

# CONSENT a)

**OVERSIGHT BOARD  
FOR THE SOUTH TAHOE REDEVELOPMENT SUCCESSOR AGENCY  
MEETING MINUTES**

**THURSDAY, MAY 10, 2012, 3:00 P.M.  
LAKE TAHOE COMMUNITY COLLEGE  
BOARD ROOM  
SOUTH LAKE TAHOE, CALIFORNIA 96150**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE TO THE FLAG:**

At 3:00 p.m. Board member Cole called the meeting to order and led the pledge of allegiance to the flag

**ROLL CALL:**

Present were Board Members Cole, Baugh, Kerry, Murillo. Board Members Barber and Knight participating via teleconference at 6767 Green Valley Road, Room B2, Placerville, CA. Also present City Attorney Enright, City Clerk Alessi and Assistant City Clerk Palazzo.

**PUBLIC COMMUNICATIONS:**

**Citizen Ronald Urbina** addressed the Oversight Board with questions regarding how the Oversight Board Members were chosen and wanted the board to list all properties owned. Chair Cole provided answers to Citizen Urbina's questions.

**ADOPTION OF THE REGULAR AND CONSENT AGENDA:**

**City Attorney Enright:** Requested Consent Item (b) be pulled forward for discussion.

**Citizen Ronald Urbina:** Requested Consent Items (a) and (c) to be pulled forward for discussion

**It was moved by Board member Murillo and seconded by Board member Vogelgesang and unanimously carried to approve the Regular Agenda as amended.**

**CONSENT AGENDA:**

**Citizen Ronald Urbina:** asked how many meetings have been held and requested a copy of all the minutes. Chair Cole provided information regarding meeting schedule and City Clerk Alessi provided Citizen Urbina a copy of the entire agenda packet which contained a copy of the first meeting minutes.

- a) Action Minutes:  
April 26, 2012 Oversight Board for the South Tahoe Redevelopment  
Successor Agency

**It was moved by Board member Knight and seconded by Board member Kerry and unanimously carried by all present to approve the minutes as submitted.**

**CONSENT AGENDA (Continued):**

- b) Bylaws of the Oversight Board for the South Tahoe Redevelopment Successor Agency City Attorney Enright provided suggestions regarding Section 2 of the By Laws concerning the meeting time and place. Members held discussion.

**Citizen Urbina:** Requested copy of By Laws and asked what kind of agency the Oversight Board was. Cole explained that the Oversight Board was formed by an action of the state. The City Clerk informed Mr. Urbina a copy of the By Laws was included in the agenda packet she provided him. She also explained that the information was available to anyone who requests it. Board member Baugh provided him with a copy of AB x1 26 which outlines the formation of the Oversight Board.

**It was moved by Board member Barber and seconded by Vogelgesang and unanimously carried by all present to approve the By Laws to include one annual meeting on the fourth Thursday in April and all other meetings would be special meetings as needed.**

- c) Resolution Approving a Conflict of Interest Code for the Oversight Board for the South Tahoe Redevelopment Successor Agency

**Citizen Urbina:** Inquired who would have a conflict of interest.

City Attorney Enright provided explanation that by approval of a conflict of interest code for the Oversight Board would make the board in compliance with the Political Reform Act.

**It was moved by member Kerry and seconded by member Vogelgesang and unanimously carried by all present to adopt Conflict of Interest Code for the Oversight Board of the South Tahoe Redevelopment Successor Agency.**

**NEW BUSINESS:**

- a) Resolution of the Oversight Board for the South Tahoe Redevelopment Successor Agency to Approve the Revised Recognized Obligation Payment Schedule (ROPS) From January 1, 2012 through June 30, 2012

Kerry informed the board that this item was the same approved at the last meeting in terms of the debt obligation; however, the Department of Finance requested a different format to include listing where the money comes from. The format was determined by the Department of Finance.

Baugh requested information regarding the procedures of the city finance department to pick up liabilities and how confident the finance department was regarding the financial reporting.

City Accountant McIntyre provided an accounting of financial procedures in response to Baugh's questions and noted that long term debt service schedule was tied to liabilities. She also noted that the city finances were audited annually and was 99.9% confident in the financial reporting of liabilities. City Attorney Enright also noted that AB x1 26 did not require notices to be published to list out liabilities.

Baugh requested an opening balance sheet and financial balance sheet at the end of each quarter be provided on a quarterly basis (March to June) in order to track assets and liabilities. He also inquired what method the city used to calculate payment schedule.

Kerry inquired whether Baugh would be agreeable to match the balance sheets with the ROPS dates.

Baugh indicated his agreement to be provided the balance sheets on a semi-annual basis.

McIntyre stated that the city used the cost allocation plan study to calculate staff time.

Kerry noted that when the law was written, no funding was allowed to administer debt and the finance department was using an approved method in city to calculate staff time.

Barber inquired whether or not the County Board of Education was included on Form D, Line 1.

McIntyre noted that they were included.

**Citizen Urbina** asked how much debt the agency owed and when would it be paid off.

Kerry noted that there was 155 million in debt and it would be paid off in year 2038.

**It was moved by member Murillo and seconded by member Baugh and unanimously carried by all present to approve the Revised Recognized Obligation Payment Schedule (ROPS) From January 1, 2012 through June 30, 2012**

- b) Resolution of the Oversight Board for the South Tahoe Redevelopment Successor Agency to Approve the Recognized Obligation Payment Schedule (ROPS) From July 1, 2012 through December 31, 2012

Kerry explained that the successor agency would like to amend the ROPS to include Cole's concerns regarding listing assets that are also liabilities including operation and maintenance costs for drainage basins.

City Attorney Enright noted that the County Assessor's Office was required to complete an audit by June 30<sup>th</sup> and both the Oversight Board and the Department of Finance would review the audit.

Kerry requested that a line in the schedule be added to include the cost for repairs and maintenance of drainage basins, the land under the parking garage and to list a budget of \$20,000 each quarter based on city engineers estimate.

Baugh requested a do not exceed language be added to the budget.

Enright noted the ROPS is a not to exceed budget.

Cole provided history of the revenue bonds for the parking garage.

Baugh requested staff to define operating costs for all properties owned.

**It was moved by member Kerry and seconded by member Murillo and unanimously carried by all present to approve the Recognized Obligation Payment Schedule (ROPS) From July 1, 2012 through December 31, 2012 with amendments to add the operation and maintenance costs for drainage basins and parking garage and if rejected approve the ROPS as originally presented.**

- c) Resolution of the Oversight Board for the South Tahoe Redevelopment Successor Agency to Approve the Recognized Obligation Payment Schedule (ROPS) From January 1, 2013 through June 30, 2013

Brief discussion was held.

**It was moved by member Baugh and seconded by member Kerry and unanimously carried by all present to approve the Recognized Obligation Payment Schedule (ROPS) From January 1, 2013 through June 30, 2013**

- d) Resolution of the Oversight Board of the South Tahoe Redevelopment Successor Agency Establishing Policy and Procedures to Dispose of Assets in Accordance with Health & Safety Code Section 34181

City Attorney Enright presented his report. Cole recommended that the Successor Agency list unencumbered properties with a commercial broker to see what offers the agency could obtain.

Baugh requested an appraisal for the properties being listed. Enright explained that policy and procedures that cities use to sell surplus property does not include provisions to hire an appraiser. He also noted that broker fees would need to be calculated upon sale.

Discussion was held regarding cost of an appraisal and hiring of commercial broker.

**It was moved by Board member Baugh and seconded by Board member Vogelgesang and unanimously carried by all present to approve the establishment of Policy and Procedures to Dispose of Assets in Accordance with health & Safety Code Section 34181 and to include language to under Policy Section that states (1) an appraisal or comparable transaction to validate purchase price.**

- e) Discussion and Possible Direction/Action Regarding Appointment of Legal Counsel and/or Financial Advisor  
Brief discussion and no action was taken

Barber noted via teleconference that member Knight excused himself at 4:25 p.m.

- f) Discussion and Possible Direction/Action Regarding Establishment of a Oversight Board Meeting Schedule  
Brief discussion was held noting action taken under Consent (b).

**Oversight Board Member Announcements/Comments**

None

**Adjournment**

Board member Cole adjourned the meeting at 4:35 p.m.

Respectfully Submitted by:

\_\_\_\_\_  
Ellen Palazzo, Assistant Board Clerk

\_\_\_\_\_  
Hal Cole, Chair