

RESOLUTION NO. 2022-05

**RESOLUTION OF THE SAN MATEO COUNTY COUNTYWIDE OVERSIGHT BOARD APPROVING
THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 22-23 AND FY 2022-23
ADMINISTRATIVE BUDGET OF THE SAN BRUNO SUCCESSOR AGENCY**

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 San Bruno Successor Agency has prepared a draft ROPS for the period July 1, 2022 to June 30, 2023, referred to as "ROPS 22-23", claiming a total enforceable obligation amount of \$843,720 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 San Bruno Successor Agency has prepared an administrative budget for the period July 1, 2022 to June 30, 2023, 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 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 22-23 and Fiscal Year 2022-23 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 22-23 to the State Department of Finance upon approval by the Oversight Board.

* * *

Exhibit A – San Bruno Successor Agency's Recognized Obligation Payment Schedule 22-23
Exhibit B – San Bruno Successor Agency's FY 2022-23 Administrative Budget

Regularly passed and adopted this 10th day of January, 2022

AYES and in favor of said resolution:

Members: AIMEE ARMSBY

CHUCK BERNSTEIN

KEVIN BULTEMA

BARBARA CHRISTENSEN

JUSTIN MATES

MARK LEACH

NOES and against said resolution:

Member(s): NONE

Absent Member(s): MARK ADDIEGO



*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

**Recognized Obligation Payment Schedule (ROPS 22-23) - Summary
Filed for the July 1, 2022 through June 30, 2023 Period**

Successor Agency: San Bruno

County: San Mateo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	22-23A Total (July - December)	22-23B Total (January - June)	ROPS 22-23 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)	\$ 521,635	\$ 322,085	\$ 843,720
F RPTTF	510,550	311,000	821,550
G Administrative RPTTF	11,085	11,085	22,170
H Current Period Enforceable Obligations (A+E)	\$ 521,635	\$ 322,085	\$ 843,720

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, Chairperson

Name

Title

/s/ *Barbara Christensen*

1-10-2022

Signature

Date

San Bruno
Recognized Obligation Payment Schedule (ROPS 22-23) - ROPS Detail
July 1, 2022 through June 30, 2023

Exhibit A - Page 2 of 4

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 22-23 Total	ROPS 22-23A (Jul - Dec)					22-23A Total	ROPS 22-23B (Jan - Jun)					22-23B Total	
											Fund Sources						Fund Sources						
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		
								\$10,398,480		\$843,720	\$-	\$-	\$-	\$510,550	\$11,085	\$521,635	\$-	\$-	\$-	\$311,000	\$11,085	\$322,085	
3	Archstone II Owner Participation Agreement	OPA/DDA/ Construction	03/04/2005	08/27/2022	ASN Tanforan Crossing LLC	Tax increment reimbursement of affordable housing subsidy	San Bruno Redevelopment Project Area	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-	
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	5,598,000	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	199,530	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	4,578,450	N	\$508,050	-	-	-	508,050	-	\$508,050	-	-	-	-	-	-	\$-
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	22,500	N	\$2,500	-	-	-	2,500	-	\$2,500	-	-	-	-	-	-	\$-

San Bruno
Recognized Obligation Payment Schedule (ROPS 22-23) - Report of Cash Balances
July 1, 2019 through June 30, 2020
 (Report Amounts in Whole Dollars)

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	
ROPS 19-20 Cash Balances (07/01/19 - 06/30/20)		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 07/01/19) RPTTF amount should exclude "A" period distribution amount.			308,769	21,814	1,123,515		
2	Revenue/Income (Actual 06/30/20) RPTTF amount should tie to the ROPS 19-20 total distribution from the County Auditor-Controller					870,181		
3	Expenditures for ROPS 19-20 Enforceable Obligations (Actual 06/30/20)			129,317		744,445		
4	Retention of Available Cash Balance (Actual 06/30/20) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)							
5	ROPS 19-20 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 19-20 PPA form submitted to the CAC		No entry required			625,868		
6	Ending Actual Available Cash Balance (06/30/20) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$179,452	\$21,814	\$623,383		

San Bruno
Recognized Obligation Payment Schedule (ROPS 22-23) - Notes
July 1, 2022 through June 30, 2023

Item #	Notes/Comments
3	Date of Project Completion was 8/27/07. Agreement was for 15 years. Obligation expires 8/27/22
4	
5	
11	
12	

Attachment 3 - Exhibit B - Page 1 of 2

SUCCESSOR AGENCY CITY OF SAN BRUNO								
ADMINISTRATIVE BUDGET								
ROPS Period		20-21			21-22	22-23	Please specify budget methodology (Cost Allocation, Time Study etc)	
Obligations Period		July 2020-June 2021			July 2021-June 2022	July 2022-June 2023		
Staff	Description	Requested	Actual	Variance	Requested	Requested	Inc (Dec) Between 21/22 and 22/23	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.	\$ 3,080	\$ 3,080	\$ -	\$ 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	3,659	3,659	-	500	500	-	0.16%
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 as needed	9,544	9,544	-	300	9,540	9,240	Position was vacant in FY 21/22.
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.	8,769	8,769	-	9,689	8,401	(1,288)	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.	2,012	2,012	-	1,816	500	(1,316)	0.28%
Sub-Total (Personnel Costs)		\$ 27,064	\$ 27,064	\$ -	\$ 12,555	\$ 19,191	\$ 6,636	
Vendor/Payee	Description	Requested	Actual	Variance	Requested	Requested	Variance	
San Bruno Overhead Costs	Payroll, IT, Accounts Payable, etc	\$ 4,059	\$ 4,059	\$ -	\$ 2,819	\$ 2,879	\$ (60)	15%
	Office supplies, utilities, communications, printing & copying	125	125	-	100	100	-	
Outside Legal Council	Outside legal costs for Successor Agency & Oversight Board	1,000	1,000	-	-	-	-	
Sub-Total (Other Costs)		\$ 5,184	\$ 5,184	\$ -	\$ 2,919	\$ 2,979	\$ (60)	
Grand Total		\$ 32,248	\$ 32,248	\$ -	\$ 15,474	\$ 22,170	\$ 6,576	

**Successor Agency City of San Bruno
H&S 34171(b) Successor Agency Administrative Cost Allowance Review
FY 2022-23**

Pursuant to H&S 34171(b), annual Successor Agency administrative costs are limited to the greater of \$250,000 or 3% of property tax distributed to the Successor Agency to pay enforceable obligations in the preceding fiscal year, as reduced by the administrative cost allowance (ACA) and loan repayments to the sponsoring entity. In addition, administrative costs are not to exceed 50% of property taxes allocated for enforceable obligations in the preceding fiscal year, as reduced by the ACA and any loan repayments made to the

Maximum Administration Cost Allowance

Non-Admin RPTTF Allocated in Preceding Fiscal Year

ROPS 21-22A - (July to December)	391,894	<i>June 2021 Distribution</i>
ROPS 21-22B - (January to June)	350,417	<i>January 2022 Distribution</i>
Less: Sponsoring Entity Loan Repayment:	0	<i>FY 2021-22 Total</i>
Non-Admin RPTTF, excluding sponsoring entity loans	(A) <u>\$ 742,311</u>	

3% of RPTTF Distributed (B) = (A)*(3%) (B) \$ 22,269

50% of RPTTF Distributed (C) = (A)*(50%) (C) \$ 371,156

Not To Exceed Amount (D) **\$ 250,000**

If (B) exceeds \$250,000, then (B), otherwise lesser of (C) and \$250,000

Reported SA Admin Cost

ROPS 22-23A - (July to December)	11,085
ROPS 22-23B - (January to June)	11,085
	(E) <u>\$ 22,170</u>

Amount Exceeded, (E) - (D) \$ -