

**Oversight Board Meeting
of the Successor Agency City of Foster City**

REGULAR MEETING

Thursday, January 21, 2016; 8:00 a.m.

Location:
Council Chambers – Conference Room
City of Foster City
620 Foster City Blvd
Foster City, CA

1. Call to Order
2. Roll Call
3. Public Comment
 - a. *This is an opportunity for the public to address the Oversight Board on any item that is not on the agenda. Time for public comment may be limited at the discretion of the Chair.*
4. Communications
5. Minute Approval
 - a. September 9, 2015
6. Reports
7. Resolutions for Adoption
 - a. A Resolution Approving the Administrative Budgets for July 1, 2016 to June 30, 2017 (ROPS 16-17)
 - b. A Resolution Approving the Recognized Obligation Payment Schedule for the Period July 1, 2016 to June 30, 2017 (ROPS 16-17)
8. Old Business
9. New Business
 - a. Selection of Date for the next regular meeting.

10. Future Agenda Items

- a. Approval of Administrative Budgets for July 1, 2017 to June 30, 2018 (Due to DOF by February 1, 2017)
- b. Approval of Recognized Obligation Payment Schedule for the Period July 1, 2017 to June 30, 2018 (ROPS 17-18) due to DOF by February 1, 2017
- c. Approval of an Amended Agreement Regarding Restatement of Loan between the Successor Agency of the Foster City Community Development Agency and the City of Foster City.

11. Member Statements and Requests

12. Adjournment

Any attendee requiring special accommodations should contact Edmund Suen, Finance Director, at 650-286-3265 or esuen@fostercity.org at least 24 hours in advance of the meeting.

Note: Any writings or documents provided to a majority of the Oversight Board regarding any item on this agenda after the agenda packet was distributed will be made available for public inspection at the office of the Finance Director located at Foster City City Hall, 610 Foster City Blvd., Foster City, during normal business hours and also made available in a marked binder at current and future meetings.

Oversight Board Meeting of the Successor Agency City of Foster City

Minutes

Meeting Date:
September 9, 2015; 8:00 a.m.

Foster City Council Chambers Conference Room
620 Foster City Blvd., Foster City, CA

1. Call to Order – **Meeting called to order at 8:05 a.m.**
2. Roll Call

In place of a roll call, Chair Dick Bennett requested for brief introduction from attendees.

Members Present: **Chair Dick W. Bennett, Members Tina Acree, Mike Callagy, Barbara Christensen (for Jim Keller)-excused, Linda Koelling, Elizabeth McManus, Rick Wykoff**

Staff Present: **Kevin Miller (City Manager), Dante Hall (Assistant City Manager), Curtis Banks (CDD Director), Edmund Suen (Finance Director), Oversight Board Legal Counsel Craig Labadie, Fiti Rusli (Assistant Finance Director), Karen Li (Accountant), Aileen Cadiz (Management Assistant)**

3. Public Comment - **None**
4. Communications - **None**
5. Minute Approval
 - a. September 9, 2015- **Motion by Member Callagy, Seconded by Member McManus to approve the minutes as submitted. Motion passed 5-0-0. Member Acree arrived after the motion was passed.**
6. Reports - **None**
7. Resolutions for Adoption
 - a. A Resolution Approving an Administrative Budget for the Period January 1 to June 30, 2016.

- i. **Finance Director Suen provided the staff report. Motion by Member Wykoff, Seconded by Member Koelling to approve the resolution as drafted. Motion passed 6-0-0 approving Resolution #2015-004 adopting the Administrative Budget for the Period January 1 to June 30, 2016.**
 - b. Resolution Approving the Recognized Obligation Payment Schedule 15-16B for the Period January 1 to June 30, 2016 (ROPS 15-16B)
 - i. **Finance Director Suen provided the staff report. Legal Counsel Labadie provided update on legislation. Motion by Member McManus, Seconded by Member Callagy to approve the resolution as drafted. Motion passed 6-0-0 approving Resolution #2015-005 adopting the ROPS 15-16B for the period January 1 to June 30, 2016.**
- 8. Old Business - **None**
- 9. New Business
 - a. Selection of Officers – Chair and Vice-Chair
 - i. **Nomination and motion by Member Wykoff to re-elect Chairperson Bennett, Seconded by Member McManus. Motion passed 6-0-0 approving the re-appointment of Dick Bennett.**
 - ii. **Chair Bennett nominated Member McManus as Vice-Chair. Motion by Member Koelling, seconded by Member Wykoff. Motion passed 6-0-0 approving Elizabeth McManus as Vice-Chair**
- 10. Future Agenda Items
 - a. Approval of an Administrative Budget for the Period July 1, 2016 to December 31, 2016 (Due to DOF by March 1, 2016)
 - b. Approval of Recognized Obligation Payment Schedule (ROPS 16-17A) for the Period July 1, 2016 to December 31, 2016 (Due to DOF by March 1, 2016)

[Please note that if pending legislation proposed by DOF is enacted, these items would have to cover the period from July 1, 2016 to June 30, 2017 and be submitted to DOF by February 1, 2016.]
- 11. Member Statements and Requests –
Future meeting date: February 10, 2016
- 12. Adjournment – **Meeting adjourned at 8:23 a.m.**



Oversight Board of the Successor Agency City of Foster City

Date: January 21, 2016
To: Chair and Members of the Oversight Board
Via: Kevin M. Miller, City Manager
From: Edmund Suen, Finance Director
Subject: Resolution Approving the Administrative Budgets for July 1, 2016 to June 30, 2017 (ROPS 16-17)

RECOMMENDATION

It is recommended that the Oversight Board adopt the attached resolution approving Administrative Budgets for the Successor Agency for July to December 31, 2016 (16-17A) for \$13,920 and for January 1 to June 30, 2017 (16-17B) for \$46,180 that will be incorporated into the Recognized Obligation Payment Schedule (ROPS 16-17).

EXECUTIVE SUMMARY

Staff has prepared for Oversight Board consideration an Administrative Budget for the July 1 to December 31, 2016 and January 1 to June 30, 2017 periods based on the projection for each of the two six-month periods. The budget is prepared based on the anticipated administrative costs associated with handling the affairs of the Successor Agency. SB 107, enacted on September 22, 2015 requires that a Recognized Obligation Payment Schedule (ROPS) for the period July 1, 2016 to June 30, 2017 be submitted to the Department of Finance (DOF) for approval by February 1, 2016.

BACKGROUND

H&S Code §34177(j) requires the Successor Agency to prepare an administrative budget for Oversight Board approval that includes:

1. Estimated amounts for successor agency administrative costs for the upcoming six-month fiscal period.
2. Proposed sources of payment for the costs identified in paragraph (1).
3. Proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity.

The administrative budget is then presented as an administrative cost allowance in the ROPS [H&S Code §34177(l) (1)].

The Code defines “administrative budget” to mean “the budget for administrative costs of the successor agencies as provided in Section 34177” [§34171(a)]. There is no further definition of what comprises “administrative costs”, other than indicating that “the successor agency shall pay for all of the costs of meetings of the oversight board and may include such costs in its administrative budget.” [§34179(c)]

Further, H&S Code §34171(b) provides that commencing July 1, 2016, and for each fiscal year thereafter, the administrative cost allowance shall be calculated as follows:

- The administrative cost allowance shall be up to 3 percent of actual property tax distributed in the preceding fiscal year, less:
 - Prior year administrative cost allowance
 - Prior year city/county loan repayments pursuant to HSC section 34191.4 (b)
- The administrative cost allowance shall not be less than \$250,000 subject the following.
 - The annual administrative cost allowance shall not exceed 50 percent of total Redevelopment Property Tax Trust Fund (RPTTF) distributed to pay enforceable obligations in the preceding fiscal year.

ANALYSIS

In preparing the Administrative Budget for the Successor Agency, three (3) cost categories have been identified that should be considered by the Oversight Board in adopting an Administrative Budget:

1. City Staff Costs
2. Professional Services and other costs in support of Successor Agency functions
3. Professional Services and other costs in support of the Oversight Board

Staff has developed Administrative Budgets (16-17A and 16-17B) that are presented as Attachments 1 and 3 to this Staff Report. Each of the cost categories identified above are discussed below, with brief explanations of each item listed in the Administrative Budget.

City Staff Costs

Successor Agency staff are employees of the City of Foster City. The primary staff that supports the Successor Agency include: City Manager, Finance Director,

Community Development Director, Assistant Finance Director, and Management Assistant.

The salary and benefits costs for each identified employee supporting the Successor Agency are identified in the attached “Analysis of Directly Attributable Personnel Time Dedicated to Successor Agency Activities” (Attachment 2 and 4). A brief description of each item in that analysis is presented below:

- Chargeable Hourly Rate – This represents the individual's hourly pay rate, their benefits overhead rate (which is developed based upon the benefits provided under the respective agreements with the employee groups and other employee-related costs such as workers compensation, Medicare, etc.), and the number of productive hours in a year (which is calculated for each employee based on 2,080 hours less vacation and sick leave benefits provided). It should be noted that these amounts have been updated to reflect the expected pension contribution rates based on the City's latest actuarial analysis of its pension obligations to CalPERS.
- Hours per Year – the number of hours per year have been estimated for each employee. The budgeted hours assume that no further legislation beyond ABx1 26, AB 1484, SB 107 are enacted that would require additional meetings or reporting requirements, and that procedural or reporting requirements required by the State Department of Finance, the State Controller's Office, or the San Mateo County Controller's Office are consistent with current practices and level of effort on the part of Successor Agency staff in two areas. It also assumes that the Oversight Board is not expected to meet more than just once during each ROPS period, in essence for the approval of the ROPS and Administrative Budgets of each subsequent ROPS period.

The projected hours were based upon a review of the actual hours spent by each position during the previous year, including significant time invested by the Finance Director and Assistant Finance Director in preparing the projections and reconciliation requested by the County Controller's office and ROPS reconciliation requested by the State Department of Finance (DOF). It also takes into consideration the new annual ROPS reporting as mandated by SB 107.

The total costs identified in terms of staff support for the Oversight Board during this ROPS 16-17 period is \$17,200 (\$3,900 for 16-17A and \$13,300 for 16-17B)

Professional Services and other costs in support of Successor Agency functions

There are three (3) costs identified on an annualized basis that will support the Successor Agency staff in administering the functions of the Successor Agency. A brief description of each item follows.

- Burke, Williams & Sorensen (BWS) – **(Total: \$30,000; \$5,000 for 16-17A and \$25,000 for 16-17B)** This is a professional services agreement with this law firm to provide legal support in terms of enforcing compliance of the terms and conditions of the DDA's of the respective project areas, including affordable housing obligations as part of those DDA's. While the City has elected to retain the affordable housing assets and obligations of the former Agency, the tax increment of these project areas was designed to pay for the costs associated with ensuring developer compliance with the terms of their respective DDA's. As such, these costs should be paid out of tax increment received from the former project areas, and the Oversight Board concurred with this approach in the prior Administrative Budget. The anticipated billings from BWS in the coming ROPS Period is expected to be \$35,000.
- Vavrinek, Trine and Day, LLP – **(Total: \$8,000; \$3,000 for 16-17A and \$5,000 for 16-17B)** This represent the costs associated with the audit of the financial records of the Successor Agency's funds presented on the City's Comprehensive Annual Financial Report.
- Foster City Islander and/or San Mateo Daily Journal and Miscellaneous Office Supplies – **(Total: \$600; \$300 each for 16-17A and 16-17B)** These represent various miscellaneous out-of-pocket costs associated with Successor Agency and/or Oversight Board business.

Professional Services and other costs in support of the Oversight Board

There is presently one cost identified for the ROPS 16-17 period that will support the Oversight Board in administering the responsibilities to the Successor Agency.

- Law Offices of Craig Labadie – **(Total: \$4,300; \$1,720 for 16-17A and \$2,580 for 16-17B)** This is a professional services agreement between the Successor Agency and this firm to provide legal support to the Oversight Board in fulfilling its responsibilities under ABx1 26, AB 1484, and SB 107.

Compliance with Law; Inclusion in ROPS

The overall proposed Administrative Budget represents costs that Staff believes are in compliance with the H&S Code. **The total proposed Administrative Cost Allowance is \$60,100 (\$13,920 for 16-17A and \$46,180 for 16-17B).** This amount is less than the \$250,000 baseline amount required under the legislation.

It is recommended that these amounts be included in ROPS 16-17 for the period July 1, 2016 to June 30, 2017. ROPS 16-17 is also on the agenda for consideration at this meeting.

The implementation of SB 107 requires that ROPS 16-17 be submitted to the Department of Finance by February 1, 2016.

Attachments

- Resolution

- Attachment 1: Proposed Administrative Budget – July 1 to December 31, 2016
- Attachment 2: Analysis of Directly Attributable Personnel Time Dedicated to Successor Agency Activities – July 1 to December 31, 2016
- Attachment 3: Proposed Administrative Budget – January 1 to June 30, 2017
- Attachment 4: Analysis of Directly Attributable Personnel Time Dedicated to Successor Agency Activities – January 1 to June 30, 2017

RESOLUTION NO. 2016-001

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY CITY OF FOSTER CITY APPROVING THE ADMINISTRATIVE BUDGETS FOR THE PERIODS JULY 1 TO DECEMBER 31, 2016 AND JANUARY 1 TO JUNE 30, 2017

SUCCESSOR AGENCY CITY OF FOSTER CITY

WHEREAS, California Health & Safety Code (“H&S Code”) §34177(j) requires the Successor Agency to prepare an administrative budget for Oversight Board approval that includes: 1) estimated amounts for successor agency administrative costs for the upcoming year six-month fiscal period; 2) proposed sources of payment for the costs identified in item 1; and, 3) proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity; and

WHEREAS, H&S Code §34171(b) provides that the overall administrative cost allowance shall be payable from property tax revenues of up to 3 percent of the actual property tax distributed in the preceding fiscal year, less the prior year administrative cost allowance and any city/county loan repayments pursuant to H&S Code §34191.4 (b) provided, however, that the amount shall not be less than two hundred fifty thousand dollars (\$250,000) for any fiscal year or such lesser amount as agreed to by the successor agency; and

WHEREAS, Administrative Budgets have been prepared for the periods of July 1 to December 31, 2016 for \$13,920 and January 1 to June 30, 2017 for \$46,180 totaling \$60,100 that incorporates the costs associated with administering the affairs of the Successor Agency;

NOW, THEREFORE, BE IT RESOLVED by the Oversight Board of the Successor Agency City of Foster City that the Administrative Budgets for the Period July 1 to December 31, 2016 for \$13,920 and January 1 to June 30, 2017 for \$46,180 totaling \$60,100 are hereby approved.

PASSED AND ADOPTED as a resolution of the Oversight Board of the Successor Agency to the Community Development Agency of the City of Foster City at the regular meeting held on the 21st day of January, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DICK W. BENNETT, CHAIRPERSON

ATTEST:

EDMUND SUEN, SECRETARY

**Successor Agency City of Foster City
Proposed Administrative Budget
For the ROPS 16-17A Period (July 1 to December 31, 2016)**

Cost Projections
Prepared
for Period July to
December 2016

Item	Description	Total Cost
City Staff Costs		
City of Foster City - Administrative Support	Administrative support services, including Oversight Board support, financial management, affordable housing compliance and monitoring, etc.	3,900
Professional Services and other costs in support of Successor Agency functions		
Burke, Williams & Sorensen	Legal consulting services for administering the obligations under the Marlin Cove and Hillsdale/Gull project areas and the wind-down of the former Agency's affairs through the Successor Agency's administration.	5,000
Vavrinek Trine and Day, LLP or other External Auditor	Financial auditing services relative to the Successor Agency funds presented on the City's Financial Statements	3,000
Other miscellaneous supplies and services	Miscellaneous office supplies or other out-of-pocket administrative costs related to Successor Agency and/or Oversight Board business	300
Professional Services and other costs in support of the Oversight Board		
Law Offices of Craig Labadie	Legal consulting services to the Oversight Board	1,720
Total Administrative Cost Allowance Request		13,920

**Successor Agency City of Foster City
 Analysis of Directly Attributable Personnel Time Dedicated to Successor
 Agency Activities
 For the ROPS 16-17A Period (July 1 to December 31, 2016)**

Position	Projected Chargeable Hourly Rate	Cost Projections Prepared	
		Oversight Board Administration	
		# Hours for the 6 months	\$
City Manager	\$ 235.00	1	235
Community Development Director	\$ 183.00	1	183
Finance Director	\$ 177.00	16	2,832
Assistant Finance Director	\$ 129.00	3	387
Accountant	\$ 90.00	0.50	45
Accounting Clerk	\$ 59.00	0.75	44
Management Assistant	\$ 79.00	2	158
Total		24	3,884
		say	3,900

Note: Hours estimate based upon experience and professional judgment assuming the wind-down of Agency activities. Estimates do not assume any significant additional legislation other than what is already provided under ABx1 26 and AB1484, nor significant changes in administrative or process protocols from the California Department of Finance, the State Controller's Office, or the San Mateo County Controller. Assumes Oversight Board meetings are held only once per year.

**Successor Agency City of Foster City
Proposed Administrative Budget
For the ROPS 16-17B Period (January 1 to June 30, 2017)**

Cost Projections
Prepared
for Period January to
June 2017

Item	Description	Total Cost
City Staff Costs		
City of Foster City - Administrative Support	Administrative support services, including Oversight Board support, financial management, affordable housing compliance and monitoring, etc.	13,300
Professional Services and other costs in support of Successor Agency functions		
Burke, Williams & Sorensen	Legal consulting services for administering the obligations under the Marlin Cove and Hillsdale/Gull project areas and the wind-down of the former Agency's affairs through the Successor Agency's administration.	25,000
Vavrinek Trine and Day, LLP	Financial auditing services relative to the Successor Agency funds presented on the City's Financial Statements	5,000
Other miscellaneous supplies and services	Miscellaneous office supplies or other out-of-pocket administrative costs related to Successor Agency and/or Oversight Board business	300
Professional Services and other costs in support of the Oversight Board		
Law Offices of Craig Labadie	Legal consulting services to the Oversight Board	2,580
Total Administrative Cost Allowance Request		46,180

**Successor Agency City of Foster City
 Analysis of Directly Attributable Personnel Time Dedicated to Successor
 Agency Activities
 For the ROPS 16-17B Period (January 1 to June 30, 2017)**

Position	Projected Chargeable Hourly Rate	Cost Projections Prepared	
		# Hours for the 6 months	\$
City Manager	\$ 235.00	5	1,175
Community Development Director	\$ 183.00	3	549
Finance Director	\$ 177.00	55	9,735
Assistant Finance Director	\$ 129.00	9	1,161
Accountant	\$ 90.00	0.50	45
Accounting Clerk	\$ 59.00	0.75	44
Management Assistant	\$ 79.00	8	632
Total		81	13,341
		say	13,300

Note: Hours estimate based upon experience and professional judgment assuming the wind-down of Agency activities. Estimates do not assume any significant additional legislation other than what is already provided under ABx1 26 and AB1484, nor significant changes in administrative or process protocols from the California Department of Finance, the State Controller's Office, or the San Mateo County Controller. Assumes Oversight Board meetings are held only once per ROPS period.



Oversight Board of the Successor Agency City of Foster City

Date: January 21, 2016
To: Chair and Members of the Oversight Board
Via: Kevin M. Miller, City Manager
From: Edmund Suen, Finance Director
Subject: Resolution Approving a Recognized Obligations Payment Schedule for the Period July 1, 2016 to June 30, 2017 (ROPS 16-17)

RECOMMENDATION

It is recommended that the Oversight Board adopt the attached resolution approving a Recognized Obligation Payment Schedule for the period July 1, 2016 to June 30, 2017 ("ROPS 16-17" or "ROPS").

EXECUTIVE SUMMARY

In accordance with California Health & Safety Code ("H&S Code") §34177(o)(1), the Successor Agency has prepared ROPS 16-17 for the period July 1, 2016 to June 30, 2017. The ROPS is reflective of the actions taken by the Oversight Board and approved by the Department of Finance (DOF) relative to the ROPS from prior periods, and includes the obligations to PWM Residential Ventures LLC and Prometheus Development. The proposed ROPS 16-17 is reflective of the format required by the DOF.

BACKGROUND

On September 22, 2015 Governor Brown signed into law SB 107. With this new legislation, beginning with fiscal year 2016-2017, the ROPS will only be submitted annually (compared to previous requirement of semiannual submittals), by February 1 of each year. The DOF will issue determinations on the annual ROPS by April 15. Local Oversight Boards will continue to review successor agency actions for an additional two years until July 1, 2018, after which time countywide Oversight Boards will provide direction and approval to local successor agencies. In addition, pursuant to H&S Code §34186(c), beginning October 1, 2018, successor agencies will be required to submit Prior Period Adjustment (PPA) forms to the County Auditor Controller for review. To allow for transition to an Annual ROPS, the DOF has removed the PPA form from the ROPS temporarily to allow reporting of actual

expenditures for a 12-month period. The DOF has indicated that they are working on a new annual PPA form to be introduced during the ROPS 18-19 period.

H&S Code §34177(o)(1) requires that the Successor Agency prepare a ROPS annually that reflects the enforceable obligations and the administrative cost allowance of the Successor Agency. The ROPS is then submitted to the Oversight Board for approval. Once the ROPS is approved, it is forwarded to the County Controller's Office for the allocation of tax revenues to support the payment of enforceable obligations and administrative costs. It is also submitted to the State Department of Finance, which has the authority to review all of the items on the ROPS and request clarification and/or overturn the Oversight Board's actions relative to the ROPS.

ANALYSIS

The Oversight Board has previously approved nine (9) separate ROPS since the dissolution of the former Agency. Based upon the discussions in terms of those prior ROPS, a new ROPS 16-17 covering the twelve month period of July 1, 2016 to June 30, 2017 has been prepared and is attached to this Staff Report.

Those prior ROPS's incorporated several enforceable obligations that were reviewed in detail. A brief summary of the items on this ROPS is provided below:

Marlin Cove Project Area

- PWM Residential Ventures LLC – these represent the estimated payments required under the terms of the Disposition and Development Agreement (DDA) with the developer. The total outstanding obligations for the affordable housing subsidy, and utility subsidy are incorporated into this ROPS.
 - Utility Subsidy – this subsidy increases by a fixed 2% per year and is payable through 2029. An estimated amount of \$48,500 payment will be made in the 16-17 period year.
 - Affordable Housing Subsidy – this is an amount that is paid to the Developer equal to 30% of the final available tax increment (now RPTTF) for the project area. The projected calculation of the amount owed to the Developer is based upon final RPTTF, net of the AB1290 and County property tax admin fees is expected to be \$204,000 and payable in the 16-17 year.

Hillsdale/Gull Project Area

- Prometheus Development – the estimated payments required under the terms of the Disposition and Development Agreement with the developer is \$233,659. It is payable in the 16-17 year.

Reinstatement of City of Foster City Loan made to the Former Redevelopment Agency
Repayment of Loan to City – On November 10, 2014, the DOF approved the September 10, 2014 Oversight Board Resolution No. 2014-005 approving an

agreement regarding reinstatement of a City of Foster City loan made to the Former Redevelopment Agency. As a result, the Successor Agency placed the loan commencing on its 15-16A ROPS subject to the repayment formula outlined in HSC section 34191.4 (b) (2) (A) which allows the repayment to be equal to one-half of the increase between the ROPS residual pass-through distributed to the taxing entities in FY 2015-16 and the ROPS pass-through distributed to the taxing entities in the 2012-13 base year. In addition, interest must now be calculated from the loan origination using the quarterly interest Local Agency Investment Fund (LAIF) rate at the time when the Oversight Board made its finding that the City Loan was for legitimate redevelopment purposes (i.e. September 10, 2014). Based on calculations using the repayment formula, there is an insufficient increase over the base year for a repayment amount in FY 2016-17.

SB 107 also changed the method of calculating interest on City-RDA loans. As revised under Health & Safety Code Section 34191.4(b)(3), interest is to be calculated from the date of origination, on a quarterly basis, using a simple interest rate of 3%. This provision is made retroactive pursuant to Health & Safety Code Section 34191.4(d). Staff plans to bring forward an amendment to its reinstated loan agreement to apply the new interest rate calculation to the unpaid balance at the next annual Oversight Board meeting in January 2017.

Administrative Cost Allowance

- All Project Areas –The amount in this ROPS year of \$60,100 is based upon the recommended Administrative Cost Allowance Budget as presented in a separate staff report to the Oversight Board at this meeting.

Subject to approval of the attached resolutions, the final ROPS 16-17 will be transmitted to the State Department of Finance for approval by the deadline of February 1, 2016, and will also be transmitted simultaneously to the San Mateo County Controller's Office and the State Controller's Office.

Attachments

- Resolution
- Recognized Obligation Payment Schedule for the Period July 1, 2016 to June 30, 2017 (ROPS 16-17)

RESOLUTION NO. 2016-002

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY CITY OF FOSTER CITY APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE 16-17 FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017 (ROPS 16-17)

SUCCESSOR AGENCY CITY OF FOSTER CITY

WHEREAS, the Successor Agency has prepared a draft Recognized Obligation Payment Schedule for the period July 1, 2016 to June 30, 2017, referred to as "ROPS 16-17" or "ROPS", pursuant to California Health & Safety Code (H&S Code) §34177; and

WHEREAS, the Oversight Board has reviewed each line item on the ROPS to determine that it represents an enforceable obligation of the Successor Agency; and

WHEREAS, the Oversight Board adopted an Administrative Budget at its January 21, 2016 Special Meeting and the administrative cost allowance reflected in the attached ROPS is consistent with the Administrative Budgets approved by the Oversight Board; and

WHEREAS, the attached ROPS is reflective of the enforceable obligations of the Successor Agency for the period July 1, 2016 to June 30, 2017; and

WHEREAS, the Oversight Board desires to ensure that the developers and other obligations in this ROPS 16-17 are fully funded and liquidated for the period July 1, 2016 to June 30, 2017; and

WHEREAS, to the extent that there are any deficiencies in available RPTTF funds to pay the enforceable obligations listed within this ROPS, the Oversight Board desires to exercise its right to borrow funds from the City of Foster City per the terms of the Loan Agreement between the Successor Agency and the City dated September 10, 2012.

NOW, THEREFORE, BE IT RESOLVED by the Oversight Board of the Successor Agency City of Foster City, as follows:

1. That the Recognized Obligation Payment Schedule for the Period July 1, 2016 to June 30, 2017 (ROPS 16-17), attached hereto and incorporated herein, is hereby approved.

2. That any deficiencies in available RPTTF funds to fully liquidate the enforceable obligations listed within this ROPS may be borrowed from the City of Foster City per the terms of the Loan Agreement between the Successor Agency and the City dated September 10, 2012.

BE IT FURTHER RESOLVED that the Secretary is instructed to transmit a copy of this resolution and the approved ROPS to the San Mateo County Controller's Office, the California Department of Finance, and the State Controller's Office as required by law by February 1, 2016.

PASSED AND ADOPTED as a resolution of the Oversight Board of the Successor Agency to the Community Development Agency of the City of Foster City at the regular meeting held on the 21st day of January, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DICK W. BENNETT, CHAIRPERSON

ATTEST:

EDMUND SUEN, SECRETARY

Recognized Obligation Payment Schedule (ROPS 16-17) - Summary

Filed for the July 1, 2016 through June 30, 2017 Period

Successor Agency:	Foster City
County:	San Mateo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	16-17A Total	16-17B Total	ROPS 16-17 Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding			
A Sources (B+C+D):	\$ -	\$ -	\$ -
B Bond Proceeds Funding	-	-	-
C Reserve Balance Funding	-	-	-
D Other Funding	-	-	-
E Enforceable Obligations Funded with RPTTF Funding (F+G):	\$ 62,595	\$ 532,339	\$ 594,934
F Non-Administrative Costs	48,675	486,159	534,834
G Administrative Costs	13,920	46,180	60,100
H Current Period Enforceable Obligations (A+E):	\$ 62,595	\$ 532,339	\$ 594,934

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.

<u>Dick W. Bennett</u>	Chairperson
Name	Title
/s/ <u>Dick W. Bennett</u>	1/21/2016
Signature	Date

**Foster City Recognized Obligation Payment Schedule (ROPS 16-17) - Report of Cash Balances
(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. 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	I	
		Fund Sources							
		Bond Proceeds		Reserve Balance		Other	RPTTF		
	Cash Balance Information by ROPS Period	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	Comments	
ROPS 15-16A Actuals (07/01/15 - 12/31/15)									
1	Beginning Available Cash Balance (Actual 07/01/15)						143,408	includes ROPS 15-16A distribution for \$139,942 received on 6/1/15	
2	Revenue/Income (Actual 12/31/15) RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015					379	432,485	ROPS 15-16B distribution received on 12/30/15	
3	Expenditures for ROPS 15-16A Enforceable Obligations (Actual 12/31/15)						16,516		
4	Retention of Available Cash Balance (Actual 12/31/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)				432,485				
5	ROPS 15-16A RPTTF Balances Remaining	No entry required							
6	Ending Actual Available Cash Balance C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ -	\$ -	\$ -	\$ (432,485)	\$ 379	\$ 559,377		
ROPS 15-16B Estimate (01/01/16 - 06/30/16)									
7	Beginning Available Cash Balance (Actual 01/01/16) (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ -	\$ -	\$ -	\$ -	\$ 379	\$ 559,377		
8	Revenue/Income (Estimate 06/30/16) RPTTF amounts should tie to the ROPS 15-16B distribution from the County Auditor-Controller during January 2016							Distribution was received on December 30, 2015. See Row 2 above.	
9	Expenditures for ROPS 15-16B Enforceable Obligations (Estimate 06/30/16)						530,059		
10	Retention of Available Cash Balance (Estimate 06/30/16) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)								
11	Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)	\$ -	\$ -	\$ -	\$ -	\$ 379	\$ 29,318		