

**CITY OF BRISBANE, ACTING AS SUCCESSOR TO
THE BRISBANE REDEVELOPMENT AGENCY**

**REGULAR MEETING
OVERSIGHT BOARD**

DRAFT

**Wednesday, January 15, 2013
9:30 a.m.**

City of Brisbane
Community Meeting Room
50 Park Place
Brisbane, CA 94005
www.brisbaneca.org

ACTION MINUTES

Board Members

1. Jim Porter
2. Ray Miller
3. Robin Leiter
4. Steven Fuentes
5. Kathy Blackwood
6. Paul Scannell
7. Clay Holstine

Selected By:

San Mateo County Board of Supervisors
Mayor of the City of Brisbane
San Mateo County Library
San Mateo County Superintendent of Schools
Chancellor of California Community Colleges
San Mateo County Board of Supervisors
Mayor of the City of Brisbane

Advisory

Gary Baum, Legal Counsel
Stuart Schillinger, Administrative Services Director
Betsy Cooper, Financial Services Manager
Hal Toppel, City Attorney (Valerie Armento attended in Hal's absence)
Sheri Marie Spediacci, City Clerk

MEETING CALLED TO ORDER/ROLL CALL

The meeting was called to order at 9:30 a.m. Boardmember Fuentes, Holstine, and Miller were absent. All other Boardmembers were present.

PUBLIC COMMENT

There were no members of the public wishing to speak at this time.

NEW BUSINESS

- a. **Public Session to consider and comment on the Successor Agency Due Diligence Review (DDR)**

Administrative Services Director Schillinger introduced Mr. Ahmad Gharaibeh with the auditing firm of Vavrinek, Trine, Day & Co., LLP. He indicated the Mr. Gharaibeh would be giving the Boardmembers a summary of the report that was provided in the packet.

Mr. Gharaibeh indicated that he performed the procedures outlined in attachment 1 of the Independent Accountant's Report, which were agreed to by the City of Brisbane Redevelopment Successor Agency, the California Department of Finance, and the California State Controller's Office. He said the report was done to determine the Successor Agency's Redevelopment Funds unobligated balances that were available for transfer to taxing entities and to ensure that the Successor Agency was complying with its statutory requirements with respect to Health and Safety Code Section 34179.5.

He referred to attachment 2 which showed a summary of the financial transactions that had taken place and to attachment 3 which showed the amounts to be remitted to the County for disbursement to taxing entities, which in Brisbane's case turned out to be zero.

Chairman Scannell opened the public session and asked if there were any members of the public wishing to speak. There being none, he closed the public session.

Boardmember Leiter pointed out that there was a minor typo in the analysis section of the staff report that was missing a dollar sign.

Chairman Scannell then stated that adoption of the Successor Agency DDR would be considered at the next oversight board meeting.

b. Approval of Minutes of December 12, 2012

Boardmember Leiter made a motion, seconded by Boardmember Blackwood, to approve the minutes as proposed. The motion carried unanimously by all present.

c. Future Meeting Dates and Agenda Items

The board set the next meeting for Wednesday, January 23, 2013 pending clarification that there would be a quorum present. City Clerk Spediacci indicated that she would contact members to determine if they would be able to attend.

4. ADJOURNMENT

The meeting was adjourned at 9:37 a.m.

Sheri Marie Spediacci, City Clerk of the Successor Agency