

Call to Order

The regular meeting of the City Council of the City of Highland and the special meeting of the Successor Agency to the Highland Redevelopment Agency was called to order at 6:01 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Invocation

The invocation was given by Pastor Willie Hicks, Harvest Care Church.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Pro Tem Saldana.

Roll Call

Present: Hogan, Lilburn, McCallon, Saldana, Timmer

Absent: None

Report From Closed Session

None

Special Presentations

Mayor Lilburn presented a Proclamation proclaiming May 17-23, 2026 as National Public Works Week.

Public Comment

Chris Nielsen representing the Highland Chamber of Commerce spoke regarding upcoming events.

Stephanie Young representing the Church of Jesus Christ of Latter-day Saints spoke regarding upcoming events.

City Council Consent Calendar

A MOTION was made by Councilmember McCallon, seconded by Mayor Pro Tem Saldana to approve the consent calendar as submitted. Motion carried on a roll call vote, 5-0, with Councilmember Timmer abstaining on item No. 3.

1. Waive the Reading of All Ordinances

Waived the reading of all Ordinances in their entirety and read by title only.

2. Minutes - April 14, 2026 City Council Regular Meeting

Approved the Minutes as submitted.

3. Minutes - April 28, 2026 Adjourned City Council Regular Meeting

Approved the Minutes as submitted.

4. Treasurer's Report for March 2026

Received and filed the Treasurer's Report for March 2026.

5. Warrant Register No. 789

Approved Warrant Register No. 789; Warrants in the amount of \$5,055,718.66 and Payroll in the amount of \$425,063.81.

6. Receive and File Update to Wiring Policy and Procedure
Received and filed the updated Wiring Policy and Procedure.

7. Street and Drainage Maintenance District 96-1 Annual Report (Fiscal Year 2026/27)

1. Adopted Resolution 2026-015 giving preliminary approval of the Annual Report; and
2. Adopted Resolution 2026-016 setting June 9, 2026 as the date of the protest hearing.

RESOLUTION NO. 2026-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND COUNTY OF SAN BERNARDINO, CALIFORNIA, GIVING PRELIMINARY APPROVAL OF REPORT FOR STREET AND DRAINAGE MAINTENANCE DISTRICT NO. 96-1 FISCAL YEAR 2026-27

RESOLUTION NO. 2026-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2026-27 IN STREET AND DRAINAGE MAINTENANCE DISTRICT NO. 96-1, AN ASSESSMENT DISTRICT, AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

8. Consolidated Landscape and Lighting District 96-1 Annual Report (Fiscal Year 2026/27)

1. Adopted Resolution 2026-017 giving preliminary approval of the Annual Report; and
2. Adopted Resolution 2026-018 setting June 9, 2026 as the date of the protest hearing.

RESOLUTION NO. 2026-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND COUNTY OF SAN BERNARDINO, CALIFORNIA, GIVING PRELIMINARY APPROVAL OF ENGINEER'S REPORT FOR CONSOLIDATED LANDSCAPING & LIGHTING DISTRICT NO. 96-1 FISCAL YEAR 2026-27

RESOLUTION NO. 2026-018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2026-27 IN CONSOLIDATED LANDSCAPE AND LIGHTING DISTRICT NO. 96-1, AN ASSESSMENT DISTRICT, AND OFFERING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

9. Second Reading of Ordinance No. 484, Amending Chapter 8.58 (Fireworks) Pertaining to Penalties and Enforcement of Fireworks Violations and Amending Chapter 2.56 (Admin Citation Process) Allowing for Third-Party Administration and Collection of Administrative Citation Fees

Conducted a second reading, read by title only, and waived further reading of Ordinance No. 484, amending Chapter 8.58 (Fireworks) pertaining to penalties and enforcement of fireworks violations and amending Chapter 2.56 (Admin Citation Process) allowing for third-party administration and collection of administrative citation fees.

ORDINANCE NO. 484

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, AMENDING CHAPTER 8.58 (FIREWORKS) OF TITLE 8 (HEALTH AND SAFETY) OF THE HIGHLAND MUNICIPAL CODE PERTAINING TO PENALTIES AND ENFORCEMENT OF FIREWORKS VIOLATIONS AND AMENDING CHAPTER 2.56 (ADMINISTRATIVE CITATION PROCESS) ALLOWING FOR THIRD-PARTY ADMINISTRATION AND COLLECTION OF ADMINISTRATIVE CITATION FINES

10. Second Reading of Ordinance No. 482, Adding Chapter 8.60 "E-Bikes" to Title 8 "Health and Safety" of the City's Municipal Code
Conducted a second reading, read by title only, and waived further reading of Ordinance No. 482, adding Chapter 8.60 (E-Bikes) to Title 8 "Health and Safety" of the City's Municipal Code.

ORDINANCE NO. 482

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADDING A NEW CHAPTER 8.60 "E-BIKES" TO TITLE 8 "HEALTH AND SAFETY" OF THE CITY'S MUNICIPAL CODE, AND MAKING A FINDING OF EXEMPTION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT SECTION 15061(B)(3)

11. Notice of Completion - Bid No. 2025-07, "City of Highland Recycle and Refuse Dumpster Enclosure Project" (Work Program HP-)
1. Accepted Bid No. 2025-07, "City of Highland Recycle and Refuse Dumpster Enclosure Project" (Project No. 2025-07) as complete;
 2. Authorized the Mayor to sign the Notice of Completion; and
 3. Directed the City Clerk to file the Notice of Completion.
12. Amendment to Agreement with Flock Group, Inc. for the Purchase and Installation of Automated License Plate Recognition (ALPR) Cameras (Work Program UP)
1. Approved an amendment to the agreement with Flock Group, Inc. (Flock Safety) for the purchase and installation of 34 ALPR Cameras;
 2. Approved a budget adjustment of \$122,000 from the Unreserved/Undesignated General Capital Financing (GCF) fund balance (Account #023.2510) to be expended from GCF (Account #023.3890.6040); and
 3. Authorized the City Manager to sign the amendment to the agreement with Flock Safety.

City Council Public Hearing

13. Resolution No. 2026-019 Fixing the Highland Paramedic Special Tax Rate for Fiscal Year 2026-2027

Mayor Lilburn opened the public hearing.

Director of Administrative Services/City Treasurer Nava-Cruz stated the item before you is the adoption of the annual Paramedic Tax Resolution. Staff recommend adopting a resolution to set the Paramedic Tax for Fiscal Year 2026-2027 at \$19 for residential

properties and \$38 for commercial properties. This is projected to generate approximately \$370,000 in revenue. It is important to note the tax rate has remained unchanged since its implementation by San Bernardino County in 1985. This tax will cover approximately 12.7% of the estimated costs of \$2.9 million required to provide paramedic services for Fiscal Year 2026-2027. The shortfall in funding will be sourced from the general fund.

Mayor Lilburn asked if there were any questions from the public? Seeing none, she closed the public hearing and brought it back to City Council for deliberation.

Mayor Lilburn stated this account is in extreme deficit, for the taxpayers and for our budget. We say this every year, we should identify and work on.

A MOTION was made by Councilmember Timmer, seconded by Mayor Pro Tem Saldana to adopt Resolution No. 2026-019 fixing the Highland Paramedic Special Tax rate for Fiscal Year 2026-2027. Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2026-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA,
FIXING THE HIGHLAND PARAMEDIC SPECIAL TAX RATE FOR FISCAL YEAR 2026-
2027

14. Public Hearing on Vacancies Complying with Assembly Bill 2561

Mayor Lilburn opened the public hearing.

Director of Administrative Services/City Treasurer Nava-Cruz stated this presentation provides the annual AB 2561 report for the City of Highland, including information on vacancies, recruitment, and retention efforts. Currently, the city maintains a total of 49.5 full-time employee positions with no vacancies, resulting in a 0% vacancy rate. Our outreach efforts include posting job openings on government employment websites, Indeed, and various association job boards.

The vacancy data by department indicates no current vacancies. Vacancies arise from different factors, including retirements, internal promotions, and resignations. Between April 30, 2025 and April 30, 2026, the city promoted three employees, hired seven regular employees, and five temporary employees. The temporary employees were for the implementation of the city's financial management software upgrade. During this same period, two temporary employees and three regular employees separated from the city. One temporary employee left for another municipal position that offered a higher pay or promotional opportunity. One regular employee transitioned to the private sector. We had two regular employees retire, and one temporary employee that was released.

Employee retention still remains a central focus for the city's workforce. The city implements several initiatives designed to improve employee satisfaction, promote longevity, and enhance professional growth. The city made a 5% across-the-board salary adjustment for the 2025-2026 fiscal year, which has been formally ratified for the 2026-2027 period. Additionally, the city offers a \$1,600 cafeteria plan to assist employees with health, dental, and vision benefits, along with employer-paid life insurance. Flexible scheduling options are available, including the 4/10 schedule, 9/80 schedule, and standard 8:00am-to-

5:00pm hours Monday through Friday. The city focuses on internal promotion opportunities whenever they arise and regularly hosts employee recognition and appreciation events for staff. The City of Highland is committed to maintaining a skilled and resilient workforce and complying with the requirements of Assembly Bill 2561.

Mayor Lilburn asked if there were any questions from the public? Seeing none, she closed the public hearing and brought it back to City Council for deliberation.

Councilmember Timmer stated he understood this to be a state requirement but what is the purpose of this report?

Director of Administrative Services/City Treasurer Nava-Cruz stated this report is for organizations that have unions, so they have the opportunity to talk. City Attorney Marroquin can better explain.

City Attorney Marroquin stated this is intended for organizations with unions so they can understand the vacancy rates and use that for the purposes of labor negotiations. However, this does not apply to the city.

Received and filed this report. No action needed

City Council Legislative

15. Cooperative Agreement between Yuhaaviatam of San Manuel Nation, City of Highland and Successor Agency to the Highland Redevelopment Agency for San Manuel Village Property

City Manager Zamano gave a brief review of the staff report.

Eric Ustation, Director of Local Intergovernmental Affairs for Yuhaaviatam of San Manuel Nation spoke in support of this item.

A MOTION was made by Councilmember McCallon, seconded by Mayor Pro Tem Saldana to:

1. Approve a Cooperative Agreement between Yuhaaviatam of San Manuel Nation, City of Highland and Successor Agency to the Highland Redevelopment Agency to place the San Manuel Village property into trust for non-gaming purposes; and
2. Authorize the Mayor to execute the Agreement and other related documents. Motion carried, 5-0.

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

City Manager Zamano stated the Highland Sheriff's Department for the month of April received 3,344 calls for service, made 394 reports, 123 arrests, issued 85 citations, conducted 306 traffic enforcement stops, responded to 65 traffic collisions, 16 transient calls, and 41 towed vehicles and 1 homicide.

There has been an uptick in graffiti around the city and the Quality-of-Life Deputy Duran began working on it. Deputy Duran authored search warrants for two locations in the city along with two arrest warrants for the suspects. He identified one suspect as Cynthia "FLACA" Aguilar, and her ex-boyfriend suspect Alejandro "EXER" Iniguez. The Detective Unit served both warrants on Thursday, May 7, 2026, taking the suspects into custody. During the service of the search warrants, graffiti materials and additional evidence were recovered. Both suspects proudly admitted to their graffiti. Based on estimates from Brandon Coleman, Senior Maintenance Worker in the Public Works Department, it will cost the city and private owners about \$80,000 for all the cleanup. These are examples of some of the great work the Quality-of-Life task force addresses.

Councilmember McCallon congratulated Deputy Duran for the hard work.

The Highland Fire Department for the month of April received 561 calls for service, some of which included: 434 medical aids, 40 traffic collisions, 5 structure fires, 23 other fires, 4 vehicle fires and 15 public service assistances.

The Administrative Services/Finance Department for the month of April issued 35 business licenses, renewed 214 business licenses, issued 137 dog licenses, 57 yard sale permits, and 169 account payable checks.

The Public Works Department announced the completion of the renovations to City Hall and Aurantia Park trash enclosures, a key work program project that reflects the City Council's ongoing commitment to environmental stewardship, public safety, and high community standards. The upgraded enclosure features new security fencing and a solid roof, improving both functionality and appearance while helping prevent illegal dumping and unauthorized access. These enhancements play an important role in protecting stormwater quality by keeping trash, debris, and rainwater runoff contained and out of nearby storm drains.

On Saturday, May 16, from 8:00 a.m. to 12:00 p.m., the Highland Improvement Team (HIT) will host a cleanup event.

On Monday, June 21 from 12:00 p.m. to 5:00 p.m., a Blood Drive will be held at the Highland Police Station located at 26985 Base Line.

For the month of April, Burrtec completed 331 illegal dumping work orders.

The Community Development Department announced on May 5, the Planning Commission approved a one-year extension for the East Highland Ranch "Blossom Trails" tract map located at the southwest corner of Greenspot Road and Church Street. This final extension allows the applicant's team time to complete environmental processing with the California Department of Fish and Wildlife, record the final map, and begin marketing the 137 single-family detached residential tract to potential home builders.

Crestwood Communities completed construction of their model home complex for their 34-unit single-family housing tract located north of the Smart & Final, between Church Avenue and Buckeye Street. The model homes are expected to be open to the public for viewing before the end of the month.

KB Homes will be conducting their pre-construction meeting with city staff and utility companies this week to initiate grading for their 79-unit single-family housing tract located on the west side of Central Avenue, south of Base Line (across the street from Jeffrey Court Senior Apartments).

The San Bernardino Valley Municipal Water District is conducting a Trails Day event at their Sun Rise Ranch property on Saturday, May 16, from 8:00 a.m. to 2:00 p.m. This free event is an opportunity for the district to share its future plans for the property with the public. The staging area will be located on Newport Road, generally east of Emerald Avenue.

The City of Highland Trails Day event will be held on Saturday, June 6 at the newly refurbished Natural Parkland property located at the easterly terminus of Base Line. This is the 30th Annual City Trails Day event to coincide with National Trails Day, and will take place from 8:30 a.m. to 10:30 a.m. This will be a great opportunity for the City's Community Trails Committee to highlight the significant improvements and new interpretive signage installed along the trail system.

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

Councilmember McCallon attended the San Bernardino County Transportation Authority (SBCTA) board meeting stating the first reading of the Measure I extension had been conducted. The second reading and subsequent adoption are scheduled for the June 3 SBCTA board meeting. Following adoption, the measure will be forwarded to the Board of Supervisors for placement on the November ballot. If approved by voters, Measure I will extend the current half-cent sales tax until repealed by the voters.

Additionally, on Friday, May 15, the South Coast Air Quality Management District Technical Committee will be recommending the governing board grant awards under the Invest Clean Program. I am pleased to say that staff recommended an award to the San Bernardino International Airport Authority (SBIAA) for over \$1 million dollars for charging infrastructure. Final approval will be determined by the governing board. Last week, he represented Highland at the Southern California Association of Governments (SCAG) General Assembly where officers for the upcoming year were elected. Ray Marquez from the City of Chino Hills was elected President; Jenny Crosswhite from the City of Santa Paula as First Vice President; and Patricia Lock-Dawson, Mayor of Riverside, as Second Vice President. The assembly also adopted the General Fund Budget and Membership Assessment Schedule, with Highland's assessment for the upcoming fiscal year set at \$8,418. Furthermore, I attended the opening day of the new Highland Farmers Market. I was encouraged by the strong turnout and the high quality of the produce offered. I look forward to seeing the market thrive.

Councilmember Hogan expressed his appreciation to the Public Works Department for the successful removal of graffiti from the walls. Public Works has always done a fantastic job around my district, especially around Sterling Avenue.

Mayor Pro Tem Saldana thanked Captain Jeremy Dean and Deputy Duran from the Quality of Life Team Duran for arresting the two graffiti thugs. They have tagged his business, and was glad they are off the streets. He thanked Brandon Coleman, Senior Maintenance Worker

in the Public Works Department, for doing a really good job removing graffiti and making sure our city stays looking clean. Additionally, he attended the recent Farmers Market, and attested to the quality of the produce, it's very tasty and sweet. He hopes the Farmers Market continues to thrive and attracts a strong turnout each week. Furthermore, he thanked Michelle and Stephen from Central Little League, as the baseball little league is coming to an end. I want to thank all volunteers that put the time and effort to make it very special for all of our little ones. Lastly, he will attend the Chamber of Commerce Under the Star's event this Saturday, May 16.

Mayor Lilburn stated she serves on the Omnitrans board and two employees were recognized from Highland for their outstanding contributions. Jesse Ontiveros, a Vehicle Transportation Technician II, and Isalia Bustamante, an access driver contracted through Omnitrans. She was recognized because there was a small five-year-old child roaming around the street and she was able to pull over bringing the child to safe haven. Her response was commendable. It is nice when we can recognize Omnitrans employees, especially when they are from the City of Highland. Additionally, as the President of the San Bernardino International Airport Authority (SBIAA) she had the opportunity to serve and welcome the international tourism representatives at the Bear Springs Convention Center and welcome them to our beautiful city. She also announced her upcoming participation in the Leaders in Energy Summit at the DoubleTree on June 4, where she will represent the airport in discussions about the region's hydrogen project. She attended Career Day at Lankershim Elementary School, and she plans to attend "Forging Hope" at Arrowhead Springs Hotel, hosted by Yuhaaviatam of the San Manuel Nation. On Thursday, May 14, and Friday, May 15, she will participate in the 2026 City-County Conference. Over the weekend, she had the honor of attending the Headdress Ball as a guest representative for the City of Highland.

Announcements

None

Closed Session

City Attorney Marroquin read the City Council into closed session regarding the following:

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION

Government Code Section 54956.9(d)(4)

A point has been reached, where, based on existing facts and circumstances, the City needs to decide whether to initiate litigation.

At 6:48 p.m. City Council reconvened into open session.

City Attorney Marroquin stated the City Council met in closed session pursuant to Government Code Section 54956.9(d)(4), conference with legal counsel, potential litigation, and no reportable action was taken.

Adjourn

At 6:49 p.m. Mayor Lilburn adjourned the City Council regular meeting to Tuesday, May 26, 2026, at 6:00 p.m. in memory of George Murillo.

Submitted By:



Alondra Muñoz, CMC
City Clerk/Secretary

Approved By:



Penny Lilburn
Mayor/Chair