



# CITY OF HIGHLAND

## HOUSING AUTHORITY AGENDA

**Special Meeting**  
**June 10, 2025 at 6:30 PM (or soon thereafter)**  
**City Hall Donahue Council Chambers**  
**27215 Base Line, Highland CA 92346**

### **HOUSING AUTHORITY MEMBERS**

Penny Lilburn, Chair  
District 3

Larry McCallon, Vice Chair  
District 5

Gregory Hogan, Member  
District 1

Jimmy Saldana, Member  
District 2

John P. Timmer, Member  
District 4

### **STAFF**

Carlos Zamano, City Manager  
Leticia Nava-Cruz, Director of Administrative Services/City Treasurer  
Lawrence Mainez, Community Development Director/Asst. Executive Director  
Maricela Marroquin, City Attorney/RDA General Counsel  
Alondra Muñoz, City Clerk/RDA Secretary

### **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 Highland Housing Authority members 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.

**HIGHLAND HOUSING AUTHORITY SPECIAL MEETING  
JUNE 10, 2025 - 6:30 p.m. (or soon thereafter)  
AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENT (ITEMS ON THIS AGENDA ONLY)**

*To address the Housing Authority, 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 Housing Authority from taking action on any item not on the agenda. Individual speakers are limited to three minutes each. Comments received via email by June 10, 2025 at 5:30 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.*

**BUSINESS ITEMS**

1. Minutes - May 13, 2025 Special Meeting  
**RECOMMENDATION:** Approve the Minutes as submitted.
2. Resolution No. HA2025-\_\_\_\_\_ Adopting a Biennial Budget for Fiscal Years 2025-2027  
**RECOMMENDATION:** That the Housing Authority continue this item to the June 24, 2025 meeting date.

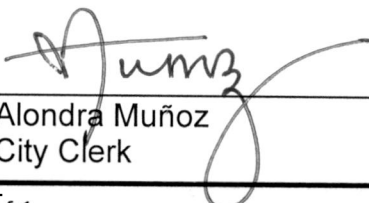
**ADJOURN**

The Housing Authority will adjourn this meeting to Tuesday, June 24, 2025 at 6:00pm.

I, Alondra Muñoz, City Clerk, certify I caused to be posted this Agenda on or before June 5, 2025 by 5:30 p.m., on our website at [www.cityofhighland.org](http://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: June 5, 2025

  
\_\_\_\_\_  
Alondra Muñoz  
City Clerk



# STAFF REPORT

## TO THE HOUSING AUTHORITY


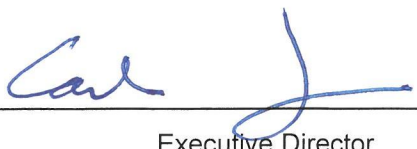
**DATE:** June 10, 2025

**FROM:** Carlos Zamano, Executive Director

**PREPARED BY:** Alondra Muñoz, Secretary

**SUBJECT:** Minutes - May 13, 2025 Special Meeting

**RECOMMENDATION:** Approve the Minutes as submitted.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>  1  </u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Secretary		 Executive Director	

**CALL TO ORDER**

The special meeting of the Housing Authority of the City of Highland was called to order at 7:32 p.m. by Chair Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

**ROLL CALL**

Present: Hogan, Lilburn, McCallon, Saldana, Timmer  
Absent: None

**PUBLIC COMMENT (LIMITED TO ITEMS ON THIS AGENDA ONLY)**

None

**BUSINESS ITEMS****1. Minutes - December 10, 2024 Regular Meeting**

**A MOTION** was made by Vice Chair McCallon, seconded by Authority Member Timmer, to approve the Minutes as submitted. Motion carried, 5-0.

**2. Re-instituting the Single-Family Rehabilitation Grant Program to Address Residential Property Damage in the East Highlands Village Resulting from the February 2025 Rainstorm, Mud and Debris Flows**

**A MOTION** was made by Vice Chair McCallon, seconded by Authority Member Saldana to adopt Resolution No. HA2025-01, to re-institute the Single-Family Grant Rehabilitation Program on an as-needed basis for residential properties in the East Highlands Village affected by flooding, mud and debris flows. Motion carried, 5-0.

**HA RESOLUTION NO. 2025-001**

**A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING A SINGLE FAMILY RESIDENTIAL REHABILITATION GRANT PROGRAM TO REMEDIATE PRIVATE PROPERTY DAMAGE IN THE EAST HIGHLANDS VILLAGE RESULTING FROM THE FEBRUARY 2025 RAIN, MUD AND DEBRIS FLOW**

**ADJOURN**

There being no further business, Chair Lilburn adjourned the meeting at 7:38 p.m.

Submitted By:

Approved By:

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Alondra Muñoz  
Secretary

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Penny Lilburn  
Chair



# STAFF REPORT

## TO THE HOUSING AUTHORITY

**DATE:** June 10, 2025

**FROM:** Carlos Zamano, Executive Director

**PREPARED BY:** Leticia Nava-Cruz, Director of Administrative Services/City Treasurer *lnc*  
Michelle Gomez, Assistant Director of Administrative Services *mg*

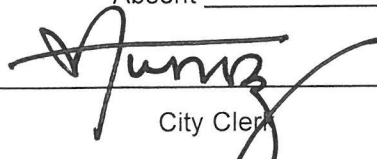

**SUBJECT:** Resolution No. HA2025-\_\_\_ adopting a Biennial Budget for fiscal years 2025-2027.

**RECOMMENDATION:** Staff recommends the Housing Authority continue this item to the June 24, 2025 meeting date.

**FISCAL IMPACT:** Expenditures of \$271,345 for Fiscal Year 2025-2026 and \$265,820 for Fiscal Year 2026-2027.

**PUBLIC NOTICE:** The agenda for this item was posted at the three required locations per Resolution 2011-047 and on the City's website.

**BACKGROUND:** Staff recommends the subject be continued to the June 24<sup>th</sup> Housing Authority meeting when all five board members will be present.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	