

AGENDA



CITY OF VALLEJO OVERSIGHT BOARD FOR THE SUCCESSOR AGENCY TO THE VALLEJO REDEVELOPMENT AGENCY REGULAR MEETING

BOARDMEMBERS:
Erin Hannigan, Chair
Annette Taylor, Vice-Chair
Marti Brown
Melvin Jordan
LaGuan Lea
Shane McAfee
Gary Truelsen

THURSDAY, DECEMBER 19, 2013
8:30 A.M.

CITY COUNCIL CHAMBERS, 2ND FLOOR
555 SANTA CLARA STREET, VALLEJO

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Board without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Those wishing to address the Board on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Board to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Board will be available for public inspection at the City Clerk's Office, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Board. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527, TDD (707) 649-3562.

Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990) and the federal rules and regulations adopted in implementation thereof

1. CALL TO ORDER
2. ROLL CALL
3. COMMUNITY FORUM
4. INTRODUCTION OF LEGAL COUNSEL
5. APPROVAL OF THE MINUTES
 - A. Approval of the Minutes from the November 21, 2013 Special Meeting
6. OLD BUSINESS – None.

7. NEW BUSINESS

- A. Status Report by Community & Economic Development Director Regarding Any Pending Issues Related to Findings of Completion, Long Range Property Management Plan or any other outstanding matter**

Recommendation: No action required; this item is for informational purposes only.

- B. Resolution Approving, Authorizing and Directing the Successor Agency to Execute and Implement a Fourth Amended and Restated Disposition and Development Agreement among the Successor Agency, the City of Vallejo and Callahan Property Company, Inc., Including the Transfer of Assessor Parcels 55-160-600 and 610 from the Successor Agency to the City**

Recommendation: Adopt a Resolution approving, authorizing and directing the Successor Agency to the former Redevelopment Agency of the City of Vallejo to execute and implement a Fourth Amended and Restated Disposition and Development Agreement among the Successor Agency, the City of Vallejo, and Callahan Property Company, Inc. pursuant to Health and Safety Code Section 34181(e), including the transfer of Assessor Parcels 55-160-600 and 610 (Parcel J) pursuant to Health and Safety Code Section 34181(a) from the Successor Agency to the City, and making related statutory findings.

- C. Discussion Regarding Preparation of Governing Bylaws for the Oversight Board**

Recommendation: Discussion regarding preparation of governing bylaws for the Oversight Board. Upon conclusion, take the appropriate action to direct staff or counsel regarding next steps.

- D. Discussion regarding Oversight Board and Staff Relationship and Expectations**

Recommendation: Discussion regarding Board and staff relationship and expectations. Upon conclusion, provide staff with direction regarding next steps.

8. AGENDA ITEMS FOR FUTURE MEETINGS

- A. Discussion of Agenda Items for Future Meetings and Future Meeting Dates**

9. ADJOURNMENT

CERTIFICATION:

I, Dawn Abrahamson, Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Oversight Board for the Successor Agency of the Vallejo Redevelopment Agency, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., December 13, 2013.

Dated: December 13, 2013


Dawn Abrahamson, Secretary

**CITY OF VALLEJO
OVERSIGHT BOARD
FOR THE SUCCESSOR AGENCY TO THE VALLEJO REDEVELOPMENT AGENCY
SPECIAL MEETING MINUTES
NOVEMBER 21, 2013**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Taylor at 8:36 a.m.

2. ROLL CALL

Boardmembers Present: Vice Chair Taylor (member representing Employees of Former Redevelopment Agency Appointee), Boardmembers Jordan (Solano County Superintendent of Education Appointee); Lea (Chancellor of California Community College Appointee) arrived at 8:44 a.m.; McAfee, (GVRD, Largest Special District); and Truelsen (Solano County Board of Supervisor's Public Member Appointee)

Absent: Chair Hannigan (Solano County Board of Supervisors' Appointee) and Boardmember Brown (Mayor of Vallejo Appointee)

Staff Present: Interim Economic Development Director Marks and Secretary Abrahamson .

3. COMMUNITY FORUM – None.

4. APPROVAL OF MINUTES

A. Approval of Minutes from October 17, 2013 Regular Meeting

Action: Moved by Boardmember Truelsen, seconded by Boardmember Jordan and carried by members present to approve the minutes. (Absent- Hannigan, Brown and Lea; Abstain-McAfee)

5. OLD BUSINESS – None.

6. NEW BUSINESS

A. Consideration Regarding Changing the Starting Time of Regular Board Meetings

Recommendation: Discussion regarding changing the starting time of regular Oversight Board meetings. Upon conclusion, take the appropriate action to officially change the starting time of the regular Oversight Board meetings.

Boardmembers discussed changing the starting time of regular meetings from 8 a.m. to 8:30 a.m.

Action: Moved by Boardmember Truelsen, seconded by Boardmember Jordan and carried unanimously by boardmembers present to change the starting time of

regular Oversight Board meetings scheduled for the third Thursday of each month from 8 a.m. to 8:30 a.m.

B. Selection and Appointment of Legal Counsel for Oversight Board

Recommendation: By motion, approve the recommendation of the Oversight Board Ad-hoc Committee to direct the Successor Agency to enter into a Professional Services Agreement with an attorney to provide legal counsel to the Oversight Board

Community & Economic Development Director Sawicki provided an overview of the staff report and the Ad-hoc Committee's proposed recommendation.

Boardmembers Truelsen, Lea and Jordan (members of the Ad-hoc Committee) provided an overview of the Committee's interview and selection process. Boardmember Truelsen highlighted elements of the scope of services and components of the Committee's recommendation, which he provided in hard copy to the Board.

Action: Moved by Boardmember Truelsen, seconded by Boardmember Lea to: (1) approve the Ad-hoc Committee's recommendation to enter into a Professional Services Agreement with Michael Roush to provide legal counsel to the Oversight Board; (2) request Mr. Roush to negotiate a contract for services with the Successor Agency; (3) request that the contract contain standard/boilerplate clauses and that the contract be between the Successor Agency and Michael Roush with the Oversight Board as the client; (4) request that the scope of services recommended by the Ad-hoc Committee be incorporated into the contract; (5) request that the Board chair have direct access to legal counsel and that Board members have limited access; (6) request that the parties execute the contract within the next 3 weeks; and (7) request that the administrative budget be amended to include \$30,000 for Mr. Roush's fees.

Vice Chair Taylor raised a concern related to Recommendation 5 – Board chair to have limited access to legal counsel and Board members having limited access. A discussion ensued amongst the Board members.

Boardmember Truelsen restated the motion as noted above with amendments to Recommendations Nos. 5 and 7 as follows: Recommendation 5: request that the Board chair have direct access to legal counsel and that Board members have limited access and provide courtesy copy notification to staff. Recommendation 7: request that the administrative budget be amended to include \$30,000 for Mr. Roush's fees, to be redirected from the Property Tax Trust Fund. Boardmember Lea, seconder of the motion, agreed to the amendments. **Motion carried unanimously by members present.**

Boardmembers discussed and came to an agreement on sending letters of appreciation to the applications with staff's assistance.

7. Agenda Items for Future Meetings

A. Discussion of Agenda Items for Future Meetings

Boardmember Truelsen provided a list of potential future items for the December 19, 2013 and January 16, 2014 regular meetings. The list of possible items for the December 19 meeting included: (1) introduction of legal counsel, (2) review of Bylaws; (3) discussion/request to put Oversight Board documents on City website; (4) status report by staff on pending issues (finding of completion, property management, etc.); and (5) discussion of Board/staff relationship and expectations.

Possible items for the January 16 meeting included: (1) consideration of Errors and Omissions insurance; (2) Statement of Purpose for Oversight Board (law, conflicts, fiduciary obligations, staff and Board responsibilities, etc.); (3) comprehensive review of line item budget to include staff expenses and methodology of cost allocations; and (4) preparation by staff of a one-paragraph description of each contract, debt, DDA, obligation of the Successor Agency with potential or current issues highlighted.

Secretary Abrahamson informed Boardmembers that all Oversight Board agenda packet and minutes are already a part of the City's website, and agreed to work with IT staff to create an Oversight Board page similar to what is done for standing City Boards and Commissions.

A discussion ensued regarding the list of potential future items with staff responding to questions of Boardmembers.

8. ADJOURNMENT

The meeting adjourned at 9:47 a.m.

ANNETTE TAYLOR, VICE CHAIR

ATTEST:

DAWN G. ABRAHAMSON, SECRETARY