

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

**REGULAR MEETING  
OVERSIGHT BOARD**

**Wednesday, September 11, 2013  
9:30 a.m.**

City of Brisbane  
Community Meeting Room  
50 Park Place  
Brisbane, CA 94005  
[www.brisbaneca.org](http://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/Deputy City Manager  
Betsy Cooper, Deputy Finance Director  
David Kahn, City Attorney  
Sheri Marie Spediacci, City Clerk

**MEETING CALLED TO ORDER/ROLL CALL**

The meeting was called to order at 9:32 a.m. Boardmembers Leiter, Fuentes, & Porter 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. **Consider adoption of Resolution No. OB 2013-05 approving of the Recognized Obligation Payment Schedule (ROPS) for the period of January-June of 2014**

Deputy Finance Director Cooper explained the new reporting forms required by the Department of Finance. She reviewed the summary sheet, the sheet showing Report of Fund Balances, and the changes to the ROPS Detail Sheet.

She also indicated that the Certificate of Completion was received from the Department of Finance and indicated that in 2014 the loans to the Low Moderate Income Housing Fund and the City could begin to be paid back.

City Attorney Kahn explained that Loan Agreements would have to be reviewed and approved by the Successor Agency and Oversight Board. In response to Boardmember questions regarding Administrative Fees after the consolidation by the County in a few years, City Attorney Kahn indicated that he would look into that and report back to the Board at its next meeting.

Boardmember Miller pointed out a change to the date of the meeting on page two of the resolution.

Boardmember Blackwood made a motion, seconded by Boardmember Holstine, to adopt Resolution No. OB 2013-05 as amended. The motion carried unanimously by all present.

**b. Consider adoption of Resolution No. OB 2013-06 approving the Long-Range Property Management Plan pursuant to AB 1484 Section 34191.5 for the disposition of real property assets of the former Redevelopment Agency**

Deputy Finance Director Cooper indicated that there was no formal form required by the Department of Finance for the Long-Range Property Plan. She indicated that the document needed to show all of the information required by law. She also indicated that in Brisbane's case, all of the property reported was for governmental use.

Boardmember Miller pointed out a change to the bus route number on page two of the Plan. Boardmembers decided to omit the bus route number altogether.

Boardmember Blackwood made a motion, seconded by Boardmember Holstine, to adopt Resolution No. OB 2013-06 with the Plan as amended. The motion carried unanimously by all present.

**c. Consider approval of the minutes of June 19, 2013**

Boardmember Miller pointed out a correction to the wording of the vote on Page 2, Item b, and then made a motion, seconded by Boardmember Blackwood, to approve the minutes as amended. The motion carried unanimously by all present.

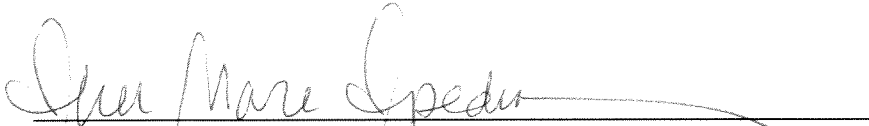
**d. Future Meeting Dates and Agenda Items**

Boardmembers discussed the need for future meetings and tentatively set November 13<sup>th</sup> as the next possible date, as needed. They also discussed agendaizing an update of the

recent bond issue, if needed, as well as a report from the City Attorney on the future administrative fee issue.

#### **4. ADJOURNMENT**

The meeting was adjourned at 9:52 a.m.

  
\_\_\_\_\_  
Sheri Marie Spediacci, City Clerk of the Successor Agency