

Call to Order

The Finance/Personnel Subcommittee special meeting was called to order at 4:00 p.m. in the Upright Conference Room, 27215 Base Line, Highland, California.

Roll Call

Present: McCallon, Saldana

Absent:

Public Comment

None

Business Items

1. Minutes - January 28, 2026 Finance/Personnel Subcommittee Meeting

Approved the Minutes as submitted.

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

Brett Van Lant from Lant & Fankhanel, LLP gave a brief presentation.

Reviewed and approved the item be brought forward to the City Council to receive and file the Single Audit Report on Federal Award Programs for Fiscal Year Ended June 30, 2025.

3. Amendment to Title 5, Chapter 5.04, Section 5.04.160 of the City of Highland Municipal Code (Business License)

Reviewed and approved the item be brought forward to the City Council to:

1. Introduce and conduct a 1st and 2nd reading and subsequently adopt Ordinance No. ___ amending section 5.04160 (License Fee Payment Due Dates) of the Highland Municipal Code amending the term and collection of the fee for new business license; and
2. Making a finding of exemption under the California Environmental Quality Act.

4. Community Park Athletic Field Lighting Maintenance

1. Approved a budget adjustment of \$50,000 from the Fiscal Year 2026/2027 "Development Impact Fee" (DIF) fund balance to be expended from the current Fiscal Year 2025/2026 DIF Fund (Acct# 007.8330.6040);
2. Approved the proposal from Musco Sports Lighting, LLC in the amount of \$43,768 to purchase and install 164 Musco Sports Lighting in the amount of \$43,768 to purchase and install 164 Musco 1,500-watt Z lamps through the Sourcewall Cooperative Purchasing Program Contract #041123-MSL for maintenance purposes;
3. Authorized the City Manager to sign purchase agreements related to community park lighting maintenance not to exceed \$50,000; and
4. Approved Musco Sports Lighting LLC as the sole source for procurement and installation of the proposed lights and associated equipment.

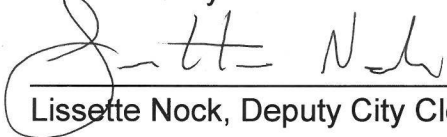
5. A Resolution of the City Council of The City of Highland, California, Amending a Policy Regarding Expense Reimbursement and Use of Public Resources

Reviewed and approved the item be brought forward to the full City Council to adopt a Resolution amending the City's policy regarding expense reimbursement and the use of public resources.

Adjourn

There being no further business, Member Saldana adjourned the meeting at 4:22 pm.

Submitted By:


Lissette Nock, Deputy City Clerk

Approved By:


Subcommittee Member