



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Meeting Agenda

Oversight Board

Thursday, February 1, 2018

8:30 AM

Council Chambers

SPECIAL MEETING

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Board on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Board and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Chair may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

- E. COMMUNICATIONS - OVERSIGHT BOARD/STAFF STATEMENTS AND REQUESTS
- F. REPORTS

[17-0642](#)

SUBJECT: Approval of 2018-19 Recognized Obligation Payment Schedule and Administrative Budget

Recommendation for Action

Staff recommends that the Oversight Board of the Successor Agency to the Dissolved Woodland Redevelopment Agency ("Oversight Board"), by motion, approve and adopt the attached resolutions authorizing the City Manager to submit:

1. ROPS 18/19 for the period of July 1, 2018 through June 30, 2019
2. Administrative Budget for the period of July 1, 2018 through June 30, 2019
3. Resolution No. _____, Authorizing submittal of ROPS 18/19

4. Resolution No. _____, Authorizing submittal of Administrative Budget

Attachments: [Resolution approving ROPS 18.19](#)

[Resolution approving Administrative Budget 18.19](#)

[Woodland_ROPS 18-19](#)

[Admin Budget Spreadhsheet FY18-19](#)

G. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Special Meeting of the Oversight Board of the City of Woodland scheduled for February 1, 2018 was posted on January 30, 2018 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Ana B. Gonzalez, City Clerk

Legislation Details (With Text)

File #: 17-0642 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 1/30/2018 **In control:** Oversight Board
On agenda: 2/1/2018 **Final action:**
Title: SUBJECT: Approval of 2018-19 Recognized Obligation Payment Schedule and Administrative Budget

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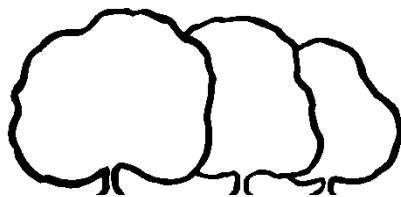
Sponsors:

Indexes:

Code sections:

Attachments: [Resolution approving ROPS 18.pdf](#)
[Resolution approving Administrative Budget 18.pdf](#)
[Woodland ROPS 18-19](#)
[Admin Budget Spreadhsheet FY18-19](#)

Date	Ver.	Action By	Action	Result
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City of Woodland

STAFF REPORT

TO: THE HONORABLE CHAIR AND
MEMBERS OF THE WOODLAND
OVERSIGHT BOARD

DATE: February 1, 2018

SUBJECT: Approval of 2018-19 Recognized Obligation Payment Schedule and
Administrative Budget

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Staff Contact

Wendy Ross, Economic Development Manager, 530/661-5921, wendy.ross@cityofwoodland.org

Background

Pursuant to the Health and Safety Code Section 34172, added by ABX1 26 (the “Dissolution Act”), the Woodland Redevelopment Agency (“Redevelopment Agency”) was dissolved as of February 1, 2012. The Successor Agency to the Woodland Redevelopment Agency (“RDA Successor Agency”) is the Successor Agency of the Redevelopment Agency. The Oversight Board is responsible for approving the actions of the RDA Successor Agency pursuant to Health and Safety Code Section 34179.

One of the RDA Successor Agency’s responsibilities pursuant to Health and Safety Code Section 34177 of the Dissolution Act is to prepare a ROPS listing all of the minimum payment amounts and due dates of payments required by enforceable obligations, forward looking for each six-month fiscal period. The ROPS must be approved by the Oversight Board, and submitted to the county Auditor-Controller, the State Controller and the Department of Finance (“DOF”). The Oversight Board approved ROPS for the period of July 1, 2018 through June 30, 2019 must be submitted no later than February 1, 2018.

Pursuant to Health and Safety Code Section 34177(j), the RDA Successor Agency is required to prepare a proposed Administrative Budget (“Budget”) for each six-month fiscal period, and submit it for approval to the Oversight Board. The Administrative Budget for the period of July 1, 2017 through June 30, 2019 is attached for the Oversight Board review and approval.

Discussion

1. Recognized Obligation Payment Schedule

The ROPS for the period of July 1, 2018 through June 30, 2019 was prepared by the RDA Successor Agency and will be submitted to the Successor Agency Board “for information only” on February 6, 2018. The ROPS requires Oversight Board approval in order to become effective pursuant to Health and Safety Code Sections 34177 and 34180(g). Once it is approved by the appropriate agencies, the RDA Successor Agency may receive funds from the Auditor-Controller to pay the existing debts and obligations provided in the ROPS. Upon Oversight Board approval, the RDA Successor Agency must, no later than February 1, 2018, provide a copy of the approved ROPS to the County Auditor-Controller, the State Controller and DOF, and post the approved ROPS on the RDA Successor Agency’s website.

Following receipt of the ROPS 18/19, DOF has 45 days to make a determination of the enforceable obligations and notify the Successor Agency.

2. Administrative Budget

Pursuant to Health and Safety Code Section 34177(j), the RDA Successor Agency is required to prepare a proposed Administrative Budget (“Budget”) for each twelve-month fiscal period, and submit it for approval to the Oversight Board. The Budget is required to include all of the following: (1) estimated amounts for RDA Successor Agency administrative costs for the applicable twelve-month fiscal period; (2) proposed sources of payment for all administrative costs; (3) proposals for arrangements for administrative and operational services provided by the City of Woodland.

Pursuant to Health and Safety Code Section 34179(h), because DOF may review Oversight Board actions, the Oversight Board’s action to approve the Budget is not effective for five business days, pending a request for review by DOF. DOF has 45 days to make its determination of the enforceable obligations and notify the Successor Agency.

CEQA

The actions taken by enactment of these Resolutions do not commit the Oversight Board to any actions that may have a significant effect on the environment. As a result, such actions do not constitute projects subject to the requirements of the California Environmental Quality Act.

Next Steps

Throughout the course of winding down the Woodland Redevelopment Agency, the Woodland Successor Agency has satisfied all of the necessary requirements, including developing a Long Range Property Management Plan(LRPMP) and being able to retain RDA Bond proceeds to be used for projects originally approved by the bondholders, bond counsel, tax payers and Woodland Redevelopment Agency Board of Directors. Staff has disbursed funds to be used for infrastructure projects in downtown Woodland that support private development including the redevelopment of the State Theater Complex and the relocated Yolo County Courthouse.

When the Successor Agency was established, there was a finite period of time where the Oversight Board would reside and make decisions on behalf of the Woodland taxing entities. According to AB1X 26 and succeeding bill AB 1484, all (city) Successor Agencies are required to take the next step of “winding down redevelopment” by consolidating the Oversight Boards into countywide Oversight Boards effective July 1, 2016. However, SB 107 delayed this transition until July 1, 2018, providing two additional years for local oversight board control of successor agencies. As referenced above, over the next several months, the Woodland Successor Agency will collaborate with Yolo County Finance Services and the other remaining Successor Agencies in the county to become the Yolo County Oversight Board. The most recent consolidation meeting was held on November 8, 2017.

Pursuant to Health and Safety Code Section 34179 (j) and SB107, the following will make up the Yolo County Oversight Board:

- (j) Commencing on and after July 1, 2018, in each county where more than one oversight board was created by operation of the act adding this part, there shall be only one oversight board appointed as follows:
 - (1) One member may be appointed by the county board of supervisors.
 - (2) One member may be appointed by the city selection committee established pursuant to Section

50270 of the Government Code. In a city and county, the mayor may appoint one member.

(3) One member may be appointed by the independent special district selection committee established pursuant to Section 56332 of the Government Code, for the types of special districts that are eligible to receive property tax revenues pursuant to Section 34188.

(4) One member may be appointed by the county superintendent of education to represent schools if the superintendent is elected. If the county superintendent of education is appointed, then the appointment made pursuant to this paragraph shall be made by the county board of education.

(5) One member may be appointed by the Chancellor of the California Community Colleges to represent community college districts in the county.

(6) One member of the public may be appointed by the county board of supervisors.

(7) One member may be appointed by the recognized employee organization representing the largest number of successor agency employees in the county.

And, (k) The Governor may appoint individuals to fill any oversight board member position described in subdivision (j) that has not been filled by July 15, 2018, or any member position that remains vacant for more than 60 days.

And, finally, (m) Any oversight board for a given successor agency shall cease to exist when all of the indebtedness of the dissolved redevelopment agency (s) has been repaid.

Fiscal Impact

No City or Successor Agency funds are involved with the approval of the Recognized Obligation Payment Schedule (“ROPS”) or the Administrative Budget. The ROPS simply lists existing enforceable obligations to be paid by the Successor Agency. Only payments listed on the approved ROPS and approved by the State Department of Finance (DOF) may be made by the Successor Agency. The Administrative Budget provides the details for expenditures for the period of time being reported.

Recommendation for Action

Staff recommends that the Oversight Board of the Successor Agency to the Dissolved Woodland Redevelopment Agency (“Oversight Board”), by motion, approve and adopt the attached resolutions authorizing the City Manager to submit:

1. ROPS 18/19 for the period of July 1, 2018 through June 30, 2019
2. Administrative Budget for the period of July 1, 2018 through June 30, 2019
3. Resolution No. _____, Authorizing submittal of ROPS 18/19
4. Resolution No. _____, Authorizing submittal of Administrative Budget

Prepared by: Wendy Ross
Economic Development Manager

Reviewed by: Ken Hiatt
Assistant City Manager/Community Development



Paul Navazio, City Manager

Attachments:

Resolution Approving ROPS

Resolution Approving Administrative Budget

ROPS 18/19

Administrative Budget 18/19

RESOLUTION NO. ____-OB

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE WOODLAND REDEVELOPMENT AGENCY APPROVING AND ADOPTING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(1)(2)(A) AND (B) FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019

WHEREAS, the Successor Agency to the Woodland Redevelopment Agency (“Oversight Board Agency”) has been established to direct the Successor Agency to take certain actions to wind down the affairs of the Redevelopment Agency pursuant to Health and Safety Code section 34179;

WHEREAS, Health and Safety Code section 34177(1)(2)(A) requires the Successor Agency to prepare a recognized obligation payment schedule (“ROPS”) covering the period from July 1, 2018 through June 30, 2019, and submit it to the Successor Agency’s Oversight Board for approval; and

WHEREAS, Health and Safety Code section 34177(1)(2)(B) requires the Successor Agency to submit the Oversight Board approved ROPS covering the period from July 1, 2018 through June 30, 2019, to the County Administrative Officer, the County Auditor-Controller, and the California Department of Finance by February 1, 2018; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE WOODLAND REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. CEQA Compliance. The approval of the ROPS through this Resolution does not commit the Oversight Board to any action that may have a significant effect on the environment. As a result, such action does not constitute a project subject to the requirements of the California Environmental Quality Act.

Section 3. Approval of ROPS. The Successor Agency hereby approves and adopts this ROPS 18/19, in substantially the form attached to this Resolution as Exhibit A, as required by Health and Safety Code Section 34177.

Section 4. Transmittal of the ROPS for July 1, 2018 through June 30, 2019. The City Manager is hereby authorized and directed to take any action necessary to carry out the purposes of this Resolution and comply with applicable law regarding the ROPS covering the period of July 1, 2018 through June 30, 2019.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Oversight Board of the Successor Agency to the Woodland Redevelopment Agency on the 1st day of February, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Enrique Fernandez, Oversight Board Chair

ATTEST:

Ana B. Gonzalez, Secretary, Oversight Board

EXHIBIT A

RECOGNIZED OBLIGATION PAYMENT SCHEDULE

[Attached behind this page]

RESOLUTION NO. _____ OB

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE DISSOLVED WOODLAND REDEVELOPMENT AGENCY APPROVING THE SUCCESSOR AGENCY'S ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 (j)

WHEREAS, pursuant to Health and Safety Code Section 34713 (d), the Successor Agency to the former Woodland Redevelopment Agency ("RDA Successor Agency") is the successor agency to the dissolved Woodland Redevelopment Agency ("Redevelopment Agency"); and

WHEREAS, the Oversight Board is the RDA Successor Agency's Oversight Board pursuant to Health and Safety Code Section 34179 (a); and

WHEREAS, Health and Safety Code Section 34177 (j) requires the RDA Successor Agency to prepare a proposed administrative budget ("Administrative Budget") for each six month fiscal period, and submit it to the Oversight Board for the Oversight Board's approval; and

WHEREAS, Effective January 1, 2016, with the adoption of SB107, the RDA Successor Agency is required to prepare a proposed administrative budget ("Administrative Budget") for each twelve month fiscal period, and submit it to the Oversight Board for the Oversight Board's approval; and

WHEREAS, the RDA Successor Agency has prepared and submitted the Administrative Budget for the period of July 1, 2018 through June 30, 2019 to the Oversight Board.

NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. CEQA Compliance. The approval of the Administrative Budget through this Resolution does not commit the Oversight Board to any action that may have a significant effect on the environment. As a result, such action does not constitute a project subject to the requirements of the California Environmental Quality Act.

Section 3. Approval of the Administrative Budget. The Oversight Board hereby approves and adopts the Administrative Budget for the period of July 1, 2016 through June 30, 2017, in substantially the form attached to this Resolution as Exhibit A, pursuant to Health and Safety Code Section 34177.

Section 4. Severability. If any provision of this Resolution or the application of any such provision to any person on circumstance is held invalid, such invalidity shall not effect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The Oversight Board declares that the Oversight Board would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

Section 5. Certification. The City Clerk of the City of Woodland acting on behalf of the Oversight Board as its Secretary, shall certify to the adoption of this Resolution.

Section 6. Effective Date. Pursuant to Health and Safety Code Section 34179 (h), all actions taken by the Oversight Board may be reviewed by the State of California Department of Finance, and, therefore, this Resolution shall not be effective for five (5) business days, pending a request for review by the State of California Department of Finance.

PASSED, APPROVED AND ADOPTED this 1st day of February, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Enrique Fernandez, Oversight Board Chair

Ana B. Gonzalez, Oversight Board Secretary

Recognized Obligation Payment Schedule (ROPS 18-19) - Summary

Filed for the July 1, 2018 through June 30, 2019 Period

Successor Agency: Woodland
 County: Yolo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	18-19A Total (July - December)	18-19B Total (January - June)	ROPS 18-19 Total
A Enforceable Obligations Funded as Follows (B+C+D):	\$ 100,000	\$ -	\$ 100,000
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	100,000	-	100,000
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G):	\$ 2,287,830	\$ 281,708	\$ 2,569,538
F RPTTF	2,162,830	156,708	2,319,538
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E):	\$ 2,387,830	\$ 281,708	\$ 2,669,538

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

Woodland Recognized Obligation Payment Schedule (ROPS 18-19) - ROPS Detail

July 1, 2018 through June 30, 2019

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	
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	ROPS 18-19 Total	18-19A (July - December)					18-19A Total	18-19B (January - June)					18-19B Total	
											Fund Sources						Fund Sources						
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		
91									N	\$ -						\$ -							\$ -

CITY OF WOODLAND
RDA Successor Agency Administration Budget
Fiscal Year 2018/19

Description	July 2018 - December 2018	January 2019 - June 2019	Total
Salary	\$ 40,339.34	\$ 40,339.34	\$ 80,678.68
Vacation Buyout	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Admin Buyout	\$ 750.00	\$ 750.00	\$ 1,500.00
Deferred Comp City Match	\$ 305.32	\$ 305.32	\$ 610.64
Workers Comp/Liability Insurance	\$ 2,920.68	\$ 2,920.68	\$ 5,841.36
Retirement	\$ 10,893.89	\$ 10,893.89	\$ 21,787.78
Retirement Health Savings Plan	\$ 120.00	\$ 120.00	\$ 240.00
Lifie/Vision/Dental	\$ 630.00	\$ 630.00	\$ 1,260.00
Retiree Medical	\$ 2,279.10	\$ 2,279.10	\$ 4,558.20
Health/Life/Vision/Dental Premiums	\$ 6,423.00	\$ 6,423.00	\$ 12,846.00
Unemployment Insurance	\$ 507.02	\$ 507.02	\$ 1,014.04
Medicare	\$ 588.21	\$ 588.21	\$ 1,176.41
Contract Services	\$ 55,944.06	\$ 55,944.06	\$ 111,888.12
Tech Service Chargebacks	\$ 2,299.39	\$ 2,299.39	\$ 4,598.77
	\$ 125,000.00	\$ 125,000.00	\$ 250,000.00