

**BRENTWOOD  
Oversight Board  
Brentwood City Hall  
150 City Park Way  
Brentwood, CA 94513**

***Brentwood Oversight Board Members:***

Bill Hill, Chair  
Steve Barr  
Bob Brockman  
Paul Eldredge

Brian Swisher, Vice Chair  
Kevin Horan  
Eric Volta

**The February 20, 2013 Brentwood Oversight Board Meeting  
has been cancelled due to a lack of quorum.**

**The next regular meeting of the Brentwood Oversight Board meeting  
will be held on March 20, 2013 and will be noticed separately.**

Respectfully Submitted,



Karen L. Chew  
Oversight Board Secretary

**Dated: February 20, 2013**

**NOTICE**

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's Office at (925) 516-5440 or fax (925) 516-5441. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II}

**POSTING STATEMENT**

On **February 20, 2013** a true and correct copy of this agenda was posted on the City Hall Bulletin Board, outside City Hall, 150 City Park Way, Brentwood, CA 94513.

**CITY OF BRENTWOOD**  
**Oversight Board**  
*Terrace View Room – 2<sup>nd</sup> floor*  
**Brentwood City Hall**  
**150 City Park Way**  
**Brentwood, CA 94513**

A regular meeting of the Brentwood Oversight Board is hereby called for:

**Wednesday, February 20, 2013**  
**4:00 p.m.**

***Oversight Board Members:***

Bill Hill, Chair  
Steve Barr  
Bob Brockman  
Paul Eldredge

Brian Swisher, Vice Chair  
Kevin Horan  
Eric Volta

**MEETING AGENDA**

1. Call to Order
2. Public Comment – *At this time the public is permitted to address the Board on items that are **not** on the agenda. Persons addressing the Board are required to limit their remarks to five (5) minutes unless an extension of time is granted by the Board.*
3. Approval of minutes from January 30, 2013 meeting
4. A Resolution of the Brentwood Oversight Board Approving the Recognized Obligation Payment Schedule ("ROPS") and Administrative Budget for July - December 2013
5. Suggestions for future agenda items
6. Adjournment

**Dated: February 15, 2013**

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**POSTING STATEMENT**

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**Oversight Board**  
January 30, 2013  
Brentwood City Hall  
Terrace View Conference Room  
Meeting Minutes

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Present: Steve Barr, Bob Brockman, Bill Hill, Kevin Horan, Brian Swisher

Absent: Paul Eldredge, Eric Volta

1. Call to Order – Chair Bill Hill called the meeting to order at 5:03 p.m.
2. Public Comment – None.
3. Consideration of minutes from January 16, 2013 – M/S/C (Brockman/Swisher) to approve the minutes from the January 16, 2013 meeting. 4-0-1-2 (Horan abstained, Eldredge and Volta absent)
4. Consideration of a Resolution approving the Independent Accountant's Report on the Due Diligence Review of the Other Funds of the Successor Agency and determining the amount of cash and cash equivalents that are available for disbursement to taxing entities

Assistant Finance Director Kerry Breen reported that the public comment period had been opened at the previous meeting and we have received one comment from the Auditor-Controller requesting a language modification regarding the discrepancy in the amount due. The due diligence review is a state requirement and the review determined there were no funds available for distribution to the taxing entities.

M/S/C (Brockman/Hill) to close the public hearing 5-0-2 (Eldredge and Volta absent)

M/S/C (Barr/Swisher) to adopt the resolution. 5-0-2 (Eldredge and Volta absent)

5. Suggestions for future agenda items – Kerry Breen reported that the ROPS would be included on the next agenda. The next regular meeting is scheduled for February 20.
6. The meeting was adjourned at 5:07 p.m.

**CITY OF BRENTWOOD OVERSIGHT BOARD**

**Meeting Date:** February 20, 2013

**Subject/Title:** Consideration of the Administrative Budget and Recognized Obligation Payment Schedule (ROPS) for July 1, 2013 to December 31, 2013 and authorizing the City Manager and/or Finance Director, in consultation with legal counsel, to make minor adjustments thereto, and/or adjustments necessary to secure approval of the ROPS and Administrative Budget by the State Department of Finance and to submit the ROPS to the entities required pursuant to the Health and Safety Code

**Submitted by:** Kerry Breen, Assistant Finance Director

**Approved by:** Pamela Ehler, Director of Finance and Information Systems

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**RECOMMENDATION**

Adopt a Resolution approving the Administrative Budget and Recognized Obligation Payment Schedule (ROPS) for July 1, 2013 to December 31, 2013 and authorizing the City Manager and/or Finance Director, in consultation with legal counsel, to make minor adjustments thereto, and/or adjustments necessary to secure approval of the ROPS and Administrative Budget by the State Department of Finance and to submit the ROPS to the entities required pursuant to the Health and Safety Code.

**PREVIOUS ACTION**

On May 8, 2012, the City of Brentwood Oversight Board adopted Resolution 2012-04 approving amended Recognized Obligation Payment Schedules ("ROPS") for the periods January – June 2012 and July – December 2012.

On May 8, 2012, the City of Brentwood Oversight Board adopted Resolution 2012-05 approving the Administrative Budgets for the Successor Agency for the periods of February 1- June 30 and July 1-December 31, 2012.

On August 15, 2012, the City of Brentwood Oversight Board adopted Resolution 2012-13 approving the Administrative Budget and the ROPS of the Successor Agency of the City of Brentwood for the period of January 1, 2013 - June 30, 2013.

**BACKGROUND**

By law, a Successor Agency is required to prepare a forward looking Recognized Obligation Payment Schedule (ROPS) which covers six months 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 this afternoon covers the July – December 2013 time period.

Assembly Bill 1484 (AB 1484) establishes strict deadlines and severe and punitive damages for agencies who do not provide the State Department of Finance (DOF) with an approved July – December 2013 ROPS by March 1, 2013. If the ROPS is approved by the Oversight Board this afternoon it will then be submitted to the DOF for final approval. The DOF then has 45 days to make a determination regarding the ROPS. 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 has experience in this regard, having participated in a recent meet and confer session with the DOF to discuss the DOF's denial of \$3.95M of Low/Mod Income Housing funds included on previous versions of the ROPS for the Meta Housing Project. The DOF did not alter its previous denial. Therefore, the funds for the Meta Housing Project are not included on this ROPS.

The ROPS reporting requirements have undergone changes since the previous version of the ROPS was approved in August. The most significant change is that expenses associated with Low/Mod Income Housing Fund can no longer be listed as expenses eligible to be paid with Redevelopment Property Tax Trust Fund (RPTTF) proceeds. Additionally, the DOF has redesigned the ROPS in an effort to enhance comparability and consistency. The ROPS is now pre-populated with the obligations reported from ROPS 3 (January – June 2013), and obligations denied by the DOF are shaded in red (Meta Housing) rather than simply removed from the ROPS in order to preserve the line item number assigned to the obligation. Retired obligations will be highlighted in green but will also remain on the ROPS in order to maintain line item number continuity across multiple years.

As described above, the ROPS contains the enforceable obligation commitments of the Successor Agency for the July – December 2013 timeframe. The ROPS includes a total of \$2,300,000 in expenses funded by RPTTF funds, with \$625 in expenses funded through investment income earned in previous months. RPTTF funds are derived from property tax revenues which would have been received by the former Redevelopment Agency. The scope of the expenditures paid by the Agency has been dramatically reduced over the past year, with the ROPS only allocating \$1,575,273 for debt service, \$190,604 for the administrative cost allowance to the City, \$496,651 in contractual costs associated with the construction of the New Community Center and City Park, and \$38,097 for all other expenses which include unemployment insurance, legal counsel for the Oversight Board, and general office and operating expenses of the Successor Agency.

AB X1 26 and AB 1484 provide for an "Administrative Cost Allowance" to annually be paid to the Successor Agency of not less than \$250,000 a year. The Successor Agency is also required to prepare an administrative budget which supports the amount requested for administrative reimbursement. The Successor Agency is required to submit the proposed administrative budget to the Oversight Board for its approval. The ROPS includes payment of \$190,604 for the first six months of administrative cost reimbursements for FY 2013/14. On the next version of the ROPS, scheduled to be approved before September 1, 2013, staff will analyze the projected administrative costs of the January – December 2014 time period to determine if the remaining \$59,396 for administrative cost reimbursement will be charged. At this time staff believes that total City administrative costs for the 2013/14 fiscal year will well exceed the \$250,000 amount which will likely be requested for reimbursement. The Administrative Budget was prepared pursuant to Health and Safety Code Section 34177(j) for the period January through June 2013.

The Administrative Budget was prepared and is presented in a manner to correspond to the three elements described for the Administrative Budget in Health and Safety Code Section 34177(j)(1), (2), and (3). The Administrative Budget documents that the Successor Agency's "administrative cost allowance", as defined and authorized pursuant to Health and Safety Code Section 34171(b), is \$190,604 for the first six months of the 2013/14 fiscal year. As called for in Health and Safety Code Section 34177(k), and as documented in the Administrative Budget and the ROPS, 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 (as further described in Part B below) pursuant to Health and Safety Code Section 34183(a)(3) is the amount of \$190,604 for the July – December 2013 timeframe.

A. Estimated Amounts For Successor Agency Administrative Costs For July – December 2013 (Health and Safety Code Section 34177(j)(1))

<b>July - December 2013 Administrative Costs</b>	<b>Cost</b>
Prepare Recognized Obligation Payment Schedule (ROPS)	\$ 6,652.56
Oversight Board staff support (e.g. research, education, staffing, meeting costs)	\$ 25,048.65
Prepare Admin Budgets	\$ 1,061.46
Staff education and training	\$ 8,510.80
Correspondence with County re: inquiries/requests	\$ 6,042.12
Correspondence with State re: inquiries/requests	\$ 26,493.55
Correspondence with external auditors (annual audit, State special audits)	\$ 14,342.88
Annual Reporting	\$ 5,431.57
Outside Consultant Costs (legal/professional) detailed on ROPS	\$ 60,546.00
General Fund Overhead & internal services (IT/insurance/contract mgmt/accts pbl/office space/legal)	<u>\$ 36,474.25</u>
<b>Total Administrative costs July 2013 - December 2013</b>	<b>\$ 190,603.84</b>
<b>Allowable Administrative cost reimbursement FY 2013/14</b>	<b>\$ 250,000.00</b>
<b>Remaining amount eligible to be listed on January 2014 - June 2014 ROPS</b>	<b>\$ 59,396.16</b>

Activities may be added, revised, or deleted from this listing as necessary and appropriate during the course of the former Redevelopment Agency wind-down process. Costs shown for each activity are estimates only. Actual costs required for each activity may be higher or lower than the amount shown.

B. Proposed Source of Payment for Above-Identified Administrative Costs (Health and Safety Code Section 34177(j)(2))

As authorized pursuant to Health and Safety Code Section 34183(a)(3), the proposed source of payment for the administrative costs identified in Part A above is the Redevelopment Property Tax Trust Fund established and maintained by the County Auditor- Controller pursuant to Health and Safety Code Section 34170.5(b).

C. Proposals for Arrangements for Administration and Operations Services (Health and Safety Code Section 34177(j)(3))

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.

**FISCAL IMPACT**

The adoption of the ROPS allows the Successor Agency to pay the former Agency's obligations in an orderly manner as Redevelopment continues the process of dissolving. We expect the next receipt of the Redevelopment Property Tax Trust Fund payment to be received in June 2013. The Administrative Budget allows for reimbursement of \$190,604 of administrative costs for the July – December 2013 time period. \$250,000 in administrative cost reimbursements for the entire 2013/14 fiscal year had previously been projected, and the remaining \$59,369 is expected to be requested in the next ROPS based upon the anticipated costs associated with administering the wind down of the former Redevelopment Agency. Approval of the ROPS and Administrative Budget does not require a budget amendment.

## Attachments

## Resolution

Exhibit "A" – Recognized Obligation Payment Schedule July - December 2013

Exhibit "B" – Successor Agency Administrative Budget July - December 2013

## OVERSIGHT BOARD RESOLUTION NO.

**A RESOLUTION OF THE OVERSIGHT BOARD FOR THE SUCCESSOR AGENCY CITY OF BRENTWOOD APPROVING THE ADMINISTRATIVE BUDGET AND THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE OF THE SUCCESSOR AGENCY CITY OF BRENTWOOD FOR JULY 1, 2013 – DECEMBER 31, 2013 AND AUTHORIZING THE CITY MANAGER AND/OR FINANCE DIRECTOR, IN CONSULTATION WITH LEGAL COUNSEL, TO MAKE MINOR ADJUSTMENTS THERETO AND/OR ADJUSTMENTS NECESSARY TO SECURE APPROVAL OF THE ROPS AND ADMINISTRATIVE BUDGET BY THE STATE DEPARTMENT OF FINANCE AND TO SUBMIT THE ROPS TO THE ENTITIES REQUIRED PURSUANT TO THE HEALTH AND SAFETY CODE.**

**WHEREAS**, Section 34177 (l) and (m) of the Health and Safety Code requires the City of Brentwood as the successor agency to the former City of Brentwood Redevelopment Agency (“Successor Agency”) to submit to the State Department of Finance (“DOF”), the State Controller, and the Contra Costa County Auditor-Controller (“County Auditor”) for review, by March 1, 2013, a Recognized Obligation Payment Schedule (“ROPS”) for the period July 1, 2013 through December 31, 2013; and

**WHEREAS**, Assembly Bill 1484 (AB 1484) establishes strict deadlines and severe and punitive damages for agencies who do not provide the DOF with an approved January – June 2013 ROPS by March 1, 2013; and

**WHEREAS**, the ROPS contains the enforceable obligation commitments of the Successor Agency for the July – December 2013 timeframe; and

**WHEREAS**, Health and Safety Code §34171 (a), (b) and §34177(j) require the Oversight Board to approve an Administrative Budget for administrative costs of the Successor Agency; and

**WHEREAS**, the Administrative Budget has been prepared and is being presented in three parts to correspond to the three elements described for the Administrative Budget in Health and Safety Code Section 34177(j)(1), (2), and (3); and

**WHEREAS**, the Administrative Budget documents that the Successor Agency's "administrative cost allowance", as defined and authorized pursuant to Health and Safety Code Section 34171(b), is \$190,604 for the July 2013 - December 2013 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 \$190,604 for the July – December 2013 time period; and

**WHEREAS**, as authorized pursuant to Health and Safety Code Section 34183(a)(3), the proposed source of payment for the administrative costs is the Redevelopment Property Tax Trust Fund established and maintained by the County Auditor- Controller pursuant to Health and Safety Code Section 34170.5(b); and

**WHEREAS**, 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.



**NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Recognized Obligation Payment Schedule for the period July 1 – December 31, 2013, in the forms attached to this resolution and incorporated herein by reference, is hereby approved.

2. The staff of the Successor Agency is hereby directed to submit the ROPS to the State Department of Finance, the State Controller and the Contra Costa County Auditor-Controller and post the ROPS on the Successor Agency's website in accordance with Health and Safety Code Section 34177(l)(2)(C), and to cooperate with DOF to the extent necessary to obtain DOF's acceptance of the each ROPS, including, if necessary, making modifications to the ROPS determined by the Successor Agency's Finance Director, in consultation with the Successor Agency's counsel, to be reasonable and financially feasible to meet its legally required financial obligations.

3. Upon the Successor Agency's receipt of the certified ROPS from the County Auditor, and provided the certified ROPS did not require substantial changes from the ROPS approved by this resolution, the Board deems the certified ROPS approved by the Board and the Successor Agency is hereby authorized and directed to submit the certified ROPS to DOF, the State Controller and the County Auditor for review. If the certified ROPS is substantially different from the ROPS approved by this resolution, the Successor Agency is hereby directed to submit the certified ROPS to the Board for review and approval prior to its submittal to DOF, the State Controller and the County Auditor for review.

4. The Oversight Board hereby approves the Administrative Budget for July – December 2013, in substantially the form attached to the Resolution as Exhibit "B", as required by Health and Safety Code §34171 (a), (b) and §34177(j).

5. The City Manager or his designee, on behalf of the Successor Agency, is hereby authorized and directed to undertake any actions as are necessary to carry out the purposes of this Resolution including, without limitation, the execution of documents and all other actions, subject to any minor conforming, technical or clarifying changes approved to form by legal counsel. Such actions may include, but are not limited to (1) submitting the approved Administrative Budget as part of an approved ROPS to the Contra Costa County Auditor-Controller for certification by an external auditor, either the county auditor-controller or its designee; and (2) submitting the Administrative Budget as part of the approved ROPS and to the Contra Costa County Auditor-Controller; and (3) submitting the Administrative Budget as part of the approved ROPS to the California State Controller and the State of California Department of Finance, and posting the approved Administrative Budget as part of the approved ROPS on the successor agency's website.

6. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED** by the Oversight Board for the Successor Agency City of Brentwood at a regular meeting held on February 20, 2013, by the following vote:

# SUCCESSOR AGENCY CONTACT INFORMATION

Exhibit "A"

## Successor Agency

ID: **21**  
County: **Contra Costa**  
Successor Agency: **Brentwood**

## Primary Contact

Honorific (Ms, Mr, Mrs)	<b>Mr.</b>
First Name	<b>Kerry</b>
Last Name	<b>Breen</b>
Title	<b>Assistant Finance Director</b>
Address	<b>150 City Park Way</b>
City	<b>Brentwood</b>
State	<b>CA</b>
Zip	<b>94513</b>
Phone Number	<b>925-516-5436</b>
Email Address	<b>kbreen@brentwoodca.gov</b>

## Secondary Contact

Honorific (Ms, Mr, Mrs)	<b>Ms.</b>
First Name	<b>Michelle</b>
Last Name	<b>Hamblin</b>
Title	<b>Business Services Manager</b>
Phone Number	<b>925-516-5107</b>
Email Address	<b>mhamblin@brentwoodca.gov</b>

**SUMMARY OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

Filed for the July 1, 2013 to December 31, 2013 Period

**Name of Successor Agency:** BRENTWOOD (CONTRA COSTA)

Outstanding Debt or Obligation	Total
Total Outstanding Debt or Obligation	\$58,441,990
<b>Current Period Outstanding Debt or Obligation</b>	
A Available Revenues Other Than Anticipated RPTTF Funding	\$625
B Enforceable Obligations Funded with RPTTF	\$2,109,396
C Administrative Allowance Funded with RPTTF	\$190,604
D Total RPTTF Funded (B + C = D)	\$2,300,000
E Total Current Period Outstanding Debt or Obligation (A + B + C = E) <i>Should be same amount as ROPS form six-month total</i>	\$2,300,625
F Enter Total Six-Month Anticipated RPTTF Funding	\$2,300,000
G Variance (F - D = G) <i>Maximum RPTTF Allowable should not exceed Total Anticipated RPTTF Funding</i>	\$0

**Prior Period (July 1, 2012 through December 31, 2012) Estimated vs. Actual Payments** (as required in HSC section 34186 (a))

H Enter Estimated Obligations Funded by RPTTF ( <i>lesser of Finance's approved RPTTF amount including admin allowance or the actual amount distributed</i> )	\$1,379,088
I Enter Actual Obligations Paid with RPTTF	\$1,236,871
J Enter Actual Administrative Expenses Paid with RPTTF	\$142,217
K Adjustment to Redevelopment Obligation Retirement Fund (H - (I + J) = K)	\$0
L Adjustment to RPTTF (D - K = L)	\$2,300,000

Certification of Oversight Board Chairman:

Pursuant to Section 34177(m) 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 agency.

Name

Title

/s/

Signature

Date

Oversight Board Approval Date:

**BRENTWOOD (CONTRA COSTA)  
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)  
July 1, 2013 through December 31, 2013**

Item #	Project Name / Debt Obligation	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Total Due During Fiscal Year 2013-14	Funding Source					
									Bond Proceeds	Reserve Balance	Admin Allowance	RPTTF	Other	Six-Month Total
1	Bonds - Debt Service	9/27/2001	11/1/2031	U.S. Bank	2001 CIP Bond Reserve Funds	Merged	\$58,441,990	\$4,595,439	\$0	\$0	\$190,604	\$2,109,396	\$625	\$2,300,625
2	Bonds - Debt Service	9/27/2001	11/1/2031	U.S. Bank	2001/2012 Tax Allocation Bond Debt Service	Merged	1,418,658	1,365,550	0	0	0	0	0	0
3	Bonds - Debt Service (See Note RE: payment source)	10/1/2009	10/1/2039	U.S. Bank	2009 Lease Revenue Bond Debt Service	Merged	24,344,411	1,050,337	0	0	0	611,310	0	611,310
4	Enforceable Agreements - Debt Service Processing	9/22/1981	10/1/2039	City of Brentwood	Bond Debt Service Administration	Merged	78,370	2,910	0	0	0	880	625	1,455
5	Legally Binding - Administrative Cost Allowance	2/7/2012 (See Notes)	6/30/2014	City of Brentwood	2012/13 Administrative Cost Allowance	Merged	219,954	219,954	0	0	130,058	0	0	130,058
6	Contracts for Administration of Agency - General Fund			Various	General Office/Insurance/Operating	Merged	5,400,000	25,000	0	0	0	12,500	0	12,500
7	Enforceable Contracts - Prof Serv for Housing/Projects/Gen	7/18/2012	6/30/2014	Self Consulting	Prof Assistance with Housing/Project/General	Merged	25,000	15,000	0	0	7,500	0	0	7,500
8	Enforceable Contracts - Legal Serv for Housing/Projects/Gen	7/18/2012 (See Note)	6/30/2013	Burke, Williams & Sorrenson	Legal Assistance with Housing/Project/General	Merged	50,000	50,000	0	0	30,000	0	0	30,000
9	Enforceable Contracts - Legal Serv for Housing/Projects/Gen	7/18/2012	6/30/2015	Best, Best and Krieger	Legal Assistance with Housing/Project/General	Merged	33,500	15,000	0	0	7,500	0	0	7,500
10	Enforceable Contracts - Legal Serv for Public Works Law	7/18/2012	6/30/2014	Best, Best and Krieger	Legal Assistance - Construction / PW Law	Merged	25,000	25,000	0	0	12,500	0	0	12,500
11	Payments - Required by State (annual audit)	2/9/2010	12/31/2014	Maze and Associates	Annual Independent Audit	Merged	3,046	3,046	0	0	3,046	0	0	3,046
12	Payments - Required by State (Special audits)	NA - PLEASE RETIRE ITEM	NA - PLEASE RETIRE ITEM	Licensed Accountant/City	Special Audits RDX/SA required by AB 1484	Merged	0	0	0	0	0	0	0	0
13	Enforceable Contracts - City Park CIP	See Notes	Completion of Project	Various	City Park Project per Agmts/Proj Mgmt	Merged	899,826	899,826	0	0	0	321,651	0	321,651
14	Enforceable Contracts - Community Center CIP	See Notes	Completion of Project	Various	Community Center Project per Agmts/Proj Mgmt	Merged	1,562,530	900,174	0	0	0	175,000	0	175,000
15	Enforceable Contracts - Downtown Infrastructure CIP	See Notes	Completion of Project	Various	Downtown Infrastructure Project per Agmts/Proj Mgmt	Merged	747,365	0	0	0	0	0	0	0
16	Enforceable Contracts - Downtown Streetscapes CIP	NA - PLEASE RETIRE ITEM	Completion of Project	Various	Downtown Streetscapes Project per Agmts/Proj Mgmt	Merged	0	0	0	0	0	0	0	0
17	Enforceable Agreements - Pass Throughs Owed	NA - PLEASE RETIRE ITEM	NA - PLEASE RETIRE ITEM	BBK Union Cemetery	FY 2011/12 Pass Throughs Owed	Merged	0	0	0	0	0	0	0	0
18	Enforceable Agreements - Pass Throughs Owed	NA - PLEASE RETIRE ITEM	NA - PLEASE RETIRE ITEM	Co Co Community Col Dist	FY 2011/12 Pass Throughs Owed	Merged	0	0	0	0	0	0	0	0
19	Loans or Monies Borrowed by Agency (Contingent Loan)	NA - PLEASE RETIRE ITEM	NA - PLEASE RETIRE ITEM	City of Brentwood	Contingent loan agreement to meet enforce obligations	Merged	0	0	0	0	0	0	0	0
20	Payments - Pension Obligations	See Notes	See Notes	CalPERS / City of Brentwood	Unfunded pension obligations	Merged	727,651	0	0	0	0	0	0	0
21	Payments - Unemployment Obligations	See Notes	See Notes	EDD	Unemployment for staff layoffs	Merged	15,000	0	0	0	0	7,500	0	7,500
22	Payments - Staff for covenant compliance and monitoring	NA - PLEASE RETIRE ITEM	NA - PLEASE RETIRE ITEM	City of Brentwood	Low Mod Compliance/Monitoring Staff	Merged	0	0	0	0	0	0	0	0
23	Enforceable Contracts - Meta Housing Funding	10/26/2012	10/26/2013	City of Brentwood / Meta	Low/Mod Apartment Loan	Merged	0	0	0	0	0	0	0	0
24	Enforceable Contracts - Legal Serv for Oversight Board	10/26/2012	10/26/2013	TBD - Legal Counsel	Legal Counsel requested by Oversight Board	Merged	15,000	15,000	0	0	0	7,500	0	7,500
25	Payments - Accrued Employee Benefits	9/22/1981	6/30/2013	City of Brentwood	Compensated Absences and OPEB Liability	Merged	9,142	9,142	0	0	0	9,142	0	9,142



BRENTWOOD (CONTRA COSTA)  
 RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A) -- Notes (Optional)  
 July 1, 2013 through December 31, 2013

Item #	Project Name / Debt Obligation	Notes/Comments
1	Bonds - Debt Service	
2	Bonds - Debt Service	
3	Bonds - Debt Service (See Note RE: payment source)	
4	Enforceable Agreements - Debt Service Processing	
5	Legally Binding - Administrative Cost Allowance	Please note that the description cell indicates 12/13 (it is locked so I cannot edit). The admin allowance listed on this ROPS is of course for 13/14.
6	Contracts for Administration of Agency - General Need	
7	Enforceable Contracts - Prof Serv for Housing/Projects/Gen	
8	Enforceable Contracts - Legal Serv for Housing/Projects/Gen	The existing contract expires on 6/30/13, however, staff anticipates extending the agreement for an additional two years. This contract is funded with administration costs.
9	Enforceable Contracts - Legal Serv for Housing/Projects/Gen	
10	Enforceable Contracts - Legal Serv for Public Works Law	
11	Payments - Required by State (annual audit)	
12	Payments - Required by State (special audits)	
13	Enforceable Contracts - City Park CIP	The Agency appropriated funding for this Project prior to the effective date of AB 1X 26 and multiple third party contracts with private party vendors were signed prior to the effective date of AB 1X 26. These obligations and payments constitute valid enforceable obligations under Health and Safety Code Section 34171(d)(1)(E) as they are being made pursuant to legally binding and enforceable agreements and third parties, the contractors, have been acting in reliance on those payments. Total outstanding obligation as listed on ROPS has been reduced by estimated funding from ROPS 3 (Jan - June 2013). Actual amount due as of 7/1/13 is dependent upon the availability of funds from ROPS 3 and will be trued up to reflect actual payments.
14	Enforceable Contracts - Community Center CIP	The Agency appropriated funding for this Project prior to the effective date of AB 1X 26 and multiple third party contracts with private party vendors were signed prior to the effective date of AB 1X 26. These obligations and payments constitute valid enforceable obligations under Health and Safety Code Section 34171(d)(1)(E) as they are being made pursuant to legally binding and enforceable agreements and third parties, the contractors, have been acting in reliance on those payments. Total outstanding obligation as listed on ROPS has been reduced by estimated funding from ROPS 3 (Jan - June 2013). Actual amount due as of 7/1/13 is dependent upon the availability of funds from ROPS 3 and will be trued up to reflect actual payments.
15	Enforceable Contracts - Downtown Infrastructure CIP	The Agency appropriated funding for this Project prior to the effective date of AB 1X 26 and multiple third party contracts with private party vendors were signed prior to the effective date of AB 1X 26. These obligations and payments constitute valid enforceable obligations under Health and Safety Code Section 34171(d)(1)(E) as they are being made pursuant to legally binding and enforceable agreements and third parties, the contractors, have been acting in reliance on those payments.
16	Enforceable Contracts - Downtown Streetscapes CIP	Item can be removed
17	Enforceable Agreements - Pass Throughs Owed	
18	Enforceable Agreements - Pass Throughs Owed	
19	Loans or Moneys Borrowed by Agency (Contingent Loan)	
20	Payments - Pension Obligations	The Pension Obligations are the estimated dollar amounts of underfunding attributable to former employees working in the Redevelopment Agency. Amounts include Low/Mod funds owed also.
21	Payments - Unemployment Obligations	
22	Payments - Staff for covenant compliance and monitoring	
23	Enforceable Contracts - Meta Housing Funding	
24	Enforceable Contracts - Legal Serv for Oversight Board	
25	Payments - Accrued Employee Benefits	

**BRENTWOOD SUCCESSOR AGENCY  
ADMINISTRATIVE BUDGET  
JULY 1, 2013 - DECEMBER 31, 2013**

<b>July - December 2013 Administrative Costs</b>	<b>Cost</b>
Prepare Recognized Obligation Payment Schedule (ROPS)	\$ 6,652.56
Oversight Board staff support (e.g. research, education, staffing, meeting costs)	\$ 25,048.65
Prepare Admin Budgets	\$ 1,061.46
Staff education and training	\$ 8,510.80
Correspondence with County re: inquiries/requests	\$ 6,042.12
Correspondence with State re: inquiries/requests	\$ 26,493.55
Correspondence with external auditors (annual audit, State special audits)	\$ 14,342.88
Annual Reporting	\$ 5,431.57
Outside Consultant Costs (legal/professional) detailed on ROPS	\$ 60,546.00
General Fund Overhead & internal services (IT/insurance/contract mgmt/accts pbl/office space/legal)	\$ 36,474.25
<b>Total Administrative costs July 2013 - December 2013</b>	<b>\$ 190,603.84</b>
<b>Allowable Administrative cost reimbursement FY 2013/14</b>	<b>\$ 250,000.00</b>