



## **GUADALUPE OVERSIGHT BOARD**

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### **AGENDA – REGULAR BOARD MEETING**

**Thursday, September 24, 2015  
at 3:00 p.m.**

Council Chambers, Guadalupe City Hall  
918 Obispo Street, Guadalupe, CA 93434

**MEMBERS:**

Hugo Lara, Chair  
Andrew Carter, Secretary

Michael Black  
Dan Eidelson  
Mark Paul

Virginia Ponce  
Gina Rubalcaba

**STAFF:**

Heather Whitham, Legal Counsel

Annette Muñoz, City Finance Director

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1. **ROLL CALL** Hugo Lara, Andrew Carter, Michael Black, Dan Eidelson, Mark Paul, Virginia Ponce, Gina Rubalcaba
2. **PLEDGE OF ALLEGIANCE**
3. **COMMUNITY PARTICIPATION FORUM** – *Public Comment period is set aside to allow public testimony on items not on today's agenda and that are within the subject matter of the Oversight Board. The time allocated to each speaker will be set at the discretion of the Chair.*
4. **CITY OF GUADALUPE SUCCESSOR AGENCY REPAYMENT AMOUNT OF LOANS.** That the Oversight Board receive and adopt Resolution No. OB 2015-04.
  - a. Written Staff Report (Annette Munoz, Finance Director)
  - b. Oversight Board discussion and consideration.
  - c. It is recommended that the Oversight Board adopt Resolution No. OB 2015-04.

5. **CITY OF GUADALUPE SUCCESSOR AGENCY RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 15-16B) FILED FOR THE JANUARY 1, 2016 THROUGH JUNE 30, 2016.** That the Oversight Board approve ROPS 15-16B and adopt Resolution No. OB. 2015-05.
- a. Written Staff Report (Annette Munoz, Finance Director)
  - b. Oversight Board discussion and consideration.
  - c. It is recommended that the Oversight Board adopt Resolution No. OB 2015-05.
6. **CITY OF GUADALUPE SUCCESSOR AGENCY DEPARTMENT OF FINANCE APPROVAL LETTER DATED SEPTEMBER 4, 2015 REGARDING THE REVISED LONG-RANGE PROPERTY MANAGEMENT PLAN.**
- a. Written Staff Report (Annette Munoz, Finance Director)
  - b. Oversight Board discussion and consideration.
  - c. It is recommended that the Oversight Board receive and review the Department of Finance approval letter dated September 4, 2015 regarding the revised Long-Range Property Management Plan.
7. **FUTURE AGENDA ITEMS**
8. **ADJOURNMENT.**

**TELECONFERENCE LOCATIONS**

County of Santa Barbara, 105 East Anapamu, Santa Barbara, CA 93101 (805) 568-3400

***In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting, please contact the City of Guadalupe at (805) 356-3891 at least 48 hours prior to the meeting to insure that reasonable arrangements can be made to provide accessibility to the meeting.***

***I hereby certify under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the City Hall display case, the Water Department, the City Clerk's office and Rabobank not less than 72 hours prior to the meeting. Dated this 21<sup>st</sup> day of September 2015.***



for Andrew Carter

**Andrew Carter  
Secretary, Oversight Board**

**REPORT TO THE GUADALUPE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY OF THE  
GUADALUPE REDEVELOPMENT AGENCY  
Agenda of September 24, 2015**



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**Prepared by:**  
**Annette Muñoz**  
**City of Guadalupe - Finance Director**

**SUBJECT:**

**City of Guadalupe Successor Agency Repayment Amount of Loans.**

**RECOMMENDATION:**

Staff recommends the Oversight Board receive and adopt Resolution No. OB 2015-04.

**BACKGROUND:**

At the February 27, 2014 Oversight Board meeting the Board approved loan repayment schedules for the SERAF 2010 and SERAF 2011 loans. At the October 23, 2014 Oversight Board meeting the Board approved revised payment schedules for these two loans.

The Department of Finance (DOF) provides a loan repayment calculator on their website that calculates the maximum repayment amount allowed by law per fiscal year for approved loans, pursuant to HSC section 34176 (e),(6),(B).

For ROPS 15-16B, staff utilized the loan repayment calculator method in compliance with HSC section 34176 (e),(6),(B) as opposed to the prior repayment loan schedules as this will expedite the loan payoff. The increased loan payment amounts appear on lines 7 and 8 of the ROPS.

**FISCAL IMPACT:**

There is no cost to the Successor Agency.

Attachment: Resolution No. OB 2015-04

**RESOLUTION OB NO. 2015-04**

**RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR  
AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF  
GUADALUPE ADOPTING THE REPAYMENT AMOUNT OF LOANS**

**WHEREAS**, ABX126 which was signed by the Governor on June 28, 2011 calls for the dissolution of redevelopment agencies and transfers all of the redevelopment agencies' assets to successor agencies as of February 1, 2012; and

**WHEREAS**, ABX126 requires the Oversight Board of the Successor Agency to the Redevelopment Agency of the City of Guadalupe (Oversight Board) to set up and adopt payment calculations before making payments on loans; and

**WHEREAS**, the loans were previously approved by the Guadalupe Oversight Board on February 27, 2014 and authorized by the Department of Finance by approval letter dated May 23, 2014; and

**WHEREAS**, the repayment amount of the loans for each fiscal year are required to be calculated pursuant to Health and Safety Code section 34176(e)(6)(B) per year; and

**NOW THEREFORE, BE IT RESOLVED** by the Guadalupe Oversight Board that:

The repayment amount for the loan premiums approved by the Guadalupe Oversight Board will be computed for each fiscal year as set forth in Health and Safety Code section 34176(e)(6)(B).

**PASSED, APPROVED, AND ADOPTED** by the Oversight Board, on a motion by Board Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, this 24th day of September 2015.

By: \_\_\_\_\_  
Hugo Lara, Chair

ATTEST: Oversight Board

By: \_\_\_\_\_  
Andrew Carter Secretary

**REPORT TO THE GUADALUPE OVERSIGHT BOARD OF THE SUCCESSOR ENTITY TO THE  
GUADALUPE REDEVELOPMENT AGENCY  
Agenda of September 24, 2015**



**Prepared by:  
Annette Muñoz  
City of Guadalupe - Finance Director**

**SUBJECT:**

**City of Guadalupe Successor Agency Recognized Obligation Payment Schedule (ROPS 15-16B) filed for the January 1, 2016 through June 30, 2016 and Resolution No. OB 2015-05**

**RECOMMENDATION:**

Staff recommends the Oversight Board receive and approve ROPS 15-16B and adopt Resolution No. OB 2015-05.

**BACKGROUND:**

The Oversight Board approves the semi-annual schedule of payments that are required to be made by the Successor Agency. The document will be submitted to the Department of Finance (DOF) for final approval by the October 5, 2015 due date. The County Auditor Controller makes ROPS payouts in January and June each year.

**FISCAL IMPACT:**

There is no cost to the Successor Agency.

Attachment: ROPS 15-16B and Resolution No. OB 2015-05

**OB RESOLUTION NO. 2015-05**

**RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR  
AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF  
GUADALUPE ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE TERM OF  
JANUARY 1, 2016 THROUGH JUNE 30, 2016**

**WHEREAS**, ABX126 which was signed by the Governor on June 28, 2011 calls for the dissolution of redevelopment agencies and transfers all of the redevelopment agencies' assets to successor agencies as of February 1, 2012; and

**WHEREAS**, ABX126 requires the Oversight Board of the Successor Agency to the Redevelopment Agency of the City of Guadalupe (Oversight Board) to adopt the Recognized Obligation Payment Schedule (ROPS) by October 5, 2015; and

**WHEREAS**, the Recognized Obligation payment Schedule (ROPS) has been studied and approved by the Guadalupe Oversight Board on September 24, 2015; and

**NOW THEREFORE, BE IT RESOLVED** by the Guadalupe Oversight Board that:

1. The Recognized Obligation Payment Schedule (ROPS) for the Guadalupe Successor Agency for the Term of January 1, 2016 through June 30, 2016, attached hereto and herein incorporated as Exhibit 1, is adopted.
2. The Secretary shall submit the approved ROPS to the State Controller's office and the State Department of Finance and post the ROPS on the Successor Agency's website.

**PASSED, APPROVED, AND ADOPTED** by the Oversight Board, on a motion by Board Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, this 24<sup>th</sup> day of September 2015.

AYES:  
NOES:  
ABSENT:

By: \_\_\_\_\_  
Hugo Lara, Chair

ATTEST: Oversight Board

By: \_\_\_\_\_  
Andrew Carter, Secretary

**Recognized Obligation Payment Schedule (ROPS 15-16B) - Summary**

Filed for the January 1, 2016 through June 30, 2016 Period

Name of Successor Agency: Guadalupe  
 Name of County: Santa Barbara

<b>Current Period Requested Funding for Outstanding Debt or Obligation</b>		<b>Six-Month Total</b>
<b>Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding Sources (B+C+D):</b>		<b>\$ 100,000</b>
A	Bond Proceeds Funding (ROPS Detail)	-
C	Reserve Balance Funding (ROPS Detail)	-
D	Other Funding (ROPS Detail)	100,000
<b>E Enforceable Obligations Funded with RPTTF Funding (F+G):</b>		<b>\$ 460,689</b>
F	Non-Administrative Costs (ROPS Detail)	420,689
G	Administrative Costs (ROPS Detail)	40,000
<b>H Total Current Period Enforceable Obligations (A+E):</b>		<b>\$ 560,689</b>

<b>Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</b>		
I	Enforceable Obligations funded with RPTTF (E):	460,689
J	Less Prior Period Adjustment (Report of Prior Period Adjustments Column S)	(6,291)
<b>K Adjusted Current Period RPTTF Requested Funding (I-J)</b>		<b>\$ 454,398</b>

<b>County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</b>		
L	Enforceable Obligations funded with RPTTF (E):	460,689
M	Less Prior Period Adjustment (Report of Prior Period Adjustments Column AA)	-
<b>N Adjusted Current Period RPTTF Requested Funding (L-M)</b>		<b>460,689</b>

Certification of Oversight Board Chairman:  
 Pursuant to Section 34177 (m) 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 agency.

<u>Hugo Lara</u>	Oversight Board Chair
Name	Title
/s/ _____	
Signature	Date

Guadalupe Recognized Obligation Payment Schedule (ROPS 15-16B) - ROPS Detail  
 January 1, 2016 through June 30, 2016  
 (Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K					O	P
										Funding Source						
										Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF			
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	Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	Six-Month Total	
								\$ 1,106,912			-	-	100,000	420,689	40,000	\$ 560,689
1	2003 Tax Allocation Bonds	Bonds Issued On or	6/1/2003	6/30/2036	US Bank	Bond issue to fund for non-housing	Guadalupe	560,000	N				129,270			\$ 129,270
2	Property Investment	Third-Party Loans	6/1/2010	6/30/2020	Garcia, Henry	Note Payable/amended - Royal Theatre - Henry Garcia	Guadalupe	26,456	N				26,456			\$ 26,456
3	Royal Theater Retrofit (848 Guadalupe St)	Professional Services	10/1/2006	6/1/2015	Accord Design Group	Disposition of Agency Property (848 Guadalupe St)	Guadalupe	-	N							\$ -
4	Royal Theater Retrofit	Professional Services	10/1/2006	6/30/2013	Accord Engineering	Disposition of Agency Property (848 Guadalupe St)	Guadalupe	-	N							\$ -
5	Al's Union Site Remediation (Polanco Act)	Professional Services	6/1/2008	6/30/2013	City of Guadalupe	Disposition of Agency Property (995 Guadalupe St)	Guadalupe	-	N							\$ -
6	Al's Union Environmental Consulting (Polanco Act)	Professional Services	6/1/2008	6/30/2015	DMI EMK	Disposition of Agency Property (995 Guadalupe St)	Guadalupe	100,000	N			100,000				\$ 100,000
7	Due to other funds	SERAF/ERAF	7/1/2009	6/30/2019	LMIHF	Repayment for SERAF (2010)	Guadalupe	321,236	N				205,743			\$ 205,743
8	Due to other funds	SERAF/ERAF	7/1/2010	6/30/2019	LMIHF	Repayment for SERAF (2011)	Guadalupe	49,220	N				49,220			\$ 49,220
9	Due to other funds	City/County Loans On or Before 6/27/11	7/1/1992	6/30/2019	LMIHF	Housing deferral Payment	Guadalupe		N							\$ -
10	Property Management & Mtce	Property Dispositions	6/30/2012	6/30/2012	City of Guadalupe	Disposition of Agency Property	Guadalupe	5,000	N				5,000			\$ 5,000
11	Planning Services - Pty Disposition	Property Dispositions	6/30/2012	6/30/2012	Rincon Consultants	Disposition of Agency Property	Guadalupe		N							\$ -
12	Building & Inspection Services	Property Dispositions	6/30/2012	6/30/2012	JAS Pacific	Disposition of Agency Property	Guadalupe		N							\$ -
13	Supplies; Utilities; Insurance	Property Maintenance	6/30/2012	6/30/2012	City of Guadalupe	Property owed by RDA	Guadalupe	-	N							\$ -
14	Lantern Hotel	Property Dispositions	6/30/2012	6/30/2012	LMIHF	Disposition of Agency Property	Guadalupe	-	N							\$ -
15	Auditor Review (Section 34179.5)	Dissolution Audits	6/30/2010	6/30/2012	Glenn Burdette	Review Unobligated Balances	Guadalupe	-	N							\$ -
16	Due to other funds	City/County Loans On or Before 6/27/11	4/1/2009	6/30/2019	LMIHF	Repayment for Lantern Loan Capital Project	Guadalupe		N							\$ -
17	Housing Project - Pty Purchase	Property Dispositions	6/30/2006	6/30/2012	Title Company/Habitat for Humanity	Affordable Housing Project	Guadalupe	-	N							\$ -
18	Housing Project - Build Housing	Property Dispositions	6/30/2006	6/30/2012	Developer/Contractors	Affordable Hsg: 2 parcels purchased in 2007	Guadalupe	-	N							\$ -
19	Housing Project - Rehab Pty	Property Dispositions	6/30/2006	6/30/2012	Various Contractors	Rehabilitate Existing Property	Guadalupe	-	N							\$ -
20	American Legion Hall Retrofit (1025 Guadalupe St)	Improvement/Infrastructure	10/1/2006	6/1/2015	Various Contractors	Retrofit Program	Guadalupe	-	N							\$ -
21	Auditor Review (Section 34179.5)	Dissolution Audits	6/30/2010	6/30/2012	Glenn Burdette	Review Unobligated Balances	Guadalupe	-	N							\$ -
22	URM - Downtown Business Properties Retrofit	Improvement/Infrastructure	10/1/2008	6/1/2014	Various Properties	URM Grant contractor Payments	Guadalupe	-	N							\$ -
23	Admin Cost Allowance	Admin Costs	1/1/2014	6/30/2014	Successor Agency	ADMIN	Guadalupe	40,000	N						40,000	\$ 40,000
24	Admin Cost Allowance - ROPS II	Admin Costs	6/30/2011	6/30/2012	Successor Agency	ADMIN (amount not funded on ROPS II)	Guadalupe	-	N							\$ -
25	Property - Lantern Hotel	Property Dispositions	6/30/2012	6/30/2012	City of Guadalupe	Disposition of Agency Property	Guadalupe	5,000	N				5,000			\$ 5,000
26									N							\$ -
27									N							\$ -
28									N							\$ -
29									N							\$ -
30									N							\$ -
31									N							\$ -
32									N							\$ -
33									N							\$ -
34									N							\$ -
35									N							\$ -
36									N							\$ -
37									N							\$ -
38									N							\$ -

**Guadalupe Recognized Obligation Payment Schedule (ROPS 15-16B) - 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 14-15B Actuals (01/01/15 - 06/30/15)</b>									
1	<b>Beginning Available Cash Balance (Actual 01/01/15)</b>	414,750					33,640		
2	<b>Revenue/Income (Actual 06/30/15)</b> RPTTF amounts should tie to the ROPS 14-15B distribution from the County Auditor-Controller during January 2015						124,745		
3	<b>Expenditures for ROPS 14-15B Enforceable Obligations (Actual 06/30/15)</b> RPTTF amounts, H3 plus H4 should equal total reported actual expenditures in the Report of PPA, Columns L and Q						205,376		
4	<b>Retention of Available Cash Balance (Actual 06/30/15)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						-		
5	<b>ROPS 14-15B RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the self-reported ROPS 14-15B PPA in the Report of PPA, Column S	No entry required						6,291	
6	<b>Ending Actual Available Cash Balance</b> C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ 414,750	\$ -	\$ -	\$ -	\$ -	\$ (53,282)		
<b>ROPS 15-16A Estimate (07/01/15 - 12/31/15)</b>									
7	<b>Beginning Available Cash Balance (Actual 07/01/15)</b> (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ 414,750	\$ -	\$ -	\$ -	\$ -	\$ (46,991)		
8	<b>Revenue/Income (Estimate 12/31/15)</b> RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015						334,228		
9	<b>Expenditures for ROPS 15-16A Enforceable Obligations (Estimate 12/31/15)</b>						365,985		
10	<b>Retention of Available Cash Balance (Estimate 12/31/15)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)								
11	<b>Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)</b>	\$ 414,750	\$ -	\$ -	\$ -	\$ -	\$ (78,748)		



**REPORT TO THE GUADALUPE OVERSIGHT BOARD OF THE SUCCESSOR ENTITY TO THE  
GUADALUPE REDEVELOPMENT AGENCY**

**Agenda of September 24, 2015**



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**Prepared by:**

**Annette Muñoz**

**City of Guadalupe - Finance Director**

**SUBJECT:**

**City of Guadalupe Successor Agency Department of Finance Approval Letter dated September 4, 2015 Regarding the Revised Long Range Property Management Plan.**

**RECOMMENDATION:**

Staff recommends the Oversight Board receive and review the Department of Finance approval letter dated September 4, 2015 regarding the Revised Long-Range Property Management Plan.

**BACKGROUND:**

The Agency submitted a Long-Range Property Management Plan (LRPMP) to the Department of Finance (DOF) on August 26, 2013. The agency was notified by the DOF in mid-2014 to clarify the City's intention for each property per Section 34191.5(c), (2) as well as update the property values. Staff submitted a revised LRPMP to the Oversight Board (OB) at the February 26, 2015 meeting. After OB approval the revised LRPMP was submitted to the DOF on March 4, 2015. Attached is the approval letter recently received from the Department of Finance for the LRPMP.

**FISCAL IMPACT:**

There is no cost to the Successor Agency.



September 4, 2015

Ms. Annette Munoz, Finance Director  
City of Guadalupe  
918 Obispo Street  
Guadalupe, CA 93434

Dear Ms. Munoz:

Subject: Long-Range Property Management Plan

Pursuant to Health and Safety Code (HSC) section 34191.5 (b), the City of Guadalupe Successor Agency (Agency) submitted a Long-Range Property Management Plan (LRPMP) to the California Department of Finance (Finance) on September 9, 2013. The Agency subsequently submitted a revised LRPMP to Finance on March 4, 2015. Finance has completed its review of the revised LRPMP, which may have included obtaining clarification for various items.

The Agency received a Finding of Completion on May 18, 2013. Further, based on review and application of the law, Finance is approving the use or disposition of all properties listed on the Agency's revised LRPMP.

In accordance with HSC section 34191.4, upon receiving a Finding of Completion from Finance and approval of a LRPMP, all real property and interests in real property shall be transferred to the Community Redevelopment Property Trust Fund of the Agency, unless that property is subject to the requirements of an existing enforceable obligation. Pursuant to HSC section 34191.3, the approved LRPMP shall govern and supersede all other provisions relating to the disposition and use of all the real property assets of the former redevelopment agency.

Agency actions taken pursuant to the approved LRPMP, which require the Agency to enter into a new agreement, are subject to oversight board (OB) approval per HSC section 34181 (f). Any OB action approving a new agreement in connection with the LRPMP should be submitted to Finance for approval.

Please direct inquiries to Wendy Griffe, Supervisor, or Jonathan Cox, Lead Analyst at (916) 445-1546.

Sincerely,

  
JUSTYN HOWARD for  
Program Budget Manager

cc: on following page

Ms. Annette Munoz  
September 4, 2015  
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cc: Ms. Juana Merino-Escobar, Administrative Assistant, City of Guadalupe  
Mr. Ed Price, Division Chief Property Tax Division, Santa Barbara County