

**RESOLUTION NO. OBSARDA2013-001**

**A RESOLUTION OF THE OVERSIGHT BOARD OF DIRECTORS FOR THE SUCCESSOR AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY APPROVING A PROPOSED ADMINISTRATIVE BUDGET FOR THE SIX-MONTH FISCAL PERIOD FROM JULY 1, 2013 THROUGH DECEMBER 31, 2013 AND TAKING CERTAIN RELATED ACTIONS**

**RECITALS:**

A. Pursuant to Health and Safety Code Section 34177(j), the Successor Agency to the Highland Redevelopment Agency (the "Successor Agency") must prepare a proposed administrative budget for each six-month fiscal period (commencing each January 1 and July 1) and submit each proposed administrative budget to the Oversight Board for the Successor Agency (the "Oversight Board") for approval.

B. There has been presented to this Board for approval a proposed administrative budget for the Successor Agency for the six-month fiscal period from July 1, 2013 through December 31, 2013 ("Administrative Budget 13-14A").

**NOW, THEREFORE, THE OVERSIGHT BOARD FOR THE SUCCESSOR AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY HEREBY FINDS, DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:**

Section 1. The above recitals are true and correct and are a substantive part of this Resolution.

Section 2. The Oversight Board hereby approves the proposed Administrative Budget 13-14A substantially in the form attached hereto as Exhibit A.

Section 3. The staff of the Successor Agency is hereby directed to provide the State Department of Finance ("DOF") written notice and information regarding the action taken by the Oversight Board in Section 2 of this Resolution. Such notice and information shall be provided by electronic means and in a manner of DOF's choosing.

Section 4. The officers of the Oversight Board and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution.

PASSED, APPROVED AND ADOPTED this 21st day of February, 2013.

  
Larry McCallon  
Chair

ATTEST:

  
Betty Hughes, MMC  
Secretary

**EXHIBIT A**

**SUCCESSOR AGENCY TO THE HIGHLAND REDEVELOPMENT AGENCY  
ADMINISTRATIVE BUDGET  
(July 1, 2013 through December 31, 2013)**

**Administrative Budget July 1, 2013 - December 31, 2013**

<b>Staff:</b>	Total	Jul	Aug	Sep	Oct	Nov	Dec
City Manager	30,641	5,107	5,107	5,107	5,107	5,107	5,107
Director of Administrative Services	31,423	5,237	5,237	5,237	5,237	5,237	5,237
Senior Accountant	8,527	1,421	1,421	1,421	1,421	1,421	1,421
Public Works Director	3,637	606	606	606	606	606	606
Asst. Public Works Director	3,417	569	569	569	569	569	569
Community Development Director	31,423	5,237	5,237	5,237	5,237	5,237	5,237
Economic Development Specialist	18,749	3,125	3,125	3,125	3,125	3,125	3,125
City Clerk	5,358	893	893	893	893	893	893
Administrative Asstistant I	3,683	614	614	614	614	614	614
	<u>136,858</u>	<u>22,810</u>	<u>22,810</u>	<u>22,810</u>	<u>22,810</u>	<u>22,810</u>	<u>22,810</u>
<b>Operations &amp; Materials:</b>							
Postage	150	25	25	25	25	25	25
Office Supplies (agendas)	500	83	83	83	83	83	83
SARDA/OB Training	500	83	83	83	83	83	83
	<u>1,150</u>	<u>192</u>	<u>192</u>	<u>192</u>	<u>192</u>	<u>192</u>	<u>192</u>
<b>Contract Services:</b>							
Attorney Services	35,000	5,833	5,833	5,833	5,833	5,833	5,833
Urban Futures, Inc.	5,000	833	833	833	833	833	833
Appraisal Services	-	-	-	-	-	-	-
Auditor	-	-	-	-	-	-	-
Title Companies	-	-	-	-	-	-	-
	<u>40,000</u>	<u>6,667</u>	<u>6,667</u>	<u>6,667</u>	<u>6,667</u>	<u>6,667</u>	<u>6,667</u>
<b>Total Budget</b>	<u>178,008</u>	<u>29,668</u>	<u>29,668</u>	<u>29,668</u>	<u>29,668</u>	<u>29,668</u>	<u>29,668</u>

Hourly rates for staff are from the City of Highland Service Cost Update Workpapers dated 11/3/2010. These fully burdened hourly rates include: salaries, benefits, over-head, fixed assets & building occupancy charges. This administrative budget does not include projects relating to bond proceeds or housing projects. Source of payment is from the \$125,000 admin allowance amount on the ROPS 2013-2014A line 23.

STATE OF CALIFORNIA        )  
COUNTY OF SAN BERNARDINO)  
CITY OF HIGHLAND         )

I, BETTY HUGHES, Secretary of the Oversight Board of the Successor Agency to the Highland Redevelopment Agency of the City of Highland, California, do hereby certify Oversight Board of the Successor Agency to the Redevelopment Agency Resolution No. OBSARDA2013-001 was duly and regularly adopted by the Oversight Board of the Successor Agency to the Highland Redevelopment Agency, Highland, California, at a special meeting thereof held on the 21st day of February, 2013, by the following vote:

AYES:       Haller, Huff, Jaquess, McCallon, Saks, Sutorus

NOES:       None

ABSTAIN:   None

ABSENT:     Peukert

  
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BETTY HUGHES, MMC  
SECRETARY