



**AGENDA
SUCCESSOR AGENCY
TO THE MANTECA REDEVELOPMENT AGENCY
REGULAR MEETING
FEBRUARY 19, 2013
7:00 P.M.
CITY COUNCIL CHAMBERS
1001 W. CENTER STREET**

CALL TO ORDER: Chairman Weatherford

ROLL CALL: Board Members DeBrum, Harris, Hernandez, Moorhead and Weatherford

A. CONSENT CALENDAR

It is recommended that the following items be considered simultaneously unless Board members or a member of the audience requests further discussion of an item.

1. Approve the regular meeting minutes of the Successor Agency to the Manteca Redevelopment Agency of November 6, 2012.
2. Adopt a resolution approving the proposed administrative budget for the Successor Agency to the Manteca Redevelopment Agency for the six-month fiscal period from July 1, 2013 through December 31, 2013 and taking certain related actions.

B. ORAL COMMUNICATIONS

Persons who do not have items on the agenda may approach the Successor Agency at this time. Please complete the Request to Speak form located next to the agendas in the back of the Council Chambers and give same to the Secretary/ City Clerk prior to the meeting. Those who wish to speak to items not placed on the agenda will be limited to three (3) minutes per speaker. Although the Board encourages the public to participate in the meeting, proper decorum must be assured at all times. Therefore, no personal attacks will be permitted.

C. ADJOURNMENT

This meeting of the Successor Agency to the Manteca Redevelopment Agency will adjourn to the next regular meeting of the Board to be held on Tuesday, **March 5, 2013, 7:00 p.m.**, in the City Council Chambers, 1001 W. Center Street, Manteca, California.

Reports and documents relating to each of the items listed on the agenda, including those received following posting/distribution, are on file in the Office of the Secretary to the Successor Agency to the Manteca Redevelopment Agency/City Clerk and are available for public inspection during normal

business hours, Monday – Friday, 7:30 a.m. – 5:30 p.m., closed alternating Fridays, 1001 W. Center Street, Manteca, CA 95337, telephone (209) 456-8017.

Please contact the Office of the Secretary of the Successor Agency to the Manteca Redevelopment Agency, 1001 W. Center Street, Manteca, CA, (209) 456-8017, for assistance with access to any of the agenda, materials, or participation at the meeting.

This notice of a regular meeting of the Successor Agency to the Manteca Redevelopment Agency was posted on the Bulletin Board at City Hall, 1001 W. Center Street, Manteca, California on February 14, 2013.

**JOANN TILTON, MMC
SECRETARY/CITY CLERK**

**MINUTES OF THE SUCCESSOR AGENCY
TO THE MANTECA REDEVELOPMENT AGENCY
REGULAR MEETING HELD NOVEMBER 6, 2012**

The regular meeting of the Successor Agency to the Manteca Redevelopment Agency held November 6, 2012, in the City Council Chambers, 1001 W. Center St., Manteca, California, was called to order by Chairman Weatherford at 7:11 p.m.

Roll Call: Board Members DeBrum, Harris, Hernandez, Moorhead and Weatherford.

A. CONSENT CALENDAR

1. Adopt a resolution amending the Agency's Conflict of Interest Code, Appendix A – Designated Positions and Disclosure Categories for the Successor Agency to the Manteca Redevelopment Agency.
2. Adopt a resolution authorizing the transfer of housing functions and assets to the City of Manteca.

ACTION: APPROVE CONSENT CALENDAR ITEMS 1 AND 2. (Harris/DeBrum) The motion carried unanimously.

B. ORAL COMMUNICATIONS – None.

C. ADJOURNMENT

With nothing further to come before the Successor Agency to the Manteca Redevelopment Agency, the Chairman adjourned the meeting at 7:16 p.m.

**JOANN TILTON, MMC
AGENCY SECRETARY**

**WILLIE W. WEATHERFORD
CHAIRMAN**

Successor Agency Agenda
February 19, 2013
Consent Calendar
A.02

Reviewed by
City Mgr's office: /KLM

Memo to: Successor Agency to Manteca Redevelopment Agency
From: Suzanne Mallory, Finance Director
Date: February 11, 2013
Subject: Successor Agency Proposed Administrative Budget 13-14A

Recommendation:

Approve the proposed administrative budget for the Successor Agency for the six-month fiscal period from July 1, 2013 through December 31, 2013.

Background:

Pursuant to Part 1.85 of Division 24 of the California Health and Safety Code (the "Redevelopment Dissolution Law"), the Successor Agency must prepare a proposed administrative budget and a Recognized Obligation Payment Schedule ("ROPS") for each six-month fiscal period, both of which must be submitted to the Oversight Board for approval. Each proposed administrative budget must include all of the following: (1) estimated amounts for Successor Agency administrative costs for the applicable six-month fiscal period; (2) proposed sources of payment for the administrative costs; and (3) proposals for arrangements for administrative and operations services provided by the City or other entity.

The Redevelopment Dissolution Law is unclear regarding the required timing for the submission of the proposed administrative budget for the period from July 1, 2013 through December 31, 2013 (i.e., the first half of fiscal year 2013-14) ("Administrative Budget 13-14A") to the Oversight Board. However, because the Successor's Agency's administrative expenditures also have to be reflected on the ROPS, Administrative Budget 13-14A and the ROPS for the same period ("ROPS 13-14A") should be consistent.

The Successor Agency is required to submit ROPS 13-14A to the Oversight Board for approval and then submit the Oversight Board-approved ROPS 13-14A to the State Department of Finance, State Controller and the County Auditor-Controller no later than March 1, 2013. Staff is preparing a ROPS

13-14A for the Oversight Board's approval to be presented at the next Oversight Board meeting scheduled for February 26, 2013. Staff recommends that the Board approve Administrative Budget 13-14A so that it can be included and approved on ROPS 13-14A.

The Oversight Board's action must be approved by resolution and will be provided to the DOF, by electronic means by March 1, 2013.

Fiscal Impact:

Under the Redevelopment Dissolution Law, an "Administrative Cost Allowance" is paid to the Successor Agency from property tax revenues allocated by the County Auditor-Controller. The Administrative Cost Allowance is defined as an amount, subject to the approval of the Oversight Board, which is up to 3% of the property tax allocated for enforceable obligations from the Redevelopment Property Tax Trust Fund by the County Auditor-Controller. The amount shall not be less than \$250,000 for any fiscal year unless the Oversight Board reduces this amount. The Administrative Cost Allowance is subject to reduction if there are insufficient funds to pay the enforceable obligations as listed on the ROPS. At this time, staff has listed the minimum eligible amount from the RPTTF of \$125,000. The maximum amount allowable under the Redevelopment Dissolution Law will be requested upon finalization of ROPS 13-14A.

RESOLUTION NO. _____

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MANTECA REDEVELOPMENT AGENCY APPROVING A PROPOSED ADMINISTRATIVE BUDGET FOR THE SIX-MONTH FISCAL PERIOD FROM JULY 1, 2013 THROUGH DECEMBER 31, 2013 AND TAKING CERTAIN RELATED ACTIONS

RECITALS:

A. Pursuant to Health and Safety Code Section 34177(j), the Successor Agency to the Manteca Redevelopment Agency (the "Successor Agency") must prepare a proposed administrative budget for each six-month fiscal period (commencing each January 1 and July 1) and submit each proposed administrative budget to the Oversight Board for the Successor Agency (the "Oversight Board") for approval.

B. There has been presented to this Board for approval a proposed administrative budget for the Successor Agency for the six-month fiscal period from July 1, 2013 through December 31, 2013 ("Administrative Budget 13-14A").

NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE MANTECA REDEVELOPMENT AGENCY, HEREBY FINDS, DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. The above recitals are true and correct and are a substantive part of this Resolution.

Section 2. The Successor Agency hereby approves the proposed Administrative Budget 13-14A substantially in the form attached hereto as Exhibit A.

Section 3. The staff of the Successor Agency is hereby directed to provide the Oversight Board the proposed budget as listed in Section 2.

A.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2013.

AYES:

NOES:

ABSENT:

ABSTAIN:

_____, CHAIR

ATTEST:

_____, SECRETARY
THE SUCCESSOR AGENCY TO THE
MANTECA REDEVELOPMENT AGENCY

Exhibit A
Successor Agency to the Manteca Redevelopment Agency
Administrative Budget

	<i>July - December</i> <u>2013</u>
Estimated Expenditures ^{(1) (2)}	
Professional Services	
Legal Services	30,000
Legal Services - LOC Renewal	-
Consulting Services	
Urban Futures	10,000
Property Dispositions	20,000
Audit	20,000
Disclosure Services	-
Banking/Investment Fees	1,000
Material and Supplies	
Supplies & Postage	1,500
Printing	2,500
Mileage	375
Meetings/Training	3,750
Legal Publication	250
Computer Lease	7,040
Insurance	2,240
Property Maintenance	3,096
Staffing	
City Management	36,102
Finance	40,281
City Clerk/Legislative	51,307
Economic Development	74,100
Human Resources & Risk Mgmt	7,905
Information Technology	11,165
Community Development	110,779
Building Safety	75,619
Engineering	9,579
Code Enforcement/Fire Inspection	78,971
Total Budget	\$ 597,558
Funding Source	
Redevelopment Property Tax Trust Fund	125,000
City Funding	472,558
Total Funding	\$ 597,558

⁽¹⁾ Costs listed may be considered part of the Administrative Cost Allowance depending on interpretation of ABX1 26 by the Department of Finance.

⁽²⁾ The items listed above include amounts to be reimbursed by the Successor Agency to the Manteca Redevelopment Agency pursuant to a cooperative agreement for advance and reimbursement of administrative, overhead and other expenses to be entered into by the City of Manteca and the Successor Agency. Pursuant to the cooperative agreement, the Successor Agency will reimburse the City for costs advanced by the City for the administration and operation of the Successor Agency, including but not limited to the value of staff, consultants and legal counsel, office space, equipment, supplies, insurance and other services and facilities.