

1. Call to Order/Roll Call

The meeting was called to order at 5:02 p.m.

Present: Jeff Levin (in at 5:06pm), Elsa Ortiz, Anne Campbell-Washington, Tony Smith, Frank Tucker, Supervisor Keith Carson

Absent: Ronald Gerhard

Staff: Sarah Schlenk, Dan Rossi

2. Approval of minutes for August 20, 2012 meeting

A motion was made by Tony Smith, seconded by Frank Tucker to accept the minutes from the meeting held August 20, 2012. The motion passed with a vote of 5 Ayes, 2 Absent – Gerhard and Levin

3. Presentation on AB 1484 by Stein & Lubin LLP (Continued)

Laurie Gustafson provided an overview of Assembly Bill 1484. AB 1484 provides clean up language and deadlines for the actions required by AB 26. AB 1484 introduces the meet and confer process, which intends to be a mediation measure to be utilized by Successor Agencies (SA) and Oversight Boards (OB) when they disagree with the decision made by the Department of Finance (DOF). AB 1484 also provides clarity on the role, responsibility and jurisdiction of the OB. 1484 makes changes to the ROPS process by providing due dates for documents and determinations and fines for non-compliance. Finally, AB 1484 provides due dates for due diligence and ROPS reviews and submissions.

4. Informational Report On Recent Communication with the Department of Finance

City of Oakland/Successor Agency staff member Sarah Schlenk gave a report of her recent discussions with the DOF.

5. Discussion regarding engagement with Stein & Lubin on Due Diligence Review and Invoice Payment Procedure

Paula Crow of Stein & Lubin LLP provided the board with a memo that included an overview of the due diligence process and Stein & Lubin's suggestions for how to engage Counsel during this process. This would ensure that Stein & Lubin do not duplicate work being done by the auditor's hired by the successor agency and to keep counsel costs at a minimum. On page 4 of the memorandum, Stein & Lubin presented the board with a suggested work plan. The board indicated that items 1, 4 and 5 should be the priorities of counsel as it relates to the due diligence process.

6. Presentation on Conflict of Interest by Stein & Lubin

Stein & Lubin presented the board with a conflict of interest code they described as “standard”. The code requires designated positions to file Statements of Economic Interest (Form 700) and outlines required disclosure categories.

A motion was made by Tony Smith, seconded by Elsa Ortiz to approve the resolution establishing a conflict of interest code as amended to include not only board members, but also alternates. The motion passed with a vote of 6 Ayes, 1 Absent – Gerhard

The board was informed that their Form 700 documents will be circulated as soon as possible and should be returned with the same urgency.

7. Open Forum

There were no speakers during Open Forum.

8. Adjournment

The meeting was adjourned at 6:31 pm.