

Call to Order

The regular meeting of the City Council of the City of Highland was called to order at 6:03 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Invocation

The invocation was given by Pastor Chris Pinto, Immanuel Baptist Church.

Pledge of Allegiance

The Pledge of Allegiance was led by Councilmember McCallon.

Roll Call

Present: Hogan, Lilburn, McCallon, Saldana, Timmer

Absent: None

Report From Closed Session

None

Public Comment

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

Marcopolo Anzora introduced himself as the new Field Representative for Congressman Pete Aguilar's office.

City Council Business

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

Mayor Lilburn proposed the following Subcommittees be served by the following Councilmembers:

Subcommittees

Finance/Personnel

Legislative

Parks & Recreation

Public Facilities

Public Safety

Public Works

Members

McCallon, Saldana

Lilburn, McCallon

Saldana, Timmer

Lilburn, Saldana

Lilburn, Saldana

Hogan, McCallon

Agency Appointments

Omnitrans

SBCTA

SBIAA

SCAG

Solid Waste Task Force

Members

Lilburn, Alt-McCallon

McCallon, Alt-Hogan

Lilburn, Alt-Saldana

McCallon, No Alternate

Lilburn, Alt-Morgan

AD HOC
 Airport
 Sales Tax

Members
 Lilburn, Saldana
 Lilburn, McCallon

Staff Agency Appointments
 Gangs & Drug Task Force
 California Intergovernmental

Members
 Chief of Police
 Nava-Cruz, Alt-Zamano

City Council established a Parks and Recreation Subcommittee, which will be brought back to the next City Council Regular Meeting on February 10, 2026 to describe each committee's purpose and terminated the Community Day of Service Subcommittee and the Santa Ana River Wash Area Coordinated Planning Activities Agency Appointments.

A MOTION was made by Mayor Pro Tem Saldana, seconded by Councilmember Hogan, to move forward with the recommendations on the various Subcommittees. Motion carried, 3-0 with two (2) absent votes by Councilmember McCallon and Councilmember Timmer.

City Council Consent Calendar

A MOTION was made by Councilmember McCallon, seconded by Mayor Pro Tem Saldana, to approve the consent calendar. Motion carried on a roll call vote, 5-0.

2. Waive the Reading of All Ordinances
 Waived the reading of all Ordinances in their entirety and read by title only.
3. Minutes - December 9, 2025 City Council Regular Meeting
 Approved the Minutes as submitted.
4. Warrant Register No. 785
 Approved Warrant Register No. 785; warrants in the amount of \$5,215,835.09 and Payroll in the amount of \$285,089.18.
5. Treasurer's Report for November 2025
 Received and filed the Treasurer's Report for November 2025.
6. Mid-year Budget Adjustments for Fiscal Year 2025/2026
 Approved the 2025/2026 Mid-year Budget Adjustments for expenditures.
7. Conflict of Interest Code Amendment
 Adopted Resolution No. 2026-001, updating the City's Conflict of Interest Code to align designated positions with the fiscal and financial training requirements enacted by Senate Bill 827, and direct staff to update related compliance procedures.

RESOLUTION NO. 2026-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,
 ADOPTING THE CITY'S CONFLICT OF IN INTEREST CODE AND RESCINDING
 RESOLUTION NO. 2025-047

8. Agreement Authorizing Southern California Gas Company (SoCalGas) to Maintain Advanced Meter Systems on City Streetlights

Approved an Agreement authorizing Southern California Gas Company to maintain six (6) Advanced Meter Systems on City streetlights and to undertake all activities related to the installation, maintenance, operation, use repair, replacement, improvement, alteration, inspection, testing, and removal of the Advanced Meter Systems.

9. San Bernardino County Municipal Separate Storm Sewer System - National Pollution Discharge Elimination System (NPDES) Common Interest, Joint Defense, and Confidentiality Agreement

Authorized the Mayor to execute the San Bernardino County Municipal Separate Storm Sewer System - National Pollution Discharge Elimination System (NPDES) Common Interest, Joint Defense, and Confidentiality Agreement Among Permittees on behalf of the City of Highland.

City Council Legislative

10. Review and Recommendation Regarding City Council Monthly Compensation Adjustment
City Manager Zamano gave a brief review of the staff report.

A MOTION was made by Councilmember McCallon, seconded by Mayor Pro Tem Saldana, to increase the compensation to the maximum allowable under Government Code Section 36516 based on population to \$1,600 per month. Motion carried, 4-1, with Councilmember Timmer voting no.

11. 2026 City of Highland Community Events

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

A MOTION was made by Councilmember McCallon, seconded by Councilmember Timmer to approve the proposed community event dates for 2026 with the exception of the State of the City and the Volunteer Dinner and bring it back to the next City Council Regular Meeting for discussion. Motion carried, 5-0.

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

The floor was opened for nominations.

Councilmember Timmer nominated incumbents Luis Gardea and Erwin Fogerson.

Mayor Pro Tem Saldana nominated applicant Jose Andres Ibarra Gonzalez.

Hearing no other nominations, City Council unanimously appointed Luis Gardea, Erwin Fogerson, and Jose Andres Ibarra Gonzalez to the Community Trails Committee, with terms expiring October 2027.

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

City Manager Zamano stated the Highland Sheriff's Department for the year-end of 2025 received 37,646 calls for service, made 3,943 reports, 1,706 arrests, issued 1,299 citations, conducted 2,552 traffic enforcement stops, responded to 680 traffic collisions, 287 transient calls, and towed 226 vehicles.

The Highland Fire Department for the year-end of 2025 received 7,884 calls for service, some of which included: 6,077 medical aids, 381 traffic collisions, 141 structure fires, 109 vegetation fires, 291 other fires, 49 vehicle fires and 280 public service assistance calls.

The Administrative Services/Finance Department for the year-end issued 680 business licenses, renewed 3,231 business licenses, issued 988 dog licenses, issued 770 yard sale permits, and drafted 2,314 account payable checks.

The City Clerk Department for the year-end 2025 processed 423 public records requests, an increase of 23% from the previous year with an average response time of two (2) days, and processed 148 passports with an average of 150 applications since 2022.

Human Resources is recruiting an Assistant Engineer/Associate Engineer/Senior Civil Engineer in the Public Works Department. Blaire Particelli, the new temporary Accountant Assistant, commenced on January 12, 2026.

The Public Works Department announced the start of construction on a new trash enclosure at Aurantia Park, with a completion time of six (6) weeks. Following the completion of this location, work will commence on the next trash enclosure at City Hall.

A notice to commence the City Hall Fence and Gates Project has been issued. There are long lead times for required materials, thus, staff anticipates installation within six (6) weeks.

The Natural Parkland Trail Project is nearing completion. Staff is coordinating with the contractor to address installation of educational signage and minor cleanup items. The trail was closed to ensure safety during construction. Staff is pleased to inform the trail is now open to the public.

On Monday, January 26, from 12:00 p.m. to 5:00 p.m., a Blood Drive will be held at the Highland Police Station.

For the year-end 2025, Burrtec completed 2,723 illegal dumping work orders.

The Community Development Department announced the Community Trails Committee convened on January 8, 2026 to identify sites for the 17 interpretive signs along the recently rehabilitated Natural Parkland Trails. Staff conducted a site walk to designate locations for the interpretive signs. The approved signs will be manufactured and installed in the near future.

A new sit-down restaurant, Mongolian Grill and Wok submitted its tenant improvement plan for review to Building and Safety last week. The restaurant will be located within the new Greenspot Crossing Center on Greenspot Road, occupying a vacant unit adjacent to the SR 210 Freeway.

The owner of the historic 1904 bank building at the southwest corner of Palm Avenue and Main Street completed the installation of a new roof and the interior earthquake retrofit has been finalized. The next step involves restoring the existing windows and exterior paint, which may require approval from the Historic Cultural and Preservation Board.

Ono Hawaiian BBQ, located within the Greenspot Crossing Center, held its grand opening event on Friday, January 9, 2026.

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

Mayor Pro Tem Saldana thanked the Public Works Department for their prompt response following the recent rain, many potholes in District 2 were repaired. He stated he attended the Ono Hawaiian BBQ grand opening with Mayor Lilburn and City Manager Zamano. It's encouraging to see new businesses opening in Highland with community support. He announced the Highland YMCA will be holding their run on Sunday, January 25, 2026. Additionally, he will attend the California League of Cities Mayors and Council Members Academy. The goal is to continue developing leadership and enhance his services to the community.

Councilmember McCallon stated the San Bernardino County Transportation Authority (SBCTA) awarded a construction management services contract for the Highland Regional Gap Connector Project. In addition, SBCTA awarded construction contracts to extend the express lanes on Interstate 10 to Interstate 15 and for the Interstate 10 Mount Vernon Avenue Improvement Project. Additionally, he was elected to serve as the Vice Chair of the South Coast Air Quality Management District.

Mayor Lilburn thanked the Police Department and Fire Department for keeping the community safe. She was appointed to the Transportation Committee for the League of California Cities. Lastly, she attended the Ono Hawaiian BBQ grand opening and thanked the Highland Area Chamber of Commerce for all their hard work.

Announcements

None

Adjourn

Mayor Lilburn adjourned the City Council Regular Meeting into closed session at 6:44 p.m.

Closed Session

City Attorney Marroquin read the City Council into closed session at 6:44 p.m. regarding the Following:

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One potential case.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

A point has been reached where, based on existing facts and circumstances, there is a significant exposure to litigation against the City resulting from a claim submitted by Lucia Cruz related to property damage that occurred to a backyard retaining wall at 28599 Cherokee Rose Drive in the City of Highland on August 1, 2024. The claim that was submitted on March 6, 2025 is available for public inspection at the City Clerk's office.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 7433 Central Avenue, Highland, California – San Bernardino County Assessor’s Parcel Numbers 1192-431-04 and 05

City/Authority Negotiator: Lawrence Mainez, Community Development Director

Negotiating Parties: Highland Housing Authority, City of Highland and Wakeland Highland LP, a California limited partnership

Under Negotiation: Instructions to City/Authority concerning price and terms of payment

At 7:50 p.m. City Council reconvened into open session.

City Attorney Marroquin stated the City Council met in closed session to discuss three (3) separate items.


Conference with Legal Counsel regarding anticipated litigation pursuant to Government Code Section 54956.9(d)(2): One potential case. City Council provided direction to city staff, but no reportable action was taken.

Conference with legal counsel anticipated litigation pursuant to Government Code Section 54956.9(d)(2) regarding a claim submitted by Lucia Cruz related to property at 28599 Cherokee Rode Drive. City Council provided direction to staff, but no reportable action was taken.

Conference with real property negotiators pursuant to Government Code Section 54956.8 regarding the property located at 7433 Central Avenue, with the City Authority Negotiator Lawrence Mainez, Community Development Director and negotiator parties Highland Housing Authority City of Highland and Wakeland Highland, LLP. City Council provided direction, but no reportable action was taken, with Mayor Lilburn abstaining due to a conflict of interest.

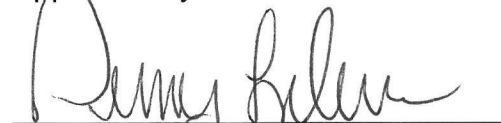
Closed Session adjourned at 7:52 p.m.

Submitted By:



Alondra Muñoz
City Clerk

Approved By:



Penny Lilburn
Mayor