

**AMENDED AGENDA  
OVERSIGHT BOARD TO THE  
CITY OF SAN DIMAS SUCCESSORY AGENCY**

**AUGUST 23, 2012, 4:00 P.M.  
SAN DIMAS COUNCIL CHAMBERS CONFERENCE ROOM  
245 EAST BONITA AVENUE  
SAN DIMAS, CA 91773**

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1. Call to Order
2. Report on Submission of the Housing Asset List to the Department of Finance
3. Review and Consideration of Resolution No. 12 – A Resolution of the Oversight Board of the former San Dimas Redevelopment Agency Approving the Administrative Budget of the Successor Agency for the Period of January 1, 2013 through June 30, 2013 Pursuant to Health and Safety Code Section 34177
4. Review and Consideration of Resolution No. 13 – A Resolution of the Oversight Board of the former San Dimas Redevelopment Agency Approving the January 1, 2013 through June 30, 2013 Recognized Payment Obligation Schedule Pursuant to Health and Safety Code Section 34180(g)
5. Discussion on Oversight Board Retention of Outside Assistance
6. Public Comment
7. Reports of Board Members
8. Adjournment



# Oversight Board Staff Report

**TO:** Successor Agency Oversight Board  
*For the Meeting of August 23, 2012*

**FROM:** Ken Duran, Deputy Executive Director

**SUBJECT:** Report on Submission of Housing Assets Lists

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## **BACKGROUND**

One of the new requirements imposed by AB 1484 was the submission of a Housing Assets List by each successor agency to the Department of Finance by August 1, 2012. The Successor Agency submitted the list by the August 1 deadline. Though the Oversight Board has no role to play in the review or approval of the list staff is providing you with a copy of your information.

**DEPARTMENT OF FINANCE  
HOUSING ASSETS LIST  
ASSEMBLY BILL X1 26 AND ASSEMBLY BILL 1484  
(Health and Safety Code Section 34176)**

Former Redevelopment Agency: City of San Dimas Redevelopment Agency

Successor Agency to the Former Redevelopment Agency: City of San Dimas Successor Agency

Entity Assuming the Housing Functions of the former Redevelopment Agency: City of San Dimas Housing Authority

Entity Assuming the Housing Functions Contact Name: Ken Duran Title Assistant City Manager Phone (909)394-6214 E-Mail Address kduran@ci.san-dimas.ca.us

Entity Assuming the Housing Functions Contact Name: Barbara Bishop Title Finance Manager Phone (909)394-6225 E-Mail Address bbishop@ci.san-dimas.ca.us

All assets transferred to the entity assuming the housing functions between February 1, 2012 and the date the exhibits were created are included in this housing assets list. The following Exhibits noted with an X in the box are included as part of this inventory of housing assets:

Exhibit A - Real Property	<b>X</b>
Exhibit B- Personal Property	<b>X</b>
Exhibit C - Low-Mod Encumbrances	<b>X</b>
Exhibit D - Loans/Grants Receivables	<b>X</b>
Exhibit E - Rents/Operations	<b>X</b>
Exhibit F- Rents	<b>X</b>
Exhibit G - Deferrals	<b>X</b>

Prepared By: **Steven Valdivia**

Date Prepared: **7/31/2012**

City or County of San Dimas  
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of Asset a/	Legal Title and Description	Carrying Value of Asset	Total square footage	Square footage reserved for low-mod housing	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant b/	Date of transfer to Housing Successor Agency	Construction or acquisition cost funded with Low-Mod Housing Fund monies	Construction or acquisition costs funded with other RDA funds	Construction or acquisition costs funded with non-RDA funds	Date of construction or acquisition by the former RDA	Interest in real property (option to purchase, easement, etc.)
1	Low-Mod Income Housing	Taylor Property APN#8387-014-901	\$150,930	Bldg. 1,052 sq./ Lot sz 3,500sq	1052 sq ft	Yes	California Redevelopment Law	02/01/12	\$150,930	\$0	\$0	N/A	N/A
2	Low-Mod Income Housing	Monte Vista Apartments APN#8387-014-0902	\$991,606	Bldg. 10,840sq/ Lot sz 14,000sq	7000 sq ft	Yes	California Redevelopment Law	02/01/12	\$1,894,262	\$0	\$0	N/A	N/A
3	Low-Mod Income Housing	Olson-San Dimas 1 LLC APN#8390-018-116, #8390-018-113, #8390-018-106, #8390-018-	\$1,591,000	6096 (4 @ 1,524sq)	6096 sq ft	Yes	California Redevelopment Law	02/01/12	\$1,591,000	\$0	\$0	N/A	N/A
4	Low-Mod Income Housing	201 W Bonita/First St Parking Lot APN#8387-011-902	\$4,961	4200 sq ft	4200 sq ft	Yes	California Redevelopment Law	02/01/12	\$4,961	\$0	\$0	N/A	N/A
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a/ Asset types may include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

b/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

**City or County of San Dimas**  
**Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)**

Item #	Type of Asset a/	Description	Carrying Value of Asset	Date of transfer to Housing Successor Agency	Acquisition cost funded with Low-Mod Housing Fund monies	Acquisition costs funded with other RDA funds	Acquisition costs funded with non-RDA funds	Date of acquisition by the former RDA
1	NONE							
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a/ Asset types any personal property provided in residences, including furniture and appliances, all housing-related files and loan documents, office supplies, software licenses, and mapping programs, that were acquired for low and moderate income housing purposes, either by purchase or through a loan, in whole or in part, with any source of funds.

City or County of San Dimas  
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of housing built or acquired with enforceably obligated funds a/	Date contract for Enforceable Obligation was executed	Contractual counterparty	Total amount currently owed for the Enforceable Obligation	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant b/	Current owner of the property	Construction or acquisition cost funded with Low-Mod Housing Fund monies	Construction or acquisition costs funded with other RDA funds	Construction or acquisition costs funded with non-RDA funds	Date of construction or acquisition of the property
*1	Low Mod housing	July 28, 2009	VCH-San Dimas Company LLC	2,690,000	Yes	California Redevelopment Law	San Dimas Housing Authority	2,684,000	\$0	\$0	May 27, 2008
*2	Low-Mod housing	September 2, 2008	Grove Station LLC	2,744,000	Yes	California Redevelopment Law	San Dimas Housing Authority	2,709,000	\$0	\$0	February 16, 2006
*3	Low-Mod housing	26-May-98	San Dimas Housing Authority	2,560,000	Yes	State Bond Indenture	San Dimas Housing Authority	N/A	\$0	\$8,075,000	May 1, 1998
4	Low-Mod housing	April 1, 2008	San Dimas Housing Authority	85,775	Yes	California Redevelopment Law	San Dimas Housing Authority	\$1,894,262	\$0	\$0	April 1, 2008
5	Low-Mod housing		San Dimas Housing Authority	11,184	Yes	California Redevelopment Law	San Dimas Housing Authority	\$1,591,000	\$0	\$0	December-11
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\* The amounts represent enforceable obligations and constitute encumbered funds with respect to the provision of low and moderate income housing; accordingly, these funds are to be transferred from the Low and Moderate Income Housing Fund to the Successor Housing Agency's Low and Moderate Income Housing Asset Fund.

- \*1. This obligation insures that 24 apartments in a development which has been approved for construction will be available and restricted to persons/families of very low and moderate income for a period of 55 years
- \*2. To secure the second phase development under an existing Owner Participation and Disposition and Development Agreement which has been assigned to and assumed by a new developer to construct for sale residential units for persons of moderate income.
- \*3. This is a contingent obligation to fund a reserve account to secure the debt service on bonds that were issued by the Housing Authority to purchase a mobile home park that is deed restricted to persons of moderate to low income. This obligation is limited to \$150G per year for the 16 years remaining on the bonds.

a/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

b/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.



**City or County of San Dimas**  
**Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)**

Item #	Type of payment a/	Type of property with which they payments are associated b/	Property owner	Entity that collects the payments	Entity to which the collected payments are ultimately remitted	Purpose for which the payments are used	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant c/	Item # from Exhibit A the rent/operation is associated with (if applicable)
1	N/A NONE								
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a/ May include revenues from rents, operation of properties, residual receipt payments from developers, conditional grant repayments, costs savings and proceeds from refinancing, and principal and interest payments from homebuyers subject to enforceable income limits.

b/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

c/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

**City or County of San Dimas**  
**Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)**

Item #	Type of payment a/	Type of property with which the payments are associated b/	Property owner	Entity that collects the payments	Entity to which the collected payments are ultimately remitted	Purpose for which the payments are used	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant c/	Item # from Exhibit A the rent is associated with (if applicable)
1	Revenues from rents	Low-Mod Housing	Redevelopment Agency	Bessire & Casenhiser Inc	San Dimas Housing Authority	Rent and M&O	Yes	California Redevelopment Law	2
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a/ May include rents or home loan payments.

b/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

c/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

**City or County of San Dimas**  
**Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)**

Item #	Purpose for which funds were deferred	Fiscal year in which funds were deferred	Amount deferred	Interest rate at which funds were to be repaid	Current amount owed	Date upon which funds were to be repaid
1	To Pay SERAF Required	2010-2011	2,085,552.00	n/a	1,251,331.00	2013, 2014, 2015
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# Oversight Board Staff Report

**TO:** Successor Agency Oversight Board  
*For the Meeting of August 23, 2012*

**FROM:** Ken Duran, Assistant City Manager

**SUBJECT:** Consideration of the Successor Agency Administrative Budget covering the periods January 1, 2013 – June 30, 2013

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## **BACKGROUND**

AB 1x 26 requires the preparation of an administrative budget for a six month period. The administrative budget lists the estimated amount for the Successor Agency administrative costs for every six months. The administrative budgets are projections. They may be revised as new information becomes available regarding the role of the Successor Agency and Oversight Board. Administrative budgets are also subject to reconciliation at the end of the six month periods.

The attached exhibit A is the budget breakdown for January 1, 2013 – June 30, 2013 totaling \$127,981.86. This budget, as the prior two six-month period budgets are comprised of three components – personnel, overhead and office rent.

Personnel costs represent costs of primary City staff working on responsibilities of the Successor Agency. The projected hours are based our best estimate of the hours necessary to continue the work of the Successor Agency. For this six month period we have projected the hours the same as the July – December 2012 period. The productive hourly rate numbers have been adjusted down slightly to reflect the current rates.

The overhead budget reflects a 10% overhead charge for the support - staff, equipment, supplies and incidentals.

The Office rent reflects a propionate office rent cost for the primary staff.

For background information Exhibit "B" attached shows the actual number of hours tracked for the February – June 2012 period which exceeded the estimate.

## **RECOMMENDATION**

Staff recommends that the Oversight Board review and approve Resolution No. 12 approving the Administrative Budget for the January 1, 2013 through June 30, 2013 time period.

**RESOLUTION NO. 011**

**A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE CITY OF SAN DIMAS REDEVELOPMENT AGENCY APPROVING THE ADMINISTRATIVE BUDGET OF THE SUCCESSOR AGENCY FOR THE PERIOD OF JANUARY 1, 2013, THROUGH JUNE 30, 2013, PURSUANT TO HEALTH AND SAFETY CODE SECTIONS 34177.**

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

WHEREAS, the City of San Dimas ("City"), acting in its capacity as the Successor Agency ("Successor Agency") to the dissolved San Dimas Redevelopment Agency ("RDA"), duly prepared proposed Administrative Budget for the period of January 1, 2013 through June 30, 2013, in accordance with Health and Safety Code sections 34171(b) and 34177(j); and

WHEREAS, pursuant to Health and Safety Code sections 34177(j), the Oversight Board must approve an administrative budget for a successor agency for it to become established, valid, and operative for the applicable six-month fiscal period.

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

**SECTION 1.** The foregoing Recitals are true and correct and are incorporated herein.

**SECTION 2.** The Administrative Budgets covering the period of January 1, 2013 through June 30, 2013, attached hereto and incorporated herein by reference as Exhibit A, are hereby approved pursuant to Health and Safety Code Sections 34177(j), and any other law that may apply to the approval by the Oversight Board of the identified budget for the identified periods.

**SECTION 3.** Pursuant to Health and Safety Code section 34177(k), the Secretary or authorized designee shall provide to the County Auditor-Controller administrative cost estimates that are to be paid from property tax revenues deposited into the Redevelopment Property Tax Trust Fund based on the Administrative Budgets for the identified period approved by this Resolution.

**SECTION 4.** The Secretary shall certify to the adoption of this Resolution.

PASSED AND ADOPTED by the Oversight Board at a meeting held on the 23<sup>rd</sup> day of August, 2013.

\_\_\_\_\_  
CHAIR, OVERSIGHT BOARD

ATTEST:

\_\_\_\_\_  
SECRETARY, OVERSIGHT BOARD

STATE OF CALIFORNIA     )  
COUNTY OF LOS ANGELES ) SS  
CITY OF SAN DIMAS        )

I, Ken Duran, DO HEREBY CERTIFY that the foregoing Oversight Board Resolution No. OB 2012-011 was duly adopted by the Oversight Board and was approved by the Chair at a meeting of said Oversight Board held on the 23<sup>rd</sup> day of August, 2013 and that it was so adopted as follows:

AYES: BOARDMEMBERS:

NOES: BOARDMEMBERS:

ABSENT: BOARDMEMBERS:

ABSTAINING: BOARDMEMBERS:

Dated: August \_\_, 2013

\_\_\_\_\_  
Ken Duran

EXHIBIT A

Administrative Budgets  
for the Identified Periods

(Attached)

Exhibit "A"

**SUCCESSOR AGENCY ADMINISTRATIVE COSTS**  
**January 1, 2013 - June 30, 2013**

	HOURS	RATE	COST
<b>ADMINISTRATIVE SERVICES</b>			
CITY MANAGER	160	\$163.40	\$26,144.00
ASSISTANT CITY MANAGER	240	\$127.01	\$30,482.40
FINANCE/IS MANAGER	240	\$99.34	\$23,841.60
DEPUTY CITY CLERK	60	\$47.81	\$2,868.60
SENIOR ACCOUNTING TECHNICIAN	100	\$55.12	\$5,512.00
<b>COMMUNITY DEVELOPMENT</b>			
ASSISTANT CITY MANAGER OF COMMUNITY DEV	85	\$139.97	\$11,897.45
<b>TOTAL PERSONNEL</b>			<b>\$100,746.05</b>
<b>OVERHEAD 10%</b>			<b>\$10,074.61</b>
<b>OFFICE RENT</b>	<b>SF</b>	<b>1362</b>	<b>\$12.60</b>
<b>TOTAL EXPENDITURES</b>			<b>\$127,981.86</b>

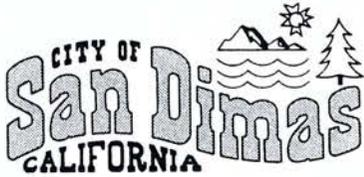
RATES ARE PRODUCTIVE HOURLY RATE

**Exhibit "B"**

**SUCCESSOR AGENCY ADMINISTRATIVE COSTS  
February 2012 - June 2012**

	HOURS	RATE	COST	ACTUAL HOURS	ACTUAL COST
<b>ADMINISTRATIVE SERVICES</b>					
CITY MANAGER	300	\$165.00	\$49,500.00	349.5	\$57,667.50
ASSISTANT CITY MANAGER	480	\$128.25	\$61,560.00	482.25	\$61,848.56
FINANCE/IS MANAGER	420	\$100.30	\$42,126.00	420.5	\$42,176.15
CITY CLERK	100	\$82.92	\$8,292.00	123	\$10,199.16
SENIOR ACCOUNTING TECHNICIAN	160	\$60.15	\$9,624.00	251.25	\$13,966.99
ASSISTANT CITY MANAGER OF COMMUNITY DEV	260	\$141.33	\$36,745.80	275	\$38,865.75
<b>TOTAL PERSONNEL</b>			<b>\$207,847.80</b>		<b>\$224,724.11</b>
<b>OVERHEAD 10%</b>			<b>\$20,784.78</b>		<b>\$22,472.41</b>
<b>OFFICE RENT</b>	<b>SF</b>	<b>1362</b>	<b>\$12.60</b>		<b>\$17,161.20</b>
<b>TOTAL EXPENDITURES</b>			<b>\$245,793.78</b>		<b>\$264,357.72</b>

BEGINNING 2-1-2012 SUCCESSOR AGENCY FOR CREATIVE GROWTH - FUND 38  
RATES ARE PRODUCTIVE HOURLY RATE



## Oversight Board Staff Report

**DATE:** August 23, 2012  
**TO:** Oversight Board  
**FROM:** Ken Duran, Assistant City Manager  
**SUBJECT:** Adoption of January – June 2013 Recognized Obligation Payment Schedule

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### **Background**

One of the requirements of ABx1 26, is that every six months successor agencies must submit for approval by the Oversight Board a "Recognized Obligation Payment Schedule" (ROPS). This schedule lists all of the payment obligations of the Agency based upon commitments prior to the legislation being adopted. In May of 2012 the Oversight Board approved the ROPS for the January – June 2012 time period and the July – December 2013 time period. The ROPS for January 1, 2013 – June 30, 2013 (ROPS III) is due to the State by September 1, 2012 and is therefore presented to the Oversight Board for consideration.

The Department of Finance recently made changes to the ROPS reporting spreadsheet format. It essentially contains three pages, a January 1, 2013 – June 30, 2013 obligations page, a Prior Period Estimated Obligation vs. Actual Payments page and a summary page. The first page lists all of the obligations for the January – June 2013 period. There are 17 items listed, all but item 17 were listed and approved in the prior two ROPS approvals. A detailed explanation for each item is included in the attached ROPS Summary Information report. The second page is a new spreadsheet which compares the estimated vs. actual amounts for the January – June 2012 period. According to the DOF this is to serve as a "true-up" analysis for that prior six month period. If actual expenses were less than the estimates, a deduction will be made on the disbursement of the ROPS III funds. The Summary page is a summary of the prior two pages and makes the estimated calculation of the amount eligible from the RPTTF or Trust Fund.

AB 1484, the legislation that amended portions of AB1x 26 established new deadlines and review timelines for the ROPS. The ROPS III must be submitted to the DOF by September 1, 2012 after it has been approved by the Oversight Board. There are

financial penalties for not submitting by that date. DOF has 45 days to review and make a determination on the ROPS. Within 5 days of the determination a successor agency may request additional review and meet and confer on the determination. In addition, the County Auditor-Controller has until October 1 to provide notice to a successor agency objecting to items on the ROPS. On January 2, 2013 County Auditor-Controllers shall make the distribution of funds for the ROPS III.

### **SUMMARY**

The attached Summary Information report provides the background for each of the items included on the ROPS. This is an updated Summary report from the one presented to you in May. In addition to the Summary report attached to it are copies of some of the relevant sections of supporting documents for some of the ROPS items. The entire supporting documents are again available for your review upon request.

### **RECOMMENDATION**

After review and discussion staff recommends that the Oversight Board approve Resolution No. 12, approving the ROPS for the January 1, 2013 – June 30, 2013 time frame.

RESOLUTION NO. 012

A RESOLUTION OF THE SAN DIMAS OVERSIGHT BOARD APPROVING THE JANUARY 1, 2013 THROUGH JUNE 30, 2013 RECOGNIZED OBLIGATION PAYMENT SCHEDULE PURSUANT TO HEALTH AND SAFETY CODE SECTION 34180(g)

WHEREAS, California Health & Safety Code Sections 34177(l)(2)(A) requires the Successor Agency to prepare a Recognized Obligation Payment Schedule (the "ROPS") and make associated notifications and distributions; and

WHEREAS, the ROPS must be approved by the Oversight Board pursuant to Health and Safety Code Section 34180(g) and 34177(j).

NOW THEREFORE, BE IT RESOLVED, that the San Dimas Oversight Board approves the ROPS for the period January 1, 2013 through June 30, 2013 and directs the Successor Agency Executive Director, or their designee, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS.

I HEREBY CERTIFY that the foregoing resolution was introduced and passed by the San Dimas oversight, at its meeting of August 23, 2013, by the following vote.

PASSED, APPROVED and ADOPTED this 23<sup>rd</sup>, day of August, 2013

Ayes:

Noes:

Absent:

Abstain:

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Secretary

**SUMMARY OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

Filed for the January 1, 2013 to June 30, 2013 Period

Name of Successor Agency: City of San Dimas

	Total Outstanding Debt or Obligation
<b>Outstanding Debt or Obligation</b>	\$ 44,995,636
<b>Current Period Outstanding Debt or Obligation</b>	<b>Six-Month Total</b>
A Available Revenues Other Than Anticipated RPTTF Funding	\$ 5,485,234
B Anticipated Enforceable Obligations Funded with RPTTF	876,719
C Anticipated Administrative Allowance Funded with RPTTF	127,982
D Total RPTTF Requested (B + C = D)	1,004,701
Total Current Period Outstanding Debt or Obligation (A + B + C = E) <i>Should be the same amount as ROPS form six-month total</i>	\$ 6,489,935
E Enter Total Six-Month Anticipated RPTTF Funding <i>(Obtain from county auditor-controller)</i>	2,714,974
F Variance (E - D = F) <i>Maximum RPTTF Allowable should not exceed Total Anticipated RPTTF Funding</i>	\$ 1,710,273
<b>Prior Period (January 1, 2012 through June 30, 2012) Estimated vs. Actual Payments</b> (as required in HSC section 34186 (a))	
G Enter Estimated Obligations Funded by RPTTF <i>(Should be the lesser of Finance's approved RPTTF amount including admin allowance or the actual amount distributed)</i>	1,167,961
H Enter Actual Obligations Paid with RPTTF	888,960
I Enter Actual Administrative Expenses Paid with RPTTF	264,358
J Adjustment to Redevelopment Obligation Retirement Fund (G - (H + I) = J)	14,643
<b>K Adjusted RPTTF</b> <i>(The total RPTTF requested shall be adjusted if actual obligations paid with RPTTF are less than the estimated obligation amount.)</i>	\$ 990,058

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.

Curtis Morris

Name

Signature

Chairman

Title

8/23/2012

Date



Name of Successor Agency:

City of San Dimas

County:

Los Angeles

**Pursuant to Health and Safety Code section 34186 (a)  
PRIOR PERIOD ESTIMATED OBLIGATIONS vs. ACTUAL PAYMENTS  
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS I)  
January 1, 2012 through June 30, 2012**

Page/Form	Line	Project Name / Debt Obligation	Payee	Description/Project Scope	Project Area	LMIHF		Bond Proceeds		Reserve Balance		Admin Allowance		RPTTF		Other	
						Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
		<b>Grand Total</b>				\$ 159,971.	\$ 159,971.	\$	\$	\$	\$	\$ 245,794.	\$ 264,358.	\$ 922,167.	\$ 888,960.	\$	\$
1/ROPS1	1	1991 Taxable Bond Issue creative growth	US Bank	Bond issue to fund non-housing projects	Creative Growth									10,125.00	10,125.00		
1/ROPS1	2	1998 Taxable Bond Issue Creative Growth Refinance Portion	US Bank	Bond issue to fund non-housing projects	Creative Growth									65,500.00	65,500.00		
1/ROPS1	3	1998 Charter Oak Mobile Home Park	US Bank	Bond issue to fund housing projects	Creative Growth									0.00	0.00		
1/ROPS1	4	Loan to CRA	City of San Dimas	Loan for non-housing projects	Creative Growth / Rancho San									0.00	0.00		
1/ROPS1	5	Loan CRA Walker House	City of San Dimas	Loan for rehabilitation project.	Creative Growth Rancho San Dimas									0.00	0.00		
1/ROPS1	6	Loan to Rancho San Dimas	City of San Dimas	Loan for non-housing projects	Creative Growth									0.00	0.00		
1/ROPS1	7	Loan to CRA Walker House 03	Walker House Master Tennant	Loan for rehabilitation projects	Creative Growth									132,470.00	132,470.00		
1/ROPS1	8	SERAF loan	Housing Authority	Repayment of loan for SERAF payment	Creative Growth / Rancho SD									417,110.00	417,110.00		
1/ROPS1	9	Administrative Agreement-Creative Growth Fund 30	City of San Dimas	Payroll and rent costs	Creative Growth									-	-		
1/ROPS1	10	Administrative Agreement- Housing Fund 34	City of San Dimas	Payroll and rent costs	Creative Growth									-	-		
1/ROPS1	11	Administrative Agreement- Rancho San Dimas Fund 35	City of San Dimas	Payroll and rent costs	Creative Growth									-	-		
1/ROPS1	12	Administrative Costs	City of San Dimas	Costs to adminster Successor Agency	Creative Growth/ Rancho SD							245,793.78	264,357.72	-	-		
1/ROPS1	13	Legal and Consultant	Hdl. US Bank	Contract legal, audit and successor agency consultants	Creative Growth									81,573.00	48,366.00		
1/ROPS1	14	Bonita Canyon Gateway Low/Mod Housing	VHC/ San Dimas Co.	Housing assistance per development agreement	Creative Growth	4,142.00	4,142.00							0.00	0.00		
1/ROPS1	15	Parking Lot Assessment Puddingstone Center	Puddingstone Parking District	Parking lot maintance operations	Creative Growth									0.00	0.00		
1/ROPS1	16	Parking Lot Lease	Costco Wholesale Corp.	Lease to ensure adequate public parking	Creative Growth									215,389.00	215,389.00		
1/ROPS1	17	Grove Station Street Improvements	Ruiz Engineering	Street improvements per development agreement	Creative Growth	19,062.09	19,062.09							0.00	0.00		
1/ROPS1	18	Monte Vista Apt. M&O	CJPIA/ Bessire & Casenhiser Inc.	Maintenance and Operating Expences for apartments. (management, utilities,	Creative Growth	42,550.00	42,550.00							0.00	0.00		
1/ROPS1	19	Grove Station Low/Mod Housing	McKenna, Lung, Aldrige / Olson Co	Housing assistance per development agreement and project related legal	Creative Growth	84,897.00	84,897.00							0.00	0.00		
1/ROPS1	20	Grove Station M&O (4 units)	Robert Driver & Co.	Insurance, Utilities, escrow/lor Grove Station Housing 4 Units	Creative Growth	9,320.00	9,320.00							0.00	0.00		
1/ROPS1	21	Facilities Agreement Rancho Project	Bonita Unified School District	Agreement with BUSD for facilities in Rancho Project	Creative Growth									0.00	0.00		

**SAN DIMAS SUCCESSOR AGENCY – RECOGNIZED PAYMENT OBLIGATION  
SCHEDULE (ROPS III)**

**SUMMARY INFORMATION**

**(Revised 8/17/12)**

**#1 – 1991 Taxable Bond Issue Creative Growth** - 1991 Bond issued for non-housing related projects

In 1991 Bonds were issued by the Agency in the amount of \$9,000,000 for the purpose of the refinancing a prior bond issue and for the continued purposes of the Agency. In 1998 the Agency issued a new bond, which one of the purposes was to refinance a portion of this 1991 Bond. After the 1998 bond issuance the balance on the 1991 bond was \$1,850,000. The current balance on the bond is \$354,001. The schedule reflects a final bond payment in September 2016. The schedule calls for a principal and interest payment due in August of each year and interest payment in February of each year.

**#2 – 1998 Taxable Bond Issue Creative Growth Refinance Portion** - 1998 Bond issued for non-housing related projects

In 1998 Bonds were issued by the Agency in the amount of \$5,950,000 for the purpose of the refinancing of a portion of the 1991 bond issuance to take advantage of better rates and for the continued purposes of the Agency. The current outstanding balance on the bonds is \$2,960,800. Principal and interest payments are due August and additional interest payments are due in February of each year. The schedule reflects a final bond payment in September 2016.

**#3 – 1998 Charter Oak Mobile Home Park – (Housing Fund)** 1998 Bond issued by San Dimas Housing Authority for acquisition of Charter Oak Mobile Home Park.

In 1998 the San Dimas Housing Authority issued a bond in the amount of \$8,075,000 for the acquisition of the Charter Oak Mobile Home Park. The net income of the mobile home park operations and a portion of tax increment allocations of the Low and Moderate Income Housing Fund are pledged towards the payment of the bonds. The amount pledged by the Low and Moderate Income Housing Fund includes a maximum of \$160,000 annually if there is a deficiency in the amount of park operation revenue. To date the Low and Moderate Income Fund revenue has not been needed to make the payment. However, since it is a pledged obligation it needs to continue to be reflected on the ROPS in the event that it is needed in the future.

**#4 – Loan to CRA** – Redevelopment Agency projects typically take many years to accomplish their projects. It is not unusual for property acquisitions involving multiple owners, environmental issues, competing business relationships, deed and title issues, property availability, and seller expectations to take 10 years or more per project. Therefore the need for money comes in increments such as \$400,000 to close on a property purchase, \$40,000 in business relocation assistance, \$75,000 for engineering services etc. In addition, the need for \$1.5 million to complete infrastructure improvements can arise when certain elements of a project break free.

Redevelopment resources grow very slowly and therefore need to borrow money to move projects forward. In those formative years Redevelopment cannot always demonstrate the financial capacity to secure the level of needed financing. Therefore a host city can play a role in helping an Agency bridge the decades of time to complete projects until the resources of the Agency are then sufficient to repay those loans.

San Dimas was in a position to make incremental loans through the years. Not only did those loans provide timely assistance; they were also very cost effective, to the agency saving several hundred thousands of dollars in bond issuance costs.

In 2001 the city prepared a refinancing and consolidation of the remaining principal due for these loans into a 30 year loan at 5.5% interest. Principal due \$9,408,969.67 – annual payments \$647,378.

**#5 – Loan CRA Walker House** – Late 2000 the city was introduced to the opportunity to restore/renovate the most significant historical structure in our community – the Walker House built in 1887. The Agency adopted the required findings, actively secured several grants to assist with the project, and obtained historic tax credits to work with redevelopment tax increment money to complete the project. To make the project more cost effective, the city acted as the ‘bank’ to loan the net amount needed after grants to complete the project. Alternatively, a tax allocation bond financing would have added several hundred thousand dollars to the project and financing cost. The loan was finalized in June 2009 with a 20 year term at 5.5% interest. Principal due \$6,523,256 – annual payments \$546,177. The total project cost was \$11.177 million.

**#6 – Loan to Rancho San Dimas** – Rancho San Dimas is a project area that worked several years to accomplish the Target Center. The city provided incremental loans as needed through the years to complete the project. Upon completion of the project in 1997 the city’s assistance was consolidated into a 37 year loan at 4% interest. Principal due \$1,218,307 – annual payments \$64,015.26.

**#7 – Loan to CRA Walker House** – An LLC was formed to partner with a private interest (in this case the Sherwin Williams Paint Company) to create eligibility for historic tax credits to be available for the Walker House restoration/renovation. Proceeds from the historic tax credit program were loaned from the LLC to assist in the funding of the Walker House restoration/renovation project. The loan is for 20 years at 5.0% interest. Principal due \$1,650,000 – annual payments \$132,470.

**#8 – SERAF Loan** – In 2009 the state legislature and Governor removed \$2.05 Billion from Redevelopment Agencies to be used for state purposes. San Dimas was required to pay \$2,085,645. The state concluded that if an Agency did not have the money to pay, it was authorized to borrow money from its Low and Moderate Income Housing Fund – to be repaid within 5 years. To complete the payment, San Dimas borrowed the money. Principal due \$1,251,331 – annual payments \$417,110 – 5 year term.

**#9 – Administrative Costs** - Reimburse the City for administrative costs of the Successor Agency

The administrative budget for the Successor Agency is being discussed under separate cover.

**#10 – Legal and Consultants** - Legal and other consultant costs for the Successor Agency.

The Successor Agency retains the services of McKenna, Long and Aldridge for legal services pertaining to the dissolution of the Agency. The ROPS includes estimated legal costs to provide services through this process. The item also includes cost for consultants for necessary financial audits, Bond Trustee services and sales and property tax analysis.

**#11 – Bonita Canyon Gateway Low/Mod Housing – (Housing Fund)** The Redevelopment Agency entered into an Agreement for the Purchase and Sale of Affordable Housing Covenants with Valley Community Homes in 2010. This Agreement provided for 156 residential apartments, with a requirement that at least 15% to be affordable by very low (11 units or 15 units under 20% option), and moderate (13 units or 17 units under 20% option) income households, with an option to provide at least 20% to be affordable. In return, the Agency agreed to purchase the affordability covenants to guarantee the units remain affordable for 55 years. The Agreement provided for the Agency to contribute \$2,684,000 to facilitate construction and

acquisition of the affordable units. This is an obligation of the Low Moderate Housing Fund.

**#12 – Parking Lot Assessment Puddingstone Center** - Agency obligations under the Puddingstone Parking District.

In 1996 the Puddingstone Parking District was formed. Property owners within the District are assessed a pro-rata share of maintenance and operation costs of the public parking lot created by the District. The Agency's pro-rata annual share is \$11,372.

**#13 – Parking Lot Lease – Costco** – The Costco project involved above market property acquisition, business relocation, demolition, multiple environmental review, utility work, and off-site traffic improvements over and above project costs to construct the Costco site and building. To address a portion of those costs the Agency and Costco through a Disposition and Development Agreement provided a means for a payment to Costco through a lease of a portion of their parking lot for a term of 14 years and a maximum total lease payment of \$7 million. The lease payment amount is calculated from a formula that considers the sales tax production of the site on a quarterly basis. The amount of the two quarterly payments for this six month period is \$215,389. The lease began in May 2008.

**#14 – Grove Station Low/Mod Housing – (Housing Fund)** The Redevelopment Agency entered into an Owner Participation and Disposition and Development Agreement (OPDDA) with William Fox Homes in 2006. This Agreement has recently been assumed by Olson Development. The original Agreement provided for a 10,000 square foot commercial office building (which has been constructed) and 110 residential condominiums including 7 live-work units (14 condominiums have been constructed including the 7 live-work condominiums). Four of the remaining seven constructed condominiums are owned by the City Housing Authority and are being marketed to qualifying persons at the moderate income level. The project went into foreclosure and that lender was taken over by the FDIC. A court-appointed receiver had been in control of the property but Olson Development recently closed escrow on the purchase of the project. They have secured new entitlements for a down-scaled project consisting of 67 additional condominiums (reducing the total number of units from 110 to 81). The OPDDA provided that 9% of the units (totaling a minimum of 10 units) be made available for sale to moderate income persons. The Second Implementation Agreement (SIA) to the OPDDA provided for the RDA to contribute \$4,300,000 to facilitate construction and acquisition of the moderate income affordable units. The four constructed affordable units included a contribution of \$1,591,000. The SIA provided for \$2,709,000 to construct and acquire the remaining affordable units which were intended to be in the next phase of 24 units.

**#15 – Monte Vista Apart. M & O – (Housing Fund)** Maintenance and operation costs to manage Monte Vista Apartments. Management company fees, insurance, utilities, maintenance and repairs.

The Agency owned and operated 12 apartment units known as the Monte Vista Apartments. The management and operational expenses of the apartments, above and beyond the rental revenue were and expense and obligation of the Agency. The expenses include fees for the third party management company, utilities and repairs.

**#16 – Grove Station 4 Units – M & O – (Housing Fund)** Maintenance and operation of 4 units acquired by the Agency for Grove Station project. M & O for time Authority owns the property prior to selling. Closing escrow costs, utilities, HOA dues.

Under an OPDDA agreement with Fox Development the Housing Authority acquired 4 units of the recently completed Grove Station Mixed Use Project. The Authority is in the process of selling the units to qualified low and moderate homebuyers. The Agency had a committed obligation to fund the interim maintenance and obligation expense of these units.

**#17 – RDA Staff Separation Costs** One of the provisions of AB 1484 was to include as an eligible obligation, costs incurred by an agency for layoffs or terminations of employees who performed functions of former redevelopment agencies. Section 34171 (C), states, "Costs incurred to fulfill collective bargaining agreements for layoffs or terminations of city employees who performed work directly on behalf of the former redevelopment agency shall be considered enforceable obligations payable from property tax funds."

As a result of the dissolution of the redevelopment agency the City the City found it necessary to eliminate several positions directly related to redevelopment activities. Specifically, the positions of Housing Services Manager, Housing Coordinator and part-time Housing Intern are being eliminated. The City of San Dimas Personnel Rules specifies the policy and amount of severance and leave accrual payments laid off and separated employees are entitled to. The total amount of separation related expenses for these three positions is \$112,418. This is an enforceable obligation under the amended language in AB 1484.



# Oversight Board Staff Report

**TO:** Honorable Chair and Oversight Board Members  
*For the Meeting of August 23, 2012*

**FROM:** Ken Duran, Staff to the San Dimas Successor Agency

**SUBJECT:** Discussion on Oversight Board Retention of Outside Assistance

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## **DISCUSSION**

The Agenda for the August 23, 2012 meeting is amended to add this item.

Board member Feldbush has suggested discussion and consideration of the Board in obtaining outside assistance to the Board. Board member Stiger has also commented that he agrees with obtaining outside legal assistance. AB1x 26 does allow for Oversight Boards to utilize outside legal or consulting assistance to carry out its duties. The cost of such service could be considered an enforceable obligation. The item is on the Agenda for general Board discussion and direction.