

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

SPECIAL MEETING

June 13, 2023
6:30 p.m. or soon thereafter
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

MEMBERS

Larry McCallon, Chair
Penny Lilburn, Vice Chair
Jesse Chavez-Cordova, Member
Anaeli Solano, Member
John P. Timmer, Member

STAFF

Joseph A. Hughes - Executive Director
Chuck Dantuono - Director of Administrative Services/City Treasurer
Betty Hughes - Secretary
Lawrence Mainez - Community Development Director
Carlos Zamano - Public Works Director/City Engineer
Maricela Marroquin - City Attorney/General 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

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.

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 City Council 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 ITEMS ON THIS AGENDA ONLY: For those wishing to make public comments by email, please submit your comments to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on June 13, 2023, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the June 13, 2023 agenda, please identify the agenda item number in the subject line. Members of the public will be permitted to make public comments in person.

**SPECIAL MEETING OF THE
CITY COUNCIL ACTING AS GOVERNING BODY OF THE SUCCESSOR AGENCY
TO THE HIGHLAND REDEVELOPMENT AGENCY AND A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE
HIGHLAND REDEVELOPMENT AGENCY
JUNE 13, 2023 - 6:30 P.M. (OR SOON THEREAFTER)**

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT (LIMITED TO ITEMS ON THIS AGENDA ONLY)

To address the Highland 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. Those wishing to speak on an item ON THE AGENDA will be heard at this time. State Law prohibits the Highland 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 13, 2023, 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.

BUSINESS ITEMS

- 1. Minutes – December 13, 2022 Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.

- 2. Resolution No. SARDA2023-_____ Adopting a Biennial Budget for Fiscal Years 2023-2025
RECOMMENDATION: That the Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA2023-_____ adopting a Biennial Budget for Fiscal Years 2023-2025.

ADJOURN

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on the 8th day of June, 2023, 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 8, 2023



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE SUCCESSOR AGENCY OF THE HIGHLAND REDEVELOPMENT AGENCY

DATE: June 13, 2023

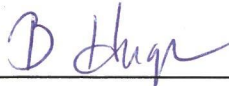

FROM: Joseph A. Hughes, Executive Director

REVIEWED BY: Betty Hughes, MMC, Secretary

PREPARED BY: Alondra Muñoz, Secretary

SUBJECT: Minutes – December 13, 2022 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
DECEMBER 13, 2022

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 6:51 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 – April 12, 2022 Regular Meeting

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

ADJOURN

There being no further business, Chair McCallon adjourned the meeting at 6:52 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Chair



STAFF REPORT

TO THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY

DATE: June 13, 2023

FROM: Joseph A. Hughes, Executive Director

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer *CD*
Leticia Nava-Cruz, Assistant Director of Administrative Services *LN*

SUBJECT: Resolution No. SARDA2023-___ adopting a Biennial Budget for fiscal years 2023-2025.

RECOMMENDATION: The Board of Directors of the Successor Agency to the Highland Redevelopment Agency adopt Resolution No. SARDA 2023-___ adopting a Biennial Budget for fiscal years 2023-2025.

FISCAL IMPACT: Expenditures of \$7,358,500 for Fiscal Year 2023-2024 and \$7,356,210 for Fiscal Year 2024-2025.

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 16, 2023 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 _____		
<i>B. Hughes</i>		<i>[Signature]</i>	
Secretary		Executive Director	

RESOLUTION NO. SARDA 2023-

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 2023-2025

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 2023-2025, 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 \$7,358,500 and \$7,356,210, estimated fund balance reserves of \$3,562,589 and \$3,562,589, and total estimated expenditures of \$7,358,500 and \$7,356,210 for fiscal years 2023-2024 and 2024-2025 respectively.

PASSED, APPROVED AND ADOPTED this 13th day of June 2023.

Larry McCallon, Chair

ATTEST:

Betty Hughes, Secretary

Exhibit A

Revenues

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082	2020-2021 Actual (Audited)	2021-2022 Actual (Audited)	2022-2023 Adjusted Budget	2022-2023 Year End Estimate	2023-2024 Adopted Budget	2024-2025 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	3,679,523	3,679,473	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL TAXES	3,679,523	3,679,473	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL SARDA RPTTF	3,679,523	3,679,473	3,678,700	3,678,700	3,679,250	3,678,105

Successor Agency to the RDA Debt Service & Admin

Acct #	SARDA Debt Service & Admin-089	2020-2021 Actual (Audited)	2021-2022 Actual (Audited)	2022-2023 Adjusted Budget	2022-2023 Year End Estimate	2023-2024 Adopted Budget	2024-2025 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	125	439	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	125	439	-	-	-	-
CURRENT SERVICE CHARGES:							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9982	OPERATING TRANSFER IN-SARDA RPTTF	3,672,008	3,671,899	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL CURRENT SERVICE CHARGES	3,672,008	3,671,899	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL SARDA DEBT SERVICE & ADMIN	3,672,133	3,672,339	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL SARDA	7,351,656	7,351,812	7,357,400	7,357,400	7,358,500	7,356,210

Expenditures

Successor Agency to the RDA RPTTF

Acct #	SARDA RPTTF-082 SARDA RPTTF-8020	2020-2021 Actual (Audited)	2021-2022 Actual (Audited)	2022-2023 Adjusted Budget	2022-2023 Year End Estimate	2023-2024 Adopted Budget	2024-2025 Adopted Budget
OPERATIONS & MATERIALS:							
4189	OPERATING TRANSFER OUT-SARDA DEBT SERVICE	3,672,008	3,671,899	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL OPERATIONS & MATERIALS	3,672,008	3,671,899	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL SARDA RPTTF	3,672,008	3,671,899	3,678,700	3,678,700	3,679,250	3,678,105

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

Acct #	SARDA Debt Service & Admin-089 SARDA Debt Service & Admin-8090	2020-2021 Actual (Audited)	2021-2022 Actual (Audited)	2022-2023 Adjusted Budget	2022-2023 Year End Estimate	2023-2024 Adopted Budget	2024-2025 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	4,063	5,249	4,755	4,755	4,900	5,050
	TOTAL OPERATIONS & MATERIALS	4,063	5,249	4,755	4,755	4,900	5,050
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	277	68	225	225	235	240
4554	CONTRACT SERVICES-CONSULTANT	12,253	10,576	14,210	14,210	16,890	17,075
	TOTAL CONTRACTUAL SERVICES	12,530	10,644	14,435	14,435	17,125	17,315
DEBT SERVICE:							
5100	PRINCIPAL	2,071,264	2,010,427	2,091,435	2,091,435	2,181,875	2,281,280
5200	INTEREST	1,586,089	1,645,664	1,568,075	1,568,075	1,475,350	1,374,460
	TOTAL DEBT SERVICE	3,657,353	3,656,091	3,659,510	3,659,510	3,657,225	3,655,740
	TOTAL SARDA DEBT SERVICE & ADMIN	3,673,946	3,671,984	3,678,700	3,678,700	3,679,250	3,678,105
	TOTAL SARDA	7,345,953	7,343,883	7,357,400	7,357,400	7,358,500	7,356,210