

**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 8, 2021
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
Carlos Zamano - 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 72 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.

SPECIAL NOTICE REGARDING COVID-19

This meeting is being held in person. Please be advised, facial coverings or masks must be worn in the Council Chambers. If you do not have a facial covering or mask, one will be provided to you. The number of persons permitted in the Council Chambers will be limited to the available seats in order to adhere to social distancing guidelines. Temperature checks will be taken prior to entering the Council Chambers.

If there are no available seats in the Council Chambers, accommodations will be made for members of the public to listen to the meeting outside the Council Chambers. Seating will not be provided outside the Council Chambers.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on June 8, 2021, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the June 8, 2021 agenda, please identify the agenda item number in the subject line. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

Members of the public will be permitted to make public comments in person.

**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 8, 2021 - 6:00 P.M. (OR SOON THEREAFTER)**

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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.

Comments received via email by June 8, 2021, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

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

1. Minutes – October 27, 2020 Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Resolution No. SARDA2021-_____ Adopting a Biennial Budget for Fiscal Years 2021-2023
RECOMMENDATION: That the Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA2021-_____ adopting a Biennial Budget for fiscal years 2021-2023.

ADJOURN

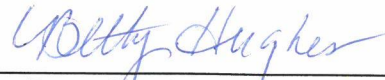
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on the 3rd day of June, 2021, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall Offices
27215 Base Line

Date: June 3, 2021



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE SUCCESSOR AGENCY OF THE HIGHLAND REDEVELOPMENT AGENCY

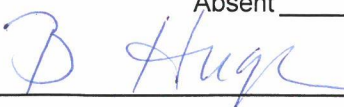
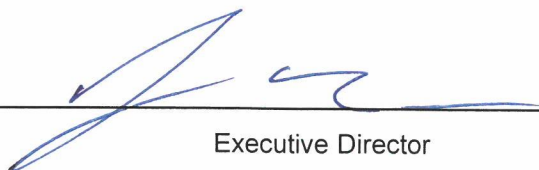
DATE: June 8, 2021

FROM: Joseph A. Hughes, Executive Director

PREPARED BY: Betty Hughes, Secretary

SUBJECT: Minutes – October 27, 2020 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
OCTOBER 27, 2020**

This meeting was conducted as a videoconference meeting in the Donahue Council Chambers, 27215 Base Line, Highland, California. All votes during the meeting were conducted by roll call.

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 6:31 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 – June 11, 2019 Regular Meeting

A MOTION was made by Vice Chair Lilburn, seconded by Agency Member Solano, to approve the Minutes as submitted. Motion carried on a roll call vote, 5-0.

2. Amendment to Reserve Fund Surety Policy for 2017 Tax Allocation Bonds (2017 Bonds) Issued by the Successor Agency

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

A MOTION was made by Agency Member Timmer, seconded by Vice Chair Lilburn, to authorize payment by the City of an additional premium amount for an increase to the Policy Limit of the Surety Policy for the Debt Service Reserve Fund of the 2017 Bonds. Motion carried on a roll call vote, 5-0.

ADJOURN

There being no further business, Chair McCallon adjourned the meeting at 6:34 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Chair



STAFF REPORT

TO THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY

DATE: June 8, 2021

FROM: Joseph A. Hughes, Executive Director

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

SUBJECT: Resolution No. SARDA2021-___ adopting a Biennial Budget for fiscal years 2021-2023.

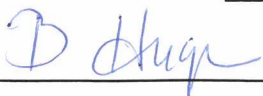
RECOMMENDATION: The Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA 2021-___ adopting a Biennial Budget for fiscal years 2021-2023.

FISCAL IMPACT: Expenditures of \$7,349,460 for Fiscal Year 2021-2022 and \$7,357,400 for Fiscal Year 2022-2023.

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 18, 2021 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 2021-

**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 2021-2023**

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 2021-2023, 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 \$7,349,460 and \$7,357,400, estimated fund balance reserves of \$3,548,959 and \$3,548,959, and total estimated expenditures of \$7,349,460 and \$7,357,400 for fiscal years 2021-2022 and 2022-2023 respectively.

PASSED, APPROVED AND ADOPTED this 8th day of June 2021.

Penny Lilburn, Chair

ATTEST:

Betty Hughes, Secretary

Exhibit A

Revenues

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082	2018-2019 Actual (Audited)	2019-2020 Actual (Audited)	2020-2021 Adjusted Budget	2020-2021 Year End Estimate	2021-2022 Adopted Budget	2022-2023 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	3,686,407	3,681,031	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL TAXES	3,686,407	3,681,031	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL SARDA RPTTF	3,686,407	3,681,031	3,677,195	3,677,195	3,674,730	3,678,700

Successor Agency to the RDA Debt Service & Admin

Acct #	SARDA Debt Service & Admin-089	2018-2019 Actual (Audited)	2019-2020 Actual (Audited)	2020-2021 Adjusted Budget	2020-2021 Year End Estimate	2021-2022 Adopted Budget	2022-2023 Adopted Budget
	MISCELLANEOUS REVENUE:						
8600	INTEREST	24,595	16,147	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	24,595	16,147	-	-	-	-
	CURRENT SERVICE CHARGES:						
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9982	OPERATING TRANSFER IN-SARDA RPTTF	3,446,143	3,656,319	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL CURRENT SERVICE CHARGES	3,446,143	3,656,319	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL SARDA DEBT SERVICE & ADMIN	3,470,738	3,672,465	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL SARDA	7,157,145	7,353,496	7,354,390	7,354,390	7,349,460	7,357,400

Expenditures

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082 SARDA RPTTF-8020	2018-2019 Actual (Audited)	2019-2020 Actual (Audited)	2020-2021 Adjusted Budget	2020-2021 Year End Estimate	2021-2022 Adopted Budget	2022-2023 Adopted Budget
OPERATIONS & MATERIALS:							
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	3,446,143	3,656,319	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL OPERATIONS & MATERIALS	3,446,143	3,656,319	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL SARDA RPTTF	3,446,143	3,656,319	3,677,195	3,677,195	3,674,730	3,678,700

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

Acct #	SARDA Debt Service & Admin-089 SARDA Debt Service & Admin-8090	2018-2019 Actual (Audited)	2019-2020 Actual (Audited)	2020-2021 Adjusted Budget	2020-2021 Year End Estimate	2021-2022 Adopted Budget	2022-2023 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	3,900	5,038	4,485	4,485	4,620	4,755
	TOTAL OPERATIONS & MATERIALS	3,900	5,038	4,485	4,485	4,620	4,755
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	-	714	210	210	215	225
4554	CONTRACT SERVICES-CONSULTANT	10,550	12,217	15,145	15,145	13,800	14,210
	TOTAL CONTRACTUAL SERVICES	10,550	12,931	15,355	15,355	14,015	14,435
DEBT SERVICE:							
5100	PRINCIPAL	1,772,238	1,953,593	2,071,265	2,071,265	2,010,430	2,091,435
5200	INTEREST	1,699,270	1,705,054	1,586,090	1,586,090	1,645,665	1,568,075
	TOTAL DEBT SERVICE	3,471,508	3,658,647	3,657,355	3,657,355	3,656,095	3,659,510
	TOTAL SARDA DEBT SERVICE & ADMIN	3,485,959	3,676,615	3,677,195	3,677,195	3,674,730	3,678,700
	TOTAL SARDA	6,932,102	7,332,934	7,354,390	7,354,390	7,349,460	7,357,400