



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

## OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE PASO ROBLES REDEVELOPMENT AGENCY

Wednesday, January 27, 2016 - 3:00 PM

MEETING LOCATION: PASO ROBLES SMALL CONFERENCE ROOM, CITY HALL ANNEX  
821 PINE STREET, SUITE A, PASO ROBLES, CA 93446

---

### TIME 3:00pm - CONVENE REGULAR MEETING

#### CALL TO ORDER

**ROLL CALL** Board members Nick Gilman, Sheldon Smith, Sandee McLaughlin, Tom Flynn, Jim Throop, Frank Mecham, and Chris Iversen

#### PUBLIC COMMENTS

#### OLD BUSINESS.

1. **Approve Minutes – of the Oversight Board Meeting of September 24, 2015 and November 13, 2015**

#### NEW BUSINESS

2. **Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for July 1, 2016 – June 30, 2017**

AB 1484 requires that: the ROPS and Administrative Budget be approved by the Oversight Board; ROPS approval resolutions be forwarded to the State Department of Finance (DOF) no later than February 1, 2016;

Recommendation:

- a. Adopt a Resolution Approving a Recognized Obligation Payment Schedule Pursuant to Health and Safety Code Section 34117(l)
- b. Adopt a Resolution Approving the Administrative Budget

#### **ADJOURNMENT to the next meeting to be scheduled**

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk's Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City's web site at [www.prcity.com](http://www.prcity.com).

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting



**CITY OF EL PASO DE ROBLES**  
*“The Pass of the Oaks”*

**OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE  
PASO ROBLES REDEVELOPMENT AGENCY**

**MINUTES**

**Thursday, September 24, 2015 - 4:00 PM**

MEETING LOCATION: PASO ROBLES SMALL CONFERENCE ROOM, CITY HALL ANNEX  
821 PINE STREET, SUITE A, PASO ROBLES, CA 93446

---

---

**TIME 11:35pm - CONVENE REGULAR MEETING**

**CALL TO ORDER**

**ROLL CALL** Board members Frank Mecham, Mary Jarvis, Sandee McLaughlin, Jim Throop, Tom Flynn

Absent: Nick Gilman, Chris Iversen

**PUBLIC COMMENTS**

**OLD BUSINESS.**

**NEW BUSINESS**

**1. Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for January 1 – June 30, 2016**

Approval of ROPS – Jan. 1, - June 30.

**a.** Motion by Frank Mecham, second by Mary Jarvis. Passed 5-0 to approve.

**ADJOURNMENT – 11:41am**

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk’s Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City’s web site at [www.prcity.com](http://www.prcity.com).

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk’s Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting



**CITY OF EL PASO DE ROBLES**  
*"The Pass of the Oaks"*

**OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE  
PASO ROBLES REDEVELOPMENT AGENCY**

**MINUTES**

**November 13, 2015**

MEETING LOCATION: PASO ROBLES SMALL CONFERENCE ROOM, CITY HALL ANNEX  
821 PINE STREET, SUITE A, PASO ROBLES, CA 93446

---

---

**TIME 4:00pm - CONVENE REGULAR MEETING**

**CALL TO ORDER**

**ROLL CALL** Board members Mary Jarvis, Tom Flynn, Sandee McLaughlin, Jim Throop, Frank Mecham

Absent: Nick Gilman, Chris Iversen

**PUBLIC COMMENTS**

None

**NEW BUSINESS**

**1. Long-Range Property Management Plan**

Approval of LRPMP

- a. Motion by Frank Mecham and second by Mary Jarvis. Passed 5-0 to approve LRPMP.

**ADJOURNMENT – 4:15pm**

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk's Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City's web site at [www.prcity.com](http://www.prcity.com).

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting

RESOLUTION NO. 16-001

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE FORMER PASO ROBLES REDEVELOPMENT AGENCY APPROVING THE SUCCESSOR AGENCY'S ADMINISTRATIVE BUDGET FOR THE JULY 1, 2016 THROUGH JUNE 30, 2017 PERIOD RECOGNIZED OBLIGATION PAYMENT SCHEDULE 15-165B PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(j)

---

**WHEREAS**, pursuant to Health and Safety Code Section 34173(d), the Successor Agency ("RDA Successor Agency") is the successor agency to the dissolved Paso Robles Redevelopment Agency ("Agency"), confirmed by Resolution No. 12-005 adopted on January 17, 2012; 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 Successor Agency to prepare and submit to the Oversight Board for approval a proposed administrative budget ("Administrative Budget") covering each six-month fiscal period; and

**WHEREAS**, the RDA Successor Agency has prepared an Administrative Budget covering January 1, 2016 through June 30, 2016, and has submitted said Administrative Budget to the Oversight Board for approval;

**NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED PASO ROBLES 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 for the period covering July 1, 2016 through June 30, 2017 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 July 1, 2016 through June 30, 2017, in substantially the form attached to this Resolution as Exhibit B, 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 or circumstance is held invalid, such invalidity shall not affect 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 Secretary of the Oversight Board 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 Department of Finance and therefore, this Resolution shall not be effective for five (5) business days, pending a request for review by the state Department of Finance.

**PASSED, APPROVED AND ADOPTED** this 27<sup>th</sup> day of January, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Chris Iversen, Chair

ATTEST:

---

Jim Throop, Secretary

**EXHIBIT A**

**Administrative Budget 16-17**

**Administrative Budget**  
**Successor Agency to the Paso Robles Redevelopment Agency**

	<b>Budget FY13/14</b>	<b>Budget FY14/15</b>	<b>Budget FY15/16</b>	<b>Budget FY16/17</b>
<b>EMPLOYEE SERVICES</b>				
Full Time Regular	\$225,000	\$225,000	\$225,000	\$225,000
<b>Total Employee Services</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>
<b>MAINTENANCE &amp; OPERATIONS</b>				
Materials & Services	\$2,000	\$2,000	\$2,000	\$2,000
Professional Services	\$10,000	\$10,000	\$10,000	\$10,000
Legal Services	\$10,000	\$10,000	\$10,000	\$10,000
Education, Travel & Meetings	\$3,000	\$3,000	\$3,000	\$3,000
<b>Total Maintenance &amp; Operations</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
<b>DIVISION TOTAL</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>

NOTE: This is a full year budget, each ROPS will have half of this amount for the submission to DOF.

RESOLUTION NO. 16-002

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE  
FORMER PASO ROBLES REDEVELOPMENT AGENCY APPROVING THE RECOGNIZED  
OBLIGATION PAYMENT SCHEDULE 16-17 PURSUANT TO  
HEALTH AND SAFETY CODE SECTION 34177 (ROPS 14-15B)

---

**WHEREAS**, pursuant to Health and Safety Code Section 34173(d), the Successor Agency ("RDA Successor Agency") is the successor agency to the dissolved Paso Robles Redevelopment Agency ("Agency"), confirmed by Resolution No. 12-005 adopted on January 17, 2012; 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(l) requires the RDA Successor Agency to prepare and submit to the Oversight Board for approval a Recognized Obligation Payment Schedule "ROPS" covering each six-month fiscal period; and

**WHEREAS**, the RDA Successor Agency has prepared a ROPS covering July 1, 2016 through June 30, 2017 ("ROPS 16-17"), and has submitted said ROPS to the Oversight Board for approval;

**NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE DISSOLVED PASO ROBLES 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 for the period covering July 1, 2016 through June 30, 2017 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 ROPS 16-17. The Oversight Board hereby approves and adopts the ROPS 16-17, in substantially the form attached to this Resolution as Exhibit B, pursuant to Health and Safety Code Section 34177.

SECTION 4. Implementation. The Oversight Board hereby directs the RDA Successor Agency to submit copies of the ROPS approved by the Oversight Board to the County of San Luis Obispo Auditor-Controller, the State of California Controller and the State of California Department of Finance after the adoption of this Resolution but in any event by February 1, 2015, and to post the ROPS on the RDA Successor Agency's website.

SECTION 5. Severability. If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect 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 6. Certification. The Secretary of the Oversight Board shall certify to the adoption of this Resolution.

SECTION 7. Effective Date. Pursuant to Health and Safety Code section 34179(h), all actions taken by the Oversight Board may be reviewed by the state Department of Finance and therefore, this Resolution shall not be effective for five (5) business days, pending a request for review by the state Department of Finance.

**PASSED, APPROVED AND ADOPTED** this 27<sup>th</sup> day of January, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Chris Iversen, Chair

ATTEST:

---

Jim Throop, Secretary

EXHIBIT A

ROPS 16-17

## Recognized Obligation Payment Schedule (ROPS 16-17) - Summary

Filed for the July 1, 2016 through June 30, 2017 Period

Successor Agency:

El Paso De Robles

County:

San Luis Obispo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	16-17A Total	16-17B Total	ROPS 16-17 Total
<b>Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding</b>			
<b>A Sources (B+C+D):</b>	<b>\$ 550,000</b>	<b>\$ -</b>	<b>\$ 550,000</b>
B Bond Proceeds Funding	-	-	-
C Reserve Balance Funding	-	-	-
D Other Funding	550,000	-	550,000
<b>E Enforceable Obligations Funded with RPTTF Funding (F+G):</b>	<b>\$ 863,162</b>	<b>\$ 1,744,170</b>	<b>\$ 2,607,332</b>
F Non-Administrative Costs	558,362	1,619,170	2,177,532
G Administrative Costs	304,800	125,000	429,800
<b>H Current Period Enforceable Obligations (A+E):</b>	<b>\$ 1,413,162</b>	<b>\$ 1,744,170</b>	<b>\$ 3,157,332</b>

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



**El Paso De Robles Recognized Obligation Payment Schedule (ROPS 16-17) - 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 [CASH BALANCE TIPS SHEET](#).

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>	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	<b>Comments</b>	
<b>ROPS 15-16A Actuals (07/01/15 - 12/31/15)</b>									
1	<b>Beginning Available Cash Balance (Actual 07/01/15)</b>	1,418,310			580,000	17,503	931,647		
2	<b>Revenue/Income (Actual 12/31/15)</b> RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015						-		
3	<b>Expenditures for ROPS 15-16A Enforceable Obligations (Actual 12/31/15)</b>				580,000		591,038		
4	<b>Retention of Available Cash Balance (Actual 12/31/15)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	1,418,310							
5	<b>ROPS 15-16A RPTTF Balances Remaining</b>	No entry required							
6	<b>Ending Actual Available Cash Balance</b> C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ -	\$ -	\$ -	\$ -	\$ 17,503	\$ 340,609		
<b>ROPS 15-16B Estimate (01/01/16 - 06/30/16)</b>									
7	<b>Beginning Available Cash Balance (Actual 01/01/16)</b> (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ 1,418,310	\$ -	\$ -	\$ -	\$ 17,503	\$ 340,609		
8	<b>Revenue/Income (Estimate 06/30/16)</b> RPTTF amounts should tie to the ROPS 15-16B distribution from the County Auditor-Controller during January 2016						1,168,300		
9	<b>Expenditures for ROPS 15-16B Enforceable Obligations (Estimate 06/30/16)</b>						681,362		
10	<b>Retention of Available Cash Balance (Estimate 06/30/16)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	1,418,310					550,000		
11	<b>Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)</b>	\$ -	\$ -	\$ -	\$ -	\$ 17,503	\$ 277,547		

**El Paso De Robles Recognized Obligation Payment Schedule (ROPS 16-17) - Notes July 1, 2016 through June 30, 2017**

<b>Item #</b>	<b>Notes/Comments</b>
Item # 2 - 4	The Agency has changed its methodology for carry over funds from the January to June period to the July to December period. We had been allocating monies to a bond reserve, but for the 16-17 B period we have shown the full debt service for the entire Bond Year in the 16-17 B period to better comply with the Bond Indentures, which require that the first RPTTF from each property tax year (January and June) be allocated to debt service.