

**OVERSIGHT BOARD – SUCCESSOR AGENCY TO THE
FORMER REDEVELOPMENT AGENCY OF THE
COUNTY OF VENTURA**

**OFFICIAL SUMMARY
MINUTES
January 21, 2016
3:00 PM**

County Government Center
Hall of Administration
County Executive Office
Atrium Conference Room, Room - 4th Floor
800 S. Victoria Avenue
Ventura, California 93009

OPENING

1. Call to Order.
2. Roll Call.

Quorum established.

Members Present: Bill Bartels, Christy Madden, Tom Kasper, Matt Carroll

Members Absent: Paula Driscoll, David Keebler

Staff Present: David Brown, Donna McKendry, Roberto Orellana, Gia Allen,
Mary Ann Guariento

3. Pledge of Allegiance to the Flag of the United States of America.
4. Intentionally omitted.
5. **Receive and File Without Objection or Amendment the Minutes for the September 10, 2015 Regular Meeting.**

The September 10, 2015 Minutes were received and filed by the Board after

making a minor amendment for a typographical error in the summary for Item #7.

6. Review the Successor Agency Monthly Administrative Financial Status Reports and Take Action as Needed Thereon.

David Brown reported on the current financial status of the Successor Agency (SA), through December 2015. Mr. Brown reported that the SA's budget is in great shape, with only minimal expenses from CEO and County Counsel. However, the SA did not receive RPTTF during the prior fiscal year period because it had carryover of excess funds from prior periods. Nevertheless, the SA still has excess funds available for future approved payments. Total expenditures for the period were \$31,422, which is well below the previously budgeted amount. Regarding the six-month budget period ending June 30, 2016, expenses are expected to be well below the amount budgeted for this ROPS period. The SA has received an RPTTF distribution in the amount of \$117,194 and it should have funds in excess of its anticipated expenses on a going forward basis. To the extent that SA funds on hand exceed expenses for the future, the Department of Finance (DOF) is apparently expecting the SA to remit such excess funds to the taxing entities at the end of each fiscal year, though SA staff is waiting for final direction from the DOF on this point. SA staff is therefore not anticipating carrying any balance forward into the next fiscal year.

Motion to receive and file was made and approved.

*Moved by Matt Carroll seconded by Tom Kasper. Approved.
Vote: 4-0*

7. Receive and File the Department of Finance Determination Letter, Dated October 9, 2015, Regarding Resolution No. 15-04 Approving the Recognized Obligation Payment Schedule (ROPS 15-16B) for January 1, 2016 through June 30, 2016.

There were no comments or objections. Motion to receive and file was made and approved.

*Moved by Christy Madden seconded by Tom Kasper. Approved.
Vote: 4-0*

8. Adoption of Resolution No. 16-01 Appointing a New Secretary for the Successor Agency to the Former Redevelopment Agency of the County of Ventura and Contact Person for the Oversight Board.

Donna McKendry reported that she was retiring, effective February 12, 2016, and summarized the qualifications for, and recommended the appointment of, Mary Ann Guariento as the new secretary and contact person for the Successor Agency, effective February 12, 2016.

Motion to adopt Resolution No. 16-01 appointing Ms. Guariento.

*Moved by Christy Madden seconded by Tom Kasper. Approved.
Vote: 4-0*

9. **Adoption of Resolution No. 16-02 Approving the Administrative Budget for the Successor Agency to the Former Redevelopment Agency of the County of Ventura for July 1, 2016 through June 30, 2017, and Approving the Annual Recognized Obligation Payment Schedule (Annual ROPS 16-17) for July 1, 2016 through June 30, 2017, Setting Forth a Schedule of Payments for Obligations of the Successor Agency, and Directing Transmission of the Approved Annual ROPS 16-17 to the Ventura County Auditor-Controller, State Controller's Office, and State Department of Finance, as well as Posting of the Approved Annual ROPS 16-17 Schedule on the Successor Agency's Internet Website.**

David Brown reported that, due to amendments to the Redevelopment Dissolution Law (RDL), the DOF has now created an annual ROPS and that it is no longer necessary to approve a ROPS for any 6-month period of time, as was previously required by former RDL. While the same amendment to the RDL permits the SA to submit a Last and Final ROPS, as presented by Item 10 on today's agenda, the direction from DOF is that your Board must submit an annual ROPS as well for the next fiscal year. As also required by the recent amendments to RDL, the SA's administrative budget has been adjusted so that it does not exceed 50% of the SA's prior year's total Redevelopment Property Tax Trust Fund (RPTTF) distribution, which was \$177,194. Thus, the total administrative budget for the upcoming fiscal year is \$88,597, and this budget was presented to the Board in 6-month increments because the RDL still requires budgets be shown in 6-month increments even though the Annual ROPS is for the entire year.

Motion to adopt Resolution No. 16-02 approving the Administrative Budget and an Annual ROPS for fiscal year 2016-17.

*Approval of Resolution moved by Matt Carroll seconded by Tom Kasper.
Approved.
Vote: 4-0*

10. **Adoption of Resolution No. 16-03 Approving the Last and Final Recognized Obligation Payment Schedule (Last and Final ROPS), Setting Forth a Schedule of Payments for Obligations of the Successor Agency, and Directing Transmission of the Approved Last and Final ROPS to the Ventura County Auditor-Controller, State Controller's Office, and State Department of Finance, as well as Posting of the Approved Last and Final ROPS Schedule on the Successor Agency's Internet Website.**

David Brown reported the proposed Last and Final ROPS is an optional procedure under the RDL, including whether and when to submit such a ROPS to the DOF. In consultation with County Counsel, SA staff determined that the preconditions required for your Board to approve and have the SA submit the proposed Last and Final ROPS to the DOF at this time have been met. Once submitted, the DOF will have 100 days to review and approve (or deny approval for) the proposed Last and Final ROPS after which time, if they do approve it, the Board will not need to approve any future annual ROPS. If the DOF rejects the proposed Last and Final ROPS, SA staff will have to bring a revised Last and Final ROPS to the Board and submit Annual ROPS each year until such time as the DOF approves such a revised Last and Final ROPS.

Motion to adopt Resolution No. 16-03 approving the Last and Final ROPS.

*Approval of Resolution moved by Christy Madden seconded by Bill Bartels. Approved.
Vote: 4-0*

11. Adoption of Resolution No. 16-04 Authorizing the Successor Agency to Reenter into Three Agreements with the County of Ventura and Delegating Authority to the Successor Agency Secretary to Sign These Agreements

Motion to adopt Resolution No. 16-04 authorizing the SA to reenter the three agreements was made without comment or objection.

*Moved by Christy Madden seconded by Tom Kasper. Approved.
Vote: 4-0*

12. Selection of Revised Schedule of Meeting Dates and Times for Regular Oversight Board Meetings.

The Board discussed what schedule should be adopted in view of its approval of the Annual ROPS and Last and Final ROPS. Chair Bartels recommended the Board maintain the current schedule until the DOF acts on the Last and Final ROPS. Secretary McKendry noted that the Board will not have to meet during that time for any other purpose but that it would have to post monthly cancellation notices. Staff noted that the only other business the Board currently has to do this calendar year is adoption of a conflict of interest code. David Brown noted that the Board might want to set a May meeting date because it will need to approve the agreement with the County by June of each year. Assistant County Counsel Orellana noted that the Board could schedule a regular meeting for each May and agendize special meetings as needed and directed by the Chair. Mr. Brown noted that, even if the DOF rejects the Last and Final ROPS, as approved by Resolution No. 16-04, the chances that any changes would need to be made to the approved administrative budget for the next fiscal year are very

slim.

After discussion, the Board decided that its new schedule would be to meet on the second Thursday of May each year and schedule special meetings when and if the need arises. The next regular meeting, therefore, was scheduled for May 12, 2016. Special meetings are to be set as directed by the Chair. The Chair directed staff not to furnish monthly financial status reports unless there is a danger of exceeding the budget.

The Board adjourned at 3:25 p.m., with Chair Bartels expressing special appreciation for Donna McKendry's years of service, including all her work with the Board and for the Successor Agency. Appreciation for her efforts was echoed by all Board members.