

STAFF REPORT

TO: OVERSIGHT BOARD OF THE CITY OF GROVER BEACH SUCCESSOR AGENCY  
FROM: GAYLA R. CHAPMAN, ADMINISTRATIVE SERVICES DIRECTOR  
SUBJECT: DISCUSSION REGARDING THE REGULAR MEETING SCHEDULE

*Gayla R. Chapman*

**BACKGROUND**

On April 30, 2012, the Oversight Board adopted Resolution No. OB-12-04 establishing a regular meeting schedule for Oversight Board Meetings. Due to the timeline regarding items needing to be considered by the Oversight Board, staff believes a revision in the regularly scheduled meeting dates is necessary.

**DISCUSSION**

The Oversight Board is currently scheduled to meet quarterly on the fourth Monday of each month, with meetings beginning at 4:00 p.m. This schedule is not in alignment with reporting requirements to the California Department of Finance regarding Recognized Obligation Payment Schedule (ROPS). Additionally, there is no need to have regularly scheduled meetings each quarter. Therefore, staff is requesting that the regular meeting schedule be amended.

The annual due dates for submitting ROPS are twice per year on March 1<sup>st</sup> and October 1<sup>st</sup>. Oversight Board meetings would therefore need to be held, at minimum, no less than twice per year in the months prior to the due dates (ie, February and September). Additionally, staff recommends the Board consider scheduling meeting dates no less than four business days prior to the due date of the ROPS, in order to give staff sufficient time to file the ROPS with the California Department of Finance and the County-Auditor Controller's Office. A calendar has been included (please see Attachment 2) to assist the Board's discussion regarding amending the regularly scheduled meeting dates.

**ALTERNATIVES**

The Oversight Board has the following alternatives to consider:

- 1. Adopt the Resolution adopting a new regular meeting schedule; or
- 2. Provide other direction to staff.

**APPROVED FOR FORWARDING**

*Robert Perrault*

**ROBERT PERRAULT  
CITY MANAGER**

**Please Review for the Possibility of a Potential Conflict of Interest:**

- None Identified by Staff
- Vacant -
- Laferriere
- Green
- Jarvis
- Hill
- Peterson
- Shepard

Meeting Date: September 23, 2013

Agenda Item No. 2b

**RECOMMENDED ACTION**

It is recommended that the Oversight Board adopt the Resolution amending the schedule for regular meetings of the Board.

**FISCAL IMPACT**

No significant financial impact is anticipated from the recommended action.

**PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act.

**Attachments**

1. Draft Resolution No. OB-13-
2. Calendar

RESOLUTION NO. OB-13-\_\_

**A RESOLUTION OF THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF GROVER BEACH AMENDING THE REGULAR MEETING SCHEDULE FOR OVERSIGHT BOARD MEETINGS**

**WHEREAS**, the Oversight Board to the Successor Agency dissolved Redevelopment Agency of the City of Grover Beach has been appointed pursuant to the provisions of Health & Safety Code Section 34179; and

**WHEREAS**, the Oversight Board is deemed a local entity for purposes of the Ralph M. Brown Act, and must conduct its business in accordance with the Brown Act; and

**WHEREAS**, the Oversight Board has met and conferred to determine a day, time, and location for regular meetings of the Oversight Board.

**NOW, THEREFORE, BE IT RESOLVED:**

- 1) All meetings of the Oversight Board shall be held in accordance with the Ralph M. Brown Act.
- 2) The regular meeting of the Oversight Board is hereby scheduled to be held on the \_\_\_\_\_ of each month at \_\_\_\_\_, and any previous Resolution regarding the regular meeting schedule is hereby rescinded.
- 3) The location of the meeting shall be at Grover Beach City Hall located at 154 South Eighth Street, Grover Beach CA.
- 4) Any regular meeting may be adjourned to a date, time, and place when so adjourned shall be considered a regular meeting. Meetings may be adjourned by the presiding officer or by the board secretary, if a quorum is not present.
- 5) Special meetings may be called by the Chair or by four (4) board members in accordance with the Ralph M. Brown Act.

On motion by Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_, and on the following roll-call vote, to wit:

AYES: Board Members -  
 NOES: Board Members -  
 ABSENT: Board Members -  
 ABSTAIN: Board Members -

the foregoing Resolution was **PASSED, APPROVED**, and **ADOPTED** at a Regular meeting of the Oversight Board on this 23<sup>rd</sup> day of September, 2013.

**\*\* D R A F T \*\***

\_\_\_\_\_  
JOHN LAFERRIERE, CHAIR

Attest:

\_\_\_\_\_  
DONNA L. McMAHON  
City Clerk

## 2014

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