



Town Council Agenda Report

Date: December 10, 2019 Item No. 16

To: Honorable Mayor and Town Council

Subject: APPROVING AND AUTHORIZING TRANSMITTAL OF A RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR FISCAL YEAR 2020-21

From: Douglas Robertson, Town Manager

Submitted by: Sydnie Harris, Director of Finance
Finance Department

Budgeted Item: Yes No N/A

RECOMMENDED ACTION

Adopt a resolution approving and authorizing transmittal of a Recognized Obligation Payment Schedule and Administrative Budget for Fiscal Year 2020-21.

SUMMARY:

In 2011, Assembly Bill (“AB”) x1 26 effectively dissolved all redevelopment agencies in the State of California. AB 1484 was signed by the Governor on June 27, 2012 and Senate Bill (“SB”) 107 was chaptered into law on September 22, 2015, both changing and clarifying certain provisions of AB x1 26 (collectively, the “Dissolution Law”). The Town of Apple Valley (“Town”) elected to serve as the Successor Agency to the Redevelopment Agency of the Town of Apple Valley (“Successor Agency”) under Dissolution Law, taking on the responsibility to wind down the affairs of the former Redevelopment Agency of the Town of Apple Valley.

The Dissolution Law requires the Successor Agency to prepare an annual Recognized Obligation Payment Schedule (“ROPS”) that identifies financial obligations and funding sources to pay them. The ROPS must be approved by the Oversight Board to the Successor Agency (“Oversight Board”) and submitted to the State Department of Finance (“DOF”). Pursuant to Health and Safety Code (“HSC”) Section 34177(l), DOF provides the ROPS form for successor agencies to use to report enforceable obligations. The completed ROPS for the July 1, 2020 through June 30, 2021 period (“ROPS 20-21”) is due to DOF by February 1, 2020 by electronic submission. Pursuant to HSC Section 34177(l)(2)(C), a copy of the ROPS must also be submitted to the San Bernardino County Auditor-Controller (“Auditor-Controller”) and State Controller’s Office.

The Successor Agency requires and requests \$2,864,920 in Redevelopment Property Tax Trust Fund (“RPTTF”) revenues along with permission to spend \$1,073,960 in other funds to pay its obligations. This is about \$260,165 more than the amount requested on the previous annual ROPS, and the Successor Agency requests funding for one additional item compared to the previous annual ROPS. RPTTF revenues are generated by the Successor Agency’s property tax increment. The other funds will be received from the Town’s portion of the former Victor Valley Economic Development Authority (“VVEDA”) Redevelopment Project Area, to pay for obligations associated with the Town’s portion of the VVEDA Project Area.

The approval of the Successor Agency’s ROPS 20-21, attached as Attachment “B”, is critical to ensure the continued flow of property taxes to the Successor Agency, thereby enabling the payments of scheduled debt service on bonded indebtedness and other obligations. Should a successor agency not submit a ROPS to the DOF by February 1, the sponsoring entity could be subject to a \$10,000 per day civil penalty for each day the ROPS is delinquent.

HSC Section 34177(j) requires successor agencies to prepare an annual proposed administrative budget and submit it to the oversight board for its approval. The Successor Agency has prepared an Administrative Budget for Fiscal Year (“FY”) 2020-21, attached as Attachment “C”.

DISCUSSION:

In addition to a list of enforceable obligations and requested funds to pay them during the upcoming fiscal year, the ROPS form includes a Report of Cash Balances. On the Report of Cash Balances, successor agencies identify any available funds on hand that can be used to pay enforceable obligations.

After all available funds on hand are allocated, the Successor Agency can request funding for enforceable obligations from property tax increment revenue deposited by the Auditor-Controller in the RPTTF. Allocations of RPTTF require approval by the Oversight Board and DOF.

The following sections elaborate on the enforceable obligations listed on the ROPS and significant aspects of the Cash Balances.

Tax Allocation Bonds Debt Service

The Successor Agency is obligated to pay debt service on three series of Tax Allocation Bonds (“Bonds”). Two of the three series of Bonds were issued by VVEDA and secured by property tax increment revenues from the Town’s portion of the VVEDA Project Area. These are the 2005 Tax Allocation Bonds (“2005 VVEDA Bonds”) and one of the 2007 Tax Allocation Bonds (“2007 VVEDA Bonds”).

The other series is the 2007 Tax Allocation Bonds issued by the Successor Agency and secured by property tax increment revenues from its own former Redevelopment Project Area 2 (“2007 Project Area 2 Bonds”). The Bonds were issued for the acquisition and construction of two sites, as well as the financing of certain public capital improvements. These obligations correspond to ROPS items 1, 2, and 8.

The Successor Agency receives funding from VVEDA’s RPTTF for the 2005 VVEDA Bonds and the 2007 VVEDA Bonds. Therefore, for the Successor Agency, these funds are considered “Other Funds,” which it must request to spend on the ROPS. Per the debt service schedule, the Successor Agency requests the following on the current ROPS:

- 2005 VVEDA Bonds (ROPS item 1): \$513,223
- 2007 VVEDA Bonds (ROPS item 2): \$544,938

The Successor Agency must also request to spend its own RPTTF funding for the 2007 Project Area 2 Bonds. Per the debt service schedule, the Successor Agency requests the following on the current ROPS:

- 2007 Project Area 2 Bonds (ROPS item 8): \$2,381,500

Tax Allocation Bonds Fees and Costs

The Successor Agency requests funding for fiscal agent fees and professional service costs associated with the Bonds. These obligations correspond to ROPS items 41, 42, and 43 and total \$18,450 on ROPS 20-21. Funding is requested either from “Other Funds” or from RPTTF, depending on whether the fees and costs are associated with the VVEDA-related Bonds or the 2007 Project Area 2 Bonds.

Successor Agency Administrative Costs

HSC Section 34177(j) requires the Successor Agency to prepare an Administrative Budget and submit it to the Oversight Board for approval. Per HSC Section 34177, each successor agency is limited to an administrative cost allowance of the greater of \$250,000

or 3% of its approved non-administrative obligations in the previous ROPS year. The Successor Agency had \$2,389,401 in non-administrative obligations approved in the ROPS 19-20, allowing the Successor Agency to request the greater of \$71,682 or \$250,000. The Successor Agency does not anticipate needing the entire \$250,000 minimum annual administrative allocation described in HSC Section 34171(b) and is requesting \$170,000 (ROPS item 17), with the full amount requested in 20-21A period. In the spirit of dissolution, the Successor Agency has taken upon itself to re-evaluate the Administrative Budget for FY 2020-21 in order to reduce the amount of RPTTF funding needed to administer enforceable obligations. An Administrative Budget for FY 2020-21 is attached as Attachment "C".

SERAF Loan

The Successor Agency requests funding to make required loan payments to the Low and Moderate Income Housing Fund. SERAF payments were required by law, pursuant to HSC Sections 33690 and 33690.5, and funds were borrowed from the Low and Moderate Income Housing Fund to make these legally required SERAF payments. The Oversight Board previously adopted Resolution 2015-03 on February 25, 2015 approving repayment of the SERAF loan.

The Successor Agency requested \$310,770 and \$218,051 for its last two SERAF loan payments in FYs 2016-17 and 2017-18, respectively. In order for both payments to be considered made, the Successor Agency was to transfer the payments from its Successor Agency fund to its Housing Successor Fund. By the completion of the 2016-17 Prior Period Adjustment ("PPA"), the Successor Agency did not make the appropriate SERAF loan payment transfer, and the \$310,770 were applied as PPA on the next ROPS. While the FY 2017-18 payment was successfully transferred, the Successor Agency is yet to make its FY 2016-17 payment.

After ROPS 17-18, the ROPS item corresponding to the SERAF loan was retired. In order to request the remaining \$310,770 SERAF loan balance, the Successor Agency is adding item 44 to ROPS 20-21.

Cash Balances

The Cash Balances page shows the inflow and outflow of funds held by the Successor Agency. Funds are being spent in a timely manner and consistent with the approvals of the Oversight Board and DOF. The Cash Balances page helps the Successor Agency to identify other funds available to spend on enforceable obligations, detailed as follows:

- \$1,071,250 in other funds revenue were received and \$1,069,060 spent for the 2005 VVEDA Bonds and 2007 VVEDA Bonds, and some additional administrative expenditures in FY 2017-18.
- The Successor Agency spent all of the RPTTF it received, both in FY 2016-17 and in FY 2017-18. Therefore, no unspent RPTTF is available for re-allocation to ROPS 20-21 obligations.

Last and Final ROPS

Pursuant to HSC section 34191.6(a), beginning January 1, 2016, agencies that have received a Finding of Completion may submit a Last and Final ROPS if all the following conditions are met:

- 1) The remaining debt is limited to administrative costs and payments pursuant to enforceable obligations with defined payment schedules including, but not limited to, debt service, loan agreements, and contracts.
- 2) All remaining obligations have been previously listed on the ROPS and approved for payment by Finance pursuant to HSC section 34177(m) or (o).
- 3) The agency is not a party to outstanding/unresolved litigation, except as specified in HSC section 34191.6(a)(3).

A Last and Final ROPS will reduce the administrative burden on the Successor Agency and eliminate the need for Oversight Board meetings to approve the ROPS. The Successor Agency can only amend the Last and Final ROPS twice. Due to recent staff turnover, the Successor Agency is in the process of determining whether it is in a position to submit a Last and Final ROPS.

Oversight Board Consolidation

As of July 1, 2018, the San Bernardino Countywide Oversight Board was established pursuant to HSC Section 34179(j). This means that instead of all successor agencies in San Bernardino County each having their own oversight board, one Consolidated Oversight Board reviews actions taken by all of the successor agencies within the County and can direct all of the same successor agencies to perform certain actions.

The Oversight Board has scheduled its general meetings to occur approximately once per month during FY 2019-20. However, to accommodate the 26 successor agencies that will need a ROPS approved in January, the Oversight Board has scheduled one meeting in December 2019 and one meeting in January 2020. The Successor Agency's assigned meeting is on January 13, 2020. The Successor Agency submitted a draft of its ROPS and related documents for review at this meeting prior to November 19, 2019, as required. This deadline allows for County staff to review the submission and provide feedback, as well as for the Successor Agency to incorporate feedback, if necessary. With the consolidation of the Oversight Boards, it is expected that expenditures may be more stringently monitored, and successor agencies may have to provide additional supporting documentation, especially for the administrative allowance.

FISCAL IMPACT:

ROPS 20-21 must be approved by the Oversight Board and submitted to the DOF by February 1, 2020 for the Successor Agency to receive RPTTF, administered by the Auditor-Controller, and to pay enforceable obligations during the ROPS 20-21 period.

ATTACHMENTS:

- A. Resolution No. SA 2019-02 approving and authorizing transmittal of a Recognized Obligation Payment Schedule and administrative budget for Fiscal Year 2020-21
- B. Town of Apple Valley Successor Agency ROPS 20-21
- C. Town of Apple Valley Successor Agency Fiscal Year 2020-21 Administrative Budget

RESOLUTION NO. SA 2019-02

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE TOWN OF APPLE VALLEY APPROVING AND AUTHORIZING TRANSMITTAL OF A RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR FISCAL YEAR 2020-21

WHEREAS, pursuant to Assembly Bill (“AB”) x1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, and Senate Bill 107 (collectively, “Dissolution Act”), as codified in the California Health & Safety Code (“HSC”), the Redevelopment Agency of the Town of Apple Valley (“Former Agency”) was dissolved as of February 1, 2012; and

WHEREAS, the Town of Apple Valley (“Town”) elected to serve as the Successor Agency to the Former Agency (“Successor Agency”) pursuant to the Dissolution Act; and

WHEREAS, among the duties of successor agencies under the Dissolution Act as amended is the preparation of an annual Recognized Obligation Payment Schedule (“ROPS”), per HSC Section 34177(l), that includes the ensuing fiscal year for consideration by a consolidated oversight board and the California Department of Finance (“DOF”) for purposes of administering the wind-down of financial obligations of the Former Agency; and

WHEREAS, HSC Section 34177(l) further requires that the proposed ROPS be transmitted to the San Bernardino County Consolidated Oversight Board (“Oversight Board”), after which time the Oversight Board may approve the ROPS and the Successor Agency’s transmittal of the adopted ROPS to DOF, the San Bernardino County Auditor-Controller, and the State Controller’s Office for their consideration; and

WHEREAS, the proposed ROPS for Fiscal Year 2020-21 (“ROPS 20-21”), attached hereto as Attachment “B,” has been prepared and is consistent with the provisions of the Dissolution Act and in the format made available by DOF; and

WHEREAS, the Successor Agency desires to approve the proposed ROPS 20-21 and transmit it to various parties as required by the Dissolution Law; and

WHEREAS, the Successor Agency is required to prepare an annual administrative budget and submit it to an oversight board per HSC Section 34177(j); and

WHEREAS, the Successor Agency prepared the Fiscal Year 2020-21 Administrative Budget in accordance with the Dissolution Act, attached hereto as Attachment “C”; and

WHEREAS, the Successor Agency’s proposed Fiscal Year 2020-21 Administrative Budget has been reviewed, and by this Resolution the Successor Agency desires to approve such Administrative Budget and authorize submittal thereof to the Oversight Board for its review and approval; and

WHEREAS, the Oversight Board will review the ROPS 20-21 and Fiscal Year 2020-21 Administrative Budget on January 13, 2020.

NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE TOWN APPLE VALLEY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are a substantive part of this Resolution, incorporated herein by this reference.

SECTION 2. The Successor Agency hereby approves and adopts the ROPS 20-21 covering the period of July 1, 2020 through June 30, 2021, in substantially the form attached hereto as Attachment "B," as required by Dissolution Law.

SECTION 3. Pursuant to the Dissolution Act, the Successor Agency approves the Fiscal Year 2020-21 Administrative Budget for the period of July 1, 2020 to June 30, 2021 submitted herewith as Attachment "C," which is incorporated herein by this reference.

SECTION 4. The Successor Agency accepts administrative revisions made to the ROPS 20-21 in order to enable the Successor Agency to submit the ROPS 20-21 to DOF by the deadline of February 1, 2020.

SECTION 5. The Town Manager is hereby authorized and directed to post a copy of the ROPS on the Town's website and transmit a copy of the ROPS to the offices of the San Bernardino County Auditor-Controller, the California State Controller's Office, and the California State Department of Finance upon the Oversight Board's approval.

APPROVED and **PASSED** this 10th day of December, 2019.

SUCCESS AGENCY TO THE REDEVELOPMENT
AGENCY OF THE TOWN OF APPLE VALLEY

By: _____

Chair,

ATTEST:

Successor Agency Secretary, La Vonda M-Pearson

APPROVED AS TO FORM

Successor Agency Counsel, Thomas Rice

CERTIFICATION

I, LA VONDA M-PEARSON, Secretary of the Successor Agency to the Redevelopment Agency of the Town of Apple Valley, do hereby certify that Resolution No. SA 2019-02 was duly adopted by the Successor Agency to the Redevelopment Agency of the Town of Apple Valley at a regular meeting held on the 10th day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dated:

Successor Agency Secretary

Recognized Obligation Payment Schedule (ROPS 20-21) - Summary
Filed for the July 1, 2020 through June 30, 2021 Period

Successor Agency: Apple Valley
 County: San Bernardino

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)		20-21A Total (July - December)	20-21B Total (January - June)	ROPS 20-21 Total
A	Enforceable Obligations Funded as Follows (B+C+D):	\$ 294,880	\$ 779,080	\$ 1,073,960
B	Bond Proceeds	-	-	-
C	Reserve Balance	-	-	-
D	Other Funds	294,880	779,080	1,073,960
E	Redevelopment Property Tax Trust Fund (RPTTF) (F+G):	\$ 1,149,170	\$ 1,715,750	\$ 2,864,920
F	RPTTF	979,170	1,715,750	2,694,920
G	Administrative RPTTF	170,000	-	170,000
H	Current Period Enforceable Obligations (A+E):	\$ 1,444,050	\$ 2,494,830	\$ 3,938,880

Certification of Oversight Board Chairman:
 Pursuant to Section 34177 (o) of the Health and Safety Code, I
 hereby certify that the above is a true and accurate Recognized
 Obligation Payment Schedule for the above named successor
 agency.

 Signature Title

 Signature Title

Apple Valley Recognized Obligation Payment Schedule (ROPS 20-21) - ROPS Detail
July 1,2020 through June 30, 2021
(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 20-21 Total	20-21A (July - December)					20-21A Total	20-21B (January - June)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$ 63,217,510		\$ 3,938,880	\$ -	\$ -	\$ 294,880	\$ 979,170	\$ 170,000	\$ 1,444,050	\$ -	\$ -	\$ 779,080	\$ 1,715,750	\$ -	\$ 2,494,830
1	2005 Tax Allocation Bonds	Bonds Issued On or Before 12/31/10	5/1/2005	6/30/2035	US Bank	2005 Tax Allocation Bonds for capital projects	VVEDA	7,663,505	N	\$ 513,223			129,111			\$ 129,111			384,111			\$ 384,111
2	2007 Tax Allocation Bonds	Bonds Issued On or Before 12/31/10	6/1/2007	6/30/2037	US Bank	2007 Tax Allocation Bonds for capital projects	VVEDA	10,317,175	N	\$ 544,938			159,969			\$ 159,969			384,969			\$ 384,969
8	2007 Tax Allocation Bonds	Bonds Issued On or Before 12/31/10	7/1/2007	6/30/2037	US Bank	2007 Tax Allocation Bonds for capital/housing projects	Project Area 2	40,518,760	N	\$ 2,381,500				665,750		\$ 665,750				1,715,750		\$ 1,715,750
17	Admin Costs	Admin Costs	7/1/2013	6/30/2037	Town of Apple Valley	Dissolution Activities and Services	VVEDA /AVRD A Project Area 2	4,285,000	N	\$ 170,000					170,000	\$ 170,000						\$ -
41	2005 Tax Allocation Bonds Fiscal Agent Fees	Fees	5/1/2005	6/30/2035	US Bank	Annual Fiscal Agent Fees for VVEDA Project Area Bonds	VVEDA	47,250	N	\$ 5,800			5,800			\$ 5,800						\$ -

42	2005 Tax Allocation Bonds Continuing Disclosure	Professional Services	5/1/2005	6/30/2035	US Bank	Professional Service Costs relating to Annual Disclosure Requirements	VVEDA	30,000	N	\$ 10,000										\$ -	10,000	\$ 10,000
43	2007 Tax Allocation Bonds Fiscal Agent Fees	Fees	6/1/2007	6/30/2037	US Bank	Annual Fiscal Agent Fees for AVRDA Project Area Bonds	Project Area 2	45,050	N	\$ 2,650			2,650							\$ 2,650		\$ -
44	Loan to 80% for ERAF	SERAF/ERAF	4/27/2011	6/30/2021	LM IH F	Loan to pay SERAF	Project Area 2	310,770	N	\$ 310,770			310,770							\$ 310,770		\$ -

Apple Valley Recognized Obligation Payment Schedule (ROPS 20-21) - Report of Cash Balances
July 1, 2017 through June 30, 2018
(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	
		Fund Sources						
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF		
	ROPS 17-18 Cash Balances (07/01/17 - 06/30/18)	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, Grants, Interest, etc.	Non-Admin and Admin	Comments	
1	Beginning Available Cash Balance (Actual 07/01/17) RPTTF amount should exclude "A" period distribution amount	1,060,358				0		
2	Revenue/Income (Actual 06/30/18) RPTTF amount should tie to the ROPS 17-18 total distribution from the County Auditor-Controller	7,865			1,071,250	2,854,401	F: "Other funds" represent revenues distributed from VVEDA for 2005 & 2007 Tax Allocation Bonds. VVEDA Distributed an additional \$8,000 from their administrative budget for AV's use.	
3	Expenditures for ROPS 17-18 Enforceable Obligations (Actual 06/30/18)				1,069,060	2,856,441	F: "Other funds" expenditure includes \$1,063,245.78 spent on bond debt service and bond admin fees and \$5,814.19 spent from the additional \$8,000 of admin provided by VVEDA. G: RPTTF expenditure does not match the amount reported on the 17-18 PPA, as it was found the SA spent an additional \$456.92.	
4	Retention of Available Cash Balance (Actual 06/30/18) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	1,068,223						
5	ROPS 17-18 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 17-18 PPA form submitted to the CAC	No entry required					0	G: There is a \$0 PPA for ROPS 17-18
6	Ending Actual Available Cash Balance (06/30/18) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$ 0	\$ 0	\$ 0	\$ 2,190	\$ (2,040)	F: \$4.22 underspent on Bond admin fees, and \$2,185.81 underspent on admin from additional \$8,000 provided by VVEDA. G: Includes \$1,582.88 overexpenditure reported on PPA and additional \$456.92 found.	

Apple Valley Recognized Obligation Payment Schedule (ROPS 20-21) - Notes July 1, 2020 through June 30, 2021

Item #	Notes/Comments

ADMINISTRATIVE BUDGET								COMMENTS/NOTES ON VARIANCES:
FY: 2020 - 2021		SUCCESSOR AGENCY NAME: APPLE VALLEY						
REVENUE								
<i>Complete all four columns for Revenue and Expenses throughout form.</i>								
	Requested FY 2018-19	Actual FY 2018-19	= Variance	Requested FY 2019-20	Requested FY 2020-21	= Variance		
RPTTF to Successor Agency ¹	\$ 2,634,950	\$ 2,627,975	\$6,975	\$ 2,604,401	\$ 2,864,920	\$(260,519)	Subject to change based on analysis of 18-19 expenditures.	
Entity General Fund to Cover RPTTF Shortfall (If applicable)	-	-	-					
Total Administrative Budget	\$ 2,634,950	\$ 2,627,975	\$ 6,975	\$ 2,604,401	\$ 2,864,920	\$ (260,519)		
EXPENSES ¹								
ADMINISTRATIVE COSTS		% Allocate d	Requested FY 2018-19	Actual FY 2018-19	= Variance	Requested FY 2019-20	Requested FY 2020-21	= Variance
STAFF:	Description							
Finance Director	Reviewing agenda items, research for ROPS, responding to OB, CAC, and DOF	15%	\$50,270	\$ 48,853	\$1,417	\$ 41,000	\$ 28,600	\$ 12,400
Finance/Administrative Analyst	Records and posts into general ledger, keeping records	19%	\$ 45,700	\$ 44,412	1,288	21,000	\$ 26,000	(5,000)
Administrative Analyst II	Assists with review and responses to information requests	17%	\$34,275	\$33,309	966	17,000	\$19,500	(2,500)
Accountant	Processes and reviews all invoices, payments, general ledger analysis	22%	\$ 34,275	\$33,309	966	10,000	\$19,500	(9,500)
City Manager	Oversees all Successor Agency activity	5%	\$ 27,420	\$ 26,647	773	37,000	\$ 15,600	21,400
City Attorney	Review staff reports, resolutions, provide legal services as needed	7%	\$15,995	\$15,544	451	15,000	\$9,100	5,900
City Clerk	Coordinates Successor Agency Agenda Items, Staff Reports, Resolutions	6%	\$20,565	\$19,985	580	19,000	\$11,700	7,300

Materials, Supplies, Travel, and Meetings	Staff use of City property, equipment, and materials		1,500	1,523	(23)	35,000	-	35,000	
					-			-	
Sub-Total Personnel Costs									
Other/Indirect:	Other - Specify Purpose	% Allocated	\$230,000	\$223,583	\$6,417	\$195,000	\$130,000	\$65,000	
Consultants	Prepare ROPS, PPA, staff reports, and resolutions; attend meetings, coordinate with staff on responses to OB, CAC, and DOF; project cash flow	100%	\$20,000	\$19,834	\$166	\$ 20,000	\$40,000	\$ (20,000)	
Total Expenses - should equal "RPTTF to Successor Agency"¹			\$250,000	\$243,417	\$6,583	\$215,000	\$170,000	\$45,000	
¹ Itemized "Expenses" should only reflect the portion paid by RPTTF, <i>not</i> General Fund or other funds									
BUDGET METHODOLOGY (Specify: Cost Allocation Plan, Time Study, etc):						Methodology Implementation Date:			