

**REGULAR MEETING OF THE HIGHLAND CITY COUNCIL
ACTING AS GOVERNING BODY OF THE SUCCESSOR
AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY
AND A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE SUCCESSOR AGENCY TO THE HIGHLAND
REDEVELOPMENT AGENCY
AGENDA**

REGULAR MEETING

June 11, 2019

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

MEMBERS

PENNY LILBURN, CHAIR

LARRY McCALLON, VICE CHAIR

JESSE CHAVEZ, MEMBER

ANAELI SOLANO, MEMBER

JOHN P. TIMMER, MEMBER

STAFF

Joseph A. Hughes - Executive Director

Chuck Dantuono - Finance Officer

Betty Hughes - Secretary

Lawrence Mainez - Community Development Director/Asst. Executive Director

Ernest Wong - Public Works Director/City Engineer

Maricela Marroquin - City Attorney/General Counsel

Mark Huebsch - Special Counsel

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.

Visit the City's Website at: www.cityofhighland.org

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Department at (909) 864-6861, ext. 226, at least 48 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Successor Agency of the Highland Redevelopment Agency less than 72 hours prior to that meeting are available for public inspection at City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

**REGULAR MEETING OF THE
CITY COUNCIL ACTING AS GOVERNING BODY OF THE SUCCESSOR AGENCY
TO THE HIGHLAND REDEVELOPMENT AGENCY AND A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE
HIGHLAND REDEVELOPMENT AGENCY
JUNE 11, 2019 - 6:00 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

To address the Successor Agency, 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 Successor Agency from taking action on any item not on the agenda. Individual speakers are limited to three minutes each.

**SUCCESSOR AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY
LEGISLATIVE**

1. Minutes – September 25, 2018 Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Resolution No. 2019-_____ Adopting a Biennial Budget for fiscal years 2019-2021
RECOMMENDATION: That the Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA2019-_____ adopting a Biennial Budget for fiscal years 2019-2021.

ADJOURN

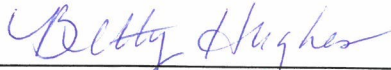
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on the 6th day of June, 2019, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall Offices
27215 Base Line

Date: June 6, 2019



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE SUCCESSOR AGENCY OF THE HIGHLAND REDEVELOPMENT AGENCY

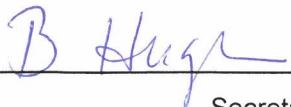
DATE: June 11, 2019

FROM: Joseph A. Hughes, Executive Director

PREPARED BY: Betty Hughes, Secretary

SUBJECT: Minutes – September 25, 2018 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Secretary		 Executive Director	

**MINUTES
REGULAR MEETING OF THE
CITY COUNCIL ACTING AS GOVERNING BODY OF THE SUCCESSOR AGENCY
TO THE HIGHLAND REDEVELOPMENT AGENCY AND A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE
HIGHLAND REDEVELOPMENT AGENCY
SEPTEMBER 25, 2018**

CALL TO ORDER

The regular meeting of the City Council acting as Governing Body of the Successor Agency to the Highland Redevelopment Agency and a regular meeting of the Board of Directors of the Successor Agency to the Highland Redevelopment Agency was called to order at 6:46 p.m. by Chair McCallon.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Solano, Timmer
Absent: None

PUBLIC COMMENT

None

**SUCCESSOR AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY
LEGISLATIVE**

1. Minutes – March 27, 2018 Regular Meeting

A MOTION was made by Agency Member Solano, seconded by Vice Chair Chavez, to approve the Minutes as submitted. Motion carried, 5-0.

2. Year-End Budget Adjustments for Fiscal Year 2017/2018

Director of Administrative Services Dantuono gave a brief review of the staff report.

A MOTION was made by Agency Member Solano, seconded by Agency Member Timmer, to approve budget adjustments for fiscal year 2017/2018. Motion carried, 5-0.

ADJOURN

There being no further business, Chair McCallon adjourned the meeting at 6:48 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
Secretary

Larry McCallon
Chair



STAFF REPORT

TO THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY

DATE: June 11, 2019

FROM: Joseph A. Hughes, Executive Director

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer

SUBJECT: Resolution No. SARDA2019-___ adopting a Biennial Budget for fiscal years 2019-2021.

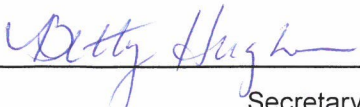
RECOMMENDATION: The Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA 2019-___ adopting a Biennial Budget for fiscal years 2019-2021.

FISCAL IMPACT: Expenditures of \$7,356,430 for Fiscal Year 2019-2020 and \$7,354,390 for Fiscal Year 2020-2021.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: The Successor Agency Board reviewed in detail the proposed Biennial Budget at the May 29, 2019 Study Session.

The Board did not make any changes at the Study Session.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 Secretary		 Executive Director	

RESOLUTION NO. SARDA 2019-

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY
TO THE HIGHLAND REDEVELOPMENT AGENCY OF THE
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET
FOR FISCAL YEARS 2019-2021**

WHEREAS, Pursuant to Health and Safety Code Section 34191.6(b), a Successor Agency (the “Successor Agency”) can submit a “Last and Final” ROPS in lieu of an annual ROPS;

WHEREAS, a “Last and Final ROPS” must be approved by the Successor Agency, the Oversight Board and the State Department of Finance (DOF) and includes all expenditures through the end of the Agency;

WHEREAS, on January 23, 2018, the Successor Agency to the Highland Redevelopment Agency approved the Last and Final ROPS for expenditures through June 30, 2038;

WHEREAS, on April 12, 2018, the Oversight Board of the Successor Agency to the Highland Redevelopment Agency approved the Last and Final ROPS for expenditures through June 30, 2038;

WHEREAS, on August 23, 2018, the DOF approved the Last and Final ROPS for expenditures through June 30, 2038;

WHEREAS, the Successor Agency would like to adopt a biennial budget in conjunction with the City of Highland and Highland Housing Authority 2-year budget process;

NOW, THEREFORE, the Board of Directors of the Successor Agency to the Highland Redevelopment Agency of the City of Highland does hereby resolve the following:

SECTION 1. That the biennial budget for fiscal years 2019-2021, a condensed copy of which is attached as Exhibit A and made a part hereof, and is hereby adopted for the Successor Agency, with total estimated revenues of \$7,356,430 and \$7,354,390, estimated fund balance reserves of \$3,303,353 and \$3,303,353, and total estimated expenditures of \$7,356,430 and \$7,354,390 for fiscal years 2019-2020 and 2020-2021 respectively.

PASSED, APPROVED AND ADOPTED this 11th day of June 2019.

Penny Lilburn, Chair

ATTEST:

Betty Hughes, Secretary

Exhibit A

Revenues

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082	2016-2017 Actual (Audited)	2017-2018 Actual (Audited)	2018-2019 Adjusted Budget	2018-2019 Year End Estimate	2019-2020 Adopted Budget	2020-2021 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	4,063,352	2,383,595	4,216,880	4,216,880	3,678,215	3,677,195
	TOTAL TAXES	4,063,352	2,383,595	4,216,880	4,216,880	3,678,215	3,677,195
	TOTAL SARDA RPTTF	4,063,352	2,383,595	4,216,880	4,216,880	3,678,215	3,677,195

Successor Agency to the RDA Debt Service & Admin

Acct #	SARDA Debt Service & Admin-089	2016-2017 Actual (Audited)	2017-2018 Actual (Audited)	2018-2019 Adjusted Budget	2018-2019 Year End Estimate	2019-2020 Adopted Budget	2020-2021 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	4,622	129,480	-	-	-	-
8900	MISCELLANEOUS	-	605	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	4,622	130,085	-	-	-	-
CURRENT SERVICE CHARGES:							
9850	PROCEEDS OF LONG TERM DEBT	-	32,409,794	-	-	-	-
9982	OPERATING TRANSFER IN-SARDA RPTTF	4,208,926	3,500,970	4,216,880	4,216,880	3,678,215	3,677,195
	TOTAL CURRENT SERVICE CHARGES	4,208,926	35,910,764	4,216,880	4,216,880	3,678,215	3,677,195
TOTAL SARDA DEBT SERVICE & ADMIN		4,213,548	36,040,848	4,216,880	4,216,880	3,678,215	3,677,195
TOTAL SARDA		8,276,900	38,424,443	8,433,760	8,433,760	7,356,430	7,354,390

Expenditures

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082 SARDA RPTTF-8020	2016-2017 Actual (Audited)	2017-2018 Actual (Audited)	2018-2019 Adjusted Budget	2018-2019 Year End Estimate	2019-2020 Adopted Budget	2020-2021 Adopted Budget
OPERATIONS & MATERIALS:							
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	4,208,926	3,500,970	4,216,880	4,216,880	3,678,215	3,677,195
	TOTAL OPERATIONS & MATERIALS	4,208,926	3,500,970	4,216,880	4,216,880	3,678,215	3,677,195
	TOTAL SARDA RPTTF	4,208,926	3,500,970	4,216,880	4,216,880	3,678,215	3,677,195

Successor Agency to the RDA (SARDA) Debt Service & Admin

Acct #	SARDA Debt Service & Admin-089 SARDA Debt Service & Admin-8090	2016-2017 Actual (Audited)	2017-2018 Actual (Audited)	2018-2019 Adjusted Budget	2018-2019 Year End Estimate	2019-2020 Adopted Budget	2020-2021 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	57,699	57,729	73,605	-	-	-
3050	COMPENSATORY TIME	136	197	-	-	-	-
3100	SICK LEAVE	670	902	-	-	-	-
3110	HOLIDAY	3,155	3,346	-	-	-	-
3120	VACATION	3,048	3,807	-	-	-	-
3125	MANAGEMENT LEAVE	845	1,171	-	-	-	-
	TOTAL SALARIES & WAGES	65,552	67,151	73,605	-	-	-
BENEFITS:							
3510	CAFETERIA PLAN	8,976	8,768	9,750	-	-	-
3530	MEDICARE & SOCIAL SECURITY	1,123	1,141	1,070	-	-	-
3560	PERS-RETIREMENT	15,612	16,088	18,990	-	-	-
3580	DEFERRED COMPENSATION	329	363	420	-	-	-
3590	LIFE INSURANCE	199	216	245	-	-	-
3600	AUTO ALLOWANCE	1,439	1,620	1,620	-	-	-
3650	VACATION BUYBACK	1,712	1,165	-	-	-	-
3655	SICK LEAVE INCENTIVE PROGRAM	1,214	1,251	-	-	-	-
3660	ADMIN LEAVE BUYBACK	1,010	1,317	-	-	-	-
	TOTAL BENEFITS	31,613	31,928	32,095	-	-	-
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	6,325	6,255	6,380	6,380	-	-
4198	CITY ADMINISTRATION	-	-	-	105,700	4,355	4,485
4199	INSURANCE DEPARTMENT CHARGE	8,021	6,441	9,160	9,160	-	-
	TOTAL OPERATIONS & MATERIALS	14,346	12,696	15,540	121,240	4,355	4,485
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	45	-	10,000	10,000	205	210
4534	CONTRACT SERVICES-GIS	-	-	17,125	17,125	-	-
4554	CONTRACT SERVICES-CONSULTANT	11,175	217,831	-	-	15,005	15,145
	TOTAL CONTRACTUAL SERVICES	11,220	217,831	27,125	27,125	15,210	15,355
DEBT SERVICE:							
5100	PRINCIPAL	1,560,486	36,368,687	1,718,635	1,718,635	1,953,595	2,071,265
5200	INTEREST	2,525,709	1,957,300	2,349,880	2,349,880	1,705,055	1,586,090
	TOTAL DEBT SERVICE	4,086,195	38,325,987	4,068,515	4,068,515	3,658,650	3,657,355
TOTAL SARDA DEBT SERVICE & ADMIN		4,208,926	38,655,592	4,216,880	4,216,880	3,678,215	3,677,195
TOTAL SARDA		8,417,852	42,156,562	8,433,760	8,433,760	7,356,430	7,354,390