AGENDA

Oversight Board
Thursday, September 22, 2016
4:00 p.m. – 5:00 p.m.

City Hall
1017 Middlefield Road
Redwood City, CA 94063
Conference Room 1A – First Floor

Members:
Mike Roberts, Chair
Alicia Aguirre, Vice Chair
Steve Abbors
Michael Callagy
Barbara Christensen
Deanna La Croix
Enrique Navas

City Staff as Successor Agency Attendees:
Aaron Aknin, Assistant City Manager of Community Development
Melissa Stevenson Diaz, City Manager
Carolyne Kerans, Senior Accountant
Kimbra McCarthy, Assistant City Manager of Administrative Services
Veronica Ramirez, City Attorney
Steven Turner, Planning Manager
Silvia Vonderlinden, City Clerk
Craig Labadie, Counsel to the Oversight Board

1. Call to Order
Chair

2. Roll Call
Chair

3. Public Comments
NOTE: Speakers are limited to three minutes, unless modified by the Chairperson. The Board cannot take action on any matter raised under this item.
Chair

4. Approval of Minutes
• January 28, 2016
• May 12, 2016
Chair

5. Amendment to Administrative Budget for ROPS 16-17B
Kimbra McCarthy

6. Property Disposition Update – Oral Presentation
Aaron Aknin

7. Litigation Update – Oral Presentation
Veronica Ramirez

8. Oral Communications from the Successor Agency Contact
Kimbra McCarthy

9. Set Date and Agenda for Next Board Meetings
Kimbra McCarthy

Adjourn
Chair

Alternate Agenda Formats: The City Council will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Silvia Vonderlinden, City Clerk, at 1017 Middlefield Road, Redwood City, CA 94063 or e-mail address svonderlinden@redwoodcity.org including your name, address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least seven calendar days before the meeting.
Members:
Mike Roberts, Chair -✓
Alicia Aguirre, Vice Chair -✓
Steve Abbors -✓
Michael Callagy -✓
Barbara Christensen -✓ by telephone
Deanna La Croix -✓
Enrique Navas - Absent

City Staff as Successor Agency Attendees:
Aaron Aknin, Community Development Director -✓
Melissa Stevenson Diaz, City Manager -✓
Alison Freeman, Financial Services Manager -✓
Carolyne Kerans, Senior Accountant -✓
Audrey Ramberg, Finance Director -✓
Veronica Ramirez, Assistant City Attorney -✓
Steven Turner, Planning Manager: Absent
Silvia Vonderlinden, City Clerk -✓
Craig Labadie, Counsel to the Oversight Board -✓

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<tr>
<th>1. Call to Order</th>
<th>Chair Roberts called the meeting to order at 4:00 p.m.</th>
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<td>2. Roll Call</td>
<td>Roll call is as denoted above.</td>
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<td>Attorney Labadie made reference to a memo he had sent the Oversight Board on the matter of the Reinstatement of SERAF and City/RAD Loans</td>
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<td>3. Public Comments</td>
<td>There was no public comment. Speakers are limited to three minutes, unless modified by the Chairperson. The Board cannot take action on any matter raised under this item.</td>
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<tr>
<td>4. Approval of Minutes</td>
<td>October 29, 2015 Meeting</td>
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<td>5. Approval of the Administrative Budget for Annual ROPS FY 2016-17</td>
<td>Resolution No. OB 16-01</td>
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<td>Ms. Ramberg provided the report and answered a few questions about the budget. M/S Abbors/Aguirre to approve the resolution as submitted. The motion carried unanimously by those present.</td>
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<td>6. SERAF and City/ RDA Loan Modification</td>
<td>Resolution No. OB 16-02</td>
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<td>Loan Agreements</td>
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<td>Ms. Ramberg provided the report explaining details of the loan modification. M/S Aguirre/Abbors to approve the staff recommendation. The motion carried unanimously by those present.</td>
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<td>7. Approval of Annual ROPS FY 2016-17</td>
<td>Resolution No. OB 16-03</td>
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<td>Ms. Ramberg went through the ROPS highlighting a few facts and details.</td>
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M/S Abbors/Aguirre to approve the staff recommendation as submitted.  
_The motion carried unanimously by those present._

8. **Oral Communications from the Successor Agency Contact**

Ms. Ramberg said this would be her last meeting supporting this body as she was moving to a different position with the City of Mountain View. Chair Roberts thanked Ms. Ramberg for her hard work and professionalism.  
Ms. Ramberg explained that the Board will be in good hands with the new Interim Finance Director - Starla Jerome Robinson.

9. **Set Date and Agenda for Next Board Meetings**

The Oversight Board agreed that its next meeting will be May 12, 2016 at 4:00 p.m.

Adjourn - M/S Abbors/Aguirre to adjourn at 4:32 p.m. **Motion carried by unanimous voice vote of those present.**

Respectfully submitted

_____________________
Silvia Vonderlinden  
City Clerk

Submitted for approval at the Oversight Board Meeting of September 22, 2016.
Members:
Mike Roberts, Chair ✓
Alicia Aguirre, Vice Chair ✓
Steve Abbors ✓
Michael Callagy - Absent
Barbara Christensen - ✓
Deanna La Croix - ✓
Enrique Navas - ✓

City Staff as Successor Agency Attendees:
Aaron Aknin, Community Development Director - ✓
Melissa Stevenson Diaz, City Manager - Absent
Alison Freeman, Financial Services Manager - Absent
Carolyne Kerans, Senior Accountant - ✓
Starla Jerome-Robinson, Interim Finance Director - ✓
Veronica Ramirez, Assistant City Attorney - ✓
Steven Turner, Planning Manager – Absent
Silvia Vonderlinden, City Clerk - ✓
Craig Labadie, Counsel to the Oversight Board - ✓

1. Call to Order – Chair Roberts called the meeting to order at 4:01 p.m. Chair

2. Roll Call – Roll call as denoted above.
   Patrick O'Keefe with Management Partners was introduced.
   Attorney Labadie provided some opening remarks regarding the actions before the Oversight Board. Chair

3. Public Comments – There was no public comment.
   NOTE: Speakers are limited to three minutes, unless modified by the Chairperson. The Board cannot take action on any matter raised under this item. Chair

4. Approval of Long Range Property Management Plan
   - Resolution No. OB-16-08 approving the Long Range Property Management Plan
   Mr. O'Keefe with Management Partners explained the deadline and the long range property management plan being proposed. He explained how the dissolution of the Redevelopment Agency impacted the properties and how there are two possible approaches. Mr. O'Keefe clarified that there was a deadline at the end of 2015 and so it is uncertain whether the department of Finance will accept this Plan. If the Plan does not get accepted there is option B that is also being presented. He said both plans cover our interests.
   Mr. O'Keefe then explained each of the properties in the Plan and the parcels. He provided specific details on each one. He added that three properties generate monthly revenues and shared a rough estimate of monthly expenditures.
   One Oversight Board Member inquired about the delay and Ms. Ramirez providing clarifying comments on the communications with the Department of Finance (DOF). One other Member noted that it will be the DOF’s choice whether to accept the plan or not and Ms. Ramirez confirmed.
   Chair Roberts inquired about the intent behind the Long Range Management Plan and Attorney Labadie provided clarifying facts.
   M/S Abbors/Christensen to approve the resolution. **Motion carried unanimously by those present.**
5. Property Disposition - Approval of Grant Deeds & Transfer of Parcels to the City

- Resolution No. 16-04 approving Grant Deed for the Library Parking Parcel
- Resolution No. 16-05 Approving Grant Deed for the Culvert Maintenance Parcels
- Resolution No. 16-06 Approving Courthouse Rescission of Assignment Agreement
- Resolution No. 16-07 Approving Jefferson Paseo Assignment and Assumption of Lease Agreement

Mr. Aknin provided a brief report on the matter. There were no questions. M/S Navas/Abbors to approve the staff recommendation. **Motion carried unanimously by those present.**

6. Update on 2016-17 ROPS

Interim Finance Director Jerome-Robinson provided an update on the ROPS and focused on the repayment issue.

7. Oral Communications from the Successor Agency Contact - None

8. Set Date and Agenda for Next Board Meetings – Attorney Labadie said there is a deadline of February 2017 and it would be good to have a meeting before then. Member Navas asked for an update on the lawsuit and the appeal. Ms. Ramirez said that all briefings have been filed and submitted but there is a backlog in the Courts. The Oversight Board consensus was to not schedule the meeting at this time but send a Save the Date email closer to January 2017.

9. Adjourn – M/S Christensen/Aguirre to adjourn the meeting at 4:20 p.m. **Motion carries by unanimous voice vote of those present.**

Respectfully submitted,

Silvia Vonderlinden,
City Clerk

Submitted for approval at the Oversight Board meeting of September 22, 2016.
Agenda Report

To: Oversight Board Members

From: Kimbra McCarthy, Assistant City Manager of Administrative Services

Date: September 22, 2016

Re: Review and Approval by Resolution of the Amended ROPS 2016-17B

RECOMMENDATION
Staff recommends approval of the attached Resolution approving the Amended Recognized Obligation Payment Schedule (ROPS) 2016-17B which covers the period of January 1, 2017 through June 30, 2017 for submittal to the State Department of Finance.

BACKGROUND
As required under AB x1 26 and AB 1484 the Successor Agency to the Redwood City Redevelopment Agency must submit its Amended ROPS 16-17B for Oversight Board approval. Pursuant to Health and Safety Code (HSC) Section 34177 (o)(1)(E) the Oversight Board must make a finding that the ROPS revision is necessary.

ANALYSIS
As a result of the preparation of the Long Range Property Management Plan and the work done to prepare the reports, legal documents and resolutions for the conveyance of five parcels/properties from the Successor Agency (Agency) to the City, the Agency incurred significant costs associated with legal and consultant services, totaling $60,100, which was not included in the 16-17 ROPS administrative budget.

The resolutions and reports are consistent with statutory authority that provide that governmental use parcels owned by the successor agency may be transferred from the Agency to the City for retention and continued use for Governmental purposes. This additional administrative cost does not include the City's staff time in working with the consultants to prepare the grant deeds, agreements, reports and resolutions required.

Staff has communicated with the DOF and it seems very likely that our proposed amendment will be approved since the Agency will still be under the annual limit in administrative costs.
The attached Amended ROPS reflects the change on Line 23: the additional administrative cost of $60,101. The amended total administrative budget for the 16-17B period is $124,030. The total administrative budget for the 16-17 year including the amendment is $187,958, well below the $250,000 statutory limit.

The attached resolution confirms that the Oversight Board finds and determines that the ROPS revision is necessary and approves the amended ROPS 16-17B for submittal to the State Department of Finance, the State Controller, and the County Auditor-Controller.

Kimbra McCarthy,
Assistant City Manager of Administrative Services, Successor Agency

ATTACHMENTS
1. Resolution approving the Amended Recognized Obligation Payment Schedule 2016-17B (including the Amended ROPS 16-17B)
RESOLUTION NO. OB-___


WHEREAS, under AB X1 26, enacted by the California State Legislature and signed by the Governor as part of the 2011-2012 State budget, a new Part 1.85 was added to Division 24 of the California Health and Safety Code (Health and Safety Code Section 34170 et seq., as may be amended, the “Dissolution Act”) and, in accordance therewith, all redevelopment agencies in the State of California, including the Redwood City Redevelopment Agency (“Redevelopment Agency”), were dissolved as of February 1, 2012; and

WHEREAS, in compliance with the Dissolution Act, the City of Redwood City (“City”) determined it would serve as the Successor Agency to the Redwood City Redevelopment Agency (“Successor Agency”) effective February 1, 2012; and

WHEREAS, the Oversight Board of the Successor Agency to the Redwood City Redevelopment Agency (“Oversight Board”) has been established pursuant to Section 34179 of the Dissolution Act to oversee the Successor Agency’s actions in winding down the affairs of the Redevelopment Agency in accordance with the Dissolution Act; and

WHEREAS, the Successor Agency prepared a draft of the Amended Recognized Obligation Payment Schedule for the period January 1, 2017 through June 30, 2017 for the enforceable obligations of the Successor Agency (“ROPS 16-17B”); and

WHEREAS, Section 34177 and 34180 require the Oversight Board make a finding that the ROPS revision is necessary and approve the Amended ROPS 16-17B; and

WHEREAS, the Successor Agency submitted a copy of the Amended ROPS 16-17B to the County Administrative Officer, the County Auditor-Controller, and the State Department of Finance at the same time that the Successor Agency submitted the Amended ROPS 16-17B to the Oversight Board for approval; and

WHEREAS, the Oversight Board held a public meeting on September 22, 2016, and considered the Amended ROPS 16-17B following the notice required by law.

NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:
Section 1. The recitals set forth above are true and correct and incorporated herein.

Section 2. The Oversight Board hereby finds and determines that the ROPS revision is necessary and approves the Amended ROPS 16-17B, attached hereto as Exhibit A and incorporated herein by this reference, and hereby authorizes and directs the City Manager to make necessary revisions or amendments to the ROPS form based upon new direction or guidance from the State Department of Finance.

Section 3. The Oversight Board hereby authorizes and directs the City Clerk to transmit the approved Amended ROPS 16-17B, by mail or electronic means, to the San Mateo County Auditor-Controller, the State Controller and the State Department of Finance by October 1, 2016.

Section 4. The City Clerk is hereby authorized and directed to post a copy of the approved ROPS on the Successor Agency’s website by October 1, 2016.

Section 5. This resolution takes effect upon adoption.
# Amended Recognized Obligation Payment Schedule (ROPS 16-17B) - Summary

Filed for the January 1, 2017 through June 30, 2017 Period

<table>
<thead>
<tr>
<th>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</th>
<th>ROPS 16-17B Authorized Amounts</th>
<th>ROPS 16-17B Requested Adjustments</th>
<th>ROPS 16-17B Amended Total</th>
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<tbody>
<tr>
<td>A</td>
<td>Enforceable Obligations Funded as Follows (B+C+D):</td>
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<td>- $</td>
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<tr>
<td>B</td>
<td>Bond Proceeds</td>
<td>-</td>
<td>-</td>
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<tr>
<td>C</td>
<td>Reserve Balance</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>D</td>
<td>Other Funds</td>
<td>-</td>
<td>-</td>
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<td>E</td>
<td>Redevelopment Property Tax Trust Fund (RPTTF) (F+G):</td>
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<td>5,037,733 $</td>
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<tr>
<td>F</td>
<td>RPTTF</td>
<td>4,973,804</td>
<td>-</td>
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<td>G</td>
<td>Administrative RPTTF</td>
<td>63,929</td>
<td>60,101</td>
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<td>H</td>
<td>Current Period Enforceable Obligations (A+E):</td>
<td>$</td>
<td>5,037,733 $</td>
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Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name
Title

/s/
Signature
Date
### Redwood City Amended Recognized Obligation Payment Schedule (ROPS 16-17B) - ROPS Detail

**January 1, 2017 through June 30, 2017**

(Report Amounts in Whole Dollars)

#### AUTHORIZED AMOUNTS

<table>
<thead>
<tr>
<th>Item #</th>
<th>Project Name/Debt Obligation</th>
<th>Obligation Type</th>
<th>Total Outstanding Balance</th>
<th>Fund Sources</th>
<th>REQUESTED ADJUSTMENTS</th>
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#### Redwood City Amended Recognized Obligation Payment Schedule (ROPS 16-17B) - ROPS Detail

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Exhibit "A"

Amended ROPS 16-17B attached