



CITY OF HIGHLAND

CITY COUNCIL AGENDA

Regular Meeting
April 8, 2025 at 6:00 PM
City Hall Donahue Council Chambers
27215 Base Line, Highland CA 92346

COUNCILMEMBERS

Penny Lilburn, Mayor
District 3

Larry McCallon, Mayor Pro Tem
District 5

Gregory Hogan, Councilmember
District 1

Jimmy Saldana, Councilmember
District 2

John P. Timmer, Councilmember
District 4

STAFF

Carlos Zamano, City Manager
Lawrence Mainez, Community Development Director
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer
Octavio Duran Jr., Public Works Director/City Engineer
Maricela Marroquin, City Attorney
Alondra Muñoz, City Clerk

MISSION STATEMENT

*Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community.
The City Council and the staff of Highland are dedicated to providing the quality of public facilities and
services that its citizens are willing to fund and will do so as efficiently as possible.*

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodations, including interpreters.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the City Council less than 72 hours prior to that meeting are available for public inspection at City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

Levine Act: Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but no later than the beginning of the proceeding.

**CITY COUNCIL REGULAR MEETING
APRIL 8, 2025 - 6:00 p.m.
AGENDA**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Proclamation

Child Abuse Prevention Month

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

To address the City Council, please complete a speaker form located at the entrance and give it to the City Clerk prior to the beginning of the meeting. Your name will be called when it is your turn to speak. State Law prohibits the City Council from acting on any item not on the agenda. Individual speakers are limited to three (3) minutes each. For those wishing to make public comments by email, please submit your comments by 5:00 p.m. on April 8, 2025, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 8, 2025 agenda, please identify the agenda item number in the subject line. Emailed comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

CITY COUNCIL BUSINESS

1. Designation of an Alternate Representative for the Southern California Association of Governments (SCAG) 2025 Regional Conference and General Assembly
RECOMMENDATION: That the City Council appoint an Alternate Representative for the Southern California Association of Governments (SCAG) 2025 Regional Conference and General Assembly.

CITY COUNCIL CONSENT CALENDAR

2. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
3. Minutes - March 11, 2025 Regular City Council Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Minutes - March 11, 2025 Special City Council Meeting
RECOMMENDATION: Approve the Minutes as submitted.
5. Minutes - March 27, 2025 Special City Council Meeting
RECOMMENDATION: Approve the Minutes as submitted.
6. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 776 for April 8, 2025, in the amount of \$2,807,119.37 and Payroll of \$237,482.36.
7. Treasurer's Report for February 2025
RECOMMENDATION: That the City Council receive and file the Treasurer's Report for February 2025.
8. Claim Consideration - Steven Olson
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
9. Claim Consideration - Erick Smart
RECOMMENDATION: George Hills Company recommends the City Council reject the claim.
10. Authorization and Purchase Agreements for Heating, Ventilation, and Air Conditioning (HVAC) System Repairs for the Highland Library Building
RECOMMENDATION: That the City Council:
 - 1) Waive formal contract procedures per Municipal Code Section 2.40.100 for which they City's best interests are served;
 - 2) Approve the proposal from TRANE in the amount of \$52,698 to replace the HVAC control system at the Highland Library through the City's Omnia Partners cooperative purchasing program contract no. RACINE-3341; and
 - 3) Authorize the City Manager to sign purchase agreements with TRANE to replace the HVAC control system at the Highland Library.

11. Construction and Construction Management Services Contract Award - 9th Street Transit Stops, Sidewalk, and Bikeway Improvements (Project No. swk19001)
RECOMMENDATION: That the City Council:
- 1) Award the construction contract for Bid No. 2027-07 9th Street Transit Stops, Sidewalk, and Bikeway Improvements Project to the responsible low bidder, GJ Gentry General Engineering Inc., in the amount of \$744,131.00;
 - 2) Approve the proposal from TKE Engineering, Inc. (TKE) to provide construction management and inspection services (CM Services) in the amount of \$94,703;
 - 3) Approve a budget adjustment to use up to \$567,000 from the Measure I fund balance (Account # 017-2100) to be expended from the Traffic Improvements Account (Account # 017-8350-6550); and
 - 4) Approve a budget adjustment to the TDA Article III expenditure account # 005-8320-6545 and to the revenue account # 008-8320-7205 to include \$430,700.

CITY COUNCIL LEGISLATIVE

12. Appoint One (1) Member of the Public to the Community Trails Committee
RECOMMENDATION: That the City Council appoint one (1) member of the public to the Community Trails Committee.
13. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
14. Councilmember Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)
RECOMMENDATION: Discussion and possible action.

ANNOUNCEMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION

The City Council will meet in closed session with the City Attorney pursuant to Government Code Section 54956.9(d)(2) with respect to one matter of potential litigation. A point has been reached where, in the opinion of the City Attorney, based on existing facts and circumstances, there is a significant exposure to litigation involving the City with respect to the properties located at 8046 Central Avenue (APN 1192-561-08) and 26855 4th Place (APN 1192-561-10) and based on a letter dated March 31, 2025, from Claudia Orian. The letter is available for public inspection at the Office of the City Clerk.

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6
Unrepresented employee: City Manager

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):
One case.

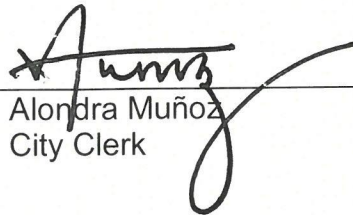
ADJOURN

Regular Meetings

Effective March 1, 2022, pursuant to Resolution No. 2022-001, the regular City Council meetings will be held once a month on the second Tuesday of each month. The next regular meetings of the City Council for 2025 are as follows: May 13, June 10, July 8, August 12, September 9, October 14, November 12, December 9.

I, Alondra Muñoz, City Clerk, certify I caused to be posted this Agenda on or before April 3, 2025, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas: Highland Branch Library (7863 Central Avenue), Fire Station No. 1 (26974 Base Line), and City Hall (27215 Base Line).

Date: April 3, 2025



Alondra Muñoz
City Clerk