

**AGENDA OF A REGULAR MEETING - SUCCESSOR AGENCY TO THE
COMMUNITY DEVELOPMENT COMMISSION AS THE NATIONAL CITY
REDEVELOPMENT AGENCY**



**COUNCIL CHAMBERS
CIVIC CENTER
1243 National City Blvd.
National City, California**

TUESDAY, MARCH 15, 2016 – 6:00 PM

RON MORRISON
Chairman

JERRY CANO
Boardmember

ALBERT MENDIVIL
Boardmember

MONA RIOS
Boardmember

ALEJANDRA SOTELO-SOLIS
Boardmember

**1243 National City Blvd.
National City
619-336-4240**

***Meeting agendas and
minutes available on web***

WWW.NATIONALCITYCA.GOV

ORDER OF BUSINESS: Public sessions of all Regular Meetings of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency begin at 6:00 p.m. on the first and third Tuesday of each month. Public hearings begin at 6:00 p.m. unless otherwise noted. Closed Sessions begin at 5:00 p.m. or such other time as noted on the agenda. If a workshop is scheduled, the subject and time of the workshop will appear on the agenda.

REPORTS: All regular meeting agenda items and reports as well as all documents and writings distributed to the Board less than 72 hours prior to the meeting, are available for review at the entry to the Council Chambers. Regular Meetings of the Board are webcast and archived on the City's website www.nationalcityca.gov.

PUBLIC COMMENTS: Prior to the Business portion of the agenda, the Board will receive public comments regarding any matters within the jurisdiction of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency. Members of the public may also address any item on the agenda at the time the item is considered by the Board. Persons who wish to address the Board are requested to fill out a "Request to Speak" form available at the entrance to the City Council Chambers, and turn in the completed form to the City Clerk. The Chairperson will separately call for testimony of those persons who have turned in a "Request to Speak" form. If you wish to speak, please step to the podium at the appropriate time and state your name and address (optional) for the record. The time limit established for public testimony is three minutes per speaker unless a different time limit is announced. Speakers are encouraged to be brief. The Chairperson may limit the length of comments due to the number of persons wishing to speak or if comments become repetitious or irrelevant.

WRITTEN AGENDA: With limited exceptions, the Board may take action only upon items appearing on the written agenda. Items not appearing on the agenda must be brought back on a subsequent agenda unless they are of a demonstrated emergency or urgent nature, and the need to take action on such items arose after the agenda was posted.

CONSENT AGENDA: Consent calendar items involve matters which are of a routine or noncontroversial nature. All consent items are adopted by approval of a single motion by the City Council. Prior to such approval, any item may be removed from the consent portion of the agenda and separately considered, upon request of a Councilmember, a staff member, or a member of the public.

Upon request, this agenda can be made available in appropriate alternative formats to persons with a disability in compliance with the Americans with Disabilities Act. Please contact the City Clerk's Office at (619) 336-4228 to request a disability-related modification or accommodation. Notification 24-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Spanish audio interpretation is provided during Board Meetings. Audio headphones are available in the lobby at the beginning of the meeting.

Audio interpretación en español se proporciona durante sesiones del Consejo Municipal. Los audiófonos están disponibles en el pasillo al principio de la junta.

THE BOARD REQUESTS THAT ALL CELL PHONES AND PAGERS BE TURNED OFF DURING BOARD MEETINGS.

OPEN TO THE PUBLIC
SUCCESSOR AGENCY AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS (THREE-MINUTE TIME LIMIT)

CONSENT CALENDAR

1. [Approval of the Minutes of the Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency of March 1, 2016. \(City Clerk\)](#)
2. [Successor Agency Warrant Register #32 for the period of 02/03/16 through 02/09/16 in the amount of \\$0.00. \(Finance\)](#)
3. [Successor Agency Warrant Register #33 for the period of 02/10/16 through 02/16/16 in the amount of \\$1,737.35. \(Finance\)](#)

PUBLIC HEARINGS

NON CONSENT RESOLUTIONS

4. [Resolution of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency approving a Proposed Administrative Budget for the ROPS 15-16B period \(January 1, 2016 through June 30, 2016\) \(Successor Agency\)](#)

NEW BUSINESS

STAFF REPORTS

MEMBER REPORTS

CLOSED SESSION REPORT

ADJOURNMENT

Regular Meeting - Successor Agency to the Community Development Commission as the National City Redevelopment Agency Meeting - Tuesday - April 5, 2016 - 6:00 p.m. - Council Chambers - National City, California.

BUDGET SCHEDULE - FISCAL YEAR 2017

Budget Workshop - April 26, 2016 - 6:00 pm

Budget Hearing - June 7, 2016 - 6:00 pm

CITY COUNCIL SUMMER LEGISLATIVE RECESS

July 5, 2016 - Regular Successor Agency to the Community Development Commission as the National Redevelopment Agency Meeting - Suspended

July 19, 2016 - Regular Successor Agency to the Community Development Commission as the National Redevelopment Agency Meeting - Suspended

The following page(s) contain the backup material for Agenda Item: Approval of the Minutes of the Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency of March 1, 2016. (City Clerk)

Item #____
03/15/16

**APPROVAL OF THE MINUTES OF THE REGULAR
MEETING OF THE SUCCESSOR AGENCY TO THE
COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT
AGENCY OF MARCH 1, 2016.**

(City Clerk)

DRAFT DRAFT DRAFT

**MINUTES OF THE REGULAR MEETING OF THE
SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT
COMMISSION AS THE NATIONAL CITY REDEVELOPMENT AGENCY**

March 1, 2016

The Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency was called to order at 11:54 p.m. by Chairman Ron Morrison.

ROLL CALL

Board members present: Cano, Mendivil, Morrison, Rios, Sotelo-Solis.
Administrative Officials present: Dalla, Deese, Raulston, Silva.

CONSENT CALENDAR

ADOPTION OF CONSENT CALENDAR. Item No. 1 (Minutes), Item Nos. 2 through 4 (Warrant Registers). Motion by Sotelo-Solis, seconded by Cano, to approve the Consent Calendar. Carried by unanimous vote.

APPROVAL OF MINUTES

1. Approval of the Minutes of the Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency of February 16, 2016. (City Clerk)
ACTION: Approved. See above.

SUCCESSOR AGENCY 2016 (406-10-14)

2. Successor Agency Warrant Register #29 for the period of 01/13/16 through 01/19/16 in the amount of \$3,000.00. (Finance)
ACTION: Approved. See above.

SUCCESSOR AGENCY 2016 (406-10-14)

3. Successor Agency Warrant Register #30 for the period of 01/20/16 through 01/26/16 in the amount of \$1,460,728.11. (Finance)
ACTION: Approved. See above.

SUCCESSOR AGENCY 2016 (406-10-14)

4. Successor Agency Warrant Register #31 for the period of 01/27/16 through 02/02/16 in the amount of \$83,122.42. (Finance)
ACTION: Approved. See above.

CLOSED SESSION REPORT

Agency Counsel Claudia Silva stated that there was no Closed Session.

ADJOURNMENT

Motion by Sotelo-Solis, seconded by Cano, to adjourn the meeting to the next Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency to be held Tuesday, March 15, 2016, 6:00 p.m., Council Chambers, National City, California. Carried by unanimous vote.

The meeting closed at 11:55 p.m.

Secretary

The foregoing minutes were approved at the Regular Meeting of March 15, 2016.

Chairman

Budget Schedule – Fiscal Year 2017

- Budget Workshop – April 26, 2016 - 6:00 pm
- Budget Hearing – June 7, 2016 - 6:00 pm

2016 City Council Summer Legislative Recess

- July 5 – Regular Successor Agency to the Community Development Commission as the National Redevelopment Agency Meeting – Suspended
- July 19 – Regular Successor Agency to the Community Development Commission as the National Redevelopment Agency Meeting – Suspended

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #32 for the period of 02/03/16 through 02/09/16 in the amount of \$0.00. (Finance)

**SUCCESSOR AGENCY TO
THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
AGENDA STATEMENT**

MEETING DATE: March 15, 2016

AGENDA ITEM NO. |

ITEM TITLE:

Successor Agency Warrant Register #32 for the period of 02/03/16 through 02/09/16 in the amount of \$0.00. (Finance)

PREPARED BY: K. Apalategui
PHONE: 619-336-4572

DEPARTMENT: Finance

APPROVED BY: 

EXPLANATION:

Pursuant to ABX1 26, all redevelopment agencies in the State of California were dissolved as of February 1, 2012. Upon dissolution of the City of National City's Redevelopment Agency, the City assumed the role of Successor Agency to the Community Development Commission as the National City Redevelopment Agency ("Successor Agency").

In order to streamline the payment process, the City pays all expenses of the Successor Agency. The Successor Agency then reimburses the City.

No Successor Agency Warrants issued for the period of 02/03/16 – 02/09/2016.

FINANCIAL STATEMENT:

APPROVED:  Finance

ACCOUNT NO.

APPROVED: _____ MIS

Reimbursement total \$0.00.

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION:** **FINAL ADOPTION:**

STAFF RECOMMENDATION:

Ratification of reimbursement in the amount of \$0.00.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Successor Agency Warrant Register #32



**SUCCESSOR AGENCY
WARRANT REGISTER #32
2/9/2016**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
	NO CHARGES TO SUCCESSOR AGENCY FOR THE WEEK OF 2/3/16 - 2/9/16			
			A/P Total	<u>\$ -</u>
		GRAND TOTAL		<u>\$ -</u>

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #33 for the period of 02/10/16 through 02/16/16 in the amount of \$1,737.35. (Finance)

**SUCCESSOR AGENCY TO
THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
AGENDA STATEMENT**

MEETING DATE: March 15, 2016

AGENDA ITEM NO. |

ITEM TITLE:

Successor Agency Warrant Register #33 for the period of 02/10/16 through 02/16/16 in the amount of \$1,737.35. (Finance)

PREPARED BY: K. Apalategui
PHONE: 619-336-4572

DEPARTMENT: Finance

APPROVED BY: 

EXPLANATION:

Pursuant to ABX1 26, all redevelopment agencies in the State of California were dissolved as of February 1, 2012. Upon dissolution of the City of National City's Redevelopment Agency, the City assumed the role of Successor Agency to the Community Development Commission as the National City Redevelopment Agency ("Successor Agency").

In order to streamline the payment process, all check-paid expenses of the Successor Agency are paid by the City. The Successor Agency then reimburses the City. Successor Agency wires are paid directly from the Successor Agency account.

Attached is a detailed listing of all Successor Agency expenses for the period, which total \$1,737.35. Staff requests approval of payments of Successor Agency expenses.

FINANCIAL STATEMENT:

ACCOUNT NO.

Reimbursement total \$1,737.35

APPROVED: 

Finance

APPROVED: _____

MIS

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: **INTRODUCTION:** **FINAL ADOPTION:**

STAFF RECOMMENDATION:

Ratification of reimbursement in the amount of \$1,737.35

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Successor Agency Warrant Register #33



**SUCCESSOR AGENCY
WARRANT REGISTER #33
2/16/2016**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
<u>CHECKS</u>				
GEOSYNTEC CONSULTANTS INC	EDUCATION VILLAGE / CONSULTANT SVCS	321946	2/16/16	1,178.06
OPPER & VARCO LLP	LEGAL / WI TOD / S A	322000	2/16/16	195.00
SDG&E	GAS AND ELECTRIC UTILITIES / S A	322001	2/16/16	364.29
			A/P Sub-Total	<u>\$ 1,737.35</u>
			Total disbursements paid with City's Funds	<u>\$ 1,737.35</u>
			GRAND TOTAL	<u>\$ 1,737.35</u>

The following page(s) contain the backup material for Agenda Item: Resolution of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency approving a Proposed Administrative Budget for the ROPS 15-16B period (January 1, 2016 through June 30, 2016) (Successor Agency)

**SUCCESSOR AGENCY TO
THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
AGENDA STATEMENT**

MEETING DATE: March 15, 2016

AGENDA ITEM NO. |

ITEM TITLE:

Resolution of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency Approving a Proposed Administrative Budget for the ROPS 15 – 16B period (January 1, 2016 through June 30, 2016).

PREPARED BY: Brad Raulston, Executive Director

DEPARTMENT: Successor Agency

PHONE: 619 336-4256

APPROVED BY: 

EXPLANATION:

Health and Safety Code section 34177(j) requires the Successor Agency to prepare a proposed administrative budget for each Recognized Obligation Payment Schedule (ROPS) period and submit it to the Oversight Board for approval. The proposed administrative budget is to include estimated amounts for Successor Agency administrative costs for the upcoming ROPS period, the proposed sources of payment for those costs, and proposals for arrangements for administrative and operations services. The estimated administrative costs for the ROPS 15-16B period total \$234,873, of which \$220,000 is authorized to be funded by Redevelopment Property Tax Trust Fund (RPTTF) revenues. The remaining \$14,873 represents the estimated value of services to be provided by the General Fund of the City for which no reimbursement will be received. Administrative and operations services are provided through a combination of City of National City staff and outside contractors. See attached table for the details.

FINANCIAL STATEMENT:

APPROVED:  Finance

ACCOUNT NO.

APPROVED: _____ MIS

The proposed administrative budget totals \$234,873 for the ROPS 15-16B period.

ENVIRONMENTAL REVIEW:

This is not a project and, therefore, not subject to environmental review.

ORDINANCE: INTRODUCTION:

FINAL ADOPTION:

STAFF RECOMMENDATION:

Adopt the Resolution approving the administrative budget and directing staff to submit it to the Oversight Board.

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

1. ROPS 15-16B Proposed Administrative Budget for the Successor Agency
2. Resolution

**Successor Agency to the Community Development Commission
as the National City Redevelopment Agency**

ROPS 15-16B Administrative Budget

Expenditures

	Annual Salaries & Benefits	% Allocated	Annual Cost	Six Month Cost ROPS 15-16B
Personnel*				
Executive Director	221,300	40%	88,520	44,260
Executive Secretary	65,500	75%	49,125	24,563
City Manager	252,130	15%	37,820	18,910
Executive Assistant	87,155	5%	4,358	2,179
City Attorney	266,775	10%	26,678	13,339
Executive Assistant	82,600	3%	2,478	1,239
City Clerk/Records Management Officer	138,285	15%	20,743	10,371
Administrative Secretary	71,100	10%	7,110	3,555
Property Agent	41,800	50%	20,900	10,450
Community Development Manager	125,400	50%	62,700	31,350
Planning Technician	67,600	5%	3,380	1,690
Director of Finance	172,300	5%	8,615	4,308
Financial Services Officer	127,300	5%	6,365	3,183
Management Analyst	104,400	10%	10,440	5,220
Financial Analyst (part time)	40,000	90%	36,000	18,000
Senior Accountant	90,900	10%	9,090	4,545
Accountant	72,900	4%	2,916	1,458
Accountant	77,300	10%	7,730	3,865
Buyer	68,500	5%	3,425	1,713
Accounting Assistant	58,500	5%	2,925	1,463
Accounting Assistant	55,200	5%	2,760	1,380
Accounting Assistant	58,500	5%	2,925	1,463
Accounting Assistant	54,900	5%	2,745	1,373
Various	N/A	N/A	40,000	20,000
Total Personnel			459,747	229,873
Maintenance & Operations				
Contract Services - Legal Services for Successor Agency				1,000
Contract Services - Legal Services for Oversight Board				2,000
Other Operating Expenditures**				2,000
Total M&O				5,000
Total Expenditures				234,873
Funding Sources				
RPTTF - Administrative Allowance				220,000
General Fund				14,873
Total Funding				234,873

* Personnel responsibilities include, but are not limited to, providing executive direction and legal guidance for the operations of the SA, scheduling and maintaining records of the meetings of the Successor Agency and the Oversight Board, preparing agenda materials for the SA and the Oversight Board, managing litigation, developing the ROPS for each annual period, projecting and managing the cash flow of the SA, managing the assets of the SA, implementing a long range property management plan, managing contracts with vendors, managing the payments to vendors, accounting for all transactions of the SA in the general ledger, and preparing annual financial statements. Not represented on this schedule, but playing an important policy role in the administration of the Successor Agency are the City's Mayor and Council who serve as the Board for the Successor Agency, and the Mayor who also serves as the Chair of the Oversight Board.

** Other operating expenses include, but are not limited to, landscape maintenance district assessments, title searches, and miscellaneous other costs.

RESOLUTION NO. 2016 –

RESOLUTION OF THE BOARD OF THE SUCCESSOR AGENCY
TO THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
APPROVING AN ADMINISTRATIVE BUDGET FOR THE ROPS
15-16B PERIOD (JANUARY 1, 2016 THROUGH JUNE 30, 2016)

WHEREAS, Health and Safety Code section 34177(j) requires that the Successor Agency prepare a proposed administrative budget for each upcoming six-month period and submit it to the oversight board for its approval; and

WHEREAS, said administrative budget is to include estimated amounts for successor agency administrative costs, the proposed sources of payment, and proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity; and

WHEREAS, on March 15, 2016, the Executive Director submitted to the Board of the Successor Agency a proposed administrative budget for the Recognized Obligation Payment Schedule (ROPS) 15-16B period, and said budget has been discussed and deliberated in public session.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency that the administrative budget for the ROPS period beginning January 1, 2016, with expenditures totaling \$234,873 is hereby approved and directed to be submitted to the Oversight Board for its approval.

PASSED and ADOPTED this 15th day of March, 2016.

Ron Morrison, Chairman

ATTEST:

Michael R. Dalla, City Clerk as
Secretary to the Successor Agency

APPROVED AS TO FORM:

Claudia Gacitua Silva
Successor Agency Counsel