

**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

April 12, 2022
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

MEMBERS

LARRY McCALLON, CHAIR
PENNY LILBURN, 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.

Submission of Public Comments: 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 April 12, 2022, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 12, 2022 agenda, please identify the agenda item number in the subject line.

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
APRIL 12, 2022 - 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 April 12, 2022, 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 – June 8, 2021 Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Frequency of Successor Agency Meetings
RECOMMENDATION: That the Successor Agency consider switching from two regular meetings per month to one regular meeting per year and adopt Resolution No. SARDA2022-_____.

ADJOURN

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on the 7th day of April, 2022, 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: April 7, 2022





Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE SUCCESSOR AGENCY OF THE HIGHLAND REDEVELOPMENT AGENCY

DATE: April 12, 2022
FROM: Joseph A. Hughes, Executive Director
PREPARED BY: Betty Hughes, Secretary
SUBJECT: Minutes – June 8, 2021 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
JUNE 8, 2021

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 7:50 p.m. by Chair Lilburn.

ROLL CALL

Present: Lilburn, McCallon, Solano, Timmer
Absent: Chavez

PUBLIC COMMENT

None

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

1. Minutes – October 27, 2020 Regular Meeting

A MOTION was made by Vice Chair McCallon, seconded by Agency Member Solano, to approve the minutes as submitted. Motion carried, 4-0, with Agency Member Chavez absent.

2. Resolution No. SARDA2021-001 Adopting a Biennial Budget for Fiscal Years 2021-2023

A MOTION was made by Agency Member Timmer, seconded by Agency Member Solano, to adopt Resolution No. SARDA2021-001 adopting a Biennial Budget for fiscal years 2021-2023. Motion carried, 4-0, with Agency Member Chavez absent.

RESOLUTION NO. SARDA 2021-001
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

ADJOURN

There being no further business, Chair Lilburn adjourned the meeting at 7:52 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor



STAFF REPORT

TO THE SUCCESSOR AGENCY OF THE HIGHLAND REDEVELOPMENT AGENCY

DATE: April 12, 2022

FROM: Joseph A. Hughes, Executive Director

PREPARED BY: Betty Hughes, Secretary

SUBJECT: Frequency of Successor Agency Meetings

RECOMMENDATION: That the Successor Agency consider switching from two regular meetings per month to one regular meeting per year and adopt Resolution No. SARDA2022-_____.

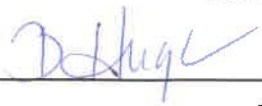

FISCAL IMPACT: Minimal Savings

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

Pursuant to Resolution No. SARDA2012-002, the Successor Agency regular meetings are held on the second and fourth Tuesdays of every month. Cancellation notices are prepared when there is no business to conduct. The Successor Agency last met in June 2021. Due to the infrequency of meetings, staff is requesting the Successor Agency consider switching to one regular meeting per year to be held on the second Tuesday in December. This would be consistent with the Housing Authority regular meeting.

Attached is a proposed resolution for consideration.

staffreports/sarda stf one mig year.doc

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

RESOLUTION NO. SARDA2022-001

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE HIGHLAND
REDEVELOPMENT AGENCY ESTABLISHING REVISED MEETING
SCHEDULE**

RECITALS:

A. The Successor Agency for the City of Highland Redevelopment Agency (“Successor Agency”) adopted Resolution No. SARDA2012-002 establishing rules and regulations that apply to the governance and operations of the Successor Agency.

B. Resolution No. SARDA2012-002 provides that the Board of Directors for the Successor Agency shall hold regular meetings on the second and fourth Tuesdays of every month.

C. The Successor Agency does not need to meet so frequently and desires to reduce its meetings to one meeting a year.

**NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE CITY OF HIGHLAND
REDEVELOPMENT AGENCY, HEREBY FINDS, DETERMINES, RESOLVES, AND
ORDERS AS FOLLOWS:**

Section 1. Subsection C (Meetings of the Board) of Section 3 (Governance) of Resolution No. SARDA2012-002 is hereby amended to read as follows:

“C. Meetings of the Board. The Board shall hold regular meetings on the second Tuesday of December. If a regular meeting falls on a City holiday, such meeting shall be held on the immediately following day at 6:00 p.m. The Board may adopt such rules and procedures for conducting such meetings and other business as the Board deems appropriate. All meetings of the Board including, without limitation, regular, adjourned regular, and special meetings shall be called, noticed and conducted in accordance with the provisions of the Ralph M. Brown Act, Sections 54950 *et seq.* of the California Government Code.

Section 2. Except as otherwise set forth in this Resolution, all other provisions of Resolution No. SARDA2012-002 remain unchanged.

PASSED, APPROVED AND ADOPTED this 12th day of April, 2022.

Larry McCallon
Chair

ATTEST:

Betty Hughes, MMC
Secretary