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Councilmember Timmer welcomed Councilmember Saldana.

Mayor Pro Tem McCallon stated he is looking forward to collaborate with Councilmember Saldana.

Councilmember Saldana thanked everyone and expressed his gratitude to all Councilmembers.

Mayor Lilburn congratulated city staff members who received awards and welcomed Councilmember Saldana.

ANNOUNCEMENTS

None

CLOSED SESSION

City Attorney Marroquin read the City Council into closed session regarding the following:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code § 54957(b)

Title: City Manager

CONFERENCE WITH LABOR NEGOTIATORS

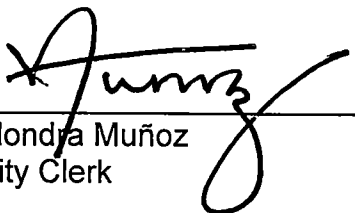
Pursuant to Government Code § 54957.6

Unrepresented employee: City Manager

ADJOURN

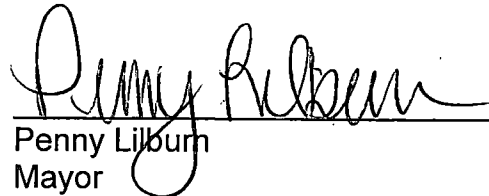
Mayor Lilburn adjourned the meeting into closed session at 6:35 p.m. in memory of George Scott.

Submitted By:



Alondra Muñoz
City Clerk

Approved By:



Penny Lilburn
Mayor