

922 Machin Novato, CA 94945-3232 415/899-8900 FAX 415/899-8213 www.novato.org

# Matthew Hymel, Chair County Administrator,

Marin County

#### Michael Frank, Vice Chair

City Manager, City of Novato

### Tony Elshout,

Citizen Appointee

#### Greg Nelson,

Interim Vice President, College Operations, College of Marin

#### Karen Maloney,

CFO, Novato Unified School District

#### Stephen Marshall,

Senior Planner, City of Novato

#### Tom Kaselionis,

Novato Fire District

#### SPECIAL MEETING

# OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE DISSOLVED

REDEVELOPMENT AGENCY OF THE CITY OF NOVATO

To be held at

NOVATO ADMINISTRATIVE OFFICES

922 Machin Ave
February 11, 2014

10:00 A.M.

#### AGENDA

#### A. CALL TO ORDER

#### B. APPROVAL OF FINAL AGENDA

**C. PUBLIC COMMENT** (on items within the purview of the Oversight Board and not listed on the agenda)

At this time, member of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Oversight Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Board consideration. Upon being acknowledged by the Chair, please step forward and begin by stating and spelling your name.

#### D. CONSENT CALENDAR

D-1: Approval of September 09, 2013 Minutes

Oversight Board to the Successor Agency to Dissolved Redevelopment Agency of the City of Novato Special Meeting February 11, 2014 Page 2

#### E. REGULAR CALENDAR

E-1: APPROVAL OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE "14-15A" AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY THROUGH DECEMBER 2014

Consider adopting a resolution of the Oversight Board to the Successor Agency to the Dissolved City of Novato Redevelopment Agency approving a Recognized Obligation Payment Schedule and the Administrative Budget for the period of July through December 2014

Recommendation: Adopt resolution

#### F. ADJOURNMENT

#### **AFFIDAVIT OF POSTING**

I, Carla Hansen, certify that on February 7, 2014, I caused to be posted the agenda of the open session of the February 11, 2014 special meeting of the Oversight Board of the Successor Agency to the Dissolved Redevelopment Agency of the City of Novato, California, on the City Community Service Board in the Police Department and on the City's website at <a href="https://www.cityofnovato.org">www.cityofnovato.org</a>.

/Carla Hansen/

Carla Hansen, Management Analyst



75 Rowland Way, #200 Novato, CA 94945-3232 415/899-8900 FAX 415/899-8213 www.novato.org

### Matthew Hymel, Chair

County Administrator, Marin County

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City Manager, City of Novato

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#### **SPECIAL MEETING**

# OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE DISSOLVED

REDEVELOPMENT AGENCY OF THE CITY OF NOVATO

To be held at

NOVATO CITY HALL

COUNCIL CHAMBERS

901 SHERMAN AVENUE

September 10, 2013

1:30 P.M.

#### **Minutes**

### A. CALL TO ORDER

The meeting was called to order at 1:30 p.m. In attendance were: <u>Board Members:</u> Michael Frank, Greg Nelson, Karen Maloney, Stephen Marshal and Dan Hom.

City Staff: Brian Cochran, Veronica Nebb and Carla Hansen

#### B. APPROVAL OF FINAL AGENDA

The final agenda was approved unanimously without additions.

**C. PUBLIC COMMENT** (on items within the purview of the Oversight Board and not listed on the agenda)

At this time, member of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Oversight Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Board consideration. Upon being acknowledged by the Chair, please step forward and begin by stating and spelling your name.

There was no public comment.

#### D. CONSENT CALENDAR

D-1: Approval of February 11, 2013 Minutes

The minutes were approved unanimously.

Oversight Board to the Successor Agency to Dissolved Redevelopment Agency of the City of Novato Special Meeting September 10, 2013 Page 2

#### E. REGULAR CALENDAR

E-1: APPROVAL OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE "13-14B" AND ADMINISTRATIVE BUDGET FOR THE PERIOD JANUARY THROUGH JUNE 2014

Consider adopting a resolution of the Oversight Board to the Successor Agency to the Dissolved City of Novato Redevelopment Agency approving a Recognized Obligation Payment Schedule and the Administrative Budget for the period of January through June 2014

The ROPS and administrative budget were unanimously.

B. Cochran reminded the Board that the next ROPS will need to be approved by March 1 and therefore a meeting in February will be required and scheduled.

Recommendation: Adopt resolution

E-2: VERBAL REPORT ON STATE CONTROLLER AUDIT AND DEPARTMENT OF FINANCE LAWSUIT

Recommendation: Hear report

B. Cochran provided an update on the State Controller audit and lawsuit against the Department of Finance. The City of Novato filed a lawsuit against the Department of Finance. There is no hearing date scheduled yet. The City is holding \$6.1 million in reserves to pay the State in case it loses the lawsuit.

#### F. ADJOURNMENT

The meeting was adjourned at 1:45 p.m.

### **Oversight Board** to the Successor Agency to the Dissolved Redevelopment Agency of the City of Novato



#### **STAFF REPORT**

**MEETING** 

DATE: February 11, 2014

75 Rowland Way #200 Novato, CA 94945-3232 (415) 899-8900 FAX (415) 899-8213 )www.ci.novato.ca.us

TO: Oversight Board to the Successor Agency to the Dissolved Redevelopment

Agency of the City of Novato

FROM: Cathy Capriola, Assistant City Manager

Brian Cochran, Finance Manager

SUBJECT: APPROVAL OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE "14-

15A" AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY

THROUGH DECEMBER 2014

#### **REQUEST**

Consider approving, by resolution, the Recognized Obligation Payment Schedule ("ROPS") for the period July through December 2014.

Consider approving, by resolution, the Successor Agency Administrative Budget for the period July through December 2014.

#### **RECOMMENDATION**

Approve the ROPS and the Administrative Budget for July through December 2014.

### **DISCUSSION**

### <u>ROPS</u>

Pursuant to H&S Code §34177(l), the successor agency to the former redevelopment agency is required to prepare a draft Recognized Obligation Payment Schedule ("ROPS") for each six month fiscal period which sets forth the nature, amount, and source(s) of payment for all "enforceable obligations" of the Agency (as defined by law) to be paid by the Successor Agency after the Agency's dissolution.

The ROPS is a permanent schedule of obligations that must be approved by the Oversight Board and the State Department of Finance. Only payments required pursuant to the ROPS may be made by the Successor Agency. The county auditor-controller will allocate property tax

Novato Oversight Board	
Agenda Staff Report	
Date:	
File No	

increment to successor agencies to pay debts listed on the ROPS. A new ROPS must be adopted for each successive six-month period.

There are no major changes to the ROPS for the July through December 2014 period; however, as the final payment for the Vintage Oaks Owner Participation Agreement will be made in June 2014, that debt will be paid off at that time and no further funding will be required.

The Novato City Council, acting as Successor Agency to the Dissolved Redevelopment Agency, approved the ROPS at its meeting of February 4, 2014.

#### Administrative Budget

The Successor Agency is required to submit a proposed administrative budget to the Oversight Board for approval for each upcoming six-month fiscal period. The proposed Budget for July through December 2014 presented for Oversight Board approval includes staffing costs for City employees carrying out the dissolution functions, and estimated costs for legal services, independent audit fees, and operations supplies and business expenses. The budget presented details a full-year budget of \$122,252, implying that the budget for the period July through December 2014 is \$61,127.

As has been the case with prior admin budgets, staff continues to analyze expenditures and reduce the budget allocations as Successor Agency operations become more streamlined. Staff allocations have been reduced for a number of positions, including the Finance Manager, Accounting Supervisor, and the City Clerk. Additionally, having gotten through most of the initial start-up of the dissolution process, staff proposes reduced allocations for legal support, supplies, etc. These modifications result in an overall annual budget of \$122,252, a reduction of about \$42,000 from the prior year's budget. Staff will continue to review the budget each 6-month period and recommend additional changes as appropriate.

All administrative costs are being initially funded by the General Fund, but are being accounted for separately from other City functions. It is anticipated the administrative costs will be reimbursed by the Administrative Cost Allowance allocated to the Successor Agency from the Real Property Tax Trust Fund.

The Novato City Council, acting as Successor Agency to the Dissolved Redevelopment Agency, approved the ROPS at its meeting of February 4, 2014.

As part of the process established by the State Department of Finance ("DOF"), once the Oversight Board approves these documents, they are forwarded to the DOF for its review and approval. The ROPS must be approved by the Oversight Board and submitted to the DOF by March 1, 2014.

#### **ATTACHMENTS**

- 1. ROPS for the period July through December 2014
- 2. Administrative Budget for the Successor Agency for July through December 2014
- 3. Resolution approving the ROPS
- 4. Resolution approving Administrative Budget

#### OVERSIGHT BOARD TO THE SUCCESSOR AGENCY

#### OVERSIGHT BOARD RESOLUTION NO.

A RESOLUTION OF THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF NOVATO APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY THROUGH DECEMBER 2014

WHEREAS, the Oversight Board to the Successor Agency to the dissolved Redevelopment Agency of the City of Novato has been appointed pursuant to the provisions of Health & Safety Code Section 34179; and

WHEREAS, pursuant to Health and Safety Code Section 34180(g), the Oversight Board is required to review and approve the Recognized Obligation Payment Schedule prepared by the Successor Agency covering the six month period July 2014 through December 2014, and for each six month period thereafter; and

WHEREAS, the Successor Agency has presented the foregoing described Recognized Obligation Payment Schedule to the Oversight Board for its review and approval; and

WHEREAS, at its meeting of February 11, 2014, the Oversight Board reviewed and considered the Recognized Obligation Payment Schedule presented by the Successor Agency;

NOW, THEREFORE, BE IT RESOLVED by the Oversight Board as follows:

<u>SECTION 1</u>. The Oversight Board hereby approves the Recognized Obligation Payment Schedule for the period July 2014 through December 2014, in the form presented concurrently with this resolution, and on file with the Acting Secretary.

SECTION 2. The Board Secretary, or the City Finance Manager (as the person appointed by action of the Oversight Board at its meeting of April 9, 2012, to be the designated contract person to the Department of Finance), shall transmit the approved Recognized Obligation Payment Schedule to the County Administrative Officer, Department of Finance, State Controller, and County Auditor-Controller in compliance with the requirements of Part 1.85 of Division 24 of the California Health and Safety Code. The staff of the Successor Agency shall take such other and further actions and sign such other and further documents as appropriate to effectuate the intent of this Resolution and to implement the Recognized Obligation Payment Schedule approved hereby on behalf of the Successor Agency.

SECTION 3. The adoption of this Resolution by the Oversight Board shall not impair the right of the Successor Agency to assert any claim or pursue any legal action challenging the constitutionality of Assembly Bill 26 from the 2011-12 First Extraordinary Session of the California Legislature ("AB 1x26") or challenging any determination by the State of California or any office, department or agency thereof with respect to the Recognized Obligation Payment Schedule approved hereby.

SECTION 4. The approval of the ROPS through this Resolution does not commit the Successor Agency to any action that may have a significant effect on the environment. As a result, it does not constitute a project subject to the requirements of the California Environmental Quality Act ("CEQA") in that pursuant to CEQA Guidelines Section 15061(b)(3), it is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment; and where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more section, subsection, sentence, clause, or phrase be declared invalid.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Oversight Board of the City of Novato, Marin County, California, at a meeting thereof, held on the 11 <sup>th</sup> Day of February, 2014, by the following vote, to wit:
AYES:
NOES:
ABSTAIN:
ABSENT:
Matthew Hymel, Chair, Oversight Board
ATTEST:
ACTING SECRETARY

#### OVERSIGHT BOARD TO THE SUCCESSOR AGENCY

OVERSIGHT BOARD RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF NOVATO APPROVING AND ADOPTING AN ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 2014 THROUGH DECEMBER 2014 PURSUANT TO THE PROVISIONS SET FORTH IN HEALTH AND SAFETY CODE SECTION 34177 (AB 1X 26)

WHEREAS, the Oversight Board to the Successor Agency to the dissolved Redevelopment Agency of the City of Novato has been appointed pursuant to the provisions of Health & Safety Code Section 34179; and

WHEREAS, pursuant to Health and Safety Code Section 34177(j), the Oversight Board is required to review and approve the Successor Agency administrative budget prepared by the Successor Agency covering each six month period; and

WHEREAS, the Successor Agency has presented the administrative budget for the period July 2014 to December 2014 to the Oversight Board for its review and approval; and

WHEREAS, at its meeting of February 11, 2014, the Oversight Board reviewed and considered the administrative budget presented by the Successor Agency;

NOW, THEREFORE, the Oversight Board to the Successor Agency to the Dissolved Redevelopment Agency of the City of Novato resolves as follows:

- 1. The foregoing Recitals are incorporated herein and made a part hereof.
- 2. The Oversight Board, at its special meeting of February 11, 2014, reviewed and considered the administrative budget for the Successor Agency for the period July 2014 through December 2014.
- 2. The administrative budget for the period July 2014 through December 2014, in the form presented concurrently with this Resolution, and on file with the Acting Secretary, is hereby approved.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Oversight Board to the Successor Agency to the Dissolved Redevelopment Agency of the City of Novato, Marin County, California, at a meeting thereof held on the 11 <sup>th</sup> day of February, 2014, by the following vote, to wit:
AYES:
NOES:
ABSTAIN:
ABSENT:

-2-

Matthew Hymel, Chair, Oversight Board

ATTEST:

Acting Secretary

# Recognized Obligation Payment Schedule (ROPS 14-15A) - Summary Filed for the July 1, 2014 through December 31, 2014 Period

Name	of Successor Agency:	Novato			
Name	of County:	Marin			
Currer	nt Period Requested Fu	nding for Outstanding Debt or Obligat	tion	Six-Month	Total
Α	Enforceable Obligation Sources (B+C+D):	ons Funded with Non-Redevelopment	Property Tax Trust Fund (RPTTF) Funding	\$	496,686
В	Bond Proceeds Fu	nding (ROPS Detail)			-
С	Reserve Balance F	unding (ROPS Detail)			496,686
D	Other Funding (RC	PS Detail)			-
E	Enforceable Obligation	ons Funded with RPTTF Funding (F+G	s):	\$	2,405,845
F	Non-Administrative	e Costs (ROPS Detail)			2,344,732
G	Administrative Cos	ts (ROPS Detail)			61,113
н	Current Period Enforce	ceable Obligations (A+E):		\$	2,902,531
Succe	ssor Agency Self-Repor	ted Prior Period Adjustment to Curre	nt Period RPTTF Requested Funding		
I	Enforceable Obligation	s funded with RPTTF (E):			2,405,845
J	Less Prior Period Adjus	stment (Report of Prior Period Adjustme	nts Column S)		-
K	Adjusted Current Per	iod RPTTF Requested Funding (I-J)		\$	2,405,845
County	y Auditor Controller Rej	ported Prior Period Adjustment to Cui	rent Period RPTTF Requested Funding		
L	Enforceable Obligation	s funded with RPTTF (E):			2,405,845
М	Less Prior Period Adjus	stment (Report of Prior Period Adjustme	nts Column AA)		-
N	Adjusted Current Per	iod RPTTF Requested Funding (L-M)			2,405,845
	ation of Oversight Board int to Section 34177(m) o	Chairman: If the Health and Safety code, I			
hereby	certify that the above is	a true and accurate Recognized	Name		Title
Obligat	tion Payment Schedule fo	or the above named agency.	/s/		
			Signature		Date

## Recognized Obligation Payment Schedule (ROPS) 14-15A - ROPS Detail July 1, 2014 through December 31, 2014 (Report Amounts in Whole Dollars)

						(Report Amounts in V	vilole Dollars)									
A	В	С	D	E	F	G	н	1	J	К	L	М	N	o		Р
												Funding Source				
										Non-Redev	elopment Property (Non-RPTTF)	Tax Trust Fund	RP.	TTF		
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	Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	Six-M	lonth Total
								\$ 90,033,766		\$ -	\$ 496,686		\$ 2,344,732		\$	2,902,531
	1 2005 Tax Allocation Bonds ****	Bonds Issued On or		9/1/2034	US Bank	Bonds issued to fund housing proj.	Merged	30,748,106	N		482,645		560,199		\$	1,042,84
	2 2005A Tax Allocation Housing Bonds	Bonds Issued On or Before 12/31/10	3/24/2005	9/1/2034	US Bank	Bonds issued to fund housing proj.	Merged	12,467,473	N				409,950		\$	409,95
	3 2011 Tax Allocation Bonds ****	Bonds Issued After 12/31/10	3/23/2011	9/1/2040	US Bank	Bonds issued to repay City loans	Merged	39,257,795	N				768,009		\$	768,00
	Vintage Oaks Owner Particip.     Agrmnt.	OPA/DDA/Constructi on	1/17/1991	6/1/2014	Bank of America	OPA for infrastructure improvements	Merged	-	Υ		-		-		\$	
	5 CIEDB Loan	Third-Party Loans	12/17/2002	2/1/2032	Wells Fargo MN, N.A.	Downtown streetscape work	Merged	3,769,158	N				46,636		\$	46,63
	6 Contract - Novato Human Needs	Miscellaneous	8/2/2001	6/30/2022	Novato Human Needs	Homeless services	Merged	827,307	N				57,312		\$	57,31
	7 Successor Agency Administration	Admin Costs	2/1/2012	6/30/2041	City of Novato as Succ. Ag.	Admin costs: staff, audit, legal, office space, etc.	Merged	122,223	N					61,113	\$	61,11
	8 Debt Service Reserve	Reserves	1/1/2013	6/30/2020	Various	Reserve to Fund August Debt Service	Merged	-	N				-		\$	
	9 Amended Reimb. Agreement	City/County Loans After 6/27/11	7/24/2012	6/30/2017	City of Novato	Amended Reimb. Agmt. for City Advances 34173(h)	Merged	1,495,720	N				200,000		\$	200,00
1	0 Pension Obligation Bonds	Bonds Issued On or Before 12/31/10	6/29/2006	6/1/2035	Wells Fargo Bank, N.A.	POB Debt Obligation for former RDA employees	Merged	793,023	N				24,706		\$	24,70
1	1 Unfunded Pension Liability		2/1/2012	6/30/2041	CalPERS	Unfunded Pension Liability for former RDA employees	Merged	233,000	N				-		\$	
1	2 Unfunded OPEB Liability	Unfunded Liabilities	2/1/2012	6/30/2041	CalPERS	Unfunded OPEB Liability for former RDA employees	Merged	28,000	N				-		\$	
1	3 Contract - Wayfinding	Miscellaneous	6/29/2010	12/31/2014	Merje Environmental	Downtown signage program	Merged	277,920	N				277,920		\$	277,920
1	5 Flood District MOU	Improvement/Infrastr ucture	6/22/1999	6/30/2013	Marin Co. Flood Cont. Dist.	Payment of Existing MOU Fund Balance	Merged	14,041	N		14,041				\$	14,041

# Recognized Obligation Payment Schedule (ROPS) 14-15A - Report of Cash Balances (Report Amounts in Whole Dollars)

Α	В	С	D	E	F	G	н	ı
		Bond F	roceeds	Reserve E	Ralance	Other	RPTTF	
		201141	1000000	110001101	Prior ROPS	0.1101		
					RPTTF			
		Bonds Issued on or before	Bonds Issued on or after	Prior ROPS period balances and DDR	distributed as reserve for next	Rent, Grants,	Non-Admin and	
	Cash Balance Information by ROPS Period	12/31/10	01/01/11	balances retained	bond payment	Interest, Etc.	Admin	Comments
OF	PS 13-14A Actuals (07/01/13 - 12/31/13)					•		
	Beginning Available Cash Balance (Actual 07/01/13)							
	Note that for the RPTTF, 1 + 2 should tie to columns J and O in the						(227.222)	
2	Report of Prior Period Adjustments (PPAs)  Revenue/Income (Actual 12/31/13)						(937,096)	
_	Note that the RPTTF amounts should tie to the ROPS 13-14A distribution							
	from the County Auditor-Controller during June 2013						2,466,613	
3	Expenditures for ROPS 13-14A Enforceable Obligations (Actual							
	12/31/13)  Note that for the RPTTF, 3 + 4 should tie to columns L and Q in the							
1	Retention of Available Cash Balance (Actual 12/31/13)						2,533,065	
-	Note that the RPTTF amount should only include the retention of reserves							
	for debt service approved in ROPS 13-14A						-	
5	ROPS 13-14A RPTTF Prior Period Adjustment			<b>N</b>				
	Note that the RPTTF amount should tie to column S in the Report of PPAs.			No entry required			_	
6	Ending Actual Available Cash Balance							
	C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,003,548)	
OF	PS 13-14B Estimate (01/01/14 - 06/30/14)							
	Beginning Available Cash Balance (Actual 01/01/14)							
	(C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,003,548)	
8	Revenue/Income (Estimate 06/30/14)	•			·	•		
	Note that the RPTTF amounts should tie to the ROPS 13-14B distribution from the County Auditor-Controller during January 2014						2.592.847	
9	Expenditures for 13-14B Enforceable Obligations (Estimate 06/30/14)						2,592,647	
-							2,183,939	
10	Retention of Available Cash Balance (Estimate 06/30/14)							
	Note that the RPTTF amounts may include the retention of reserves for						400.045	
11	debt service approved in ROPS 13-14B  Ending Estimated Available Cash Balance (7 + 8 - 9 -10)						482,645	
, 1	Ending Estimated Available Cash Balance (7 + 0 - 3 - 10)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,077,285)	

Recognized Obligation Payment Schedule (ROPS) 14-15A - Report of Prior Period Adjustments
Reported for the ROPS 13-14A (July 1, 2013 through December 31, 2013) Period Dursuant to Health and Safety Code (HSC) section 34186 (a)
(Report Anounts in Whole Dollars)

ROPS 13-14A Successor Agency (SA) Self-reported Prior Period Adjustments (PPA): Pursuant to HSC Section 34186 (a), SAs are required to report the differences between their actual available funding and their actual expenditures for the ROPS 13-14A (July through December 2013) period. The amount of Redevelopment Property Tax Trust Fund (RPTTF) approved for the ROPS 14-15A (July through December 2014) period will be offset by the SA's self-reported ROPS 13-14A prior period adjustment. HSC Section 34186 (a) also specifies that the prior period adjustments self-reported by SAs are subject to audit by the county auditor-controller (CAC) and the State Controller.

ne count	ty auditor-controller	(CAC) and the	State Control	ier.				1	1	1	1		1	1	1	1	1	_				
A	В	С	D	E	F	G	н	1	J	к	L	М	N	0	P	Q	R	s	т			
				Non-RPTTF	Expenditure	5			RPTTF Expenditures													
		Bond P	roceeds	Reserve	Balance	Other Fu	ınds		and Admin PP/ (Amount Used) Offset ROPs 14-1									Non-Admin Admin			Net SA Non-Admin and Admin PPA (Amount Used to Offset ROPS 14-15A Requested RPTTF)	
Item #	Project Name / Debt Obligation	Authorized	Actual	Authorized	Actual	Authorized	Actual	Authorized	Available RPTTF (ROPS 13-14A distributed + all other available as of 07/1/13)	Net Lesser of Authorized / Available	Actual	Difference (If K is less than L the difference is zero)	., Authorized	Available RPTTF (ROPS 13-14A distributed + all other available as of 07/1/13)	Net Lesser of Authorized / Available	Actual	Difference (If total actual exceeds total authorized, the total difference is zero)	Net Difference (M+R)	SA Comments			
		\$ -	\$	- \$ 477,494	\$ 463,453	s - s		\$ 2,439,322				\$	- \$ 83,729	9 \$ 27,291	\$ 27,291	\$ 58,838	\$ -	\$ -				
	2005 Tax Allocation	-		463,453	463,453	-		570,547	570,547		570,547	\$						\$ -				
	2005A Tax	-	-			-		408,888	408,888		408,888	\$						\$ -				
3	2011 Tax Allocation Bonds ****	-		-		-		756,234	756,234	\$ 756,234	756,234	\$	-					\$ -				
4	Vintage Oaks Owner Particip. Agrmnt.	-		-		-		400,000	400,000	\$ 400,000	400,000	\$	-					\$ -				
5	CIEDB Loan			_		_		48,496	48,496	\$ 48,496	48,496	e .						e .				
	Contract - Novato	- :		-				55,157			55,914	\$						\$ .				
	Human Needs							00,107	00,107	00,101	00,014	•						Ψ				
7	Successor Agency Administration			-		-				s -		\$	-					\$ -				
8	Debt Service	-		-		-		-		s -		\$	-					\$ -				
	Reserve																					
9	Amended Reimb. Agreement	-		-		-		200,000	200,000	\$ 200,000	200,000	\$	•					\$ -				
10	Pension Obligation Bonds	-		-		-		-		\$ -		\$	-					\$ -				
11	Unfunded Pension Liability	-		-		-		-		s -		\$	-					\$ -				
12	Unfunded OPEB	-		-		-		-		s -		\$	-					\$ -				
13	Liability Contract -	-				-				\$ -	34,148	\$						\$ -				
14	Wayfinding Library District MOU							l .		9		\$						\$ .				
	·					-						-						-				
15	Flood District MOU			14,041		-				\$ -		\$	•					\$ -				

DRAFT - Novato RDA Successor Agency Budget - Fiscal Year 2014/15

Personnel Costs						
<u>Position</u>		<u>FTE</u>	Salary	<u>Benefits</u>	Total \$\$	<u>Duties / Comments</u>
City Manager		0.05	9,722	4,517	14,239	- Overall policy direction and executive leadership
						- Interaction with and education of oversight board members
Assistant City Manager		0.05	7,902	3,212	11,114	- Primary staff liaison to oversight board
						- Executive level leadership and analysis on specific oversight board agenda items
						- Negotiation of any outside agreements on behalf of successor agency / oversight board
Finance Manager		0.1	12,773	3,635	16,408	- Preparation of each six-month ROPS
						- Oversight of all bond covenants and requirements
						- Preparation and submittal of annual continuing disclosure documents for all bond issues
						- Interaction with rating agencies and bond insurers as needed
						- Analysis of re-funding opportunities
Accounting Supervisor		0.1	10,294	3,097	13,390	- All professional accounting work associated with successor agency activities, assets, liabilities, and debts
						- Preparation for and oversight of the annual audit process
						- Annual budget process for successor agency-related expenditures
Management Analyst		0.05	3,591	1,168	4,759	Coordination with oversight board members on meeting times / schedules
						- Posting of meeting agendas and minutes
						- Taking of minutes at all oversight board meetings
						- Maintenance of the successor agency website
City Clerk		0.05	5,41 <u>9</u>	2,449	7,868	- Official record-keeping for all successor agency and oversight board actions
	TOTAL	0.4	49,700	18,077	67,777	

Contracts / Supplies / Materials	
Legal Counsel	15,000 - General counsel services - Brown Act, litigation, negotiations, etc
	- Specialized RDA law services - Legal counsel on RDA law, analysis of new legislation, etc
Audit Contract	8,444 - Provision of annual audit services to issue required financial statements
Continuing Disclosure Consultant	4,000 - Specialized contract services to gather required information for annual continuing disclosures
Printing / Publications	3,000 - Noticing of agendas / agenda packets; printing of agendas, notices, agenda packets, etc.
Office Supplies	3,000 - General office supplies and equipment
Meetings / Training / Memberships	3,000 - CRA membership, successor agency training
General admin overhead	18,030 - City of Novato HR, IT, office space, insurance services, etc.

TOTAL 54,474

Grand Total Successor Agency Admin Budget - FY 2014/15 122,252

Budget for July through December 2014 61,127

**ROPS 14-15A**