



# City of Highland

Penny Lilburn, Chair  
District 3

Larry McCallon, Vice Chair  
District 5

Gregory Hogan, Member  
District 1

Jimmy Saldana, Member  
District 2

John Timmer, Member  
District 4

## **Successor Agency to the Highland Redevelopment Agency** **Regular Meeting Agenda**

December 9, 2025 at 6:00 PM (or soon thereafter)  
City Hall Donahue Council Chambers  
27215 Base Line, Highland CA 92346

Carlos Zamano, Executive Director  
Leticia Nava-Cruz, Finance Officer  
Lawrence Mainez, Executive Director  
Maricela Marroquin, City Attorney/General Counsel  
Octavio Duran Jr., Public Works Director/City Engineer  
Alondra Muñoz, 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.*

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In compliance with the Brown Act, any writings or documents provided to a majority of the legislative body regarding any item on this agenda, that are not exempt from disclosure under the California Public Records Act, will be made available for public inspection at City Hall, 27215 Base Line Highland, CA 92346, during normal business hours. Such documents will also be made available on the City's website at [www.cityofhighland.org](http://www.cityofhighland.org).

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.

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 \$500 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.

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## **Call to Order**

### **Roll Call**

### **Public Comment**

To address the Successor Agency, 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 Successor Agency from taking action 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 December 9, 2025, to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). Emailed comments will be distributed to the City Council and retained as part of the public record; however, submissions will not be read out loud during the meeting.

## **Successor Agency to the Highland Redevelopment Agency Legislative**

1. Minutes - June 10, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting  
Approve the Minutes as submitted.
2. Minutes - June 24, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting  
Approve the Minutes as submitted.

## **Adjourn**

I, Alondra Muñoz, City Clerk, certify I caused to be posted this Agenda on or before December 4, 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).



# Staff Report

## to the Successor Agency

Agenda  
Item  
No.1.

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**Date:** December 9, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Lissette Nock, Deputy City Clerk  
**Subject:** Minutes - June 10, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting

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**Recommendation:**

Approve the Minutes as submitted.

**Fiscal Impact:**

None

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The Successor Agency to the Highland Redevelopment Agency is required to maintain an official record of its proceedings. Minutes serve as the permanent record of actions taken by the Successor Agency to the Redevelopment Agency and provide transparency to the public regarding the business conducted at each meeting. In accordance with standard practice, the draft minutes from the June 10, 2025 Successor Agency to the Redevelopment Agency Special Meeting have been prepared and are submitted for the Successor Agency to the Redevelopment Agency's review and approval.

**Attachments:**

1. Minutes - June 10, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting

**CALL TO ORDER**

The regular meeting of the City Council acting as Governing Body of the Successor Agency to the Highland Redevelopment Agency and a special meeting of the Board of Directors of the Successor Agency to the Highland Redevelopment Agency was called to order at 7:02 p.m. by Vice Chair McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

**ROLL CALL**

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

**PUBLIC COMMENT**

None

**BUSINESS ITEMS**

- 1. Minutes - December 10, 2024 Regular Meeting

**A MOTION** was made by Member Timmer, seconded by Vice Chair McCallon, to approve the Minutes as submitted. Motion carried, 4-0, with Chair Lilburn being absent.

- 2. Resolution No. SARDA2025- Adopting a Biennial Budget for Fiscal Years 2025-2027

**A MOTION** was made by Member Saldana, seconded by Member Hogan to continue this item to the June 24, 2025 adjourned meeting date. Motion carried, 4-0, with Chair Lilburn being absent.

**ADJOURN**

The Successor Agency will adjourn this meeting to Tuesday, June 24, 2025 at 6:00 p.m.

Submitted By:

Approved By:

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Alondra Muñoz  
Secretary

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Larry McCallon  
Vice Chair



# Staff Report

## to the Successor Agency

Agenda  
Item  
No.2.

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**Date:** December 9, 2025  
**From:** Carlos Zamano, City Manager  
**Reviewed By:** Alondra Muñoz, City Clerk  
**Prepared By:** Lissette Nock, Deputy City Clerk  
**Subject:** Minutes - June 24, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting

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**Recommendation:**

Approve the Minutes as submitted.

**Fiscal Impact:**

None

**Public Notice:**

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

**Background:**

The Successor Agency to the Highland Redevelopment Agency is required to maintain an official record of its proceedings. Minutes serve as the permanent record of actions taken by the Successor Agency to the Highland Redevelopment Agency Legislative and provide transparency to the public regarding the business conducted at each meeting. In accordance with standard practice, the draft minutes from June 24, 2025 Successor Agency to the Highland Redevelopment Agency meeting have been prepared and are submitted for the Successor Agency to the Highland Redevelopment Agency's review and approval.

**Attachments:**

1. Minutes - June 24, 2025 Successor Agency to the Highland Redevelopment Agency Special Meeting

**CALL TO ORDER**

The adjourned special meeting of the Housing Authority of the City of Highland was called to order at 6:30 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. Resolution No. HA2025-002 Adopting a Biennial Budget for Fiscal Years 2025-2027

**A MOTION** was made by Vice Chair McCallon, seconded by Authority Member Timmer, to adopt Resolution No. HA2025-002 adopting a Biennial Budget for Fiscal Years 2025-2027. Motion carried, 5-0.

RESOLUTION NO. HA2025-002

A RESOLUTION OF THE HIGHLAND HOUSING AUTHORITY OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET FOR FISCAL YEARS 2025-2027

**ADJOURN**

There being no further business, Chair Lilburn adjourned the meeting at 6:30 p.m.

Submitted By:

Approved By:

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Alondra Muñoz  
Secretary

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Penny Lilburn  
Chair