



# City of Highland

Penny Lilburn, Mayor  
District 3

Jimmy Saldana, Mayor Pro Tem  
District 2

Gregory Hogan, Councilmember  
District 1

Larry McCallon, Councilmember  
District 5

John P. Timmer, Councilmember  
District 4

## **Joint City Council Regular Meeting & Housing Authority Special Meeting Agenda**

March 10, 2026 at 6:00 PM  
City Hall Donahue Council Chambers  
27215 Base Line, Highland, CA 92346

### **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.*

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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.highlandca.gov](http://www.highlandca.gov).

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**

### **Invocation**

### **Pledge of Allegiance**

### **Roll Call**

### **Report From Closed Session**

### **Public Comment**

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 3 minutes each. For those wishing to make public comments by email, please submit your comments by 5:00 p.m. on March 10, 2026, to [publiccomment@highlandca.gov](mailto:publiccomment@highlandca.gov). If you are submitting a public comment pertaining to an item on the agenda, please identify the agenda item number. Emailed comments will not be read into the record. Members of the public may submit comments on public hearing items at any time before the meeting, as well as during the meeting up until the close of the public hearing for the respective item.

### **City Council Consent Calendar**

1. Waive the Reading of All Ordinances

Waive the reading of all ordinances in their entirety and read by title only.

2. Minutes - February 10, 2026 City Council Regular Meeting

Approve the Minutes as submitted.

3. Warrant Register No. 787

Approve Warrant Register No. 787; Warrants in the amount of \$3,849,639.94 and Payroll in the amount of \$271,455.30.

4. Treasurer's Report for January 2026

Receive and file the Treasurer's Report for January 2026.

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5. Claim Consideration - Jess Franco

George Hills recommends the City Council reject the claim.

6. A Resolution of the City Council of The City of Highland, California, Amending a Policy Regarding Expense Reimbursement and Use of Public Resources

The Finance/Personnel Subcommittee recommends the City Council adopt a Resolution amending the City's policy regarding expense reimbursement and the use of public resources.

7. Single Audit Report on Federal Award Programs for Fiscal Year Ended June 30, 2025

The Finance/Personnel Subcommittee recommends the City Council receive and file the Single Audit Report on Federal Award Programs for Fiscal Year Ended June 30, 2025.

8. Second Reading of Zone Change 25-001: Ordinance No. 478, an Ordinance to Change the Zoning Designation of Approximately 89 Acres in Accordance with the City's Certified 6th Cycle Housing Element Program 33, Requiring Upzoning of Five (5) Acres in a Moderate to High Resource Area on the Easterly Portion of the City to a Maximum Residential Density of Thirty (30) Dwelling Units Per Acre (du/ac) (With a Density Range of 20 du/ac to 30 du/ac) and Adopt a Negative Declaration

Conduct a second reading, read by title only, and waive further reading, then adopt Ordinance No. 478 approving Zone Change (ZC 25-001) to rezone Assessor's Parcel Numbers 0297-201-07, 0297-061-50, 0297-061-07, 0297-061-42, 0297-061-26, 0297-061-13, 0297-061-25, and 0297-021-44 from Agricultural/Equestrian (A/EQ) to Planned Development (PD\*), consistent with Program 33 of the City's certified 6th Cycle Housing Element.

9. Review of the City's 2025 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588

Review the 2025 General Plan Annual Report and Housing Element Annual Report and direct Staff to file with the California Office of Planning and Research (OPR) and California Department of Housing and Community Development (HCD).

10. 2025-01 City of Highland Janitorial Maintenance Contract Extension

Extend the City of Highland Janitorial Maintenance Contract with Base Hill, Inc. for one year.

11. 30th Annual Highland Community Trails Day Event Date

The Community Trails Committee (CTC) recommends the City Council approve Saturday, June 6, 2026, as the date for the 30th Annual Highland Community Trails Day Event.

12. Adopt Resolution No. 2026-\_\_\_\_, Approving the Expenditure Plan for the Expenditure of Revenues in San Bernardino County Expected to be Derived from the Proposed Continuation of Measure I

Adopt Resolution No. 2026-\_\_\_\_, A Resolution of the City Council of the City of Highland, California, Approving the Expenditure Plan for the Expenditure to be derived from the Proposed Continuation of Measure I.

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## City Council Public Hearing

The order of business for Public Hearings shall be:

1. Mayor opens Public Hearing;
2. Staff presentation;
3. Applicant/Representative presentation;
4. Speakers in favor of proposal;
5. Speakers in opposition to proposal;
6. Applicant rebuttal;
7. Mayor closes Public Hearing;
8. Council discussion, motion and vote.

Once the Public Hearing is closed; no further testimony is taken.

13. Introduction and First Reading of an Ordinance Amending Highland Municipal Code Section 3.08.080 Relating to Monetary Settlement Authority for Tort Liability Claims

Conduct the First Reading and Introduce, by Title Only, an Ordinance Amending Subsections B, C, and D of Section 3.08.080 of the Highland Municipal Code to Revise Monetary Settlement Thresholds for Tort Liability Claims.

14. Introduction and First Reading of an Ordinance Amending Highland Municipal Code Section 2.15.035 to Incorporate SB 827 Financial and Fiscal Training Requirements and Expanded Ethics Training Obligations

Introduce and conduct a first reading of an Ordinance No. \_\_\_\_\_, amending Section 2.15.035 of the Highland Municipal Code to:

1. Incorporate fiscal and financial oversight training requirements mandated by SB 827 for covered local agency officials; and
2. Update and expand ethics training requirements to reflect current State law.

15. Introduction and First Reading of an Ordinance Amendment to Title 5, Chapter 5.04, Section 5.04.160 of the City of Highland Municipal Code (Business License)

The Finance/Personnel Subcommittee recommends the City Council:

1. Introduce and conduct a first reading, second reading and subsequently adopt Ordinance No. \_\_\_\_\_ amending Section 5.04.160 (License Fee-Payment Due Dates) of the Highland Municipal Code amending the term and collection of the fee for new business licenses; and
2. Making a finding of exemption under the California Environmental Quality Act.

16. Amended and Restated Disposition and Development/ Affordable Housing Agreement (the "Amended Agreement") and a Ground Lease with Wakeland Highland, LP, Related to the Construction of Ninety (90) Unit Affordable Senior Housing (Inclusive of One Manager's Unit) on Land Owned by the City's Housing Authority. The Amended Agreement will Allow Wakeland to Either (1) Develop the Ninety (90) Units ("Single Phase Project"), or (2) Develop a "Two Phase Project" With Not Less Than Sixty (60) Units During the First Phase ("Phase 1"), and Not Less Than Thirty (30) Units During the Second Phase ("Phase 2")
1. Adopt Housing Authority Resolution No. HA 2026-\_\_\_\_\_, approving entering into an Amended and Restated Disposition and Development/Affordable Housing Agreement and Ground Lease with Wakeland Highland, LP, and reconfirm the disbursement of \$4,577,450.00 in funds to Wakeland Highland, LP, upon conditions of closing being satisfied;
  2. Adopt City of Highland Resolution No. 2026-\_\_\_\_\_, approving entering into an Amended and Restated Disposition and Development/Affordable Housing Agreement, and Density Bonus Agreement with Wakeland Highland, LP; and
  3. Direct Staff to file a Notice of Exemption with the County Clerk of the Board.

### **City Council Legislative**

17. 4th of July Fireworks Event at Immanuel Baptist Church
- Discuss and provide direction to City Staff regarding the possibility of the City taking over the fireworks at Immanuel Baptist Church.
18. Actions Related to the Highland/Redlands Regional Gap Connector Project
1. Approve the proposal from H.W. Lochner to provide design services for the Highland/Redlands Regional Gap Connector Project in the amount of \$347,296;
  2. Authorize the City Manager to enter into a reimbursement agreement with the City of Redlands for costs associated with design of the project within their jurisdiction;
  3. Approve a Cooperative Agreement with the San Bernardino County Transportation Authority (SBCTA) for management and delivery of the construction phase of the Highland/Redlands Regional Gap Connector Project in the amount of \$417,085;
  4. Authorize the City Manager to sign agreements for the project as approved by the City Attorney;
  5. Authorize the City Manager to approve contract amendments up to 10% of the contract amount for contracts associated with the Project; and
  6. Approve a budget adjustment in the amount of \$777,184 from the DIF Unreserved/Undesignated fund balance for Regional Circulation Arterials (007-2100) to be expended from 007.8330.6550.
19. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)
- Discussion and possible action.

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

Discussion and possible action.

**Announcements**

**Closed Session**

**Adjourn**

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**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 meeting of the City Council is scheduled for April 14, 2026.

**Certification**

I, Alondra Muñoz, City Clerk, or my designee, hereby certify that the foregoing agenda was posted on our website at [www.highlandca.gov](http://www.highlandca.gov) 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) at least seventy-two (72) hours prior to the meeting per Government Code Section 54954.2.



A handwritten signature in cursive script, appearing to read "Alondra Muñoz", is written over a horizontal line.