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 15, 2018 – 6:00 PM

RON MORRISON
Chairman

JERRY CANO
Boardmember

ALBERT MENDIVIL
Boardmember

MONA RIOS
Boardmember

ALEJANDRA SOTELO-SOLIS
Boardmember

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.

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

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.

Meeting agendas and minutes available on web

WWW.NATIONALCITYCA.GOV

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 1, 2018. (City Clerk)

2. Successor Agency Warrant Register #40 for the period of 03/28/18 through 04/03/18 in the amount of $3,171.25. (Finance)

3. Successor Agency Warrant Register #41 for the period of 04/04/18 through 04/10/18 in the amount of $0.00. (Finance)

PUBLIC HEARINGS

NON CONSENT RESOLUTIONS

NEW BUSINESS

4. Resolution of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency Approving a Proposed Administrative Budget of $125,000 for Recognized Obligation Payment Schedule (ROPS) 18-19A (July 1, 2018 through December 31, 2018) and $125,000 for ROPS 18-19B (January 1, 2019 through June 30, 2019). (Successor Agency)

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 19, 2018 - 6:00 p.m. - Council Chambers - National City, California.

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 1, 2018. (City Clerk)

Item #___
05/15/18

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 1, 2018.

(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 1, 2018

The Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency was called to order at 8:36 p.m. by Chairman Ron Morrison.

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

PUBLIC COMMENTS – None.

CONSENT CALENDAR

ADOPTION OF CONSENT CALENDAR. Item No. 1 (Minutes), and Item Nos. 2 and 3 (Warrant Registers). Motion by Sotelo-Solis, seconded by Morrison, to approve the Consent Calendar. Carried by unanimous vote.

SUCCESSOR AGENCY 2018 (406-10-16)

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 April 17, 2018. (City Clerk)
   ACTION: Approved. See above.

2. Successor Agency Warrant Register #38 for the period of 03/14/18 through 03/20/18 in the amount of $0.00. (Finance)
   ACTION: Approved. See above.

3. Successor Agency Warrant Register #39 for the period of 03/21/18 through 03/27/18 in the amount of $30,877.75. (Finance)
   ACTION: Approved. See above.

ADJOURNMENT

Motion by Sotelo-Solis, seconded by Mendivil, to adjourn the meeting to the Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency - Tuesday – May 15, 2018 - 6:00 p.m. - Council Chambers - National City, California. Carried by unanimous vote.

ADJOURNMENT (cont.)

Regular Meeting of the Successor Agency to the Community Development Commission as the National City Redevelopment Agency - Tuesday - May 15, 2018 - 6:00 p.m. - Council Chambers - National City, California.

The meeting closed at 8:39 p.m.

_____
Secretary

The foregoing minutes were approved at the Regular Meeting of May 15, 2018.

_____
Chairman

DRAFT

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #40 for the period of 03/28/18 through 04/03/18 in the amount of $3,171.25. (Finance)

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

MEETING DATE: May 15, 2018 **AGENDA ITEM NO.**

ITEM TITLE:

Successor Agency Warrant Register #40 for the period of 03/28/18 through 04/03/18 in the amount of $3,171.25. (Finance)

PREPARED BY: K. Apalategui **DEPARTMENT:** Finance

PHONE: 619-336-4572

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 $3,171.25. Staff requests approval of payments of Successor Agency expenses.

FINANCIAL STATEMENT: **APPROVED:** _____ **Finance**

ACCOUNT NO. **APPROVED:** _____ **MIS**

Reimbursement total $3,171.25

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 $3,171.25

BOARD / COMMISSION RECOMMENDATION:

ATTACHMENTS:

Successor Agency Warrant Register #40

SUCCESSOR AGENCY
WARRANT REGISTER #40
4/3/2018

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
CITY OF LEMON GROVE	LIABILITY CLAIM COSTS	334540	4/3/18	3,171.35

A/P Total	$	3,171.35
Total disbursements paid with City's Funds	**$**	**3,171.35**
GRAND TOTAL	**$**	**3,171.35**

The following page(s) contain the backup material for Agenda Item: Successor Agency Warrant Register #41 for the period of 04/04/18 through 04/10/18 in the amount of $0.00. (Finance)

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

MEETING DATE: May 15, 2018 **AGENDA ITEM NO.**

ITEM TITLE:

Successor Agency Warrant Register #41 for the period of 04/04/18 through 04/10/18 in the amount of $0.00. (Finance)

PREPARED BY: K. Apalategui **DEPARTMENT:** Finance

PHONE: 619-336-4572

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 04/04/18 – 04/10/18.

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 #41

SUCCESSOR AGENCY
WARRANT REGISTER #38
4/10/2018

PAYEE	DESCRIPTION	CHK NO	DATE	AMOUNT
	NO WARRANTS PROCESSED TO SUCCESSOR AGENCY FOR THE WEEK OF 04/04/2018 - 04/10/2018			

A/P Total $ -

Total disbursements paid with City's Funds

GRAND TOTAL $ -

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 $125,000 for Recognized Obligation Payment Schedule (ROPS) 18-19A (July 1, 2018 through Dece

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

MEETING DATE: May 15, 2018 **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 $125,000 for Recognized Obligation Payment Schedule (ROPS) 18-19A (July 1, 2018 through December 31, 2018) and $125,000 for ROPS 18-19B (January 1, 2019 through June 30, 2019).

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 total estimated administrative costs for ROPS 18-19 is $250,000, split equally between the 18-19A (July 1, 2018 through December 31, 2018) and 18-19B (January 1, 2019 through June 30, 2019) periods. The administrative costs will be funded entirely by Redevelopment Property Tax Trust Fund (RPTTF) revenues. 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 $250,000 for the ROPS 18-19 period as a whole, and will be funded entirely by RPTTF revenues.

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:

Resolution w/ Exhibit A – Proposed Administrative Budget for the Successor Agency: ROPS 18-19A and 18-19B

EXHIBIT A

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

Administrative Budget: ROPS 18-19A and 18-19B

Expenditures

Personnel*	Annual Salaries & Benefits	% Allocated	Annual Cost	Six Month Cost Admin Budget ROPS 17-18A	Six Month Cost Admin Budget ROPS 17-18B
Executive Director	257,400	15%	38,610	19,305	19,305
Executive Secretary	86,000	25%	21,500	10,750	10,750
City Manager	308,200	5%	15,410	7,705	7,705
Executive Assistant	98,700	5%	4,935	2,468	2,468
City Attorney	277,000	4%	11,080	5,540	5,540
Executive Assistant	98,200	3%	2,946	1,473	1,473
City Clerk/Records Management Officer	155,400	8%	12,432	6,216	6,216
Executive Secretary	76,000	8%	6,080	3,040	3,040
Community Development Manager	164,200	10%	16,420	8,210	8,210
Director of Finance	200,200	3%	6,006	3,003	3,003
Financial Services Officer	149,000	5%	7,450	3,725	3,725
Management Analyst	89,600	3%	2,688	1,344	1,344
Financial Analyst (part time)	40,000	90%	36,000	18,000	18,000
Senior Accountant	103,100	7%	7,217	3,609	3,609
Accountant	86,300	4%	3,452	1,726	1,726
Accountant	91,300	6%	5,478	2,739	2,739
Buyer	77,700	2%	1,554	777	777
Administrative Technician	73,800	3%	2,214	1,107	1,107
Accounting Assistant	68,500	4%	2,740	1,370	1,370
Accounting Assistant	68,500	2%	1,370	685	685
Accounting Assistant	68,500	2%	1,370	685	685
Various as needed	N/A	N/A	36,500	18,250	18,250
Total Personnel			243,452	121,726	121,726
Maintenance & Operations					
Contract Services - Legal Services for Successor Agency			2,000	1,000	1,000
Other Miscellaneous Expenditures			4,548	2,274	2,274
Total M&O			6,548	3,274	3,274
Total Expenditures			250,000	125,000	125,000
Funding Sources					
RPTTF - Administrative Allowance			250,000	125,000	125,000
Total Funding Sources			250,000	125,000	125,000

* 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.