

RESOLUTION NO. 2023- 04

**RESOLUTION OF THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD APPROVING
THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 23-24 AND FY 2023-24
ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2023 TO JUNE 30, 2024
FOR THE SUCCESSOR AGENCY (SA) TO THE FORMER CITY OF SAN BRUNO REDEVELOPMENT
AGENCY (RDA)**

WHEREAS, California Health and Safety Code (HSC) Section 34177 requires the Successor Agencies to prepare a Recognized Obligation Payment Schedule (ROPS) for each 12-month fiscal period, which lists the outstanding obligations of the former RDA and states the sources of funds for required payments; and

WHEREAS, the Successor Agency to the former San Bruno Redevelopment Agency has prepared a draft ROPS for the period July 1, 2023 to June 30, 2024, referred to as “ROPS 23-24”, claiming a total enforceable obligation amount of \$844,720 as set forth in the attached Exhibit A; and

WHEREAS, pursuant to HSC Section 34180(g) the Oversight Board must approve the establishment of each ROPS; and

WHEREAS, HSC Section 34177 requires the Successor Agencies to prepare an administrative budget for Oversight Board approval; and

WHEREAS, the Successor Agency to the Former San Bruno Redevelopment Agency has prepared an administrative budget for the period July 1, 2023 to June 30, 2024, for \$22,170; as set forth in the attached Exhibit B; and

WHEREAS, HSC Section 34179(e) requires all action items of Countywide Oversight Boards, including the San Mateo County Countywide Oversight Board (the “Board”), be accomplished by resolution;

NOW, THEREFORE, BE IT RESOLVED, the San Mateo County Countywide Oversight Board hereby approves the San Bruno Successor Agency’s ROPS 23-24 and Fiscal Year 2023-24 Administrative Budget referenced hereto as Exhibits A and B and incorporated herein by this reference;

BE IT FURTHER RESOLVED, that the Oversight Board directs the Successor Agency to submit the ROPS 23-24 to the State Department of Finance upon approval by the Oversight Board.

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Exhibit A – Successor Agency’s Recognized Obligation Payment Schedule 23-24
Exhibit B – Successor Agency’s FY 2023-24 Administrative Budget

**Recognized Obligation Payment Schedule (ROPS 23-24) - Summary
Filed for the July 1, 2023 through June 30, 2024 Period**

Successor Agency: San Bruno
County: San Mateo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	23-24A Total (July - December)	23-24B Total (January - June)	ROPS 23-24 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 83,110	\$ 761,610	\$ 844,720
F RPTTF	72,025	750,525	822,550
G Administrative RPTTF	11,085	11,085	22,170
H Current Period Enforceable Obligations (A+E)	\$ 83,110	\$ 761,610	\$ 844,720

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.

Barbara Christensen, Chair of Oversight Board
Name Title

/s/ Barbara Christensen 1/9/2023
Signature Date

**San Bruno
Recognized Obligation Payment Schedule (ROPS 23-24) - ROPS Detail
July 1, 2023 through June 30, 2024**

A	B	C	D	E	F	G	H	I	J	K	L					Q	R					W
											ROPS 23-24A (Jul - Dec)						ROPS 23-24B (Jan - Jun)					
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$9,654,525		\$844,720	\$-	\$-	\$-	\$72,025	\$11,085	\$83,110	\$-	\$-	\$-	\$750,525	\$11,085	\$761,610
4	Archstone I Owner Participation Agreement	OPA/DDA/ Construction	12/11/2002	07/01/2039	ASN Tanforan Crossing LLC	Tax increment reimbursement of affordable housing subsidy	San Bruno Redevelopment Project Area	5,287,000	N	\$311,000	-	-	-	-	-	\$-	-	-	-	311,000	-	\$311,000
5	Administrative Costs	Admin Costs	12/11/2002	07/01/2039	Successor Agency	Administrative Allowance	San Bruno Redevelopment Project Area	277,125	N	\$22,170	-	-	-	-	11,085	\$11,085	-	-	-	-	11,085	\$11,085
11	San Bruno Series 2019 Refunding Series 2000	Bond Reimbursement Agreements	03/01/2019	05/01/2031	Union Bank	2019 Refunding 2000 Certificates of Participation Reimbursement Agreement	San Bruno Redevelopment Project Area	4,070,400	N	\$509,050	-	-	-	72,025	-	\$72,025	-	-	-	437,025	-	\$437,025
12	Fiscal Agent Fees	Fees	03/01/2019	02/01/2031	Union Bank	Fiscal agent fees associated with the 2019 Reimbursement Agreement	San Bruno Redevelopment Project Area	20,000	N	\$2,500	-	-	-	-	-	\$-	-	-	-	2,500	-	\$2,500

San Bruno
Recognized Obligation Payment Schedule (ROPS 23-24) - Report of Cash Balances
July 1, 2020 through June 30, 2021
 (Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (I), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.								
A	B	C	D	E	F	G	H	
ROPS 20-21 Cash Balances (07/01/20 - 06/30/21)		Fund Sources				Comments		
		Bond Proceeds		Reserve Balance	Other Funds			RPTTF
		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
1	Beginning Available Cash Balance (Actual 07/01/20) RPTTF amount should exclude "A" period distribution amount.			538,445	19,424	1,250,066		
2	Revenue/Income (Actual 06/30/21) RPTTF amount should tie to the ROPS 20-21 total distribution from the County Auditor-Controller					723,456		
3	Expenditures for ROPS 20-21 Enforceable Obligations (Actual 06/30/21)			131,942		742,528		
4	Retention of Available Cash Balance (Actual 06/30/21) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)					-		
5	ROPS 20-21 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 20-21 PPA form submitted to the CAC			No entry required		691,208		
6	Ending Actual Available Cash Balance (06/30/21) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$406,503	\$19,424	\$539,786		

San Bruno
Recognized Obligation Payment Schedule (ROPS 23-24) - Notes
July 1, 2023 through June 30, 2024

Item #	Notes/Comments
4	
5	
11	
12	

Exhibit B

SUCCESSOR AGENCY CITY OF SAN BRUNO								
ADMINISTRATIVE BUDGET								
ROPS Period	21-22			22-23		23-24		Please specify budget methodology (Cost Allocation, Time Study etc)
Obligations Period	July 2021-June 2022			July 2022-June 2023		July 2023-June 2024		
Total Outstanding Obligations (\$)								
Total Number of Outstanding Obligations								
Staff	Description	Requested	Actual	Variance	Requested	Requested	Variance	Comment/Explanation for Variance
City Manager	Continuing review of City Recognized Obligation Payment schedules, Administrative Budgets, and other reports that go to the City Council and Oversight Board.	\$ 250	\$ 250	\$ -	\$ 250	\$ 250	\$ -	0.08%
Legal Services	Review and provide support for reports submitted to Department of Finance, San Mateo County Board, City Council and Oversight Board	\$ 500	\$ 500	\$ -	\$ 500	\$ 500	\$ -	0.16%
Interim Finance Director	Preparation of Recognized Obligation Payment Schedules and Administrative Budgets. Oversight of Financial Obligations of former RDA and preparation of Oversight Board Agenda Packets. Serves as liaison to the Department of Finance and follow up on related information requests. Attend Oversight Board Meetings in person requiring travel reimbursement and accommodations	\$ 300	\$ 300	\$ -	\$ 9,540	\$ 9,540	\$ -	3.45%
Finance Manager	Maintain the financial records of the Successor Agency, which includes working on the annual audit of the Redevelopment Obligation Retirement Fund and related disclosures, ensure accurate accounting of all former RDA transactions, and reconciliation of bank account and ledger for the Successor Agency.	\$ 9,689	\$ 9,689	\$ -	\$ 8,401	\$ 8,401	\$ -	4.34%
Community & Economic Development Director	Attend Oversight Board Meetings as needed. Continue to oversee the Archstone's Owner Participation Agreements and compliance of the City's low and moderate income housing Subsidy program. Complete required compliance reports. Update and maintain website of the Successor Agency and Oversight Board.	\$ 1,816	\$ 1,816	\$ -	\$ 500	\$ 500	\$ -	0.28%
				\$ -			\$ -	
				\$ -			\$ -	
				\$ -			\$ -	
Sub-Total (Personnel Costs)		\$ 12,555	\$ 12,555	\$ -	\$ 19,191	\$ 19,191	\$ -	
Vendor/Payee	Description	Requested	Actual	Variance	Requested	Requested	Variance	
San Bruno Overhead	Payroll, IT, Accounts Payable, etc	\$ 1,883	\$ 1,883	\$ (0)	\$ 2,879	\$ 2,879	\$ 0	15%
	Office supplies, utilities, communications, printing & copying	\$ 100	\$ 100	\$ -	\$ 100	\$ 100	\$ -	
Outside Legal Council	Outside legal costs for Successor Agency & Oversight Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
				\$ -			\$ -	
Sub-Total (Other Costs)		\$ 1,983	\$ 1,983	\$ (0)	\$ 2,979	\$ 2,979	\$ 0	
Grand Total		\$ 14,538	\$ 14,538	\$ (0)	\$ 22,170	\$ 22,170	\$ 0	

Regularly passed and adopted this 9th day of January, 2023

AYES and in favor of said resolution:

*Members: MARK ADDIEGO
 CHUCK BERNSTEIN
 KEVIN BULTEMA
 BARBARA CHRISTENSEN
 MARK LEACH
 AIMEE ARMSBY*

NOES and against said resolution:

Member(s): NONE

Absent Member(s): JUSTIN MATES



*Chair, San Mateo County
Countywide Oversight Board*

Certificate of Delivery

I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the Chair of San Mateo County Countywide Oversight Board.



Assistant Clerk of the Board of Supervisors