

**VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY  
TECHNICAL ADVISORY COMMITTEE  
REGULAR MEETING  
AGENDA**

Southern California Logistics Airport  
18374 Phantom Street, Theater Room  
Victorville, CA 92394

Wednesday, August 19, 2015  
**3:30 P.M.**

**CALL TO ORDER**

ITEM 1 PUBLIC COMMENT

**DISCUSSION AGENDA**

- ITEM 2 APPROVE MINUTES OF MARCH 19, 2014 AND AUGUST 20, 2014 REGULAR MEETINGS.
- ITEM 3 TAX INCREMENT DISTRIBUTION 2014-2015 FISCAL YEAR
- ITEM 4 BUSINESS AND COMMENTS
- ITEM 5 ADJOURNMENT

VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY  
TECHNICAL ADVISORY COMMITTEE

**REGULAR MEETING MINUTES**

Southern California Logistics Airport  
18374 Phantom Street, Theater Room  
Victorville, CA 92394

Wednesday, March 19, 2014  
**4:00 P.M**

**PRESENT:**

Kofi Antobam, Town of Apple Valley  
Steve Lantsberger, City of Hesperia  
Jim Hart, City of Adelanto  
Gary Hallen, County of San Bernardino (4:12)

Keith Metzler, Executive Director  
Andre de Bortnowsky, Legal Counsel  
Jennifer Thompson, Secretary to the Commission

**ABSENT:**

Doug Robertson, City of Victorville

**OTHERS PRESENT:**

Anna Reynolds, City of Victorville

**CALL TO ORDER**

Executive Director Metzler called the meeting of the Victor Valley Economic Development Authority Technical Advisory Committee to order at 4:10 p.m.

**PUBLIC COMMENT**

None

**DISCUSSION AGENDA**

**APPROVE MINUTES OF AUGUST 21, 2013 REGULAR MEETING, AND SEPTEMBER 11, 2013 AND OCTOBER 30, 2013 SPECIAL MEETINGS**

**Motion: That the Technical Advisory Committee approve the minutes as presented.**

**MOTION: HART SECOND: LANTSBERGER**  
**AYES: HART, ANTOBAM, LANTSBERGER**  
**NOES: NONE**  
**ABSENT: ROBETSON, HALLEN**  
**ABSTAIN: NONE**

**TAX INCREMENT DISTRIBUTION 2013-2014 FISCAL YEAR**

Keith Metzler indicated the item is being presented by the Controller, Kofi Antobam.

Kofi Antobam identified that this is a distribution of tax increment received for the period of May 1, 2013 through December 13, 2013. It was noted that during this time VVEDA collected \$16.9 million and of that amount approximately \$4.7 million was distributed by the County to pass through entities and approximately \$78,000 was withheld for County admin fees. For the ROPS 13-14B period the amount that was projected as amounts to be received and approved by DOF was less than the residual funds after the pass throughs and County admin fees had been taken out. What had been approved was less than what was left by \$717,000 which the County will be distributing to the affected taxing entities. Staff is also recommending that \$276,000 be withheld for admin costs for 13-14 fiscal year as was approved by DOF on the ROPS.

Steve Lantsberger questioned whether or not the administrative cost allowance should be allocated in the same percentage amount based on Table A, based on a percentage of the overall project area?

Keith Metzler advised that the JPA speaks to an equal division of the administrative budget allowance.

Steve Lantsberger stated that all jurisdictions have some level of administrative work as the VVEDA successor, their own pro-rata share and none of the money is being passed through to the jurisdictions. VVEDA collects all of the administrative cost allowance and none of it filters down to the member jurisdictions. The question is there any portion that should go to the member jurisdictions versus it all being maintained at the VVEDA level? It was noted that Hesperia's pass through pursuant to the JPA was being challenged and that Hesperia was defending VVEDA as it relates to this pass through.

Keith Metzler questioned to what extent Hesperia felt they were defending VVEDA, as VVEDA is working administratively on its defense. It was also noted that VVEDA's administrative cost allowance includes salary related costs along with fiscal consultants and legal related costs. Mr. Metzler was not certain of how the local level was defending what VVEDA is doing. At this point in time, the Treasurer would be able to identify what VVEDA costs contained and beyond the administrative cost allowance, maybe something could be considered in the future.

Steve Lantsberger identified that the VVEDA ROPS turned the DOF onto the Hesperia ROPS and reclassified those funds as other funds and made Hesperia pay non-VVEDA obligations with VVEDA money.

Discussion ensued about the VVEDA JPA, project area and DOF other funds.

Discussion ensued about SB 471 and the housing successors, whereby if your housing authority took on the obligations then the housing authority would be the recipient of funds of up to 2%. It was noted that the funds were for those entities that were forced to take on the housing responsibility pursuant to the legislation not those that took it voluntarily. It was further noted that the law does not specifically read

that way.

Keith Metzler noted that in speaking to the distribution of the administrative cost allowance it would be a policy decision and would have to be directed to the Board. Additionally, given the fact that VVEDA is relying on the JPA to serve as the enforceable obligation amending the JPA might open an argument on the permissibility of doing a JPA amendment at this time.

Andre de Bortnowsky indicated that Section 32 of the JPA indicates that the authority costs are 20% of each of the members.

**Motion: That the Technical Advisory Committee recommends the Board approves the Tax Increment Distribution as recommended by the Treasurer with the addition that the administrative cost allocation formula should be reviewed for distribution on property tax percentage received starting with 14-15A.**

**MOTION: HART SECOND: HALLEN**  
**AYES: HALLEN, HART, ANTOBAM, LANTSBERGER**  
**NOES: NONE**  
**ABSENT: ROBERTSON**  
**ABSTAIN: NONE**

**BUSINESS AND COMMENT**

None

**NEXT REGULAR MEETING**

The next regularly scheduled meeting is April 16, 2014

**ADJOURNMENT**

Executive Director Metzler adjourned the regular meeting of the Victor Valley Economic Development Authority Technical Advisory Committee at 4:33 p.m.

STATE OF CALIFORNIA  
COUNTY OF SAN BERNARDINO

I, Jennifer Thompson, Secretary to the Commission of the Victor Valley Economic Development Authority Technical Advisory Committee, hereby certify the foregoing to be a full, true, and correct copy of the record of the action taken by said Committees by vote of the members present, as the same appears in the Official Minutes of the Victor Valley Economic Development Authority Technical Advisory Committee at its special meeting of March 19, 2014.

(SEAL)

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Jennifer Thompson  
Secretary to the Commission

VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY  
TECHNICAL ADVISORY COMMITTEE

**REGULAR MEETING MINUTES**

Southern California Logistics Airport  
18374 Phantom Street, Theater Room  
Victorville, CA 92394

Wednesday, August 20, 2014  
**3:30 P.M**

**PRESENT:**

Jim Hart, City of Adelanto  
Steve Lantsberger, City of Hesperia  
Gary Hallen, County of San Bernardino

Keith Metzler, Executive Director  
Andre de Bortnowsky, Legal Counsel  
Jennifer Thompson, Secretary to the Commission

**ABSENT:**

Doug Robertson, City of Victorville  
Frank Robinson, Town of Apple Valley

**OTHERS PRESENT:**

Curtis Green, County of San Bernardino

**CALL TO ORDER**

Executive Director Metzler called the meeting of the Victor Valley Economic Development Authority Technical Advisory Committee to order at 3:38 p.m.

**PUBLIC COMMENT**

None

**DISCUSSION AGENDA**

**RESOLUTION S-14-001 APPROVING THE TRANSFER BY GRANT DEED OF THE PROPERTIES IN THE LONG RANGE PROPERTY MANAGEMENT PLAN (LRPMP)**

Keith Metzler identified that this item has been previously discussed at the Board level including the approval of the LRPMP, the subsequent approval of the LRPMP by the Department of Finance who concurred, so accordingly this action is to put into motion the transfer for the subject properties in the LRPMP.

**Motion: That the Technical Advisory Committee recommend the Board approve the transfer, by grant deed, of the properties in the Long Range Property Management Plan (LRPMP).**

**MOTION: LANTSBERGER SECOND: HALLEN**  
**AYES: HART, HALLEN, LANTSBERGER**  
**NOES: NONE**  
**ABSENT: ROBINSON, ROBERTSON**  
**ABSTAIN: NONE**

**TAX INCREMENT DISTRIBUTION 2013-2014 FISCAL YEAR**

Keith Metzler reviewed this item with TAC and advised that the Treasurer is not requesting that monies for the admin cost allowance be retained from this distribution based upon his assessment of the cash in the bank. The recommendation is to approve the distribution of taxes in the amount of \$10.172 million.

Steve Lantsberger questioned the former low-mod housing reference on the table prepared by RSG.

Discussion ensued as it relates to the low-mod reference and discussions with DOF relating to the contractual obligation outlined in the JPA. It was agreed to revise the low-mod reference to reflect the section of the JPA.

**Motion: That the Technical Advisory Committee recommends the Board approves the Tax Increment Distribution to include the defining of the low-mod housing reference.**

**MOTION: HART SECOND: LANTSBERGER**  
**AYES: HART, HALLEN, LANTSBERGER**  
**NOES: NONE**  
**ABSENT: ROBERTSON, ROBINSON**  
**ABSTAIN: NONE**

**BUSINESS AND COMMENT**

Andre de Bortnowsky and Keith Metzler updated TAC on the VVEDA lawsuit and special legislation.

**NEXT REGULAR MEETING**

The next regularly scheduled meeting is September 17, 2014.

**ADJOURNMENT**

Executive Director Metzler adjourned the regular meeting of the Victor Valley Economic Development Authority Technical Advisory Committee at 3:58 p.m.

**MOTION: HART SECOND: LANTSBERGER**  
**AYES: HART, HALLEN, LANTSBERGER**  
**NOES: NONE**  
**ABSENT: ROBERTSON, ROBINSON**  
**ABSTAIN: NONE**

STATE OF CALIFORNIA  
COUNTY OF SAN BERNARDINO

I, Jennifer Thompson, Secretary to the Commission of the Victor Valley Economic Development Authority Technical Advisory Committee, hereby certify the foregoing to be a full, true, and correct copy of the record of the action taken by said Committees by vote of the members present, as the same appears in the Official Minutes of the Victor Valley Economic Development Authority Technical Advisory Committee at its regular meeting of August 20, 2014.

(SEAL)

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Jennifer Thompson  
Secretary to the Commission



VICTOR VALLEY ECONOMIC DEVELOPMENT AUTHORITY  
TECHNICAL ADVISORY COMMITTEE AND BOARD OF COMMISSIONERS  
MEETING OF: August 19, 2015

**SUBMITTED BY:** Marc Puckett  
Treasurer

**DATE:** August 10, 2015

**SUBJECT:** Tax Increment Distribution  
2014-2015 Fiscal Year

**RECOMMENDATIONS:** That the Honorable Board of Commissioners approve a final distribution of taxes to its member jurisdictions and the affected taxing entities.

**FISCAL IMPACT:** \$10,774,989

**DISCUSSION:** From December 13, 2014 through April 30, 2015, VVEDA has collected \$15,179,015 in tax increment revenues. Of that amount, the San Bernardino County remitted \$4,225,595 in pass-through payments to affected taxing entities and paid County Administrative Fees of \$27,246. In addition, staff is recommending withholding \$263,315 for fiscal year 2015-16 Administrative Cost Allowance as approved by the Department of Finance on ROPS 15-16A. VVEDA's fiscal consultant, the Rosenow Spevacek Group (RSG) has prepared a tax increment distribution analysis based on the tax increment revenues received by VVEDA through April 30, 2015. The RSG tax increment distribution analysis reconciled receipts from the original project area and Amendment 4 and 8 areas in the amount of \$15,151,769. The tax increment distribution is provided in Table 1 attached to this report.

A tax distribution of the reconciled receipts (the fifth column on Table 1) less the amount of pass-through payments, County Administrative Fees paid by the San Bernardino County, withholding of 2015-16 Administrative Cost Allowance plus \$112,130 Department of Finance approved distribution from residual funds with VVEDA's treasury would result in the distribution of \$10,774,989 to member jurisdictions. Any remaining amounts will be reconciled as part of the fiscal year end process and will be distributed at that time.

Staff remains available for any questions or comments you might have.

MP:ka

**Attachments:** RSG Final Distribution of Taxes

**WVEDA**

**DISTRIBUTION OF TAX INCREMENT REVENUE (DECEMBER 13, 2014 THROUGH APRIL 30, 2015)**

**TABLE 1**

TAXING ENTITY	Actual Revenue Received (RPTTF)					Total Received Revenue Dec 13 - Apr 30	Administrative Cost Allowance (WVEDA)	Other Funds to be Distributed from WVEDA to Victorville (Not RPTTF) /1	Total Amount to be Distributed to Member Jurisdictions /2
	1993 Received Revenue As of Dec 13 - Apr 30	Amendment IV Received Revenue Dec 13 - Apr 30	Amendment VIII Received Revenue Dec 13 - Apr 30	Amendment IX Received Revenue Dec 13 - Apr 30	Amendment X Received Revenue Dec 13 - Apr 30				
<b>Total Pass Through Payments</b>	4,013,806	63,656	148,133			4,225,595			
<b>Apple Valley (JPA Member)*</b>									
<b>Total</b>	1,136,273	-	-			1,136,273	(29,251.60)	-	334,336.00
<b>Hesperia (JPA Member)*</b>									
<b>Total</b>	211,643	-	-			211,643	-	-	-
<b>SB County (JPA Member)*</b>									
<b>Total</b>	363,007	37,498	-			400,505	-	-	-
<b>Victorville (JPA Member)*</b>									
<b>Total</b>	4,232,758	15,111	321,361			4,569,231	(117,668.00)	112,130.00	5,304,691.73
<b>Adelanto (JPA Member)*</b>									
<b>Total</b>	-	89,098	-			89,098	-	-	-
<b>SCLA*</b>									
	4,246,317	83,768	189,340			4,519,425	(116,385.40)	-	5,135,961.75
<b>Subtotal - Distribution to Member Jurisdictions</b>	10,190,000	225,474	510,701			10,926,174	(263,315.00)	112,130.00	10,774,989.48
<b>TOTAL</b>	14,203,806	289,129	658,834			15,151,769	(263,315)		

\* Note: JPA Member Jurisdiction payments shown in Table 1 include 100% of the allocation of monies formerly referred to as "low and moderate income housing set aside" as well as non-housing (80%) monies. The total distribution amount shown in Table 1 adds the figures shown in the "Former Low/Mod Housing (20%)" row and "Total Member Jurisdiction Allocations" row, as shown in Tables A, B and C.

/1 Distribution of Other Funds from WVEDA, held by Apple Valley, based on instructions in DOF letter dated May 15, 2015.

/2 Adjustments to the total amount each jurisdiction is eligible to receive based on the JPA distribution methodology are due to the DOF ROPS 15-16A determination and the prioritization of debt service payments.

**VVEDA** **TABLE A**  
**2014-15 CALCULATED PASS THROUGHS OF RECEIVED REVENUE FOR 1993 PROJECT AREA**

	SCLA	Victorville	Hesperia	Apple Valley	SB County	TOTAL
Total Tax Increment Collected by County (Dec 13, 2014 to Apr 30, 2015)	2,170,214	8,338,543	474,487	2,465,415	780,555	14,229,215
Member Jurisdiction Pro Rata Share	15.25%	58.60%	3.33%	17.33%	5.49%	100.00%
Administrative Fees to County Auditor-Controller	-	-	-	-	-	-
SB2557 Administration Fees	-	-	-	-	-	-
ATC ABx1 26 Admin Charge	3,875	14,890	847	4,402	1,394	25,409
County Prior Period Adjustment	-	-	-	-	-	-
Balance of DOF Approved Amounts & SA RPTTF Request	-	-	-	-	-	-
Section 34 - 20% set-aside <sup>1</sup>	434,043	1,667,709	94,897	493,083	156,111	2,845,843
<b>Total Pass Throughs</b>	<b>583,818</b>	<b>2,393,930</b>	<b>145,251</b>	<b>681,549</b>	<b>209,258</b>	<b>4,013,806</b>
	<b>REMAINING TAX INCREMENT TO BE DIVIDED</b>					
	<b>(Net of Admin, Pass Throughs, and Low/Mod)</b>					
	1,148,478	4,262,014	233,492	1,286,380	413,792	7,344,157
<b>ALLOCATION TO MEMBER JURISDICTIONS</b>						
Member Jurisdiction (50%) (Except SCLA 100%)	1,148,478	2,131,007	116,746	643,180	206,896	4,246,317
Member Jurisdictions' Allocation to SCLA (see below)	3,097,839					3,097,839
<b>TOTAL MEMBER JURISDICTION ALLOCATIONS</b>	<b>4,246,317</b>	<b>4,232,758</b>	<b>211,643</b>	<b>1,136,273</b>	<b>363,007</b>	<b>7,344,157</b>

<sup>1</sup>The "Section 34 - 20% set-aside" row is included in the above table for purposes of calculating the remaining tax increment to be divided for the 50/50 split with SCLA per the JPA agreement. 100% of the figures shown in this row are subsequently added together with the figures in the "Total Member Jurisdiction Allocations" row to derive the total amounts to be distributed to the JPA Member Jurisdictions. The sum total of the figures in these rows can be seen in the summary table (Table 1).

	10,190,000
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**VVEDA** **TABLE B**  
**2014-15 CALCULATED PASS THROUGHS OF RECEIVED REVENUE FOR AMENDMENT IV**

	SCLA	Victorville	Adelanto	SB County	TOTAL
Total Tax Increment Collected by County (Dec 13, 2014 to Apr 30, 2015)	-	30,891	182,144	76,657	289,692
Member Jurisdiction Pro Rata Share	0.00%	10.66%	62.88%	26.46%	100%
Administrative Fees to County Auditor-Controller	-	-	-	-	-
SB2557 Administration Fees	-	-	-	-	-
ATC ABx1 26 Admin Charge	-	60	354	149	562
County Prior Period Adjustment	-	-	-	-	-
Balance of DOF Approved Amounts & SA RPTTF Request	-	-	-	-	-
Section 34 - 20% set-aside <sup>1</sup>	-	6,178	36,429	15,331	57,938
<b>Total Pass Throughs</b>	<b>-</b>	<b>6,788</b>	<b>40,024</b>	<b>16,844</b>	<b>63,656</b>
	<b>REMAINING TAX INCREMENT TO BE DIVIDED</b>				
	<b>(Net of Admin, Pass Throughs, and Low/Mod)</b>				
	-	17,865	105,338	44,332	167,535
<b>ALLOCATION TO MEMBER JURISDICTIONS</b>					
Member Jurisdiction (50% net of Admin, Pass Throughs, and Low/Mod)		8,932	52,669	22,166	83,768
Member Jurisdictions' Allocation to SCLA (50% net of Admin, Pass Throughs, and Low/Mod)	83,768				83,768
<b>TOTAL MEMBER JURISDICTION ALLOCATIONS</b>	<b>83,768</b>	<b>15,111</b>	<b>89,098</b>	<b>37,498</b>	<b>167,535</b>

<sup>1</sup>The "Section 34 - 20% set-aside" row is included in the above table for purposes of calculating the remaining tax increment to be divided for the 50/50 split with SCLA per the JPA agreement. 100% of the figures shown in this row are subsequently added together with the figures in the "Total Member Jurisdiction Allocations" row to derive the total amounts to be distributed to the JPA Member Jurisdictions. The sum total of the figures in these rows can be seen in the summary table (Table 1).

	225,474
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VVEDA

TABLE C

2014-15 CALCULATED PASS THROUGHS OF RECEIVED REVENUE FOR AMENDMENT VIII

	SCLA	Victorville	Adelanto	SB County	Apple Valley	TOTAL
Total Tax Increment Collected by County (Dec 13, 2014 to Apr 30, 2015)	-	660,108	-	-	-	660,108
Member Jurisdiction Pro Rata Share	0%	100%	0%	0%	0%	100%
Administrative Fees to County Auditor-Controller	-	-	-	-	-	-
SB2557 Administration Fees	-	-	-	-	-	-
ATC ABx1 26 Admin Charge	-	1,274	-	-	-	1,274
Former Low/Mod Housing (20%) <sup>1</sup>	-	132,022	-	-	-	132,022
Total Pass Throughs	-	148,133	-	-	-	148,133
<b>REMAINING TAX INCREMENT TO BE DIVIDED</b>						
<b>(Net of Admin, Pass Thrus, and Low/Mod)</b>						
	-	378,680	-	-	-	378,680
<b>ALLOCATION TO MEMBER JURISDICTIONS</b>						
Member Jurisdiction (50% net of Admin, Pass Throughs, and Low/Mod)		189,340	-	-	-	189,340
Member Jurisdictions' Allocation to SCLA (50% net of Admin, Pass Throughs, and Low/Mod)	189,340					189,340
<b>TOTAL MEMBER JURISDICTION ALLOCATIONS</b>	<b>189,340</b>	<b>321,361</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>378,680</b>

<sup>1</sup>The "Former Low/Mod Housing (20%)" row is included in the above table for purposes of calculating the remaining tax increment to be divided for the 50/50 split with SCLA per the JPA agreement. 100% of the figures shown in this row are subsequently added together with the figures in the "Total Member Jurisdiction Allocations" row to derive the total amounts to be distributed to the JPA Member Jurisdictions. The sum total of the figures in these rows can be seen in the summary table (Table 1).

510,701