

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

**OFFICIAL SUMMARY
MINUTES
August 10, 2012
3:00 PM**

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

OPENING

1. Call to Order.

2. Roll Call.

Quorum established.

Members Present: Paula Driscoll, David Keebler, Tom Kasper, Matt Carroll, and Christy Madden

Members Absent: Bill Bartels

Staff Present: Mary Ann Guariento, Jaclyn Smith, Roberto Orellana, Donna Plummer and Beverly Monnier

Staff Absent: Mike Powers

3. Pledge of Allegiance to the Flag of the United States of America.

4. Public Comments

There were no public comments.

5. Approval of Minutes July 13, 2012 Regular Meeting

Moved by Christy Madden, seconded by David Keebler

Vote: 4-0 (Member Matt Carroll abstained)

Yes: Paula Driscoll, David Keebler, Tom Kasper, Christy Madden

6. Adoption of a Resolution Approving the Administrative Budget for the Time Period of July 1, 2012 through December 31, 2012, as Required by ABx1 26 for the Successor Agency to the Former Redevelopment Agency of the County of Ventura.

Discussion: Ms. Mary Ann Guariento, County Executive Office Accounting Officer, clarified the Successor Agency is contracting with the Auditor Controller for \$20,000 for the fiscal year, but the Agency does not expect to pay the invoice until the last month of the fiscal year. The items on the Administrative Budget are exactly the amounts included on the already approved ROPS for the same period.

Motion: To adopt Resolution Approving the Administrative Budget for the Time Period of July 1, 2012 through December 31, 2012, as Required by ABx1 26 for the Successor Agency to the Former Redevelopment Agency of the County of Ventura.

Moved by Christy Madden, seconded by Matt Carroll

Vote: 5-0

Yes: Paula Driscoll, David Keebler, Tom Kasper, Matt Carroll, and Christy Madden

7. Adoption of a Resolution Approving the Administrative Budget for the Time Period of January 1, 2013 through June 30, 2013, as Required by ABx1 26 for the Successor Agency to the Former Redevelopment Agency of the County of Ventura.

Discussion: Ms. Guariento stated this item pertains to the timing of payments and explained that payments for administrative costs of County of Ventura staff (Ms. Plummer, Ms. Guariento, and Ms. Madden) are made as follows: the first quarter is paid during the first six months of the fiscal year, and then the three remaining quarters are made in the last six months of the fiscal year.

Motion: To adopt a Resolution Approving the Administrative Budget for the Time Period of January 1, 2013 through June 30, 2013, as Required by ABx1 26 for the Successor Agency to the Former Redevelopment Agency of the County of Ventura.

Moved by David Keebler, seconded by Christy Madden

Vote: 5-0

Yes: Paula Driscoll, David Keebler, Tom Kasper, Matt Carroll, and Christy Madden

8. Adoption of Resolution Approving the Recognized Obligation Payment Schedules (ROPS) for January 1, 2013 through June 30, 2013 Setting Forth a Schedule of Payments for Obligations of the Successor Agency and Transmission of Schedules to the Ventura County Auditor-Controller, State Controller's Office, State Department of Finance with Posting of Schedules to Successor Agency Internet Website.

Discussion: Ms. Donna Plummer, Successor Agency Secretary, clarified this item pertains to ROPS due September 1, 2012 to Department of Finance.

Ms. Paula Driscoll, Board Member, raised a question regarding the Residual Property Tax Fund that concerns two projects still outstanding due to bond contract transfer issues. Ms. Jaclyn Smith, Assistant County Counsel, explained that USDA bonds received by the former Piru RDA for the Piru Storm Drain and Piru Town Square may be transferred to the County, as sponsoring community, so long as a transfer agreement clarifies that proceeds from the bonds will continue to be used for a governmental purpose. The language is critical to the transfer because registered owners of the bonds could face taxable issues if the funds are no longer used for a governmental purpose. While approval from the USDA is not required for the transfer, Successor Agency staff will write a letter to the USDA seeking its consent to the transfer. Ms. Donna Plummer will track the communications with USDA on the transfer process.

Motion: To Adopt a Resolution Approving the Recognized Obligation Payment Schedules (ROPS) for January 1, 2013 through June 30, 2013 Setting Forth a Schedule of Payments for Obligations of the Successor Agency and Transmission of Schedules to the Ventura County Auditor-Controller, State Controller's Office, State Department of Finance with Posting of Schedules to Successor Agency Internet Website.

Moved by Matt Carroll, seconded by Tom Kasper

Vote: 5-0

Yes: Paula Driscoll, David Keebler, Tom Kasper, Matt Carroll, and Christy Madden

9. Announcements and Future Agenda Items.

- A. Announcements.

- County of Ventura Board of Supervisors passed Conflict of Interest Code on August 7, 2012
- County of Ventura Board of Supervisors approved the transfer of the Skate Park project to the County's General Services Agency Parks Department
- USDA letter/Long Range Property Management Plans

- B. Future Agenda Items.

- Agreed Upon Procedures (AUP) audit due Oct 1, 2012

Ms. Driscroll asked how the audit due October 1, 2012 is looking. Ms. Guariento stated the Auditor provided a draft letter pertaining to the Agreed Upon Procedures review regarding minor exceptions involving the transfer. Responses were provided, and the final letter from the Auditor will be forthcoming.

- Due Diligence Review due to DOF by Dec 15, 2012
“Due Diligence Review” is described by Ms. Guariento as similar to an audit and requires an outside licensed accountant. Staff is trying to determine which entity is responsible for payment of the audit.

- Other Administrative Issues

Next Regular Oversight Board meeting is scheduled for September 14, 2012 at 3:00.

10. The Board adjourned at 3:31 p.m.