

RESOLUTION NO. 2019-05

**RESOLUTION OF THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD APPROVING THE
RECOGNIZED OBLIGATION PAYMENT SCHEDULE 19-20 ("ROPS 19-20") AND FISCAL YEAR 2019-20
ADMINISTRATIVE BUDGET OF THE SUCCESSOR AGENCY TO THE FORMER SAN BRUNO
REDEVELOPMENT AGENCY (RDA)**

WHEREAS, California Health and Safety Section Code (HSC) 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, 2019 to June 30, 2020, referred to as "ROPS 19-20", claiming a total enforceable obligation amount of \$1,369,498, as set forth in the attached Exhibit A; and

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

WHEREAS, California Health and Safety Section Code (HSC) 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, 2019 to June 30, 2020, for \$38,848, as set forth in the attached Exhibit B; and

WHEREAS, California Health and Safety Code Section (HSC) 34179(e) requires all action items of Countywide Oversight Boards, including the San Mateo County Countywide Oversight 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 19-20 and Fiscal Year 19-20 Administrative Budget, attached 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 19-20 to the State Department of Finance upon approval by the Oversight Board.

* * *

Exhibit A – San Bruno Successor Agency's Recognized Obligation Payment Schedule 19-20
Exhibit B – San Bruno Successor Agency's FY 2019-20 Administrative Budget

Regularly passed and adopted this 28th day of January, 2019

AYES and in favor of said resolution:

Members: MARK ADDIEGO
CHUCK BERNSTEIN
TOM CASEY
BARBARA CHRISTENSEN
MARK LEACH
JIM SACO

NOES and against said resolution:

Members: NONE

ABSENT:

Members: DENISE PORTERFIELD


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.





Deputy Clerk of the Board of Supervisors

**Recognized Obligation Payment Schedule (ROPS 19-20) - Summary
Filed for the July 1, 2019 through June 30, 2020 Period**

Successor Agency: San Bruno
County: San Mateo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	19-20A Total (July - December)	19-20B Total (January - June)	ROPS 19-20 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):	\$ 170,499	\$ 1,198,999	\$ 1,369,498
F RPTTF	151,075	1,179,575	1,330,650
G Administrative RPTTF	19,424	19,424	38,848
H Current Period Enforceable Obligations (A+E):	\$ 170,499	\$ 1,198,999	\$ 1,369,498

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.

Tom Casey Board Chair
Name  Title
/s/  4/28/19
Signature  Date 4/28/2019

San Bruno Recognized Obligation Payment Schedule (ROPS 19-20) - ROPS Detail
July 1, 2019 through June 30, 2020
 (Report Amounts in Whole Dollars)

Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project/Specs	Project Area	Total Outstanding Debt or Obligation	Interest	ROPS 19-20 Total	19-20A (July - December)					19-20A Total	19-20B (January - June)					19-20B Total	
											Fund Sources						Fund Sources						
											Bond Proceeds	Reserve Balances	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balances	Other Funds	RPTTF	Admin RPTTF		
											\$	\$	\$	\$	\$		\$	\$	\$	\$	\$		
1	2017 Certificates of Participation	Bonds/Interest Over Refund	7/25/2000	2/1/2031	Union Bank	Certificates of Participation/Bonds	San Bruno	\$ 17,122,029	N	\$ 1,269,095	0	0	0	15,107.5	19,424	\$ 170,490	0	0	0	496,573	19,424	\$ 1,759,087	
2	2010 Certificates of Participation Fiscal Agent Fees	Fees	7/25/2000	2/1/2031	Union Bank	Fiscal Agent fees associated with Certificates of Participation issued for the Power Facility	San Bruno Redevelopment Project Area	30,000	N	2,500				2,500		\$ 2,500						\$ 2,500	
3	Ardenmore II Owner Participation Agreement	OP/MDA/Construction	3/4/2005	7/1/2032	AS21 Tarleton Crossing LLC	Tax increment reimbursement of affordable housing subsidy	San Bruno Redevelopment Project Area	1,480,000	N	\$ 370,000						\$ -					370,000	\$ 370,000	
4	Ardenmore I Owner Participation Agreement	OP/MDA/Construction	12/19/2002	7/1/2039	AS21 Tarleton Crossing LLC	Tax increment reimbursement of affordable housing subsidy	San Bruno Redevelopment Project Area	6,531,000	N	\$ 311,000						\$ -					311,000	\$ 311,000	
5	Administrative Costs	Admin Costs	1/1/2010	1/1/2030	Successor Agency	Administrative Allowance	San Bruno Redevelopment Project Area	1,320,000	N	\$ 38,843					19,424	\$ 19,424						19,424	\$ 19,424
6	City Advances to the Redevelopment Agency in accordance with Cooperative Agreement dated August 10, 1998 (City advance interest from loan #10000002/7/13/03/114)	City/County Loan (Prior 06/20/11), Cash exchange	8/10/1998	12/31/2014	City of San Bruno	Loan for operating and admin costs (no amount advanced of all interest paid of 3% per SD 107, 25% of repayment amounts will be transferred to Low and Mod Housing Asset Fund.	San Bruno Redevelopment Project Area	0	N	\$ -				0		\$ -					0	\$ -	

San Bruno Recognized Obligation Payment Schedule (ROPS 19-20) - Report of Cash Balances
July 1, 2016 through June 30, 2017
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (j), 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. For tips on how to complete the Report of Cash Balances Form, see Cash Balance Tips Sheet.

A	B	C	D	E	F	G	H
		Fund Sources					
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF	
	ROPS 16-17 Cash Balances (07/01/16 - 06/30/17)	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 07/01/16) RPTTF amount should exclude "A" period distribution amount					353,244	Cash balance at 7/1/16 less \$766,800 (16-17A Distribution recvd 6/7/16), less \$336,485 and \$84,121 (16-17 A City Advances recorded 6/30/16 Principal and 20% to Low Mod), less (15-16 Subsidy) \$176,997 paid 8.15.16.
2	Revenue/Income (Actual 06/30/17) RPTTF amount should tie to the ROPS 16-17 total distribution from the County Auditor-Controller					2,361,246	\$766,800 from 6/7/16 plus \$1,594,446 from 1/3/2017 debit entries on GL Trial Balance Detail Reports FY16 and FY17
3	Expenditures for ROPS 16-17 Enforceable Obligations (Actual 06/30/17)					1,961,929	Interest, legal services, 16-17A & B admin allowance, COP interest and principal due, fiscal agent fees, 16-17 A advance repaid to City & 20% of loan transferred to Low Mod Housing Asset Fund on 06/30/16, 16-17 B and subsidy \$183K paid 12.27.17 and cash
4	Retention of Available Cash Balance (Actual 06/30/17) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						Includes RPTTF authorized/distributed for future debt service payment(Excluded from G3, above)
5	ROPS 16-17 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 16-17 PPA form submitted to the CAC			No entry required		499,317	Unexpended RPTTF reported as the PPA for the current reporting period
6	Ending Actual Available Cash Balance (06/30/17) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)						
		\$ 0	\$ 0	\$ 0	\$ 0	\$ 353,244	

**Successor Agency of the San Bruno Redevelopment Agency
Administrative Budget
July 1, 2019 - June 30, 2020**

Personnel Costs				
Department	Cost for FY 19-20	Position	Percent Allocation	Budget
Management Services	356,352	City Manager	1.00%	3,564
<i>Continuing review of City Recognized Obligation Payment Schedules, Administrative Budgets, and other related reports that go to the City Council and Oversight Board.</i>				
Legal Services	345,667	City Attorney	1.00%	3,457
<i>Ongoing legal support for matters concerning the dissolution of redevelopment, including working with outside legal counsel.</i>				
Finance	306,873	Finance Director	4.00%	12,275
<i>Preparation of Recognized Obligation Payment Schedules, Administrative Budgets, oversight of financial obligations of former RDA, preparation of Oversight Board Agenda Packets, serve as liaison to Department of Finance and follow-up on related information requests, and attend Oversight Board meetings as needed.</i>				
Finance	216,452	Finance Manager	4.00%	8,658
<i>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.</i>				
Community Development	193,926	Long Range Planning Manager	2.50%	4,848
<i>Attend Oversight Board Meetings as needed. Continue to oversee the City's low and moderate income housing program and ensure continuing compliance with Archstone Owner Participation Agreements. Complete required compliance reports and review annual subsidy requests. Update and maintain website of the Successor Agency and Oversight Board.</i>				
Total Personnel Costs				32,802
Overhead Costs of 15% (Payroll, IT, Accounts Payable, etc)				4,921
Supplies and Materials				
Office supplies, utilities, communications, printing and copying				125
Outside legal costs for Successor Agency and Oversight Board				1,000
Total Administrative Budget for July 1, 2019 - June 30, 2020				\$38,848