

THE CITY OF HANFORD

OVERSIGHT BOARD AGENDA

September 21, 2015
4:00 PM – Special Meeting
Council Chambers
400 N. Douty St.

CALL TO ORDER:

ROLL CALL:

FLAG SALUTE:

PUBLIC COMMENT:

Any person may directly address the Board at this time on any item on the agenda, or on any item that is within the subject matter jurisdiction of the Board. A maximum of five minutes is allowed for each speaker.

GENERAL BUSINESS:

1. City Clerk: Approve minutes of February 17, 2015 meeting
2. Review and Approval of Administrative Budget for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-01-OBR.
3. Review and approval of the Recognized Obligation Payment Schedule (ROPS) for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-02-OBR

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the Oversight Board after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Douty Street, Hanford, California 93230, during normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's office, 559-585-2515, 319 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



**AGENDA
STAFF REPORT**

MEETING DATE: 9/21/2015

AGENDA SECTION: 1

SUBJECT:

City Clerk: Approve minutes of February 17, 2015 meeting

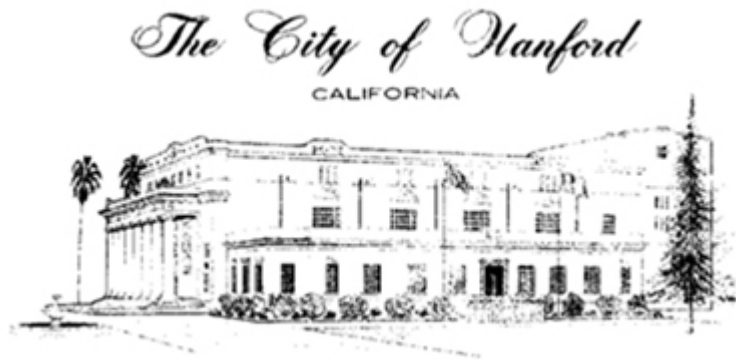
RECOMMENDATION:

Approve minutes from February 17, 2015 meeting.

FISCAL IMPACT:

ATTACHMENTS:

2015-2-17 OB Minutes



**RDA OVERSIGHT BOARD
ACTION SUMMARY MINUTES
February 17, 2015 10:00 AM
Civic Auditorium, Council Chambers
400 N. Douty Street**

RDA Oversight Board- 10:00 AM

ROLL CALL BY THE CITY CLERK:

Chairman Lehn called the meeting to order at 10:11 a.m.

Present: Steve Corl, Craig Pedersen, Mike Cavanagh, Melody Haigh, John Lehn

Absent: Christine Statton

./. . 0-0.

FLAG SALUTE:

Chairman Lehn led the flag salute.

./. . 0-0.

PUBLIC COMMENT:

There were no public comments.

./. . 0-0.

Any person may directly address the Board at this time on any item on the agenda, or on any item that is within the subject matter jurisdiction of the Board. A maximum of five minutes is allowed for each speaker.

1. CONSENT CALENDAR:

All items listed under the Consent Calendar are considered routine and will be enacted by one motion (**ROLL CALL VOTE required**). For discussion of an item on the Consent Calendar, it will be removed at the request of any member of the RDA Board or any person in the audience and made a part of the regular agenda.

2. PULLED FROM CONSENT TO THE REGULAR AGENDA:

3. NEW BUSINESS:

- A.** City Clerk: Approval of the minutes from September 22, 2014 board meeting.

Motion to approve the minutes by Board Member Haigh and seconded by Board Member Lehn. Motion passed. Ayes: Haigh, Lehn, Cavanagh. Absent: Statton. Abstain: Pedersen, Corl

./. . 0-0.

- B.** Review and approval of the Recognized Obligation Payment Schedule (ROPS) for the period July 1, 2015 to December 31, 2015 by adopting Resolution 15-01-OBR

Motion to approve Resolution 15-01-R by Board Member Pedersen and seconded by Board Member Haigh. Motion passed. Ayes: Pedersen, Haigh, Corl, Cavanagh, Lehn. Absent: Statton.

./. . 0-0.

- C.** Review and Approval of Administrative Budget for the period July 1, 2015 to December 31, 2015 by adopting Resolution 15-02-OBR.

Motion to approve Resolution 15-02-R by Board Member Pedersen and seconded by Board Member Cavanagh. Motion passed. Ayes: Pedersen, Cavanagh, Corl, Haigh, Lehn. Absent: Statton.

./. . 0-0.

ADJOURNMENT:

Chairman Lehn adjourned the meeting at 10:29 a.m.

Respectfully submitted,

Jennifer Gomez
City Clerk

./. . 0-0.



AGENDA STAFF REPORT

MEETING DATE: 9/21/2015	AGENDA SECTION: 2
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SUBJECT:

Review and Approval of Administrative Budget for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-01-OBR.

RECOMMENDATION:

That the Oversight Board review and approve the Successor Agency Administrative Budget for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-01-OBR.

BACKGROUND:

AB 1X 26 dissolved redevelopment agencies. The City of Hanford Successor Agency assumed the wind down responsibilities of the RDA. AB 1434 provides that budgets of the Successor Agency must be approved every six months by the Oversight Board by a majority vote. The attached budget has been prepared to cover the period of January 1, 2016 to June 30, 2016.

- City of Hanford Staff Services
- Advertising (Land Sale)
- Attorney Fees (City)
- Attorney Fees (Oversight Board)
- Audit Fees, and
- Land Sales Costs such as appraisals, escrow fees, reconveyance fees, and legal fees

Staff has prepared the proposed budget for the six month period based on the number of land sales that may occur and the related marketing, preparation of staff reports and agendas, and attorney fees related to land sales.

FISCAL IMPACT:

Actual cost under the six month budget will be paid from the RPTTF Administrative Cost Allowance Funds.

ATTACHMENTS:
Resolution 16-01
PROPOSED BUDGET

RESOLUTION NO. 16-01-OBR

RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HANFORD REGARDING
ADMINISTRATIVE COSTS BUDGET
FOR THE PERIOD JANUARY 1 THROUGH JUNE 30, 2016

At a special meeting of the members of the Successor Agency to the Community Redevelopment Agency of the City of Hanford (“Successor Agency”), duly called and held on September 21, 2015, at 4:00 P.M. and upon motion by Member _____, seconded by Member _____, and duly carried, the following resolution was adopted:

WHEREAS, AB 1X 26 effectively dissolved all redevelopment agencies in the State of California “the Dissolution Act” effective February 1, 2012; and

WHEREAS, on June 27, 2012 the California State Legislature passed and the Governor signed AB 1484 of which the primary purpose is to make technical and substantive amendments to the Dissolution Act based on experience to-date at the state and local levels in implementing that act; and

WHEREAS, AB 1484 requires the Successor Agency to prepare a proposed administrative costs budget for the next six months and submit it to the Oversight Board for approval; and

WHEREAS, a proposed administrative cost budget has been submitted for Oversight Board approval; and

WHEREAS, the Oversight Board has reviewed the proposed administrative costs budget and approves the budget for the period January 1, 2016 through June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Oversight Board of the Successor Agency to the Community Redevelopment Agency of the City of Hanford that the Successor Agency administrative costs budget for the period January 1, 2016 through June 30, 2016, is hereby approved.

Passed and adopted at a meeting of the Oversight Board of the Successor Agency of the Community Redevelopment Agency of the City of Hanford duly called and held on the 21st day of September, 2015, by the following vote:

Attachment: Resolution 16-01 (1107 : OVERSIGHT-ADM BUD)

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

 JOHN LEHN
 Chairperson of the Oversight Board of
 The Successor Agency to the Community
 Redevelopment Agency of the City of Hanford

Attest:

 JENNIFER GOMEZ
 CITY CLERK

STATE OF CALIFORNIA)
 COUNTY OF KINGS) ss
 CITY OF HANFORD)

I, Jennifer Gomez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted by the Members of the Oversight Board of the Successor Agency to the Community Redevelopment Agency of the City of Hanford at a special meeting thereof held on the _____ day of _____, 2015.

Date: _____

 City Clerk

Attachment: Resolution 16-01 (1107 : OVERSIGHT-ADM BUD)

CITY OF HANFORD RDA SUCCESSOR AGENCY
BUDGET
JANUARY 1, 2016 TO JUNE 30, 2016

City of Hanford Staff Services	6,000
Advertising (Sale Land)	1,000
Attorney Fees - City	5,000
Attorney Fees - Oversight Board	1,000
Audit Fees	2,000
Land Sale Costs	
Appraisals, Escrow, Reconveyance	5,000
Legal Fees - Agreements	<u>5,000</u>
	<u>25,000</u>
Proposed Source of Funding - RPTTF Admin Allowance	<u>25,000</u>

Attachment: PROPOSED BUDGET [Revision 1] (1107 : OVERSIGHT-ADM BUD)

CITY OF HANFORD RDA SUCCESSOR AGENCY
BUDGET LINE ITEM DETAIL
JANUARY 1, 2016 TO JUNE 30, 2016

Staff Services	<u>Hours</u>	<u>Hourly Rate</u>	=	
- City Clerk	8.00	73.66	=	589
- Property Manager	16.00	52.20	=	835
- City Manager	8.00	143.99	=	1,152
- Finance Director	20.00	106.81	=	2,136
- Accounting Technician	4.00	40.07	=	160
				<u>4,872</u>
	23.15% Overhead			1,128
				<u><u>6,000</u></u>
 Advertising				
- Realtor, Trade Journals, Local Media				1,000
 Attorney Fees				
- City Attorney				5,000
- Oversight Board				1,000
 Audit Fees				
- Outside Audit Firm				2,000
 Cost of Land Sales				
- Appraisals, Escrow, Reconveyance				5,000
- Legal Fees to Prepare/Negotiate Agreements				5,000
				<u><u>25,000</u></u>

Attachment: PROPOSED BUDGET [Revision 1] (1107 : OVERSIGHT-ADM BUD)



AGENDA STAFF REPORT

MEETING DATE: 9/21/2015	AGENDA SECTION: 3
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SUBJECT:

Review and approval of the Recognized Obligation Payment Schedule (ROPS) for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-02-OBR

RECOMMENDATION:

That the Oversight Board review and approve the Recognized Obligation Payment Schedule (ROPS) for the period January 1, 2016 to June 30, 2016 by adopting resolution 16-02-OBR

BACKGROUND:

AB 1484 requires Redevelopment Agency Successor Agencies to prepare a Recognized Obligation Payment Schedule (ROPS) each six months and submit the ROPS to the State Department of Finance (DOF). The Successor Agency Oversight Board must approve the ROPS prior to submittal to DOF.

The six month ROPS is a list of obligations or payments that are or may be due within the six month period. The attached ROPS is for the period of January 1, 2016 to June 30, 2016. The Agency owes Kings EDC \$48,384 on loans for purchase of land in the Kings Industrial Park. \$25,000 is for proposed administrative expenses of the Successor Agency to wind down the activities of the former Redevelopment Agency. The Agency owes the City of Hanford \$7,736,416 from loans (funds advanced) to the Agency for capital improvement projects and operation expenses incurred from the inception of each of the two project areas to dissolution of The Redevelopment Agency. Pursuant to AB 1484 guidelines, the city could not place the unpaid loan balances on the ROPS Schedule until the due diligence reviews were complete, approved by the Oversight Board, approved by the Department of Finance (DOF), and the DOF issued a "Finding of Completion" (FOC). The due diligence reviews have been completed and approved by the DOF and the DOF has issued a FOC to the city effective July 16, 2013. The State Controller's Office (SCO) completed its approval effective August 13, 2014. The AB 1484 guidelines also provide that a defined repayment schedule must be developed and that the

maximum annual repayment amount is limited to one-half of the increase between the residual amount distributed to the taxing entries in that fiscal year and the residual amount distributed in the 2012-13 base year. The first request for funding will begin with when State Legislation is approved allowing repayment under previous City/Agency Reimbursement Agreements.

Staff is requesting the Oversight Board approve the ROPS for the period January 1, 2016 - June 30, 2016, which must be submitted to the State Department of Finance and the Kings County Auditor-Controller by October 5, 2015. Under AB 1484, all actions taken by the Oversight Board must be adopted by resolution.

FISCAL IMPACT:

None.

ATTACHMENTS:

RESOLUTION 16-02-OBR

ROPS 15-16B

RESOLUTION NO. 16-02-OBR

**RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY
TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HANFORD
APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS)
FOR THE PERIOD JANUARY 1, 2016 TO JUNE 30, 2016**

At a special meeting of the members of the Oversight Board to the Community Redevelopment Agency of the City of Hanford (“Oversight Board”), duly called and held on September 21, 2015, at 4:00 P.M., and upon a motion by Member _____ and seconded by Member _____ and duly carried, the following resolution was adopted:

WHEREAS, AB 1X 26 (Dissolution Act) effectively dissolved all redevelopment agencies in the State of California effective February 1, 2012; and

WHEREAS, on June 27, 2012 the California State Legislature passed and the Governor signed AB 1484, which made technical and substantive amendments to the Dissolution Act; and

WHEREAS, AB 1X 26 and AB 1484 require the preparation by the Successor Agency of Recognized Obligation Payment Schedules (ROPS); and

WHEREAS, each ROPS sets forth the amounts due for enforceable obligations that may be payable during the six-month period covered by each respective ROPS; and

WHEREAS, each ROPS is subject to approval by the Oversight Board; and

WHEREAS, the Successor Agency’s authority to pay enforceable obligations is limited to those items shown on an approved ROPS; and

WHEREAS, the Successor Agency to the Community Redevelopment Agency of the City of Hanford prepared the attached ROPS, which covers the period January 1, 2016 through June 30, 2016; and

WHEREAS, the Oversight Board has reviewed the attached ROPS and finds that it complies with the requirements of AB 1X 26 and AB 1484; and

WHEREAS, AB 1484 requires that all actions taken by an Oversight Board be adopted by resolution (Health & Safety Code Section 34179(e)).

NOW, THEREFORE, BE IT RESOLVED that the attached ROPS covering the period January 1, 2016 through June 30, 2016 is hereby approved.

Passed and adopted at a meeting of the Oversight Board of the Successor Agency of the Community Redevelopment Agency of the City of Hanford duly called and held on the 21st day of September, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

APPROVED

 JOHN LEHN
Chairperson of the Oversight Board of
 the Successor Agency to the Community Redevelopment
 Agency of the City of Hanford

Attest:

 JENNIFER GOMEZ
CITY CLERK

Attachment: RESOLUTION 16-02-0BR (1108 : OVERSIGHT-ROPS)

STATE OF CALIFORNIA)
COUNTY OF KINGS)ss
CITY OF HANFORD)

I, **JENNIFER GOMEZ**, City Clerk of the City of Hanford, do hereby certify that the foregoing Resolution was passed and adopted by the Members of the Oversight Board of the Successor Agency to the Community Redevelopment Agency of the City of Hanford at a special meeting thereof held on September 21, 2015.

JENNIFER GOMEZ
CITY CLERK
Oversight Board of the Successor Agency to the
Community Redevelopment Agency of the City of Hanford

Attachment: RESOLUTION 16-02-OB (1108 : OVERSIGHT-ROPS)

Recognized Obligation Payment Schedule (ROPS 15-16B) - Summary
 Filed for the January 1, 2016 through June 30, 2016 Period

Name of Successor Agency: Hanford
 Name of County: Kings

Current Period Requested Funding for Outstanding Debt or Obligation		Six-Month Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding Sources (B+C+D):		
A	Bond Proceeds Funding (ROPS Detail)	\$ 48,384
B	Reserve Balance Funding (ROPS Detail)	-
C	Other Funding (ROPS Detail)	48,384
D		
Enforceable Obligations Funded with RPTTF Funding (F+G):		\$ 25,000
E	Non-Administrative Costs (ROPS Detail)	-
F	Administrative Costs (ROPS Detail)	25,000
G		
H	Total Current Period Enforceable Obligations (A+E):	\$ 73,384

Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding		
I	Enforceable Obligations funded with RPTTF (E):	25,000
J	Less Prior Period Adjustment (Report of Prior Period Adjustments Column S)	(125,000)
K	Adjusted Current Period RPTTF Requested Funding (I-J)	\$ (100,000)

County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding		
L	Enforceable Obligations funded with RPTTF (E):	25,000
M	Less Prior Period Adjustment (Report of Prior Period Adjustments Column AA)	-
N	Adjusted Current Period RPTTF Requested Funding (L-M)	25,000

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.

 John Lehn
 Name

 /s/

 Signature

 Date

Hanford Recognized Obligation Payment Schedule (ROPS 15-16B) - ROPS Detail January 1, 2016 through June 30, 2016 (Report Amounts in Whole Dollars)															
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
Item #	Project Name / Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RFTTF		Six-Month Total
										Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	
1	KINGS EDC LOAN	Third-Party Loans	5/4/2000	6/30/2043	KINGS EDC	LOAN FOR LAND PURCHASE	INDUSTRIAL PK	\$ 73,384	N	\$	\$	48,384	\$	\$	\$ 73,384
3	SUCCESSOR AGENCY ADM	Admin Costs	7/1/20:5	7/1/2015	CITY OF HANFORD	ADMINISTRATIVE COSTS	ALL AREAS	48,384	N	\$	\$	25,000	\$	\$	48,384
4								25,000	N	\$	\$		\$	\$	25,000
5									N	\$	\$		\$	\$	

**Hanford Recognized Obligation Payment Schedule (ROPS 15-16B) - Report of Cash Balances
(Report Amounts in Whole Dollars)**

A	B	C	D	E	F	G	H	I						
									Fund Sources					
									Bond Proceeds		Reserve Balance		Other	RPTTF
Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, Grants, Interest, Etc.	Non-Admin and Admin									
Cash Balance Information by ROPS Period														
ROPS 14-15B Actuals (01/01/15 - 06/30/15)														
1	Beginning Available Cash Balance (Actual 01/01/15)					99,772	234,776							
2	Revenue/Income (Actual 06/30/15) RPTTF amounts should tie to the ROPS 14-15B distribution from the County Auditor-Controller during January 2015					833	15,224							
3	Expenditures for ROPS 14-15B Enforceable Obligations (Actual 06/30/15) RPTTF amounts, H3 plus H4 should equal total reported actual expenditures in the Report of PPA, Columns L and Q													
4	Retention of Available Cash Balance (Actual 06/30/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)					100,054								
5	ROPS 14-15B RPTTF Prior Period Adjustment RPTTF amount should tie to the self-reported ROPS 14-15B PPA in the Report of PPA, Column S								125,000					
6	Ending Actual Available Cash Balance C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ -	\$ -	\$ -	\$ -	\$ 551	\$ 125,000							
ROPS 15-16A Estimate (07/01/15 - 12/31/15)														
7	Beginning Available Cash Balance (Actual 07/01/15) (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ -	\$ -	\$ 225,000	\$ -	\$ 551	\$ 25,000							
8	Revenue/Income (Estimate 12/31/15) RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015													
9	Expenditures for ROPS 15-16A Enforceable Obligations (Estimate 12/31/15)								25,000					
10	Retention of Available Cash Balance (Estimate 12/31/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)													
11	Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)	\$ -	\$ -	\$ 225,000	\$ -	\$ 551	\$ -							

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 [Cash Balance Tips Sheet](#)

