

**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, MAY 16, 2017 – 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.

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 May 2, 2017. \(City Clerk\)](#)
2. [Successor Agency Warrant Register #40 for the period of 03/29/17 through 04/04/17 in the amount of \\$4,610.00. \(Finance\)](#)
3. [Successor Agency Warrant Register #41 for the period of 04/05/17 through 04/11/17 in the amount of \\$968.97. \(Finance\)](#)

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 of \\$153,805 for Recognized Obligation Payment Schedule \(ROPS\) 17-18A \(July 1, 2017 through December 31, 2017\) and \\$153,805 for ROPS 17-18B \(January 1, 2018 through June 30, 2018\). \(Successor Agency\)](#)

NEW BUSINESS

STAFF REPORTS

MEMBER REPORTS

CLOSED SESSION REPORT

ADJOURNMENT

Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency - Tuesday - June 6, 2017 - 6:00 p.m. - Council Chambers - National City, California

BUDGET SCHEDULE - FISCAL YEAR 2018

Budget Hearing - June 6, 2017 - 6:00 p.m.

SUCCESSOR AGENCY SUMMER LEGISLATIVE RECESS

July 4, 2017 - Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency - Dispensed With

July 18, 2017 - Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency - Dispensed With

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 May 2, 2017.
(City Clerk)

Item #____
05/16/17

**APPROVAL OF THE MINUTES OF THE
REGULAR MEETING OF THE SUCCESSOR
AGENCY TO THE COMMUNITY DEVELOPMENT
COMMISSION AS THE NATIONAL CITY
REDEVELOPMENT AGENCY OF MAY 2, 2017.**

(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**

May 02, 2017

The Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency was called to order at 8:17 p.m. by Chairman Ron Morrison.

ROLL CALL

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

CONSENT CALENDAR

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

SUCCESSOR AGENCY 2017 (406-10-15)

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 21, 2017 and April 18, 2017. (City Clerk)

ACTION: Approved. See above.

SUCCESSOR AGENCY 2017 (406-10-15)

2. Successor Agency Warrant Register #37 for the period of 03/08/17 through 03/14/17 in the amount of \$5,316.25. (Finance)

ACTION: Approved. See above.

SUCCESSOR AGENCY 2017 (406-10-15)

3. Successor Agency Warrant Register #38 for the period of 03/15/17 through 03/21/17 in the amount of \$0.00. (Finance)

ACTION: Approved. See above.

SUCCESSOR AGENCY 2017 (406-10-15)

4. Successor Agency Warrant Register #39 for the period of 03/22/17 through 03/28/17 in the amount of \$1,886.25. (Finance)

ACTION: Approved. See above.

CLOSED SESSION

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, May 16, 2017, 6:00 p.m., Council Chambers, National City, California. Carried by unanimous vote.

The meeting closed at 8:18 p.m.

Secretary

The foregoing minutes were approved at the Regular Meeting of May 16, 2017.

Chairman

BUDGET SCHEDULE - FISCAL YEAR 2018

Budget Hearing - June 6, 2017 - 6:00 p.m.

SUCCESSOR AGENCY SUMMER LEGISLATIVE RECESS

July 4, 2017 - Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency – Dispensed With

July 18, 2017 - Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency – Dispensed With

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #40 for the period of 03/29/17 through 04/04/17 in the amount of \$4,610.00. (Finance)

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

MEETING DATE: May 16, 2017

AGENDA ITEM NO. |

ITEM TITLE:

Successor Agency Warrant Register #40 for the period of 03/29/17 through 04/04/17 in the amount of \$4,610.00. (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, 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 \$4,610.00. Staff requests approval of payments of Successor Agency expenses.

FINANCIAL STATEMENT:

APPROVED:  Finance

ACCOUNT NO.

APPROVED: _____ MIS

Reimbursement total \$4,610.00.

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 \$4,610.00

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Successor Agency Warrant Register #40



**SUCCESSOR AGENCY
WARRANT REGISTER #40
4/4/2017**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
PROJECT PROFESSIONALS CORP	HISTORIC PROPERTY MAINT. PROJECT	328135	4/4/17	4,610.00
			A/P Total	\$ 4,610.00
		GRAND TOTAL		\$ 4,610.00

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #41 for the period of 04/05/17 through 04/11/17 in the amount of \$968.97. (Finance)

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

MEETING DATE: May 16, 2017

AGENDA ITEM NO. |

ITEM TITLE:

Successor Agency Warrant Register #41 for the period of 04/05/17 through 04/11/17 in the amount of \$968.97. (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 \$968.97. Staff requests approval of payments of Successor Agency expenses.

FINANCIAL STATEMENT:

ACCOUNT NO.

Reimbursement total \$968.97.

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 \$968.97

BOARD / COMMISSION RECOMMENDATION:

N/A

ATTACHMENTS:

Successor Agency Warrant Register #41



**SUCCESSOR AGENCY
WARRANT REGISTER #41
4/11/2017**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>CHK NO</u>	<u>DATE</u>	<u>AMOUNT</u>
GEOSYNTEC CONSULTANTS INC	EDUCATION VILLAGE PROJECT	328310	4/11/17	968.97
			A/P Total	\$ 968.97
		GRAND TOTAL		\$ 968.97

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 of \$153,805 for Recognized Obligation Payment Schedule (ROPS) 17-18A (July 1, 2017 through Dece

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

MEETING DATE: May 16, 2017

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 of \$153,805 for Recognized Obligation Payment Schedule (ROPS) 17-18A (July 1, 2017 through December 31, 2017) and \$153,805 for ROPS 17-18B (January 1, 2018 through June 30, 2018).

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 upcoming six-month period and submit it to the Oversight Board for approval. The proposed administrative budget is to include estimated amounts for Successor Agency administrative costs, the proposed sources of payment for those costs, and proposals for arrangements for administrative and operations services. The estimated administrative costs for the ROPS 17-18A (July 1, 2017 through December 31, 2017) and 17-18B (January 1, 2018 through June 30, 2018) periods total \$153,805 for each period. For the 17-18A period, \$153,294 is authorized statutorily to be funded by Redevelopment Property Tax Trust Fund (RPTTF) revenues. For the 17-18B period the RPTTF funded amount is \$153,293. The remaining costs of \$511 and \$512 for the respective periods is the estimated value of services to be provided by the General Fund of the City over and above the RPTTF funding limit. Administrative and operations services are provided through a combination of City of National City staff and outside contractors. See Exhibit A to the resolution for budget details.

FINANCIAL STATEMENT:

APPROVED:  Finance

ACCOUNT NO.

APPROVED: _____ MIS

The proposed administrative budget totals \$307,610 for the ROPS 17-18 period as a whole, with \$306,587 being funded by RPTTF revenues and \$1,023 by the City's General Fund.

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:

Exhibit A – ROPS 17-18A and 17-18B Proposed Administrative Budgets for the Successor Agency Resolution

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

Administrative Budget: ROPS 17-18A and 17-18B

Expenditures

	Annual Salaries & Benefits	% Allocated	Annual Cost	Six Month Cost Admin Budget ROPS 17-18A	Six Month Cost Admin Budget ROPS 17-18B
Personnel*					
Executive Director	246,000	20%	49,200	24,600	24,600
Executive Secretary	79,000	60%	47,400	23,700	23,700
City Manager	295,000	10%	29,500	14,750	14,750
Executive Assistant	75,000	5%	3,750	1,875	1,875
City Attorney	260,000	8%	20,800	10,400	10,400
Executive Assistant	95,000	3%	2,850	1,425	1,425
City Clerk/Records Management Officer	154,000	8%	12,320	6,160	6,160
Executive Secretary	92,000	8%	7,360	3,680	3,680
Community Development Manager	147,000	5%	7,350	3,675	3,675
Director of Finance	199,000	5%	9,950	4,975	4,975
Financial Services Officer	147,000	5%	7,350	3,675	3,675
Management Analyst	117,000	10%	11,700	5,850	5,850
Financial Analyst (part time)	40,000	90%	36,000	18,000	18,000
Senior Accountant	102,000	8%	8,160	4,080	4,080
Accountant	83,000	4%	3,320	1,660	1,660
Accountant	87,000	10%	8,700	4,350	4,350
Buyer	79,000	2%	1,580	790	790
Administrative Technician	68,000	2%	1,360	680	680
Accounting Assistant	66,000	2%	1,320	660	660
Accounting Assistant	66,000	2%	1,320	660	660
Accounting Assistant	66,000	2%	1,320	660	660
Various as needed	N/A	N/A	25,000	12,500	12,500
Total Personnel			297,610	148,805	148,805
Maintenance & Operations					
Contract Services - Legal Services for Successor Agency			2,000	1,000	1,000
Contract Services - Legal Services for Oversight Board			4,000	2,000	2,000
Other Miscellaneous Expenditures			4,000	2,000	2,000
Total M&O			10,000	5,000	5,000
Total Expenditures			307,610	153,805	153,805
Funding Sources					
RPTTF - Administrative Allowance			306,587	153,294	153,293
City of National City General Fund			1,023	511	512
Total Funding			307,610	153,805	153,805

* 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 contracts with vendors (including, but not limited to, the WI-TOD housing project), 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 Members who serve as the Board for the Successor Agency, and the Mayor who also serves as the Chair of the Oversight Board.

RESOLUTION NO. 2017 –

RESOLUTION OF THE BOARD OF THE SUCCESSOR AGENCY
TO THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
APPROVING A PROPOSED ADMINISTRATIVE BUDGET
OF \$153,805 FOR RECOGNIZED OBLIGATION PAYMENT
SCHEDULE (ROPS) 17-18A (JULY 1, 2017 THROUGH
DECEMBER 31, 2017), AND \$153,805 FOR ROPS 17-18B
(JANUARY 1, 2018 THROUGH JUNE 30, 2018)

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 May 16, 2017, the Executive Director submitted to the Board of the Successor Agency a proposed administrative budget for both the ROPS 17-18A (July 1, 2017 through December 31, 2017) and 17-18B (January 1, 2018 through June 30, 2018) periods, and said budgets have 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 17-18A and 17-18B periods, with expenditures totaling \$153,805 for each period and attached hereto and incorporated by this reference herein as Exhibit "A" (the "Administrative Budget: ROPS 17-18A and 17-18B"), is hereby approved and directed to be submitted to the Oversight Board for its approval.

PASSED and ADOPTED this 16th day of May, 2017.

Ron Morrison, Chairman

ATTEST:

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

APPROVED AS TO FORM:

Angil P. Morris-Jones
Successor Agency Counsel

EXHIBIT A

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

Administrative Budget: ROPS 17-18A and 17-18B

Expenditures

	Annual Salaries & Benefits	% Allocated	Annual Cost	Six Month Cost Admin Budget ROPS 17-18A	Six Month Cost Admin Budget ROPS 17-18B
Personnel*					
Executive Director	246,000	20%	49,200	24,600	24,600
Executive Secretary	79,000	60%	47,400	23,700	23,700
City Manager	295,000	10%	29,500	14,750	14,750
Executive Assistant	75,000	5%	3,750	1,875	1,875
City Attorney	260,000	8%	20,800	10,400	10,400
Executive Assistant	95,000	3%	2,850	1,425	1,425
City Clerk/Records Management Officer	154,000	8%	12,320	6,160	6,160
Executive Secretary	92,000	8%	7,360	3,680	3,680
Community Development Manager	147,000	5%	7,350	3,675	3,675
Director of Finance	199,000	5%	9,950	4,975	4,975
Financial Services Officer	147,000	5%	7,350	3,675	3,675
Management Analyst	117,000	10%	11,700	5,850	5,850
Financial Analyst (part time)	40,000	90%	36,000	18,000	18,000
Senior Accountant	102,000	8%	8,160	4,080	4,080
Accountant	83,000	4%	3,320	1,660	1,660
Accountant	87,000	10%	8,700	4,350	4,350
Buyer	79,000	2%	1,580	790	790
Administrative Technician	68,000	2%	1,360	680	680
Accounting Assistant	66,000	2%	1,320	660	660
Accounting Assistant	66,000	2%	1,320	660	660
Accounting Assistant	66,000	2%	1,320	660	660
Various as needed	N/A	N/A	25,000	12,500	12,500
Total Personnel			297,610	148,805	148,805
Maintenance & Operations					
Contract Services - Legal Services for Successor Agency			2,000	1,000	1,000
Contract Services - Legal Services for Oversight Board			4,000	2,000	2,000
Other Miscellaneous Expenditures			4,000	2,000	2,000
Total M&O			10,000	5,000	5,000
Total Expenditures			307,610	153,805	153,805
Funding Sources					
RPTTF - Administrative Allowance			306,587	153,294	153,293
City of National City General Fund			1,023	511	512
Total Funding			307,610	153,805	153,805

* 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 contracts with vendors (including, but not limited to, the WI-TOD housing project), 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 Members who serve as the Board for the Successor Agency, and the Mayor who also serves as the Chair of the Oversight Board.