

**RESOLUTION OF THE COUNTYWIDE OVERSIGHT BOARD
FOR THE COUNTY OF CONTRA COSTA**

Adopted this Resolution on 01/25/2021 by the following vote:

AYE:	<input type="checkbox"/>	5	John Hild Susan Morgan Rita Xavier
NO:	<input type="checkbox"/>		Gabriel Lemus Jack Weir
ABSENT:	<input type="checkbox"/>	1	Federal D. Glover
ABSTAIN:	<input type="checkbox"/>		
RECUSE:	<input type="checkbox"/>		



Resolution: 2021/2

A RESOLUTION OF THE COUNTYWIDE OVERSIGHT BOARD TO THE SUCCESSOR AGENCIES OF THE REDEVELOPMENT AGENCIES WITHIN CONTRA COSTA COUNTY (“COUNTYWIDE OVERSIGHT BOARD”) APPROVING THE BRENTWOOD SUCCESSOR AGENCY RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) AND ADMINISTRATIVE BUDGET FOR JULY 2021 – JUNE 2022 AND AUTHORIZING THE CITY OF BRENTWOOD DIRECTOR OF FINANCE AND INFORMATION SYSTEMS AND/OR HIS DESIGNEE, IN CONSULTATION WITH THE GENERAL COUNSEL, TO MAKE MINOR ADJUSTMENTS THERETO AS NECESSARY TO SECURE APPROVAL OF THE ROPS AND/OR THE ADMINISTRATIVE BUDGET BY THE STATE DEPARTMENT OF FINANCE.

WHEREAS, Section 34177 (l) and (m) of the Health and Safety Code require the Brentwood Successor Agency (“Successor Agency”) to submit to the State Department of Finance, the State Controller, and the Contra Costa County Auditor-Controller, by February 1, 2021, a Recognized Obligation Payment Schedule (ROPS), approved by the Oversight Board, for the period July 1, 2021 through June 30, 2022; and

WHEREAS, the ROPS contains the enforceable obligation commitments of the Successor Agency for the July 2021 - June 2022 timeframe; and

WHEREAS, Health and Safety Code §34177(j) requires the Oversight Board to approve an Administrative Budget for administrative costs of the Successor Agency; and

WHEREAS, the Successor Agency's "administrative cost allowance" as defined and authorized pursuant to Health & Safety Code Section 34171(b), is a minimum of \$250,000 unless reduced by the Oversight Board or by agreement between the Successor Agency and the DOF for the July 2021 - June 2022 time period; and

WHEREAS, the Successor Agency will report to the County Auditor-Controller that its administrative cost allowance to be paid from property taxes deposited in the Redevelopment Property Tax Trust Fund pursuant to Health and Safety Code Section 34183(a)(3) is the amount of \$250,000 for the July 2021 - June 2022 time period; and

WHEREAS, the Successor Agency has arranged with the City of Brentwood to provide the staff services, office materials and equipment to administer the responsibilities of the Successor Agency; and

WHEREAS, following approval by the Countywide Oversight Board, the ROPS must be reviewed and approved by the State Department of Finance.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated herein.

Section 2. Approval of the Brentwood Successor Agency ROPS. The Countywide Oversight Board hereby approves the Brentwood Successor Agency Recognized Obligation Payment Schedule for the period July 1, 2021 – June 30, 2022, in the form attached to this resolution and authorizes the City of Brentwood Director of Finance and Information Systems, on behalf of the Successor Agency, to make minor modifications, if required by the State, to obtain the State’s approval of the ROPS.

Section 3. Approval of Administrative Budget. The Countywide Oversight Board hereby approves the Brentwood Successor Agency Administrative Budget in the amount of \$250,000 as required by Health and Safety Code §34177(j).

Section 4. Transmittal. The Countywide Oversight Board hereby authorizes and directs the Brentwood Successor Agency to transmit the ROPS to the State Department of Finance, the County Administrative Officer and the Contra Costa County

Auditor-Controller, and to post it on the Brentwood Successor Agency's website.

PASSED AND ADOPTED this 25th day of January, 2021.

ATTEST:  Maureen Toms, Oversight Board Secretary

Contact:

cc: Brentwood - KERRY BREEN, Brentwood - RACHEL CORONA, Brentwood - SONIA AGOSTINI, Maureen Toms, DCD

Recognized Obligation Payment Schedule (ROPS 21-22) - Summary
Filed for the July 1, 2021 through June 30, 2022 Period

Successor Agency: Brentwood
County: Contra Costa

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	21-22A Total (July - December)	21-22B Total (January - June)	ROPS 21-22 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ 144,680	\$ -	\$ 144,680
B Bond Proceeds	-	-	-
C Reserve Balance	75,000	-	75,000
D Other Funds	69,680	-	69,680
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 1,880,030	\$ 766,084	\$ 2,646,114
F RPTTF	1,755,030	641,084	2,396,114
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E)	\$ 2,024,710	\$ 766,084	\$ 2,790,794

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.

Maureen Tombs O.B. Secretary
 Name Title

is Maureen Tombs 1-26-21
 Signature Date

Brentwood
Recognized Obligation Payment Schedule (ROPS 21-22) - ROPS Detail
July 1, 2021 through June 30, 2022

A Item #	B Project Name	C Obligation Type	D Agreement Execution Date	E Agreement Termination Date	F Payee	G Description	H Project Area	I Total Outstanding Obligation	J Retired	K ROPS 21-22 Total	L ROPS 21-22A (Jul - Dec)				M ROPS 21-22B (Jan - Jun)				Q 21-22A Total	R Bond Proceeds	S Reserve Balance	T Other Funds	U RPTTF	V Admin RPTTF	W 21-22B Total	
											N Fund Sources				O Fund Sources											
											P Bond Proceeds	Q Reserve Balance	R Other Funds	S RPTTF	T Bond Proceeds	U Reserve Balance	V Other Funds	W RPTTF								
2	Bonds - Debt Service	Bond Reimbursement Agreements	09/27/2001	11/01/2031	U.S. Bank	2001 Tax Allocation Bond Debt Service	Merged	\$34,124,235	N	\$2,790,794	\$-	\$75,000	\$69,680	\$1,755,030	\$125,000	\$-	\$-	\$-	\$-	\$2,024,710	\$-	\$-	\$-	\$641,084	\$125,000	\$766,084
						2001 Tax Allocation Bond Debt Service		14,870,125		\$1,357,125			69,680	1,021,445						\$1,091,125				266,000		\$266,000
3	Bonds - Debt Service	Bond Reimbursement Agreements	10/01/2009	10/01/2039	U.S. Bank	2009 Lease Revenue Bond Debt Service	Merged	18,850,010	N	\$1,107,069				732,785						\$732,785				374,284		\$374,284
5	Administrative Cost Allowance	Admin Costs	07/01/2018	06/30/2019	City of Brentwood	Annual Administrative Cost Allowance	Merged	250,000	N	\$250,000					125,000				\$125,000					125,000		\$125,000
28	Investment Management Fees	Fees	07/01/2018	06/30/2019	Public Financial Management	Investment Management Fees	Merged	27,750	N	\$1,500				750						\$750				750		\$750
29	Investment Account Maintenance Fees	Fees	07/01/2018	06/30/2019	Bank of New York	Investment Account Maint Fee	Merged	1,350	N	\$100				50						\$50				50		\$50
43	H&S Code, Section 34177.3 (b)-Contracts necessary for property disposition	Property Dispositions	12/27/2017	06/30/2021	Burke, Williams & Sorensen	Legal costs incurred with property disposition as required.	Merged	50,000	Y	\$-										\$-						\$-
44	H&S Code, Section 34177.3 (b)-Contracts necessary for property disposition	Property Dispositions	02/15/2018	06/30/2021	Carpenter/Robbins Commercial Real Estate, Inc.	Property disposition services - brokerage	Merged	75,000	N	\$75,000										\$75,000						\$-

Brentwood
Recognized Obligation Payment Schedule (ROPS 21-22) - Report of Cash Balances
July 1, 2018 through June 30, 2019
 (Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H			
								Fund Sources		
								Bond Proceeds	Reserve Balance	Other Funds
	ROPS 18-19 Cash Balances (07/01/18 - 06/30/19)	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 07/01/18) RPTTF amount should exclude "A" period distribution amount.				164,346	1,533				
2	Revenue/Income (Actual 06/30/19) RPTTF amount should tie to the ROPS 18-19 total distribution from the County Auditor-Controller				69,680	2,816,395				
3	Expenditures for ROPS 18-19 Enforceable Obligations (Actual 06/30/19)				-	2,740,773				
4	Retention of Available Cash Balance (Actual 06/30/19) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)			(75,000)		75,000				
5	ROPS 18-19 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 18-19 PPA form submitted to the CAC			No entry required						
6	Ending Actual Available Cash Balance (06/30/19) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$75,000	\$234,026	\$2,155				

Brentwood
Recognized Obligation Payment Schedule (ROPS 21-22) - Notes
July 1, 2021 through June 30, 2022

Item #	Notes/Comments
2	
3	
5	
28	
29	
43	This item will be paid for from Admin Allowance. Please close this item after this ROPS cycle.
44	

Exhibit A

Brentwood Successor Agency FY 2021-22 Administrative Budget

Administrative Budget FY 2021-22	<u>21-22A</u>	<u>21-22B</u>	<u>Total</u>
Personnel costs	\$65,921	\$65,921	\$131,842
Various Other administrative costs	\$17,500	\$17,500	\$35,000
Overhead (IT, equipment, facility space)	\$41,579	\$41,579	\$83,158
Total Administrative Costs	<u>\$125,000</u>	<u>\$125,000</u>	<u>\$250,000</u>



Date: January 25, 2021

To: Countywide Oversight Board

From: City of Brentwood Successor Agency

Subject: Resolution of the Countywide Oversight Board to the Successor Agencies of the Redevelopment Agencies within Contra Costa County (“Countywide Oversight Board”) adopting the Brentwood Successor Agency Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for July 2021 – June 2022, and authorizing the City of Brentwood Director of Finance and Information Systems to make minor adjustments thereto as necessary to secure approval of the ROPS and/or the Administrative Budget by the State Department of Finance.

RECOMMENDATION

Adopt a Resolution approving the Brentwood Successor Agency (“Successor Agency”) Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for July 2021 – June 2022, and authorizing the City of Brentwood Director of Finance and Information Systems to make minor adjustments thereto as necessary to secure approval of the ROPS and/or the Administrative Budget by the State Department of Finance.

BACKGROUND

By law, a successor agency is required to prepare a forward looking ROPS which reports one year of successor agency financial obligations, commonly referred to as “Enforceable Obligations”. A successor agency may expend funds only for items on an approved ROPS. The ROPS presented for consideration covers the July 2021 – June 2022 time period.

Should the ROPS be approved by the Countywide Oversight Board, it will then be remitted to the State Department of Finance (“DOF”) for their review. In the event of a dispute between the Successor Agency and the DOF regarding a line item on the ROPS the Successor Agency may request an additional review by the DOF, and has the opportunity to meet and confer on disputed items.

The Successor Agency is reporting excess funds at June 30, 2019 on the Cash Balance page of \$311,181 relating to \$234,026 of unspent investment earnings received and \$77,155 of unspent Redevelopment Property Tax Trust Funds (RPTTF) remaining. Of the unspent RPTTF funds, \$75,000 are being retained to assist with the disposal of Successor Agency property. The remaining unspent investment earnings were partially drawn down in Fiscal Year 2019/20 and will continue to be used to reduce the Successor Agency’s future RPTTF allocations. The DOF requires remaining funds to be spent prior to future RPTTF allocations.

FINANCE & INFORMATION SYSTEMS

150 City Park Way, Brentwood, CA 94513

www.brentwoodca.gov

Phone: (925) 516-5460 Fax: (925) 516-5401

The ROPS Detail Page includes a total of \$2,790,794 of enforceable obligations for the July 2021 – June 2022 time frame. Of the obligations listed, a total of \$2,464,194 is necessary to meet debt service payment obligations; \$1,600 is for investment/trustee related expenses; \$75,000 is for property disposition services (with the funds already received by the Successor Agency); and \$250,000 is for the Successor Agency's annual administrative allowance. These expenses have all been consistently approved by the DOF on prior ROPS. In the future there will be a reconciliation of the RPTTF allocation that the Successor Agency receives for ROPS 21-22 against expenses which actually occur. Funds received for expenses listed on the ROPS which do not actually occur will be deducted from future RPTTF allocations. In this way, the Successor Agency is only provided sufficient funds to meet actual, rather than projected, expenses.

As mentioned above, the ROPS contains the administrative budget for the Successor Agency. The Successor Agency's "administrative cost allowance", as defined and authorized pursuant to H&S Code Section 34171(b), is a minimum reimbursement of \$250,000 for the entire 2021/22 fiscal year. In accordance with H&S Code Section 34177(j)(1), the total estimated Successor Agency administrative costs for the 2021/22 fiscal year are expected to well exceed this limit and therefore the administrative budget for ROPS 21-22 is \$250,000. This budget, in accord with H&S Code Section 34177(j)(2), proposes the source of payment for the administrative costs as the RPTTF established and maintained by the County Auditor-Controller pursuant to H&S Code Section 34170.5(b).

Additionally, H&S Code Section 34177(j)(3) requires proposals for arrangements for administration and operations services. The Successor Agency has arranged with the City of Brentwood to provide the staff services and office materials and equipment to administer the responsibilities of the Successor Agency, and will draw upon services of outside legal and financial consultants to provide special services for the wind-down of the former Brentwood Redevelopment Agency to the extent City staff lacks the necessary expertise or capacity.

Attachments

Resolution

Recognized Obligation Payment Schedule July 2021 - June 2022

Exhibit "A" – Administrative Budget

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