

CITY OF ALHAMBRA
NOTICE OF REGULAR MEETING
OF THE
ALHAMBRA OVERSIGHT BOARD
WEDNESDAY, JUNE 21, 2017
2:00 p.m.

NOTICE IS HEREBY GIVEN that a **Regular Meeting of the Alhambra Oversight Board** will be held on **Wednesday, June 21, 2017 at 2:00 p.m.** at Alhambra City Hall Council Chambers, 111 South First Street, Alhambra, California, pursuant to the order of the Alhambra Oversight Board Secretary.

An agenda of such adjourned regular meeting is attached hereto, incorporated herein by reference and made a part hereof as though fully set forth herein.

Tara Schultz
Alhambra Oversight Board Secretary

Dated: June 16, 2017
Notice No: N2M17-64
Posted: June 16, 2017

AGENDA
CITY OF ALHAMBRA
OVERSIGHT BOARD
REGULAR MEETING

June 21, 2017, 2:00 p.m. Alhambra City Hall City Council Chambers

1. Call to Order

2. Roll Call/Introductions

Mark Paulson, Chairman & Representative of San Gabriel Valley Municipal Water District
James Funk, Representative of City of Alhambra
Owen Guenthard, Representative of Los Angeles County
Adele Andrade-Stadler, Representative of Alhambra Unified School District
Maria Murray, Representative of City of Alhambra
Richard Verches, Representative of Community College Board

3. Flag Salute

4. Approval of the Minutes

Recommended Action

That the Oversight Board review and approve, as submitted, the Minutes of the January 11, 2017 Meeting of the Alhambra Oversight Board.

5. Resolution No. 0067 Approving the Successor Agency Administrative Budget for the Fiscal Year 2017/2018

Staff is presenting the Successor Agency Budget for the Oversight Board's review and approval.

RECOMMENDATION:

Staff recommends that the Oversight Board of the City of Alhambra Successor Agency approve Resolution No. 0067 approving the Successor Agency Administrative Budget for the Fiscal Year 2017/2018 and direct Successor Agency staff to provide the required cost estimates for expenses to the Los Angeles County Auditor-Controller.

6. Public Comments

Comments must pertain to the business of the Oversight Board. Kindly limit all oral communications to five (5) minutes.

7. Adjournment

Adjourn to a future date to be determined on an as needed basis.

Copies of staff reports or other written documentation, if any, relating to each item of business described above are on file in the Alhambra City Hall, Development Services Department, 111 S. First Street, Alhambra California 91801, and are available for public inspection upon request during regular business hours of 8:00am to 5:00pm, Monday through Friday.

Should any person have a question concerning any of the above agenda items prior to the meeting described herein, he or she may contact Tara Schultz, Assistant City Manager/Director of Human Resources, either in person at the Human Resources Department at Alhambra City Hall, 111 South First Street, or by calling via telephone at (626) 570-5098 during regular business hours.

MINUTES
CITY OF ALHAMBRA
OVERSIGHT BOARD
REGULAR MEETING

January 11, 2017, 2:00 p.m.

Alhambra City Hall

City Council Chambers

1. **Call to Order:** At 2:01 p.m., the Oversight Board of the Successor Agency convened in the City Council Chambers of the Alhambra City Hall.

2. **Roll Call/Introductions**

PRESENT: FUNK, GUENTHARD, MURRAY, PAULSON

ABSENT: ANDRADE-STADLER, VERCHES

Officials Present: Assistant to the Fire Chief/Successor Agency Staff Smith; Development Deputy Director/Successor Agency Staff Reynoso, Finance Director Espinoza, Successor Agency Transcriber Ratsavong.

3. **Flag Salute:** Led by Chairman Paulson.

4. **Approval of the Minutes**

Action

The Oversight Board reviewed and approved, as submitted, the Minutes of the November 30, 2016 Meeting of the Alhambra Oversight Board.

Vote: Moved: MURRAY Seconded: FUNK
Ayes: FUNK, GUENTHARD, MURRAY, PAULSON
Abstain: NONE
Noes: NONE
Absent: ANDRADE-STADLER, VERCHES

5. **Resolutions Approving the Reinstatement of City Loans Made to the Former Redevelopment Agency for the Acquisition of Property Located on Woodward Ave. and North Third St. and Property Located on North Chapel Ave.**

It is anticipated that the City Council and Successor Agency will consider the reinstatement of loans between the City and the former Redevelopment Agency at their meeting of January 9, 2017. In 1997 the City entered into a Reimbursement Agreements with the former Redevelopment Agency for the development of two projects located on Woodward Ave. and North Third St. and on North Chapel. Staff is seeking to reinstate these loans on the ROPS for payment.

Action

The Oversight Board approved the following Resolutions and directed Successor Agency staff to transmit a copy of the Resolutions to the State Department of Finance.

Resolution No. 0062, A Resolution Of The Oversight Board For The Successor Agency To The Alhambra Redevelopment Agency Approving Reinstatement Of A City Loan Made To The Former Redevelopment Agency For The Acquisition Of Property Located On North Chapel Avenue

Resolution No. 0063, A Resolution Of The Oversight Board For The Successor Agency To The Alhambra Redevelopment Agency Approving Reinstatement Of A City Loan Made To The Former Redevelopment Agency For The Acquisition Of Property Located On Woodward Avenue And North Third Street

Vote: Moved: FUNK Seconded: MURRAY
Ayes: FUNK, GUENTHARD, MURRAY, PAULSON
Abstain: NONE
Noes: NONE
Absent: ANDRADE-STADLER, VERCHES

6. Resolution No. 0064, Approving Repayment of the Low and Moderate Income Housing Fund Deficit and a Repayment Schedule

It is anticipated that the Successor Agency will consider the approval of the repayment of the Low and Moderate Income Housing Fund Deficit and Repayment Schedule at their meeting of January 9, 2017. In 1990 the Redevelopment Agency adopted the Low/Mod Deficit Reduction Plan for the Industrial and Central Business District Project Areas to repay deferred set-aside tax increment revenue to the Low/Mod Fund. Staff is seeking the approval of the Oversight Board for the repayment of the Low and Moderate Income Housing Fund Deficit and the approval of a new Repayment Plan and include these items on the ROPS for payment.

Action

The Oversight Board approved the following Resolution No. 0064, A Resolution of the Oversight Board for the Successor Agency to the Alhambra Redevelopment Agency Approving Repayment of the Low and Moderate Income Housing Fund Deficit and a Repayment Schedule and directed Successor Agency staff to transmit a copy of the Resolutions to the State Department of Finance.

Vote: Moved: GUENTHARD Seconded: MURRAY
Ayes: FUNK, GUENTHARD, MURRAY, PAULSON
Abstain: NONE
Noes: NONE
Absent: ANDRADE-STADLER, VERCHES

7. Resolution No. 0065 - July 2017 through June 2018 - Recognized Obligation Payment Schedule

The Recognized Obligation Schedule (ROPS) lists enforceable obligations of the Successor Agency and must be approved by the Oversight Board. The ROPS for the period of July 2017 through June 2018 must be submitted to the Los Angeles Auditor-Controller by February 1, 2017 to assure the timely disbursement of the tax increment funding.

Action

The Oversight Board reviewed and approved Resolution No. 0065 approving the amended Recognized Obligation Schedule for the period July 2017 through June 2018, directing Successor Agency staff to transmit the approved Recognized Obligation Schedule to the Los Angeles County Auditor Controller, the State Controller and the State Department of Finance.

Vote: Moved: MURRAY Seconded: FUNK
Ayes: FUNK, GUENTHARD, MURRAY, PAULSON
Abstain: NONE
Noes: NONE
Absent: ANDRADE-STADLER, VERCHES

8. Resolution No. 0066 – Amending the Meeting Schedule

It is proposed that the Oversight Board consider amending its current meeting schedule of meeting on the second and fourth Wednesday of every month at 2:00 pm to scheduling meetings on an as needed basis.

Action

The Board adopted Resolution No. 0066 amending the meeting schedule to an as needed basis for future Oversight Board meetings, and directed Successor Agency staff to transmit a copy of the Resolution to the State Department of Finance.

Vote: Moved: MURRAY Seconded: GUENTHARD
Ayes: FUNK, GUENTHARD, MURRAY, PAULSON
Abstain: NONE
Noes: NONE
Absent: ANDRADE-STADLER, VERCHES

9. Public Comments

There were no public comments.

10. Adjournment

There being no further business for the Board to transact, with a unanimous consent the Oversight Board adjourned their respective meeting at 2:14 p.m. to the next regularly scheduled meeting on Wednesday, June 21, 2017 at 2:00 pm.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2017.

Mark Paulson, Chairperson

ATTEST:

Tara Schultz
Successor Agency Staff

ITEM NO. 5

DATE: June 21, 2017

TO: Chairman and Members of the Oversight Board of the Alhambra
Successor Agency

AGENDIZED: Tara Schultz, Successor Agency Staff Member

PREPARED BY: Silvia Smith, Successor Agency Staff Member

SUBJECT: Approval of the Successor Agency Administrative Budget for the Fiscal
Year 2017/2018

PURPOSE:

To request Oversight Board approval of the Successor Agency Administrative Budget for the Fiscal Year 2017/2018 and direct Successor Agency staff to provide the required cost estimates for expenses to the Los Angeles County Auditor-Controller.

FACTS:

1. California Health and Safety Code section 34177(j) requires that each Successor Agency prepare an administrative budget for each six month fiscal period.
2. Successor Agency staff has prepared an administrative budget for the Fiscal Year 2017/2018 which is attached as Exhibit A. This budget will be funded through the Department of Finance approved ROPS for the period of July 2017 through June 2018. The Oversight Board approved 2017-2018 ROPS on January 11, 2017, which was forwarded to the Department of Finance for their approval.
3. AB26 provides for an administrative cost allowance to provide funds for Successor Agencies to help wind down the affairs of the former redevelopment agency and to administer the repayment of debt.
4. Section 34177(k) of the Health and Safety Code requires each Successor Agency to provide to the County auditor-controller administrative cost estimates for expenses from the administrative budget that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund for each six month fiscal period.

FINANCIAL ANALYSIS:

The attached schedule titled Successor Agency to the Alhambra Redevelopment Agency Budget for Fiscal Year 2017/2018 is not included in the City's Fiscal Year 2017-18 budget but

ITEM NO. 5

is instead kept separate and independent of the City's Budget and has no impact on the City Budget.

RECOMMENDATION:

Staff recommends that the Oversight Board of the City of Alhambra Successor Agency approve Resolution No. 0067 approving the Successor Agency Administrative Budget for the Fiscal Year 2017/2018 and direct Successor Agency staff to provide the required cost estimates for expenses to the Los Angeles County Auditor-Controller.

RESOLUTION No.0067

A RESOLUTION OF THE OVERSIGHT BOARD FOR THE SUCCESSOR AGENCY TO THE ALHAMBRA REDEVELOPMENT AGENCY APPROVING THE SUCCESSOR AGENCY ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 2017 THROUGH JUNE 2018 PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(j) AND (k)

WHEREAS, California Health and Safety Code Section 34177(j) requires that each Successor Agency prepare an administrative budget for each six month fiscal period; and

WHEREAS, a draft administrative budget for the period of July 2017 through June 2018 is attached hereto as Exhibit A; and

WHEREAS, Section 34177(k) requires each Successor Agency to provide to the County auditor-controller administrative cost estimates for expenses from the administrative budget that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund for each six month fiscal period.

NOW THEREFORE, THE OVERSIGHT BOARD FOR THE SUCCESSOR AGENCY TO THE ALHAMBRA REDEVELOPMENT AGENCY HEREBY RESOLVES:

SECTION 1. The Administrative budget for the period of July 2017 through June 2018 attached hereto as Exhibit A is hereby approved.

SECTION 2. The Successor Agency staff is directed to provide the required cost estimates for expenses to the County auditor-controller.

PASSED, APPROVED AND ADOPTED this 21th day of June, 2017.

Mark Paulson, Chairperson

ATTEST:

Tara Schultz
Successor Agency Staff
Director of Human Resources

I HEREBY CERTIFY that the above and foregoing resolution was duly passed and adopted by the Oversight Board for the Successor Agency to the Alhambra Redevelopment Agency at its regular meeting held on June 21, 2017.

AYES:

NOES:

ABSENT:

ABSTAINED:

Tara Schultz
Successor Agency Staff
Director of Human Resources

Exhibit A
 CITY OF ALHAMBRA
 BUDGET FOR FISCAL YEAR 2017-2018

EXPENDITURE SUMMARY

ACTIVITY: *Successor Agency to the Alhambra Redevelopment Agency*
 DEPARTMENT: *Successor Agency*
 ACCOUNT: *925.40.97xx*

Object of Expenditure	2016-17 Adopted Budget	2016-17 Estimated Actual	2017-18 Proposed Budget
Personnel Cost	\$ 143,104	143,104	123,427
Services & Supplies	106,896	106,896	108,396
Total Budget	<u>250,000</u>	<u>250,000</u>	<u>231,823</u>
Costs Applied	0	0	0
Net Budget	<u>\$ 250,000</u>	<u>250,000</u>	<u>231,823</u>

FUNDING SOURCES

County Revenue	\$ 250,000	250,000	231,823
Total Funding	<u>\$ 250,000</u>	<u>250,000</u>	<u>231,823</u>

CITY OF ALHAMBRA
BUDGET FOR FISCAL YEAR 2017-2018

AUTHORIZED POSITIONS & SALARY DETAIL

ACTIVITY: *Successor Agency to the Alhambra Redevelopment Agency*
 DEPARTMENT: *Successor Agency*
 ACCOUNT: *925.40.97xx*

Position	2015-16 Budget		2016-17 Budget		2017-18 Budget	
	Number	Amount	Number	Amount	Number	Amount
PERMANENT						
Director of Finance	191,229	0.03 \$ 5,484	0.03	\$ 5,640	0.03	\$ 5,835
Assistant Director of Finance	136,086	0.03 3,834	0.03	3,945	0.03	4,083
Asst CM/Human Resources Di	160,963	0.15 21,708	0.15	23,868	0.15	24,144
Deputy Director of Dev Svcs	145,612	0.15 19,169	0.15	19,723	0.15	21,842
Assistant to the Fire Chief	98,518	0.30 24,063	0.30	24,887	0.30	27,622
Secretary	70,070	0.10 5,763	0.10	5,929	0.10	6,566
Secretary	65,274	0.05 2,927	0.05	3,010	0.05	3,128
Total Permanent		0.8 82,948	0.81	87,001	0.81	93,221

CITY OF ALHAMBRA
BUDGET FOR FISCAL YEAR 2017-2018

EXPENDITURE DETAIL

ACTIVITY: *Successor Agency to the Alhambra Redevelopment Agency*
DEPARTMENT: *Successor Agency*
ACCOUNT: *925.40.97xx*

Line Item	Description	2016-17 Adopted Budget	2016-17 Estimated Actual	2017-18 Proposed Budget	Jul-Dec 2017-18(A) Proposed Budget	Jan-Jun 2017-18(B) Proposed Budget
PERSONNEL SERVICES						
51010	Salary Expense	\$ 110,155	110,155	93,221	46,610	46,610
51010	Benefits	32,949	32,949	30,206	15,103	15,103
	Total Personnel Services	143,104	143,104	123,427	61,714	61,714
SERVICES & SUPPLIES						
<i>9760 Tax Increment</i>						
61790	Rent, Utilities, Telephone, etc	12,000	12,000	12,000	6,000	6,000
62510	Special Departmental Services	30,650	30,650	30,650	20,000	10,650
64120	Office Supplies	1,500	1,500	3,000	750	750
65020	Travel & Transportation	0	0	0	0	0
		44,150	44,150	45,650	26,750	17,400
<i>9768 Oversight Board Costs</i>						
61790	Rent, Utilities, Telephone, etc	600	600	600	300	300
62120	Professional - Legal	8,946	8,946	8,946	4,473	4,473
62510	Special Departmental Services	100	100	100	50	50
62512	Publishing & Advertising	3,000	3,000	3,000	1,500	1,500
64120	Office Supplies	100	100	100	50	50
		12,746	12,746	12,746	6,373	6,373
<i>9769 Consultants</i>						
62120	Professional - Legal	40,000	40,000	40,000	15,668	15,668
62110	Professional & Consulting	10,000	10,000	10,000	5,000	5,000
		50,000	50,000	50,000	20,668	20,668
	Total Services & Supplies	106,896	106,896	108,396	53,791	44,441
COSTS APPLIED						
71020	Transfers Out			0		
71520	Transfers In			0		
75020	Cost Allocation			0		
75030	Liability Insurance Allocation			0		
	Total Costs Applied	0	0	0	0	0
	TOTAL BUDGET	250,000	250,000	231,823	115,505	106,155
	TOTAL COSTS APPLIED	0	0	0	0	0
	NET BUDGET	\$ 250,000	250,000	231,823	115,505	106,155