

**RESOLUTION NO. 2025-02**

**RESOLUTION OF THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD APPROVING  
THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 25-26 AND FY 2025-26  
ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2025 TO JUNE 30, 2026  
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, 2025 to June 30, 2026, referred to as “ROPS 25-26”, claiming a total enforceable obligation amount of \$829,205 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, 2025 to June 30, 2026, for \$5,650; 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 25-26 and Fiscal Year 2025-26 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 25-26 to the State Department of Finance upon approval by the Oversight Board.

\* \* \*

Exhibit A – Successor Agency’s Recognized Obligation Payment Schedule 25-26  
Exhibit B – Successor Agency’s FY 2025-26 Administrative Budget

*Regularly passed and adopted this 6<sup>th</sup> day of January, 2025*

*AYES and in favor of said resolution:*

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

*NOES and against said resolution:*

*Member(s):*            *NONE*

*Absent Member(s):*            *NONE*



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*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.*



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*Assistant Clerk of the Board of Supervisors*

**Exhibit A**

**Recognized Obligation Payment Schedule (ROPS 25-26) - Summary  
Filed for the July 1, 2025 through June 30, 2026 Period**

**Successor Agency:** San Bruno

**County:** San Mateo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	25-26A Total (July - December)	25-26B Total (January - June)	ROPS 25-26 Total
<b>A Enforceable Obligations Funded as Follows (B+C+D)</b>	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
<b>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)</b>	<b>\$ 455,050</b>	<b>\$ 374,155</b>	<b>\$ 829,205</b>
F RPTTF	452,225	371,330	823,555
G Administrative RPTTF	2,825	2,825	5,650
<b>H Current Period Enforceable Obligations (A+E)</b>	<b>\$ 455,050</b>	<b>\$ 374,155</b>	<b>\$ 829,205</b>

**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.

Aimee Armsby, Chair of Countywide Oversight Board

Name Title



/s/ January 6, 2025  
Signature Date

Exhibit A

San Bruno  
 Recognized Obligation Payment Schedule (ROPS 25-26) - ROPS Detail  
 July 1, 2025 through June 30, 2026

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	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 25-26 Total	ROPS 25-26A (Jul - Dec)					25-26A Total	ROPS 25-26B (Jan - Jun)					25-26B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$7,508,630		\$829,205	\$-	\$-	\$-	\$452,225	\$2,825	\$455,050	\$-	\$-	\$-	\$371,330	\$2,825	\$374,155
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	4,354,000	N	\$311,000	-	-	-	-	-	\$-	-	-	-	311,000	-	\$311,000
5	Administrative Costs	Admin Costs	01/01/2030	07/01/2039	Successor Agency	Administrative Allowance	San Bruno Redevelopment Project Area	79,100	N	\$5,650	-	-	-	-	2,825	\$2,825	-	-	-	-	2,825	\$2,825
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	3,056,900	N	\$509,450	-	-	-	452,225	-	\$452,225	-	-	-	57,225	-	\$57,225
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	18,630	N	\$3,105	-	-	-	-	-	\$-	-	-	-	3,105	-	\$3,105

**San Bruno**  
**Recognized Obligation Payment Schedule (ROPS 25-26) - Report of Cash Balances**  
**July 1, 2022 through June 30, 2023**  
 (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
		<b>Fund Sources</b>					
		<b>Bond Proceeds</b>		<b>Reserve Balance</b>	<b>Other Funds</b>	<b>RPTTF</b>	
	<b>ROPS 22-23 Cash Balances (07/01/22 - 06/30/23)</b>	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	<b>Comments</b>
1	<b>Beginning Available Cash Balance (Actual 07/01/22)</b> RPTTF amount should exclude "A" period distribution amount.			625,868		1,231,033	Beginning balance of \$1,856,901.25; E: PPA ROPS 19-20 \$625,868, minus lease Rev Bonds Prin/Int May2023 \$428,992.38, minus OPA Subsidy FY2022 \$199,136, Interest on Lease Bonds Series 2019 Nov2023 \$79,025, fiscal fees \$3,000. Plus admin fees of \$11,085
2	<b>Revenue/Income (Actual 06/30/23)</b> RPTTF amount should tie to the ROPS 22-23 total distribution from the County Auditor-Controller					217,852	DOF Letter dated 3/25/22
3	<b>Expenditures for ROPS 22-23 Enforceable Obligations (Actual 06/30/23)</b>					735,958	Lease Bond Principal \$429,025, Int 79,025, Fiscal Agent Fee \$3,000 and Archstone OPA Subsidy \$202,738 and Administrative costs of \$22,170
4	<b>Retention of Available Cash Balance (Actual 06/30/23)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)					-	
5	<b>ROPS 22-23 RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the Agency's ROPS 22-23 PPA form submitted to the CAC		No entry required			108,262	PPA FY2022-23 S column difference

**Exhibit A**

Pursuant to Health and Safety Code section 34177 (l), 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
	<p align="center"><b>ROPS 22-23 Cash Balances (07/01/22 - 06/30/23)</b></p>	<b>Fund Sources</b>				<b>Comments</b>	
<b>Bond Proceeds</b>		<b>Reserve Balance</b>	<b>Other Funds</b>	<b>RPTTF</b>			
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		
<b>6</b>	<p><b>Ending Actual Available Cash Balance (06/30/23)</b>  <b>C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)</b></p>	\$-	\$-	\$625,868	\$-	\$604,665	

**San Bruno**  
**Recognized Obligation Payment Schedule (ROPS 25-26) - Notes**  
**July 1, 2025 through June 30, 2026**

Item #	Notes/Comments
4	
5	
11	
12	Increased fiscal agent fees as of September 1, 2024

SUCCESSOR AGENCY NAME									
ADMINISTRATIVE BUDGET									
ROPS Period		23-24			24-25		25-26		Please specify budget methodology (Cost Allocation, Time Study etc)
Obligations Period		July 2023-June 2024			July 2024-June 2025		July 2025-June 2026		
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 are submitted to City Council and Oversight Board.	\$ 250	\$ 250	\$ -	\$ 250	\$ 320	\$ (70)	Hourly rate \$160/hr *2	
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	\$ 600	\$ (100)	hourly rate \$600	
Administrative Services Director and CFO	Review and approve submission of Recognized Obligation Payment Schedules and Administrative Budgets. Oversight of Financial Obligations of former RDA and preparation of Oversight Board Agenda Packets. Services as liaison to the Department of Finance and follow up on related information requests.	\$ 9,540	\$ 9,540	\$ -	\$ 9,540	\$ 258	\$ 9,282	Hourly Rate \$129/hr *2	
Finance Manager	Maintain the financial records of the Successor Agency, which include 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. Attend Oversight Board Meetings in person requiring travel reimbursement.	\$ 8,401	\$ 8,401	\$ -	\$ 8,401	\$ 1,113	\$ 7,288	Hourly Rate \$74/hr *15	
Planning Manager	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.	\$ 500	\$ 500	\$ -	\$ 500	\$ 480	\$ 20	Hourly Rate \$80/hr *6	
				\$ -			\$ -		
				\$ -			\$ -		
				\$ -			\$ -		
<b>Sub-Total (Personnel Costs)</b>		<b>\$ 19,191</b>	<b>\$ 19,191</b>	<b>\$ -</b>	<b>\$ 19,191</b>	<b>\$ 2,771</b>	<b>\$ 16,420</b>		
<b>Vendor/Payee</b>	<b>Description</b>	<b>Requested</b>	<b>Actual</b>	<b>Variance</b>	<b>Requested</b>	<b>Requested</b>	<b>Variance</b>		
San Bruno Overhead	Payroll, IT, Accounts Payable, etc	\$ 2,879	\$ 2,879	\$ -	\$ 2,879	\$ 2,879	\$ -		
	Office supplies, utilities, communications, printing & copying	\$ 100	\$ 100	\$ -	\$ 100	\$ -	\$ 100		
				\$ -			\$ -		
				\$ -			\$ -		
<b>Sub-Total (Other Costs)</b>		<b>\$ 2,979</b>	<b>\$ 2,979</b>	<b>\$ -</b>	<b>\$ 2,979</b>	<b>\$ 2,879</b>	<b>\$ 100</b>		
<b>Grand Total</b>		<b>\$ 22,170</b>	<b>\$ 22,170</b>	<b>\$ -</b>	<b>\$ 22,170</b>	<b>\$ 5,650</b>	<b>\$ 16,520</b>		