

SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY  
OF THE CITY OF ROSEVILLE

**DATE:** March 15, 2012  
**TO:** Oversight Board  
**TITLE:** Selection of Chair & Vice Chair  
**CONTACT:** Jan Shonkwiler, Housing Programs Manager  
[jshonkwiler@roseville.ca.us](mailto:jshonkwiler@roseville.ca.us) (916)774-5273

*Meeting Date: March 26, 2012*

**SUMMARY RECOMMENDATION**

Elect one member to serve as Chairperson and elect one member to serve as Vice Chairperson for the Oversight Board of Successor Agency of the previous Redevelopment Agency of the City of Roseville (Oversight Board). The term should be for a period of one year.

**Oversight Board Action:**

The below persons were selected as Chair and Vice Chair:

Chair: John Allard

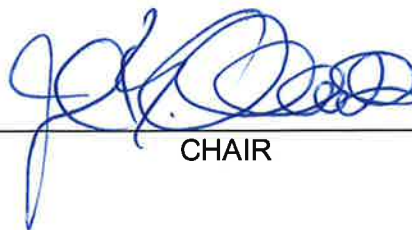
Vice Chair: Jack Duran

Passed and adopted by the Oversight Board of the Successor Agency this 26 day of March, 2012 by the following vote on roll call:

AYES BOARD MEMBERS: Mark Wolinski, Roy Hebard, Jerry Johnson, Howard Rudd,  
John Allard

NAYES BOARD MEMBERS:

ABSENT BOARD MEMBERS: Jack Duran



CHAIR

ATTEST:



Brandy LeBeau, Secretary

**BACKGROUND**

Pursuant to the recently adopted legislation known as AB1-X 26, the newly formed Oversight Board is required to elect a Chairperson to preside over its meetings. Although not required, it is recommended a Vice Chairperson also be elected in cases of an absence by the Chair. Staff recommends a one-year term be adopted.

**Suggested Voting Procedure:**

All actions must be taken with a majority vote of the entire Oversight Board. As the Board composition is required to have seven (7) members, four (4) affirmative votes will satisfy a quorum and majority vote.

As there is currently no Chair or Vice Chair, staff will open and close nominations to the Oversight Board for each position. The Recording Secretary will then distribute the ballots. The results of the balloting, including whom each member selected for Chair and Vice Chair will be read aloud. A vote will be taken formalizing the election of both the Chairperson and Vice Chairperson.

**FISCAL IMPACT**

N/A

Respectfully Submitted,



Jan Shonkwiler  
Housing Programs Manager

APPROVED:



John Sprague  
Assistant City Manager  
Successor Agency/City of Roseville



Item: 4.B.

SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF ROSEVILLE

DATE: March 16, 2012
TO: Oversight Board
TITLE: Designation of Contact Person for Department of Finance (DOF)
CONTACT: Jan Shonkwiler, Housing Programs Manager
jshonkwiler@roseville.ca.us (916)774-5273

Meeting Date: March 26, 2012

SUMMARY RECOMMENDATION

Designate the Housing Programs Manager, Jan Shonkwiler, of the Successor Agency (City of Roseville) as the contact person for the State of California Department (DOF) of Finance inquiries regarding the Oversight Board Actions.

Oversight Board Action:

The above recommendation was approved by the Oversight Board.

Passed and adopted by the Oversight Board of the Successor Agency this 26 day of March, 2012 by the following vote on roll call:

AYES BOARD MEMBERS: John Allard, Mark Wolinski, Roy Hebard, Jerry Johnson, Howard Rudd

NAYES BOARD MEMBERS:

ABSENT BOARD MEMBERS: Jack Duran

[Handwritten signature]
CHAIR

ATTEST:
[Handwritten signature]
Brandy LeBeau, Secretary

**BACKGROUND**

According to the newly authorized California Health and Safety Code §34179(f):

*The Department of Finance (DOF) may review an Oversight Board action taken pursuant to the act adding this part. As such, all Oversight Board actions shall not be effective for 3 business days, pending a request for review by the department. Each Oversight Board shall designate an official to whom the department may make such requests and who shall provide the department with the telephone number and e-mail contact information for the purpose of communicating with the department pursuant to this subdivision. In the event that the department requests a review of a given Oversight Board action, it shall have 10 days from the date of its request to approve the Oversight Board action or return it to the Oversight Board for reconsideration and such Oversight Board action shall not be effective until approved by the department.*

Staff recommends designating the Housing Programs Manager, Jan Shonkwiler, of the Successor Agency/City of Roseville as the official contact for the DOF. Upon receiving an inquiry, the Housing Programs Manager will then identify the most appropriate staff that could address the concerns identified by the DOF in order to respond to these inquiries.

Once the Oversight Board has approved this action, staff will communicate the selection of the Housing Programs Manager as the official contact to the DOF.

**FISCAL IMPACT**

N/A

Respectfully Submitted,



Jan Shonkwiler  
Housing Programs Manager

APPROVED:



John Sprague  
Assistant City Manager  
Successor Agency/City of Roseville



Item: 4.C.

SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY  
OF THE CITY OF ROSEVILLE

**DATE:** March 19, 2012  
**TO:** Oversight Board  
**TITLE:** Adoption of Meeting Procedures  
**CONTACT:** Jan Shonkwiler, Housing Programs Manager  
[jshonkwiler@roseville.ca.us](mailto:jshonkwiler@roseville.ca.us) (916)774-5273

*Meeting Date: March 26, 2012*

**SUMMARY RECOMMENDATION**

Adopt the attached Meeting Procedures for the proper conduct of meetings required of the Oversight Board.

**Oversight Board Action:**

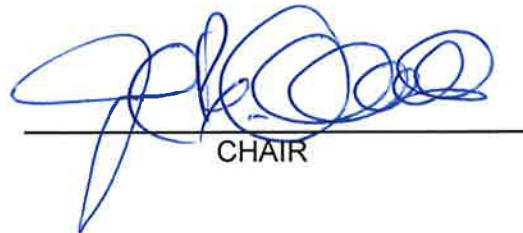
The above recommendation was approved by the Oversight Board.

Passed and adopted by the Oversight Board of the Successor Agency this 26 day of March, 2012 by the following vote on roll call:

**AYES** BOARD MEMBERS: John Allard, Mark Wolinski, Roy Hebard, Jerry Johnson, Howard Rudd

**NAYES** BOARD MEMBERS:

**ABSENT** BOARD MEMBERS: Jack Duran

  
\_\_\_\_\_  
CHAIR

**ATTEST:**

  
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Brandy LeBeau, Secretary

**BACKGROUND**

Staff recommends the Oversight Board adopt meeting procedures in order to convey to all current and future board members, Successor Agency (City of Roseville) staff, as well as the public, basic protocol for the conduct of meetings. No formal bylaws are required of the Oversight Board, as the California Health & Safety Code 34179 and 34180 identifies the purpose and responsibilities of the board.

In order to facilitate the adoption of basic meeting procedures, staff has provided the attached Oversight Board Meeting Procedures for review and discussion.

**FISCAL IMPACT**

N/A

Respectfully Submitted,



Jan Shonkwiler  
Housing Programs Manager

APPROVED:



John Sprague  
Assistant City Manager  
Successor Agency/City of Roseville

Attachment: Oversight Board Meeting Procedures