



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

City Council Special Meeting Agenda

August 25, 2026 at 5:30 PM

City Hall Donahue Council Chambers
27215 Base Line, Highland, CA 92346

View the meeting live online at: www.youtube.com/@CityofHighland

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.

The City's YouTube live stream is available for observation only.

www.youtube.com/@CityofHighland

Individuals wishing to provide public comment should use one of the participation methods outlined below.

Public Comment Participation

To address the City Council, members of the public may participate in person, remotely, or by submitting written comments. Please review the participation options below for instructions. Individual speakers are limited to three (3) minutes each. All comments submitted to the City Council, whether provided in writing, remotely, or in person, become part of the public record.

In Person

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.

Written Comments

Please submit your comments to publiccomment@highlandca.gov or by mail to the City Clerk's Office, 27215 Base Line, Highland, CA 92346 two (2) hours before the start of the meeting. If you are submitting a public comment pertaining to an item on the agenda, please identify the agenda item number. 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.

Remote

To participate remotely, use one of the access methods outlined below.

(Before joining, please turn off all background noise. To avoid audio issues, test your computer or device audio and upgrade to the latest version of Zoom.)

Computer or Cell Phone via Zoom App	Dial In
 www.zoom.us/join Meeting ID: 831 2410 4971	Phone: (669) 444-9171; press pound (#) Meeting ID: 831 2410 4971; press pound (#) <i>(If prompted for a Participant ID, press the # key)</i>
1. Use the "raise hand" function to join the queue to speak. 2. Staff will call your name when it's your time to speak. 3. You may state your name at the beginning of your remarks. Speakers will have three (3) minutes to speak.	1. Use the "raise hand" function to join the queue to speak. (Press (*9) on your phone to raise your hand.) 2. Staff will state the last four digits of your phone number when it is your time to speak. (Press (*6) to unmute when it is your turn to speak.) 3. You may state your name at the beginning of your remarks. Speakers will have three (3) minutes to speak.

DISCLAIMER: Participant names and/or phone numbers may be visible to other participants.

In compliance with the Americans with Disabilities Act (ADA), if you need reasonable accommodations to participate in this meeting, including auxiliary aids or services, language interpretation, or other communication assistance, please contact the City Clerk's Office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting whenever possible. The City will make reasonable efforts to accommodate requests received with less notice.

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.

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.

Call to Order

Roll Call

Public Comment

Limited to items on this agenda ONLY. Comments regarding matters not listed on this agenda will not be permitted during this public comment period. Under the State of California Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the agenda.

City Council Legislative

1. Actions Related to the Highland Senior Center HVAC Systems Project

1. Waive formal contract procedures per Municipal Code Section 2.40.100 for which the City's best interests are served;
2. Approve the proposal from TRANE in the amount of \$156,319 for HVAC improvements at the Highland Senior Center through the City's Omnia Partners cooperative purchasing program contract # RACINE - 3341;
3. Authorize the City Manager to sign the purchase agreement with TRANE for the HVAC improvements at the Highland Senior Center and approve contract change orders up to \$20,000;
4. Authorize the City Manager to approve additional contract amendments up to \$20,000;
5. Approve a budget adjustment in FY25/26 in the amount of \$19,918 from 023-2510 Unreserved/Designated General Capital Financing account to CDBG Account 006-8400-4075 to recognize grant received;
6. Approve a budget adjustment in FY26/27 of \$158,984 from 023-2510 Unreserved/Designated General Capital Financing account to CDBG Account 006-8400-4075 to recognize grant received; and
7. Approve a budget adjustment of \$80,730.20 from the Unreserved/Undesignated General Fund balance (Acct # 023-2510) to be expended from CDBG Account (Acct # 023-3890-4075)

Announcements

Adjourn

Certification

I, Alondra Muñoz, City Clerk, or my designee, hereby certify that the foregoing agenda was posted on our website at 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.