

Members of the Board

Jody Jones | Jim Nicholas | Larry Grundmann | Kevin Bultema | Greg Steel | Al McGreehan

Butte County Consolidated Oversight Board Meeting Agenda

January 16, 2019, 2:00pm

**Butte County Board of Supervisors Chambers
25 County Center Dr. Ste. 205, Oroville, CA 95965**

1. Call to Order
 - 1.01 Pledge of Allegiance
2. Corrections and/or Changes to the Agenda – Board members and staff may request additions, deletions or changes in the Agenda order.
3. Regular Agenda
 - 3.01 Meeting Minutes from September 24, 2018

Requested Action: Approve the minutes from the September 24, 2018 Butte County Consolidated Oversight Board Meeting.
 - 3.02 Recognized Obligation Payment Schedule for the Chico Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Recognized Obligation Payment Schedule for the Chico Successor Agency.
 - 3.03 Administrative Budget for the Chico Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Administrative Budget for the Chico Successor Agency.
 - 3.04 Recognized Obligation Payment Schedule for the Gridley Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Recognized Obligation Payment Schedule for the Gridley Successor Agency.
 - 3.05 Administrative Budget for the Gridley Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Administrative Budget for the Gridley Successor Agency.
 - 3.06 Recognized Obligation Payment Schedule for the Paradise Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Recognized Obligation Payment Schedule for the Paradise Successor Agency.

3.07 Administrative Budget for the Paradise Successor Agency for FY19-20

Requested Action: Adopt Resolution approving the FY19-20 Administrative Budget for the Paradise Successor Agency.

4. Public Comment

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes. Please note that pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda.

5. Adjournment

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
**Agenda Item:
3.01**

Subject: Approval of Minutes from the September 24, 2018 Butte County Consolidated Oversight Board Meeting

Agency: County Administration

Meeting Date: January 16th, 2019

Contact Name: Heather MacDonald

Contact Phone: 530.552.3337

Item Summary:

Submitted for approval are the minutes for the September 24, 2018 Butte County Consolidated Oversight Board meeting.

Fiscal Impact: None

Action Requested: Approve Minutes from the September 24, 2018 Butte County Consolidated Oversight Board Meeting.

Members of the Board

Jody Jones | Al McGreehan | Kevin Bultema | Larry Grundman | Jim Nicholas | Greg Steel

**Butte County Consolidated Oversight Board Meeting Minutes
September 24, 2018, 10:00am
Butte County Board of Supervisors Chambers
25 County Center Dr. Ste. 205, Oroville, CA 95965**

1. Call to Order

Meeting called to order at 10:02am

1.01 Pledge of Allegiance

1.02 Roll Call

Present: Board Members Jody Jones, Larry Grundmann, Jim Nicholas, Greg Steel, and Al McGreehan. County staff, Meegan Jessee, David Houser, and Heather MacDonald. Attorney Jim Underwood.

2. Corrections and/or Changes to the Agenda

None

3. Regular Agenda

3.01 Swearing in of Board Members

All Board Members in attendance sworn in by Associate Clerk of the Board of Supervisors, Clarissa Menchaca.

3.02 Election of Board Chair and Vice Chair

The Board unanimously elected Jody Jones as Chair and Al McGreehan as Vice-Chair.

3.03 Presentation from Butte County Auditor on Responsibilities of the Oversight Board

Accepted for information

3.04 Adopt Bylaws

Motion: Adopt Bylaws with clarification that annual meetings are to be held on the third Wednesday of each January at 2:00pm in the Board of Supervisors Chambers, Oroville.
(Motion: Steel; Second: Grundmann)
Vote: Passed Unanimously

3.05 Adopt Conflict of Interest Code

Motion: Adopt Conflict of Interest Code

(Motion: Grundmann; Second: Nicholas)
Vote: Passed Unanimously

3.06 Status Update Presentations from Successor Agencies
Accepted for Information

4. Public Comment

The following members of the public addressed the Board: None

5. Adjournment

Meeting adjourned at 10:55am

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.02

Subject: Approval of Recognized Obligation Payment Schedule for the Period of July 1, 2019 – June 30, 2020

Agency: Successor Agency to the Chico Redevelopment Agency (Chico Successor Agency)

Meeting Date: January 16, 2019

Contact Name: Barbara Martin, Deputy Director – Finance, City of Chico

Contact Phone: (530) 879-7349

Item Summary:

Under the requirements of AB1x26, each successor agency is required to prepare a Recognized Obligation Payment Schedule (ROPS). Pursuant to Health & Safety Code Section 34171 (h), the ROPS is the document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each fiscal period. Pursuant to Health & Safety Code Section 34177 (o) (1), agencies shall submit an Oversight Board approved annual ROPS to the Department of Finance by February 1. The ROPS is forward looking to the next fiscal year and serves as the successor agency's ongoing authority for making payments on the obligations of the former redevelopment agency. This ROPS covers the period July 1, 2019 through June 30, 2020.

Obligations included in this ROPS period are debt service payments for the Chico Successor Agency's 2017 Bonds, an annual payment obligation outlined in the Chico Urban Area Joint Powers Financing Authority agreement between Butte County and the former Chico Redevelopment Agency, ongoing obligations related remediation monitoring, and administrative costs of the Chico Successor Agency.

Fiscal Impact:

If approved by the Oversight Board and subsequently the Department of Finance, the Chico Successor Agency will receive \$8,572,629 (\$8,727,735 less \$155,106 Prior Period Adjustment amount) from the Redevelopment Property Tax Trust Fund to pay for Enforceable Obligations as outlined the in ROPS.

Action Requested:

Chico Successor Agency recommends the Oversight Board approve the following Resolution:

RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE SUCCESSOR AGENCY TO THE CHICO REDVELOPEMENT AGENCY FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

Reviewed and Approved by: Mark Orme, Executive Director, Successor Agency to the Chico Redevelopment Agency

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Mark Orme

Resolution No.

RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE OF THE SUCCESSOR AGENCY TO THE CHICO REDEVELOPMENT AGENCY FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, pursuant to the California Health and Safety Code Section 34171 (h), a "Recognized Obligation Payment Schedule" means the document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each fiscal period; and

WHEREAS, Section 34177 (1) of the California Health & Safety Code provides that, before each fiscal period, a successor agency shall prepare a Recognized Obligation Payment Schedule that identifies the source of payment for each recognized obligation of the successor agency; and

WHEREAS, Section 34177 (o) (1) of the California Health & Safety Code provides that a Recognized Obligation Payment Schedule be submitted to and duly approved by the oversight board prior to being submitted to the Department of Finance and to the county auditor controller no later than February 1 each year; and

NOW, THEREFORE, BE IT RESOLVED that the Butte County Consolidated Oversight Board hereby approves the Recognized Obligation Payment Schedule for the period of July 1, 2019 through June 30, 2020 of the Successor Agency to the Chico Redevelopment Agency, attached hereto as Exhibit A; and

That the board chair is authorized to certify the Recognized Obligation Payment Schedule for the period of July 1, 2019 through June 30, 2020.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January, 2019, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

Jody Jones, Chair
Butte County Consolidated Oversight Board

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board

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

Successor Agency: Chico
 County: Butte

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):	\$ 92,034	\$ 28,100	\$ 120,134
B Bond Proceeds	-	-	-
C Reserve Balance	92,034	28,100	120,134
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G):	\$ 5,281,900	\$ 3,445,835	\$ 8,727,735
F RPTTF	5,156,900	3,320,835	8,477,735
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E):	\$ 5,373,934	\$ 3,473,935	\$ 8,847,869

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.

 Name Title
 /s/ _____
 Signature Date

Chico Recognized Obligation Payment Schedule (ROPS 19-20) - ROPS Detail

July 1, 2019 through June 30, 2020

(Report Amounts in Whole Dollars)

A Item #	B Project Name/Debt Obligation	C Obligation Type	D Contract/Agreement Execution Date	E Contract/Agreement Termination Date	F Payee	G Description/Project Scope	H Project Area	I Total Outstanding Debt or Obligation	J Retired	K ROPS 19-20 Total	19-20A (July - December)					Q 19-20A Total	19-20B (January - June)					W 19-20B Total
											Fund Sources						Fund Sources					
											L	M	N	O	P		R	S	T	U	V	
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
4	Bonds - Continuing Disclosure	Fees	7/1/2001	4/1/2032	To Be Determined	Obligations Pursuant to Bond	Chico Amended & Merged	\$ 101,335,436	N	\$ 8,847,869	\$ 0	\$ 92,034	\$ 0	\$ 5,156,900	\$ 125,000	\$ 5,373,934	\$ 0	\$ 28,100	\$ 0	\$ 3,320,835	\$ 125,000	\$ 3,473,935
5	Bonds - Arbitrage Rebate Calculation	Fees	7/1/2001	4/1/2032	Willdan	Obligations Pursuant to Bond Indentures	Chico Amended & Merged	0	N	\$ -					\$ -							\$ -
6	Loan - Nitrate Compliance	Third-Party Loans	6/1/2006	11/1/2037	Chico Urban Area JPFA	State Revolving Loan Repayment	Chico Amended & Merged	31,666,540	N	\$ 1,900,000		63,934		1,836,066		\$ 1,900,000						\$ -
7	Contract - Revenue Pledge-HRBD Unit	Miscellaneous	8/29/2008	8/29/2034	CA Regional Water Quality Control Board	Monitoring Costs	Chico Amended & Merged	671,969	N	\$ 13,500		6,750				\$ 6,750		6,750				\$ 6,750
8	Contract - Revenue Pledge-Fogarty Unit	Litigation	3/3/2009	7/13/2036	CA Regional Water Quality Control Board	Monitoring Costs	Chico Amended & Merged	197,342	N	\$ 4,500		2,250				\$ 2,250		2,250				\$ 2,250
20	Contract - Revenue Pledge-HRBD Unit	Litigation	8/29/2008	8/29/2038	Brown & Caldwell	Monitoring Costs	Chico Amended & Merged	671,969	N	\$ 29,400		14,700				\$ 14,700		14,700				\$ 14,700
21	Contract - Revenue Pledge-Fogarty Unit	Litigation	3/3/2009	3/3/2036	Brown & Caldwell	Monitoring Costs	Chico Amended & Merged	197,342	N	\$ 8,800		4,400				\$ 4,400		4,400				\$ 4,400
22	Payments - Administration Budget	Admin Costs	2/1/2012	3/7/2066	City of Chico	Administration of the Successor Agency	Chico Amended & Merged	250,000	N	\$ 250,000					125,000	\$ 125,000					125,000	\$ 125,000
31	Bonds - 2017 Tax Allocation Series A	Refunding Bonds Issued After 6/27/12	12/7/2017	4/1/2032	Union Bank of California	Debt Service (principal and interest)	Chico Amended & Merged	65,475,000	N	\$ 4,436,395				2,218,197		\$ 2,218,197				2,218,198		\$ 2,218,198
32	Bonds - 2017 Tax Allocation Series B	Refunding Bonds Issued After 6/27/12	12/7/2017	4/1/2020	Union Bank of California	Debt Service (principal and interest)	Chico Amended & Merged	2,205,274	N	\$ 2,205,274				1,102,637		\$ 1,102,637				1,102,637		\$ 1,102,637
33									N	\$ -						\$ -						\$ -
34									N	\$ -						\$ -						\$ -
35									N	\$ -						\$ -						\$ -
36									N	\$ -						\$ -						\$ -
37									N	\$ -						\$ -						\$ -
38									N	\$ -						\$ -						\$ -
39									N	\$ -						\$ -						\$ -
40									N	\$ -						\$ -						\$ -
41									N	\$ -						\$ -						\$ -
42									N	\$ -						\$ -						\$ -
43									N	\$ -						\$ -						\$ -
44									N	\$ -						\$ -						\$ -
45									N	\$ -						\$ -						\$ -
46									N	\$ -						\$ -						\$ -
47									N	\$ -						\$ -						\$ -
48									N	\$ -						\$ -						\$ -
49									N	\$ -						\$ -						\$ -
50									N	\$ -						\$ -						\$ -
51									N	\$ -						\$ -						\$ -
52									N	\$ -						\$ -						\$ -
53									N	\$ -						\$ -						\$ -

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

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	8,455,840	0	1,656,972	0	0	Reserve Balance includes balance previously reported in Other Funds column.	
2	Revenue/Income (Actual 06/30/17) RPTTF amount should tie to the ROPS 16-17 total distribution from the County Auditor-Controller				486,168	9,958,154		
3	Expenditures for ROPS 16-17 Enforceable Obligations (Actual 06/30/17)			198,876	486,168	9,803,048		
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)			524,851			Retention of Cash Balance represents Other Funds used on ROPS 17-18.	
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					155,106	
6	Ending Actual Available Cash Balance (06/30/17) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$ 8,455,840	\$ 0	\$ 933,245	\$ 0	\$ 0	Bond Proceeds balance used to refund bonds in 2017. Will be \$0.00 balance in future ROPS. \$869,311 of Reserve cash balance to be used only for Revenue Pledge expenses.	

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.03

Subject: Approval of the Administrative Budget for fiscal year 2019-2020

Agency: Successor Agency to the Chico Redevelopment Agency (Chico Successor Agency)

Meeting Date: January 16, 2019

Contact Name: Barbara Martin, Deputy Director – Finance, City of Chico

Contact Phone: (530) 879-7349

Item Summary:

Health & Safety Code Section 34177 (j) requires each successor agency prepare a proposed administrative budget and submit it to the oversight board for its approval. The proposed administrative budget is required to include the following:

- Estimated amounts for successor agency administrative costs for the upcoming six-month fiscal period.
- Proposed sources of payment for the estimated costs.
- Proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity.

The City of Chico elected to serve as successor agency and provide the administrative and operations services associated with the Chico Successor Agency. The expectation is its costs would be reimbursed from the Administrative Cost Allowance. This administrative budget includes estimated operating expenditures for the administration of the Chico Successor Agency for the fiscal year 2019-2020.

Pursuant to Health & Safety Code Section 34171 (b), effective July 1, 2016, the administrative cost allowance will 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 Health and Safety Code Section 34191.4 (b)
- The administrative cost allowance shall not be less than \$250,000 unless reduced by the oversight board or by agreement between the successor agency and the department, or the following applies:
 - 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.

However, the allowance amount shall exclude any administrative costs that can be paid from bond proceeds or from sources other than property tax.

Based on the provisions in Health & Safety Code Sections 34171 (b) and 34177 (j), Chico Successor Agency is requesting the Oversight Board approve the proposed administrative budget for the Fiscal Year 2019-2020, and the minimum Administrative Cost Allowance of \$250,000.

Fiscal Impact:

If approved, \$250,000 from the Redevelopment Property Tax Trust Fund will be remitted to the Chico Successor Agency as part of the Recognized Obligation Schedule.

Action Requested:

Chico Successor Agency recommends the Oversight Board approve the following resolution:

RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD APPROVING THE ADMINISTRATIVE BUDGET OF THE SUCCESSOR AGENCY TO THE CHICO REDEVELOPMENT AGENCY FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

Reviewed and Approved by: Mark Orme, Executive Director, Successor Agency to the Chico Redevelopment Agency

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Mark Orme

Resolution No.

RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD APPROVING THE ADMINISTRATIVE BUDGET OF THE SUCCESSOR AGENCY TO THE CHICO REDEVELOPMENT AGENCY FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, pursuant to Health & Safety Code Sections 34171 (a) and 34177 (j), a successor agency shall prepare a proposed administrative budget that includes estimated amounts for successor agency administrative costs, proposed sources of payments, and proposals for arrangements for administrative and operations services provided by the city; and

WHEREAS, Health & Safety Code Section 34177 (j) provides that a proposed administrative budget shall be submitted to the oversight board for approval; and

NOW, THEREFORE, BE IT RESOLVED that the Butte County Consolidated Oversight Board hereby approves the administrative budget for the period of July 1, 2019 through June 30, 2020 for the Successor Agency to the Chico Redevelopment Agency, attached hereto as Exhibit A.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January, 2019, by the following vote:

AYES:
NOES:
ABSENT:
NOT VOTING:

Jody Jones, Chair
Butte County Consolidated Oversight Board

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board

City of Chico
 RDA Successor Agency Administrative Budget
 FY2018-19 & FY2019-20

	FY18-19 Adopted Budget	Actuals as of 12/31/18	FY19-20 Proposed Budget
Operating Expenditures			
Office Expense	500	-	500
Postage & Mailing	100	-	100
Business Expense	500	-	500
Communications	1,500	702	1,500
Audit Services	4,371	3,701	4,500
Professional Services	39,000	6,620	39,000
Total Operating Expenditures	45,971	11,023	46,100
Allocations			
Indirect Cost Allocations	104,009	52,004	104,009
Total Allocations	104,009	52,004	104,009
Total Annual Budget	149,980	63,027	150,109

Est. Minimum Admin Allowance:
 ROPS 19-20 250,000

250,000

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.04

Subject: Resolution Approving the FY19-20 Recognized Obligation Payment Schedule for the Gridley Successor Agency

Agency: Gridley Successor Agency

Meeting Date: January 16, 2019

Contact Name: Juan Solis

Contact Phone: 530-846-5695

Item Summary:

The local Oversight Board has previously adopted Recognized Obligation Payment Schedules (ROPS) for the periods of January 2012 through Fiscal Years 18-19. The process is an annual requirement necessary to meet State law. Specifically, the City is required to take this annual action pursuant to Health and Safety Code (HSC) section 34177 (m). The State of California Department of Finance provides the Recognized Obligation Payment Schedule (ROPS) format that successor agencies must use to report Enforceable Obligations (EO) for the period July 2019 through June 2020.

All obligations listed on the ROPS have been previously approved by both the local Oversight Board and the Department of Finance. The attached exhibit is the Recognized Obligation Payment Schedule for July 2019 through June 2020.

Fiscal Impact:

Action Requested: Staff respectfully recommends adoption of the Resolution Approving the FY19-20 Recognized Obligation Payment Schedule for the Gridley Successor Agency.

Resolution No.

RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE OF THE SUCCESSOR AGENCY TO THE GRIDLEY REDEVELOPMENT AGENCY FOR THE PERIOD OF JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, redevelopment agencies were required to adopt a list of enforceable obligations within sixty days of the effective date of the Redevelopment Restructuring Act; and

WHEREAS, the Oversight Board adopted Recognized Obligation Payment Schedules for the period of January 2012 through June 2012 (ROPS I), July 2012 through December 2012 (ROPS II), January 2013 through June 2013 (ROPS III), July 2013 through December 2013 (ROPS13-14A), January 2014 through June 2014 (ROPS 13-14B), July 2014 through December 2014 (ROPS 14-15A), January through June 2015 (ROPS 14-15B), July 2015 through December 2015 (ROPS 15-16A), January through June 2016 (ROPS 15-16B), July 2016 through June 2017 (ROPS 16-17); July 2017 through June 2018 (ROPS 17-18); and July 2018 through June 2019 (ROPS 18-19)

WHEREAS, Pursuant to Health and Safety Code (HSC) section 34177 (m), the Department of Finance (Finance) is providing the Recognized Obligation Payment Schedule (ROPS) successor agencies (agencies) must use to report enforceable obligations (EO) for the period July 2019 through June 2020; and

WHEREAS, the attached exhibit is the Recognized Obligation Payment Schedule for July 2019 through June 2020.

NOW, THEREFORE, BE IT RESOLVED that the Butte County Consolidated Oversight Board hereby approves the recognized obligation payment schedule for the period of July 1, 2019 through June 30, 2020 of the Successor Agency to the Gridley Redevelopment Agency.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January, 2019, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

Jody Jones, Chair
Butte County Consolidated Oversight Board

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board

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

Successor Agency:

Gridley

County:

Butte

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):	\$ 327,500	\$ 325,063	\$ 652,563
F RPTTF	302,500	300,063	602,563
G Administrative RPTTF	25,000	25,000	50,000
H Current Period Enforceable Obligations (A+E):	\$ 327,500	\$ 325,063	\$ 652,563

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.

 Name Title

/s/ _____
 Signature Date

Gridley Recognized Obligation Payment Schedule (ROPS 19-20) - ROPS Detail

July 1, 2019 through June 30, 2020

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	19-20A (July - December)					Q	19-20B (January - June)					W	
											Fund Sources						Fund Sources						
											L	M	N	O	P		R	S	T	U	V		
																							Bond Proceeds
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	ROPS 19-20 Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	19-20A Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	19-20B Total	
1	2008 Tax Allocation Bonds, Series A	Bonds Issued On or Before	5/23/2008	8/1/2043	Deutsche Bank	Bonds issue to fund non-housing	Gridley	\$ 203,750	N	\$ 203,750				134,500		\$ 134,500				132,063		\$ 132,063	
2	2008 Tax Allocation Bonds, Series B	Bonds Issued On or Before	5/23/2008	8/1/2043	Deutsche Bank	Bonds issue to fund non-housing	Gridley	3,682,500	N	\$ 93,000				46,500		\$ 46,500				46,500		\$ 46,500	
4	City Loan of CDBG funds to Gridley RDA	CDBG/HUD Repayment to City/County	1/22/2002	6/30/2016	City of Gridley	Non-Housing Projects: Infrastructure Improvements	Gridley	171,186	N	\$ 171,186				100,000		\$ 100,000				71,186		\$ 71,186	
6	Gridley Redevelopment Agency	City/County Loan (Prior 06/28/11), Cash exchange	12/9/2003	12/22/2022	City of Gridley	2002 Advance to RDA for non-housing projects (the \$176k plus 3 percent interest)	Gridley	160,639	N	\$ 28,814				0		\$ -				28,814		\$ 28,814	
7	Gridley Redevelopment Agency	Admin Costs	7/1/2017	6/30/2018	City of Gridley	Administrative costs related to dissolution / Successor Agency activities (including staff time for RH, WM, DD, and KG, and PE	Gridley		N	\$ 50,000					25,000	\$ 25,000						25,000	\$ 25,000
8	Property Disposition per Approved LRPMP	Property Dispositions	7/1/2016	6/30/2017	Rolls Anderson & Rolls	Modification of parcel maps per LRPMP	Gridley	18,000	N	\$ 18,000				9,000		\$ 9,000				9,000		\$ 9,000	
9	Property Disposition per Approved LRPMP	Property Dispositions	7/1/2016	6/30/2017	Various	Appraiser, contract planner, and attorney fees for property disposition per LRPMP	Gridley	25,000	N	\$ 25,000				12,500		\$ 12,500				12,500		\$ 12,500	
15									N	\$ -						\$ -						\$ -	
16									N	\$ -						\$ -						\$ -	
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Gridley Recognized Obligation Payment Schedule (ROPS 19-20) - Report of Cash Balances
July 1, 2016 through June 30, 2017
(Report Amounts in Whole Dollars)

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				1,793	(17,632)		
2	Revenue/Income (Actual 06/30/17) RPTTF amount should tie to the ROPS 16-17 total distribution from the County Auditor-Controller				3,013	673,183		
3	Expenditures for ROPS 16-17 Enforceable Obligations (Actual 06/30/17)					559,334		
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)							
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					113,848	
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	\$ 4,806	\$ (17,631)		

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.05

Subject: Successor Agency to the City of Gridley Redevelopment Agency Administrative Budget for Recognized Obligation Payment Schedule (ROPS 19-20) for July 2019 through June 2020

Agency: Gridley Successor Agency

Meeting Date: January 16, 2019

Contact Name: Juan Solis

Contact Phone: 530-846-5695

Item Summary:

In order for the Successor Agency to the City of Gridley Redevelopment Agency to receive a distribution from the Butte County Auditor Controller from the Redevelopment Property Tax Trust Fund (RPTTF) for administrative costs to be incurred for July 2019 through June 2020, the Butte County Consolidated Oversight Board must approve the recommended administrative budget.

The Successor Agency to the City of Gridley Redevelopment Agency has estimated administrative costs for the 2019-20 ROPS in the amount of \$50,000. The \$50,000 is an estimate of the expenses that the Successor Agency will incur during the dissolution of the RDA for this fiscal year period.

Fiscal Impact:

Action Requested: Staff respectfully recommends adoption of the Resolution approving the FY19-20 Recognized Obligation Payment Schedule administrative expenses budget for the Gridley Successor Agency.

Resolution No.

A RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE CITY OF GRIDLEY REDEVELOPMENT AGENCY APPROVING THE ADMINISTRATIVE BUDGET FOR RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 19-20) FOR JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, the Butte County Consolidated Oversight Board to the Successor Agency of the City of Gridley Redevelopment Agency has reviewed the Administrative Budget for the Recognized Obligation Payment Schedule 19-20 for the Successor Agency of the Gridley Redevelopment Agency; and

NOW, THEREFORE, BE IT RESOLVED by the Butte County Consolidated Oversight Board to the Successor Agency of the City of Gridley Redevelopment Agency as follows:

Section 1. The Butte County Consolidated Oversight Board to the Successor Agency of the City of Gridley Redevelopment Agency approves the Administrative Budget of the Successor Agency to the City of Gridley for Recognized Obligation Payment Schedule (ROPS 19-20) for the period July 1, 2019 through June 30, 2020 in the amount of \$50,000 a copy of which is attached hereto.

Section 2. The resolution shall become effective on the date of adoption by the Butte County Consolidated Oversight Board.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January 2019, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

Jody Jones, Chair
Butte County Consolidated Oversight Board

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board



Successor Agency to the City of Gridley Redevelopment Agency
Administrative Budget
July 1, 2019 through June 30, 2020

Administrative expenses	
Staff ¹	\$16,000
Banking fees	1,000
Professional ²	28,000
Cost allocations	5,000
Total	\$50,000

1 - Staff expenses include direct cost of City Administrator, Finance Director, Utilities Director, City Planner, City Engineer, and Executive Secretary

2 - Professional expenses include banking fees and consultation services in preparation of ROPS

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.06

Subject: Recognized Obligation Payment Schedule (ROPS 19-20) for July 2019 through June 2020

Agency: Successor Agency to the Paradise Redevelopment Agency

Meeting Date: January 16, 2019

Contact Name: Gina Will, Administrative Services Director

Contact Phone: (530) 872-6291 x 119

Item Summary:

Background:

In order for the Successor Agency to the Paradise Redevelopment Agency to receive a distribution from the Butte County Auditor Controller from the Redevelopment Property Tax Trust Fund (RPTTF) for debt service requirements of July 2019 through June 2020, the Successor Agency needs to submit a ROPS for July 2019 through June 2020 approved by the Butte County Consolidated Oversight Board to the Department of Finance and the Butte County Auditor Controller by February 1, 2019.

Discussion:

Principal and interest debt service amounts have been included for the 2009 and 2016 tax anticipation bonds for this ROPS cycle in accordance with their debt service schedules.

As shown on the attached "Sponsoring Entity Loan Repayment Calculator" the Town is eligible to receive a repayment of Loan #4 in the amount of \$39,170 for the 2019/20 ROP period.

Furthest down in order of priority for payment is the \$22,200 the Successor Agency has requested for administrative fees. The \$22,200 is a conservative estimate of the expenses that the Successor Agency will incur during the dissolution of the RDA for this yearlong period.

Given the destruction of homes and businesses within the boundaries of the former Paradise RDA project area during the Camp Fire of November 2018, it is currently unclear the extent of tax increment that will be available to pay the obligations for the 2019/20 ROPS period. Based on the attached ROPS recommended for approval, and in order of priority, following is an estimate of how the RPTTF funds will be allocated for the 2019-20 ROPS cycle:

ROPS 19-20

	Successor Agency Accounting
2009 Tax Allocation Bond	\$336,128
2016 Tax Allocation Bond	77,428
Town Loan #4	39,170
Trustee Fees	6,000
Administrative Fees	16,200
Total	<u>\$474,926</u>

Fiscal Impact:

Approval of the ROPS by the Butte County Consolidated Oversight Board of the Successor Agency to the Paradise Redevelopment Agency for July 2019 through June 2020 will allow for the distribution of monies for debt service obligations of the former Paradise Redevelopment Agency.

Action Requested:

Adopt Resolution of the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency Approving the Recognized Obligation Payment Schedule (ROPS 19-20) for July 1, 2019 through June 30, 2020.

Resolution No.

A RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE PARADISE REDEVELOPMENT AGENCY APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 19-20) FOR JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency has reviewed the Recognized Obligation Payment Schedule for the Successor Agency of the Paradise Redevelopment Agency;

NOW, THEREFORE, BE IT RESOLVED by the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency as follows:

Section 1. The Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency approves the Successor Agency to the Town of Paradise Recognized Obligation Payment Schedule (ROPS 19-20) for the period July 1, 2019 through June 30, 2020 in the amount of \$474,926 a copy of which is attached hereto, and authorizes the Butte County Consolidated Oversight Board Chairman to execute the certification of such ROPS.

Section 2. The resolution shall become effective on the date of adoption by the Butte County Consolidated Oversight Board.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January, 2019, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

Jody Jones, Chair
Butte County Consolidated Oversight Board

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board

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

Successor Agency: Paradise
County: Butte

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):	\$ 184,963	\$ 289,963	\$ 474,926
F RPTTF	173,863	278,863	452,726
G Administrative RPTTF	11,100	11,100	22,200
H Current Period Enforceable Obligations (A+E):	\$ 184,963	\$ 289,963	\$ 474,926

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.

Name Title
/s/ _____
Signature Date

Paradise Recognized Obligation Payment Schedule (ROPS 19-20) - ROPS Detail

July 1, 2019 through June 30, 2020

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	19-20A (July - December)					Q	19-20B (January - June)					W
											Fund Sources						Fund Sources					
											L	M	N	O	P		R	S	T	U	V	
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	ROPS 19-20 Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	19-20A Total	Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	19-20B Total
2	2009 Tax Allocation Bond	Bonds Issued On or Before	10/1/2009	10/1/2043	Wells Fargo Bank	Issued to refinance 2003 & 2005 Notes	No. 1	\$ 7,050,746	N	\$ 474,926	\$ -	\$ -	\$ -	\$ 173,863	\$ 11,100	\$ 184,963	\$ -	\$ -	\$ -	\$ 278,863	\$ 11,100	\$ 289,963
4	Town Loan #4 dated 03/27/07	City/County Loan (Prior 06/28/11), Other	3/27/2007	1/21/2020	Town of Paradise	Note Payable 03/27/07	No. 1	4,245,000	N	\$ 336,128	\$ -	\$ -	\$ -	125,564	\$ -	\$ 125,564	\$ -	\$ -	\$ -	210,564	\$ -	\$ 210,564
								144,795	N	\$ 39,170	\$ -	\$ -	\$ -	19,585	\$ -	\$ 19,585	\$ -	\$ -	\$ -	19,585	\$ -	\$ 19,585
5	Town Loan #5 dated 03/09/10	City/County Loan (Prior 06/28/11), Other	3/9/2010	3/9/2025	Town of Paradise	Note Payable 03/09/10	No. 1	696,103	N	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Town Loan #6 dated 03/01/11	City/County Loan (Prior 06/28/11), Other	3/1/2011	3/1/2025	Town of Paradise	Note Payable 03/01/11	No. 1	502,648	N	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Bond and Note Admin Fees	Fees	1/1/2016	6/30/2020	Wells Fargo Bank	Trustee Fees	No. 1	6,000	N	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Administration Fees	Admin Costs	1/1/2016	6/30/2020	Town of Paradise	Administration Fees	No. 1	16,200	N	\$ 16,200	\$ -	\$ -	\$ -	\$ -	5,100	\$ 5,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	2016 Tax Allocation Bond or Note	Bonds Issued After 12/31/10	11/30/2016	11/30/2041	Wells Fargo Bank	Issued to refinance 2006 Note	No. 1	1,440,000	N	\$ 77,428	\$ -	\$ -	\$ -	28,714	\$ -	\$ 28,714	\$ -	\$ -	\$ -	48,714	\$ -	\$ 48,714
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Paradise 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 (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. 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	371,838	0	1,000		2,546	
2	Revenue/Income (Actual 06/30/17) RPTTF amount should tie to the ROPS 16-17 total distribution from the County Auditor-Controller				8	475,157	
3	Expenditures for ROPS 16-17 Enforceable Obligations (Actual 06/30/17)				15	473,404	
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)	30,649	(78,189)				2006 BOND (ITEM 1) REFINANCED IN 2016 (ITE
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					
6	Ending Actual Available Cash Balance (06/30/17) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$ 341,189	\$ 78,189	\$ 1,000	\$ (7)	\$ 4,299	

**Butte County Consolidated Oversight Board
Agenda Transmittal**

Clerk Use Only
Agenda Item:
3.07

Subject: Successor Agency to the Paradise Redevelopment Agency Administrative Budget for Recognized Obligation Payment Schedule (ROPS 19-20) for July 2019 through June 2020

Agency: Successor Agency to the Paradise Redevelopment Agency

Meeting Date: January 16, 2019

Contact Name: Gina Will, Administrative Services Director

Contact Phone: (530) 872-6291 x 119

Item Summary:

Background:

In order for the Successor Agency to the Paradise Redevelopment Agency to receive a distribution from the Butte County Auditor Controller from the Redevelopment Property Tax Trust Fund (RPTTF) for administrative costs to be incurred for July 2019 through June 2020, the Butte County Consolidated Oversight Board must approve the recommended administrative budget by February 1, 2019.

Discussion:

The Successor Agency to the Paradise Redevelopment Agency has estimated administrative costs for the 2019-20 ROPS in the amount of \$22,200. The \$22,200 is a conservative estimate of the expenses that the Successor Agency will incur during the dissolution of the RDA for this yearlong period and includes bond trustee fees, fees for continuing disclosure requirements, office and operating expenses and staff time.

Fiscal Impact:

Approval of the Administrative Budget by the Butte County Consolidated Oversight Board of the Successor Agency to the Paradise Redevelopment Agency for July 2019 through June 2020 will allow for the distribution of monies to cover these expenses for the Successor Agency to the Paradise Redevelopment Agency.

Action Requested:

Adopt a Resolution of the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency Approving the Administrative Budget for ROPS 19-20 for July 1, 2019 through June 30, 2020.

Resolution No.

A RESOLUTION OF THE BUTTE COUNTY CONSOLIDATED OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE PARADISE REDEVELOPMENT AGENCY APPROVING THE ADMINISTRATIVE BUDGET FOR RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 19-20) FOR JULY 1, 2019 THROUGH JUNE 30, 2020

WHEREAS, the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency has reviewed the Administrative Budget for the Recognized Obligation Payment Schedule 19-20 for the Successor Agency of the Paradise Redevelopment Agency; and

NOW, THEREFORE, BE IT RESOLVED by the Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency as follows:

Section 1. The Butte County Consolidated Oversight Board to the Successor Agency of the Paradise Redevelopment Agency approves the Administrative Budget of the Successor Agency to the Town of Paradise for Recognized Obligation Payment Schedule (ROPS 19-20) for the period July 1, 2019 through June 30, 2020 in the amount of \$22,200 a copy of which is attached hereto.

Section 2. The resolution shall become effective on the date of adoption by the Butte County Consolidated Oversight Board.

PASSED AND ADOPTED by the Butte County Consolidated Oversight Board this 16th day of January, 2019, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

ATTEST:
Heather MacDonald, Clerk
Butte County Consolidated Oversight Board

Jody Jones, Chair
Butte County Consolidated Oversight Board

SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY

ADMINISTRATIVE BUDGET

FOR JULY 1, 2019 THROUGH JUNE 30, 2020

1.	Trustee Fees	Wells Fargo 2009 and 2016 Bond	\$6,000
2.	Continuing Disclosure	Continuing Disclosure for 2009 and 2016 Bond	3,000
3.	Office Rent	Utilities-electricity, water, phone and internet	500
		Facility Maintenance & Repair – Janitorial Supplies/Services	
		IT Infrastructure	
4.	Operating Expenses	Paper, Postage, Printing, Bank Fees	200
5.	Insurance	Crime, Equipment & Liability	1,000
6.	Staff	Town Manager	1,000
		Finance Director	5,000
		Town Clerk	500
7.	Legal Counsel	Successor Agency Attorney	5,000
	Total		\$22,200

The proposed source of payment for the administrative budget is the Redevelopment Property Tax Trust Fund.

Proposals for arrangements for administrative and operations by the Town of Paradise will need to be set forth in a memorandum of understanding.

See Health and Safety Code section 34177(j).