

# AGENDA

## MEETING OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE CITY OF HOLLISTER REDEVELOPMENT AGENCY

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DATE: Thursday, Sept., 25, 2014 Time: 3:00 P.M. City Hall 375 Fifth St., Hollister, CA

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***ANYONE WISHING TO ADDRESS THE OVERSIGHT BOARD PLEASE STEP  
FORWARD AND STATE YOUR  
NAME AND ADDRESS TO THE SECRETARY***

This Oversight Board has been created pursuant to §34161 through §34190 of the Health and Safety Code for the sole purpose of overseeing the actions of the Successor Agency to the City of Hollister Redevelopment Agency. In accordance with §34179 (h) of the Health and Safety Code, all Oversight Board ("Board") actions shall not be effective for five business days, pending a request for review by the State Department of Finance ("Department"). In the event that the Department requests a review of a given Board action, it shall have forty days from the date of its request to approve the Oversight Board action or return it to the Board for reconsideration. In the event that the Department returns the Board action to the Board for reconsideration, the Board shall resubmit the modified action for Department approval, and the modified Board action shall not become effective until approved by the Department.

Persons who wish to speak on matters set for Public Hearing will be heard when the presiding officer calls for comments from those persons who are in support of/or in opposition hereto. After persons have spoken, the hearing is closed and brought to Commission level for discussion and action. There is no further comment permitted from the audience unless requested by the Chairman.

### **Call to Order**

**Oath of Office:** Oath of Office will be given to Director Raymond Friend

### **Pledge of Allegiance**

**Roll Call:** Members: Bill Avera, Jamie De La Cruz, Raymond Friend, Steve Kinsella, Holly McWhinnie, Helen Swanson, John Tobias

### **Verification of Agenda Posting**

**A. Approval of Minutes:**

1. Approve minutes of the April 24, 2014. **[Pages 3-4]**

**B. Communications from the Public on Items Not Listed on the Agenda:** This is the time for anyone in the audience to speak on any item not on the agenda and within the subject matter jurisdiction of the Oversight Board. When the Oversight Board calls your name, please come to the podium, state your name and address for the record, and speak to the Board. Each speaker will be limited to two minutes. Please note that state law prohibits the Oversight Board from discussing or taking action on any item not on the agenda.

**C. Consent – None**

**D. New Business**

1. **Recognized Obligation Payment Schedule 14-15 B [PAGES 5-12]**

The Board will consider approval of Resolution No. 2014-06 OB, a resolution approving the Recognized Obligation Payment Schedule 14-15B for the period of January 1, 2015 to June 30, 2015.

**E. Reports of the Successor Agency, Board, and County Auditor Controller.**

1. Reports from Successor Agency Staff.
2. Reports from the Oversight Board members.
3. Report from the County Auditor Controller.

**ADJOURNMENT**

**NEXT REGULAR MEETING:** October 23, 2014

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the City Clerk's office at City Hall, 375 Fifth Street, Hollister and the Development Services Department, Successor Agency Office 339 Fifth Street, Monday through Thursday, 8:00 am to noon, 1:00 pm to 5 pm (offices closed between 12:00 and 1:00 p.m. and the last Friday of the month). Such documents are also available on the City of Hollister website at [www.hollister.ca.gov](http://www.hollister.ca.gov) subject to staff's ability to post the documents before the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (831) 636-4300 Ext 16. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II].

## MINUTES

### SPECIAL MEETING OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF HOLLISTER

April 24, 2014

Director Scattini called the meeting to order at 3:00 p.m.

**PLEDGE OF ALLEGIANCE:** Director Kinsella led the pledge of allegiance.

**VERIFICATION OF AGENDA POSTING:** The meeting agenda was posted at City Hall on April 17, 2014 at 11:50 a.m. per Government Code Section 65954.2(a).

**ROLL CALL:**

Present: Bill Avera, Steve Kinsella, Robert Scattini , Helen Swanson  
Absent: Jaimie De La Cruz, Holly McWhinnie, John Tobias  
Staff Present: Brett Miller, Mary Paxton, Renee Perales  
San Benito County Staff Present: Janet Norris

**1. Approval of Minutes:**

**ACTION:** Director Kinsella moved to approve the minutes of the March 27, 2014 Oversight Board meeting. Director Avera seconded. Motion passed 4-0-3.

**COMMUNICATIONS FROM THE PUBLIC:** None

**CONSENT CALENDAR:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

Report D-1 Resolution 2014-05 OB a resolution approving the issuance of bonds to refund the \$33 million dollar 2003 Tax Allocation Bond of the former Hollister Redevelopment Agency to reduce the annual principal and interest payments and pass long savings to taxing entities.

**ACTION:** Mary Paxton presented the report. Director Avera moved to approve Resolution No. 2014-05 OB, a resolution approving the issuance of bonds to Refund the \$33 million dollar 2003 Tax Allocation Bond of the former Hollister Redevelopment Agency to reduce the annual principal and interest. Director Kinsella seconded the motion. Motion passes 4-0-3.



**Report D-1 Reports from Successor Agency Staff. None.**

**Report D-2 Reports from the Oversight Board Members: None.**

**Report D-3 Reports from the Oversight County Auditor Controller: None**

**ADJOURNMENT:**

**ACTION:** Director Kinsella made a motion to adjourn the meeting at 3:07 p.m. Director Swanson seconded. Motion carried 4-0-3.

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Chair of the Oversight Board

ATTEST:

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William B. Avera, Secretary



**STAFF REPORT  
OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE CITY  
OF HOLLISTER REDEVELOPMENT AGENCY AGENDA**

**DATE:** September 18, 2014  
**STUDY SESSION DATE:** N/A

**AGENDA ITEM:** Resolution  
**MEETING DATE:** September 25, 2014

- **TITLE OF ITEM:** Resolution 2014-06 OB, Resolution of the Oversight Board of the City of Hollister former City of Hollister Redevelopment Agency (RDA), adopting Recognized Obligation Payment Schedule 14-15B (ROPS) for the period January 1, 2015 to June 30, 2015.
- **BRIEF DESCRIPTION:** The Oversight Board will consider approval of a resolution approving a Recognized Obligation Payment Schedule (ROPS) 14-15B for the period January 1, 2015 – June 30, 2015 and an Administrative Cost Budget and Administrative Cost Allowance.
- **STAFF RECOMMENDATION:** Adopt Resolution No. 2014-06 OB, approving the Recognized Obligation Payment Schedule 14-15B.

**DEPARTMENT SUMMARY:** The City Council, acting in its capacity for the Successor Agency approved the attached Recognized Obligation Payment Schedule (ROPS) 14-15B on September 8, 2014. The deadline for submittal of ROPS 14-15B to the Department of Finance is October 3, 2014. Staff used the template released by the Department of Finance (DOF) on August 1, 2014 to prepare ROPS 14-15B and completed the validation required by the DOF prior to submittal to the Oversight Board.

Staff recommends that the Oversight Board review the Recognized Obligation Payment Schedule 14-15 B and administrative cost allowance for the period of January 1, 2015 – June 30, 2015 and approve Resolution 2014-06 OB approving the ROPS and directing staff to forward the ROPS to the Department of Finance.

**ATTACHMENTS:** Resolution, Attachment 1 - Recognized Obligation Payment Schedule 14-15B with Administrative Budget and Administrative Cost Estimates.

**CEQA:** Approval of the ROPS is exempt from CEQA  
**DEPARTMENT:** Development Services Department, Successor Agency  
**CONTACT PERSON:** Mary M. Paxton  
**PHONE NUMBER:** (831) 636-4316

**RESOLUTION NO. 2014-06 OB**

**RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF HOLLISTER ("FORMER RDA"), ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE 14/15B FOR THE PERIOD JANUARY 1, 2015 THROUGH JUNE 30, 2015 AND DIFFERENCES**

**WHEREAS**, Health and Safety Code Section 34177(l)(2)(A) and (m) requires the Successor Agency of the former City of Hollister Redevelopment Agency to prepare and approve a recognized obligation payment schedule (the "ROPS") and make associated notifications and distributions for the period of January 1, 2015 to June 30, 2015 which is attached to this resolution as Exhibit 1;

**WHEREAS**, on September 8, 2014 the Successor Agency prepared and approved a Recognized Obligation Payment Schedule (ROPS), and an administrative budget (the "Successor Agency Administrative Budget") for the period January 1, 2015 to June 30, 2015 using the ROPS template provided by the Department of Finance; and

**WHEREAS**, the ROPS approved by the Successor Agency has been revised to conform to the template provided by the Department of Finance as required by Health and Safety Code Sections 34177 (m) and 34186 (a) (b) and has been distributed to the county administrative officer, the county auditor-controller and the Department of Finance when it was made available to the Oversight Board; and

**WHEREAS**, Health and Safety Code Section 34177(l)(2)(A) and (m) requires approval of a ROPS for the last six months of 2014 and submittal of the approved ROPS to the California Department of Finance and the County Auditor Controller no later than October 3, 2014; and

**WHEREAS**, at a public meeting held on September 25, 2014, the Oversight Board considered the staff report, written and oral testimony for the Recognized Obligation Payments Schedule 14/15B; and

**NOW THEREFORE BE IT RESOLVED** that the Oversight Board, hereby approves the Recognized Obligation Payment Schedules (ROPS) 14/15 B for the period January 1, 2015 to June 30, 2015 attached to this resolution as Exhibit 1.

**BE IT FURTHER RESOLVED** that all costs of, liabilities of, and claims against the Successor Agency and/or the Oversight Board shall be solely the costs and liabilities of the Successor Agency and/or the Oversight Board and shall not be costs of, liabilities of, and/or claims against the City.

**BE IT FURTHER RESOLVED** that the Oversight Board hereby authorizes and directs the Development Services Director or the Director's designee, acting on behalf of the Oversight Board, to file, post, mail or otherwise deliver via electronic mail, internet

posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS, approval of the Successor Agency Administrative Budget and other actions taken pursuant to this Resolution.

**APPROVED** September 25, 2014 by the Oversight Board to the Successor Agency to the City of Hollister by the following vote:

**AYES:**

**NOES:**

**ABSTAINED:**

**ABSENT:**

\_\_\_\_\_  
Chair,

ATTEST:

\_\_\_\_\_  
Bill Avera, Board Secretary

**Recognized Obligation Payment Schedule (ROPS 14-15B) - Summary**  
 Filed for the January 1, 2015 through June 30, 2015 Period

**Name of Successor Agency:** Hollister  
**Name of County:** San Benito

<b>Current Period Requested Funding for Outstanding Debt or Obligation</b>		<b>Six-Month Total</b>
<b>Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding</b>		
<b>A Sources (B+C+D):</b>		<b>\$ 895,289</b>
B Bond Proceeds Funding (ROPS Detail)		895,289
C Reserve Balance Funding (ROPS Detail)		-
D Other Funding (ROPS Detail)		-
<b>E Enforceable Obligations Funded with RPTTF Funding (F+G):</b>		<b>\$ 1,227,693</b>
F Non-Administrative Costs (ROPS Detail)		1,102,693
G Administrative Costs (ROPS Detail)		125,000
<b>H Current Period Enforceable Obligations (A+E):</b>		<b>\$ 2,122,982</b>

<b>Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</b>		
I Enforceable Obligations funded with RPTTF (E):		1,227,693
J Less Prior Period Adjustment (Report of Prior Period Adjustments Column S)		(17,197)
<b>K Adjusted Current Period RPTTF Requested Funding (I-J)</b>		<b>\$ 1,210,496</b>

<b>County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</b>		
L Enforceable Obligations funded with RPTTF (E):		1,227,693
M Less Prior Period Adjustment (Report of Prior Period Adjustments Column AA)		-
<b>N Adjusted Current Period RPTTF Requested Funding (L-M)</b>		<b>1,227,693</b>

Certification of Oversight Board Chairman:  
 Pursuant to Section 34177 (m) 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 agency.

_____	
Name	Title
/s/ _____	
Signature	Date



**Recognized Obligation Payment Schedule (ROPS 14-15B) - Report of Cash Balances**  
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [https://rad.dof.ca.gov/rad-sa/pdf/Cash\\_Balance\\_Agency\\_Tips\\_Sheet.pdf](https://rad.dof.ca.gov/rad-sa/pdf/Cash_Balance_Agency_Tips_Sheet.pdf).

A	B	C	D	E	F	G	H	I	
		<b>Fund Sources</b>							
		<b>Bond Proceeds</b>		<b>Reserve Balance</b>		<b>Other</b>	<b>RPTTF</b>		
<b>Cash Balance Information by ROPS Period</b>		<b>Bonds Issued on or before 12/31/10</b>	<b>Bonds Issued on or after 01/01/11</b>	<b>Prior ROPS period balances and DDR RPTTF balances retained</b>	<b>Prior ROPS RPTTF distributed as reserve for future period(s)</b>	<b>Rent, Grants, Interest, Etc.</b>	<b>Non-Admin and Admin</b>	<b>Comments</b>	
<b>ROPS 13-14B Actuals (01/01/14 - 06/30/14)</b>									
1	<b>Beginning Available Cash Balance (Actual 01/01/14)</b>	920,388					(1,039,335)		
2	<b>Revenue/Income (Actual 06/30/14)</b> RPTTF amounts should tie to the ROPS 13-14B distribution from the County Auditor-Controller during January 2014					1,154	2,318,784		
3	<b>Expenditures for ROPS 13-14B Enforceable Obligations (Actual 06/30/14)</b> RPTTF amounts, H3 plus H4 should equal total reported actual expenditures in the Report of PPA, Columns L and Q	149					1,532,149	\$804,781 amount was to reimburse the cash balance for monies sent to the County in error for LMIHF. So, this amount was reduced from the expenditure amount.	
4	<b>Retention of Available Cash Balance (Actual 06/30/14)</b> RPTTF amount retained should only include the amounts distributed for debt service reserve(s) approved in ROPS 13-14B								
5	<b>ROPS 13-14B RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the self-reported ROPS 13-14B PPA in the Report of PPA, Column S	No entry required						17,197	
6	<b>Ending Actual Available Cash Balance</b> C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	920,239	-	-	-	1,154	(269,897)		
<b>ROPS 14-15A Estimate (07/01/14 - 12/31/14)</b>									
7	<b>Beginning Available Cash Balance (Actual 07/01/14)</b> (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	920,239	-	-	-	1,154	(252,700)		
8	<b>Revenue/Income (Estimate 12/31/14)</b> RPTTF amounts should tie to the ROPS 14-15A distribution from the County Auditor-Controller during June 2014						2,539,067		
9	<b>Expenditures for ROPS 14-15A Enforceable Obligations (Estimate 12/31/14)</b>						2,565,269		
10	<b>Retention of Available Cash Balance (Estimate 12/31/14)</b> RPTTF amount retained should only include the amount distributed for debt service reserve(s) approved in ROPS 14-15A								
11	<b>Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)</b>	920,239	-	-	-	1,154	(278,902)		

**Recognized Obligation Payment Schedule (ROPS 14-15B) - Report of Prior Period Adjustments**  
 Reported for the ROPS 13-14B (January 1, 2014 through June 30, 2014) Period Pursuant to Health and Safety Code (HSC) section 34186 (a)  
 (Report Amounts in Whole Dollars)

**ROPS 13-14B Successor Agency (SA) Self-reported Prior Period Adjustments (PPA):** Pursuant to HSC Section 34186 (a), SAs are required to report the differences between their actual available funding and their actual expenditures for the ROPS 13-14B (January through June 2014) period. The amount of Redevelopment Property Tax Trust Fund (RPTTF) approved for the ROPS 14-15B (January through June 2015) period will be offset by the SA's self-reported ROPS 13-14B prior period adjustment. HSC Section 34186 (a) also specifies that the prior period adjustments self-reported by SAs are subject to audit by the county auditor-controller (CAC) and the State Controller.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T		
Item #	Project Name / Debt Obligation	Non-RPTTF Expenditures						RPTTF Expenditures												Net SA Non-Admin and Admin PPA (Amount Used to Offset ROPS 14-15B Requested RPTTF)	SA Comments
		Bond Proceeds		Reserve Balance		Other Funds		Non-Admin						Admin							
		Authorized	Actual	Authorized	Actual	Authorized	Actual	Authorized	Available RPTTF (ROPS 13-14B distributed + all other available as of 01/1/14)	Net Lesser of Authorized / Available	Actual	Difference (If K is less than L, the difference is zero)	Authorized	Available RPTTF (ROPS 13-14B distributed + all other available as of 01/1/14)	Net Lesser of Authorized / Available	Actual	Difference (If total actual exceeds total authorized, the total difference is zero)	Net Difference (M+R)			
		\$ 230,333	\$ 149	\$ -	\$ -	\$ -	\$ -	\$ 2,229,127	\$ 2,229,127	\$ 2,229,127	\$ 2,211,930	\$ 17,197	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ 17,197			
1	1997 Tax Allocation Bond	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2	2003 Tax Allocation Bond	-	-	-	-	-	-	870,209	870,209	870,209	870,209	-	-	-	-	-	-	-	-		
3	2009 Tax Allocation Bond	-	-	-	-	-	-	228,428	228,428	228,428	228,428	-	-	-	-	-	-	-	-		
4	Fiscal Agent Fee for Bonds	-	-	-	-	-	-	2,660	2,660	2,660	2,644	16	-	-	-	-	-	-	16		
5	Bond Expense Funds	-	-	-	-	-	-	4,040	4,040	4,040	3,450	590	-	-	-	-	-	-	590		
6	Bond Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
7	Successor Agency Admin Costs	-	-	-	-	-	-	-	-	-	-	-	125,000	125,000	-	125,000	-	-	-		
8	Rent assistance Section 8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
9	Project Management - housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
10	Prospect Villa apartments	-	-	-	-	-	-	25,000	25,000	25,000	11,443	13,557	-	-	-	-	-	-	13,557		
11	Appeal West Gateway	230,333	149	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
12	Property asset maintenance	-	-	-	-	-	-	3,696	3,696	3,696	3,528	168	-	-	-	-	-	-	168		
13	Property asset maintenance	-	-	-	-	-	-	2,866	2,866	2,866	-	2,866	-	-	-	-	-	-	2,866		
14	Property asset maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
15	Property asset maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
16	Appeal Eng. services \$34177.3 (b)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
17	Contract for audit services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
18	Contract for consulting services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
19	Appeal Bond Fiscal Agent Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
20	Appeal Continuing Bond Disclosure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
21	Arbitrage for bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
22	Appeal Employee Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
23	Appeal Emp. Benefit Compensation	-	-	-	-	-	-	174,012	174,012	174,012	174,012	-	-	-	-	-	-	-	-		
24	Appeal Post employee benefits	-	-	-	-	-	-	100,800	100,800	100,800	100,800	-	-	-	-	-	-	-	-		
25	Appeal Agency Board Jan. pay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
26	Appeal Audit Service RDA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
27	Appeal Removal of Blight	-	-	-	-	-	-	9,265	9,265	9,265	9,265	-	-	-	-	-	-	-	-		
28	Prospect Villa apartments/Rent assistance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
29	Successor Agency Property Insurance	-	-	-	-	-	-	3,370	3,370	3,370	3,370	-	-	-	-	-	-	-	-		
30	ROPS II Fiscal agent fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
31	Inadvertant Distribution of LMIHF as part of Due Diligence Review	-	-	-	-	-	-	804,781	804,781	804,781	804,781	-	-	-	-	-	-	-	-		
32	ROPS II funds returned to County as part of the due diligence report	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		

