



# COMMUNITY DEVELOPMENT AGENCY

## OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE DISSOLVED MARIN COUNTY REDEVELOPMENT AGENCY SPECIAL MEETING

Civic Center Administration Building, 3501 Civic Center Drive, Room 322, San Rafael  
May 4, 2012. 9:00 AM

**APPROVED**

### Minutes

OVERSIGHT BOARD TO THE SUCCESSOR  
AGENCY OF THE DISSOLVED  
MARIN COUNTY REDEVELOPMENT AGENCY

#### A. CALL TO ORDER

The meeting was called to order at 9:05 AM

#### B. REGULAR CALENDAR

##### 1. INTRODUCTIONS OF OVERSIGHT BOARD MEMBERS

- Terena Mares, Assistant Superintendent, Business Services  
Marin County Office of Education
- Al Harrison, Vice President, College Operations  
College of Marin
- Leslie Alden, Aide to Supervisor Sears  
Aide to district 3 Board of Supervisors member
- Jonathan Logan, General Manager  
Marin City Community Services District
- Mary Jane Burke, Superintendent of Schools  
Marin County Office of Education
- Terrie Green, Program Developer  
Marin City Health and Wellness Center
- Gerald Norman, Attorney at Law  
Marin City.

*(Mr. Norman was not able to attend the first meeting)*

Staff

##### 2. ELECTION OF CHAIR AND VICE CHAIR

Johnathan Logan, was nominated and elected Chair by a unanimous vote (TG/MJB)  
Terena Mares, was nominated and elected Vice Chair by a unanimous vote (AH/LA)

##### 3. PUBLIC COMMENT

No members of the public were in attendance

##### 4. ESTABLISH DATE/TIME FOR NEXT MEETING

The Board briefly discussed the timing of the Agreed Upon Procedure (AUP) audit as required by the Dissolution Act and currently being overseen by the County Department of Finance. The Oversight Board decided that the next meeting should be scheduled once that audit is completed. As the legislation did not require any regular meeting schedule, the Board decided not to set a regular meeting schedule and instead to call meetings as needed. The Chair requested that staff poll Board Members in order to schedule a meeting during the first two weeks of June. The Board requested that a discussion of their roles/responsibilities be added to the next agenda and well as background on the Marin County Redevelopment Agency. Terena Mares, said she has taken a training for schools on Oversight Boards through Fiscal Crisis & Management

Assistance Team (FCMAT); an on-line version is available for free at [http://www.fcmat.org/stories/storyReader\\$18321](http://www.fcmat.org/stories/storyReader$18321)

5. DESIGNATION OF CONTACT PERSON FOR THE STATE DEPARTMENT OF FINANCE INQUIRIES.

Leelee Thomas, Principal Planner with the Marin County Community Development Agency, was designated as the staff person who shall serve as the contact person for the State Department of Finance inquiries regarding Oversight Board actions by a unanimous vote of the Board (MJB/LA).

The Board also discussed how to address questions from individual Board members and it was decided these would go through Leelee Thomas and would be circulated to the whole Board.

6. APPROVAL OF ADMINISTRATIVE BUDGET FOR JANUARY 1, 2012 THROUGH JUNE 30, 2012.

Staff presented the Successor Agency Administrative Budget for January 1, 2012 through June 30, 2012. Staff explained that it has been prorated for the period of February to June to reflect the actual period the Successor Agency has been in effect and mentioned that no additional tax increment funds would be requested to cover this period. The Board discussed the legislation and allowances provided in ABx126 for the administrative costs of the Successor Agency; it was noted that the proposed budget is less than what is permitted under the ABx1 26 legislation. The Board approved the Resolution 2012-1 Approving the Successor Agency Administrative Budget for January 1, 2012 through June 30, 2012 unanimously (MJB/TG)

7. ADOPTION OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD OF JANUARY 1, 2012 THROUGH JUNE 30, 2012.

Staff presented the First Draft Recognized Obligation Payment Schedule for the period of January through June, 2012. The Board discussed their preference for having a complete AUP audit and certification of the Draft ROPS by the Auditor-Controller prior to adopting the resolution. The Board requested that this item be brought back at the next meeting, and include background and discussion of each item on the Draft ROPS.

C. ADJOURNMENT

The meeting as adjourned at 9:40 AM

**HOW TO OBTAIN MORE INFORMATION ON THE OVERSIGHT BOARD:** Information is available at <http://www.co.marin.ca.us/depts/CD/Main/comdev/red/index.cfm>

If you have questions or concerns please contact (415) 473.6697 or [lthomas@marincounty.org](mailto:lthomas@marincounty.org)



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