

## \* COVID-19 NOTICE \*

Consistent with Executive Orders N-25-20 and No. N-29-20 from the Executive Department of the State of California and the San Luis Obispo County Health Official's March 18, 2020 Shelter at Home Order, the Successor Agency meeting <u>will not be physically open to the public</u> and City Council Members will be teleconferencing into the meeting.

## HOW TO OBSERVE THE MEETING:

To maximize public safety, while still maintaining transparency and public access, the meeting will be available by webinar via the following link: https://us02web.zoom.us/webinar/register/WN\_ZwJ7a031S3KXauEym9ehaA.

## HOW TO SUBMIT PUBLIC COMMENT:

Members of the public are highly encouraged to call **805-538-2888** to listen and provide public comment via phone, or submit written public comments to cityclerk@atascadero.org by 5:00 pm on the day of the meeting. Such email **comments must identify the Agenda Item Number in the subject line of the email**. The comments will be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Mayor's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

## AMERICAN DISABILITY ACT ACCOMMODATIONS:

Any member of the public who needs accommodations should contact the City Clerk's Office at <u>cityclerk@atascadero.org</u> or by calling 805-470-3400 at least 48 hours prior to the meeting or time when services are needed. The City will use their best efforts to provide reasonable accommodations to afford as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Successor Agency agendas and minutes may be viewed on the City's website: <u>www.atascadero.org</u>.

Copies of the staff reports or other documentation relating to each item of business referred to on the Agenda are on file in the office of the City Clerk and are available for public inspection on our website, <u>www.atascadero.org.</u> All documents will be available for public inspection during City Hall business hours once City Hall is open to the public following the termination of the Shelter at Home Order.



CITY OF ATASCADERO CITY COUNCIL IN THE CAPACITY OF SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF ATASCADERO FOR REDEVELOPMENT AND HOUSING PURPOSES

# AGENDA

Tuesday, January 12, 2021 (Immediately following the conclusion of the City Council Regular Session)

City Hall Council Chambers, 4<sup>th</sup> floor 6500 Palma Avenue Atascadero, California *(Enter from Lewis Avenue)* 

**REGULAR SESSION – CALL TO ORDER:** 

Immediately following the conclusion of the City Council Regular Session

ROLL CALL:

Mayor Moreno Mayor Pro Tem Newsom Council Member Bourbeau Council Member Dariz Council Member Funk

APPROVAL OF AGENDA: Roll Call

## A. CONSENT CALENDAR:

- 1. Successor Agency Draft Minutes September 8, 2020
  - <u>Recommendation</u>: Council, in the capacity of the Successor Agency to the Community Redevelopment Agency of Atascadero, approve the Successor Agency Draft Action Minutes of September 8, 2020. [City Clerk]

<sup>&</sup>lt;sup>1</sup> On January 10, 2012, the Atascadero City Council adopted Resolution No. 2012-002, electing to serve as the successor to the Community Redevelopment Agency of Atascadero for redevelopment purposes, and also elected to retain the housing assets and functions previously performed by the Community Redevelopment Agency of Atascadero.

**COMMUNITY FORUM:** (This portion of the meeting is reserved for persons wanting to address the Board on any matter not on this agenda and over which the Board has jurisdiction. Speakers are limited to three minutes. Please state your name and address for the record before making your presentation. The Board may take action to direct the staff to place a matter of business on a future agenda. A maximum of 30 minutes will be allowed for Community Forum, unless changed by the Board.)

## B. PUBLIC HEARINGS: None.

## C. MANAGEMENT REPORTS:

- 1. <u>Approval of Recognized Obligation Payment Schedule 21-22 July 1, 2021 -</u> <u>June 30, 2022 and Fiscal Year 2021-2022 Administrative Budget</u>
  - Fiscal Impact: None.
  - <u>Recommendation</u>: Successor Agency Board adopt Draft Resolution, approving the Draft Recognized Obligation Payment Schedule (ROPS) for the period of July 1, 2021 through June 30, 2022 (ROPS 21-22) and the Fiscal Year 2021-2022 Administrative Budget. [Administrative Services]

**BOARD ANNOUNCEMENTS AND REPORTS:** (On their own initiative, the Board Members may make a brief announcement or a brief report on their own activities. Board Members may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. The Board may take action on items listed on the Agenda.)

## D. ADJOURN TO MEETING OF THE PUBLIC FINANCING AUTHORITY



CITY OF ATASCADERO CITY COUNCIL IN THE CAPACITY OF SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF ATASCADERO FOR REDEVELOPMENT AND HOUSING PURPOSES

## **DRAFT MINUTES**

Tuesday, September 8, 2020 (Immediately following the conclusion of the City Council Regular Session)

City Hall Council Chambers, 4<sup>th</sup> floor 6500 Palma Avenue Atascadero, California *(Enter from Lewis Avenue)* 

**REGULAR SESSION – CALL TO ORDER:** 

Immediately following the conclusion of the City Council Regular Session

Mayor Moreno called the meeting to order at 8:25 p.m.

## ROLL CALL:

Present: **By Teleconference** - Council Members Fonzi, Funk, Newsom, Mayor Pro Tem Bourbeau and Mayor Moreno

Absent: None

Staff Present: **By Teleconference** - City Manager Rachelle Rickard, Administrative Services Director Jeri Rangel, Public Works Director Nick DeBar, Police Chief Jerel Haley, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, City Attorney Brian Pierik, Deputy City Manager/City Clerk Lara Christensen

#### APPROVAL OF AGENDA:

#### MOTION: By Council Member Fonzi and seconded by Mayor Pro Tem Bourbeau to approve the agenda. *Motion passed 5:0 by a roll-call vote.*

#### A. CONSENT CALENDAR:

- 1. <u>Successor Agency Draft Minutes January 14, 2020</u>
  - <u>Recommendation</u>: Council, in the capacity of the Successor Agency to the Community Redevelopment Agency of Atascadero, approve the Successor Agency Draft Action Minutes of January 14, 2020. [City Clerk]

#### MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Newsom to approve the Consent Calendar. *Motion passed 5:0 by a roll-call vote.*

#### **COMMUNITY FORUM:**

The following citizens spoke during Community Forum: None.

#### Mayor Moreno closed the COMMUNITY FORUM period.

B. PUBLIC HEARINGS: None.

#### C. MANAGEMENT REPORTS:

- 1. <u>Amendment of Recognized Obligation Payment Schedule 20-21</u> January 1, 2021 - June 30, 2021
  - Fiscal Impact: None.
  - <u>Recommendation</u>: Successor Agency Board adopt Draft Resolution approving the Amended Recognized Obligation Payment Schedule (ROPS 20-21B) for the period of January 1, 2021, through June 30, 2021, pursuant to Health and Safety Code. [Administrative Services]

Administrative Services Director Rangel gave the presentation and answered questions from the Council.

#### PUBLIC COMMENT:

The following citizens spoke on this item: None.

#### Mayor Moreno closed the Public Comment period.

#### MOTION: By Council Member Fonzi and seconded by Council Member Funk to adopt Resolution No. SA 2020-002, approving the Amended

Recognized Obligation Payment Schedule (ROPS 20-21B) for the period of January 1, 2021, through June 30, 2021, pursuant to Health and Safety Code. *Motion passed 5:0 by a roll-call vote.* 

#### BOARD ANNOUNCEMENTS AND REPORTS: None.

#### D. ADJOURN

Mayor Moreno adjourned the meeting at 8:31 p.m.

#### MINUTES PREPARED BY:

Lara K. Christensen Deputy City Manager / City Clerk

#### **APPROVED:**



## Successor Agency to the Community Redevelopment Agency of Atascadero

Staff Report – Administrative Services

Approval of Recognized Obligation Payment Schedule 21-22 July 1, 2021 - June 30, 2022 and Fiscal Year 2021-2022 Administrative Budget

## **RECOMMENDATION:**

Successor Agency Board adopt Draft Resolution, approving the Draft Recognized Obligation Payment Schedule (ROPS) for the period of July 1, 2021 through June 30, 2022 (ROPS 21-22) and the Fiscal Year 2021-2022 Administrative Budget.

## DISCUSSION:

On December 29, 2011, the California Supreme Court delivered its decision in the California Redevelopment Association v. Matosantos case. The decision upheld AB1x 26, the Dissolution Act, and found AB1x 27, the Alternative Redevelopment Program Act, unconstitutional. AB1x 26 dissolved the Redevelopment Agency as of February 1, 2012, the new dissolution date established by the Supreme Court. On January 10, 2012 the City of Atascadero elected to become the Successor Agency to the Community Redevelopment Agency of Atascadero (RDA). AB 1484 was signed by the Governor on June 27, 2012 and further changed the process for dissolving redevelopment agencies.

Pursuant to Health and Safety Code (HSC) section 34177(o)(1), commencing with the ROPS covering the period July 1, 2016 to June 30, 2017 and thereafter, agencies shall submit an oversight board approved annual ROPS to the Department of Finance (DOF) and the County Auditor-Controller by February 1, 2016 and each February 1 thereafter. The Successor Agency must report all expected obligations for the one year period starting the following July. The attached ROPS covers the period of July 1, 2021 through June 30, 2022, and is referred to as ROPS 21-22.

Given the expected level of maintenance and close-out activities, the Agency is requesting only \$49,490 in Fiscal Year 2021-2022 Administrative Budget Allowance.

The Draft ROPS 21-22 estimates that \$1,869,820 in Redevelopment Property Tax Trust Fund (RPTTF) funding will be needed for the July 1, 2021 through June 30, 2022 period.

Once approved by the Successor Agency Board, the ROPS 21-22 will be submitted for approval to the Countywide Oversight Board. Once approved by the Countywide Oversight Board, it will be submitted to the County Auditor-Controller, the State Controller, and the DOF. The DOF will have until April 15<sup>th</sup> to review the ROPS and to object to items that do not meet the definition of an Enforceable Obligation.

## FISCAL IMPACT:

None for this action. The purpose of approving the Draft Recognized Obligation Schedules is to ensure that the City acting as Successor Agency will be able to make certain payments for obligations of the former RDA.

## ATTACHMENT:

Draft Resolution approving the Draft Recognized Obligation Payment Schedule (ROPS) for the period of July 1, 2021 through June 30, 2022 and the Fiscal Year 2021-2022 Administrative Budget

#### **DRAFT RESOLUTION**

## RESOLUTION OF THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF ATASCADERO, APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR JULY 1, 2021 THROUGH JUNE 30, 2022 (ROPS 21-22) AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

**WHEREAS**, the City Council of the City of Atascadero, has elected to serve as the Successor Agency to the former Community Redevelopment Agency of Atascadero ("Successor Agency"), in accordance with the Dissolution Act (enacted by Assembly Bill ("AB") x1 26, as amended by AB 1484 and Senate Bill ("SB") 107, and codified in the California Health and Safety Code); and

WHEREAS, among the duties of successor agencies under the Dissolution Act is the preparation of a Recognized Obligation Payment Schedule ("ROPS") for the ensuing twelvemonth period for consideration by the Countywide Oversight Board and the California Department of Finance ("DOF") for purposes of administering the wind-down of financial obligations of the former Redevelopment Agency; and

**WHEREAS**, the proposed Recognized Obligation Payment Schedule for the period of July 1, 2021, through June 30, 2022, attached hereto as Exhibit "A" and incorporated herein by this reference, has been prepared and is consistent with the provisions of the Dissolution Act and in the format made available by DOF; and

**WHEREAS**, Health and Safety Code Section 34177(j) requires the Successor Agency to prepare a proposed administrative budget and submit it to the Countywide Oversight Board for its approval; and

**WHEREAS,** the ROPS 21-22 includes a proposed Administrative Budget for Fiscal Year 2021-2022 of \$49,490, attached hereto as Exhibit "B" and incorporated herein by this reference; and

**WHEREAS,** the Dissolution Act requires that the proposed ROPS be approved by the Countywide Oversight Board, transmitted for review to the county auditor-controller, county executive officer, and DOF; and

**WHEREAS,** the Successor Agency desires to approve the ROPS 21-22 and Administrative Budget for Fiscal Year 2021-2022 and transmit it to various parties as required by the Dissolution Act.

**NOW, THEREFORE BE IT RESOLVED,** by the Successor Agency to the Community Redevelopment Agency of Atascadero:

**SECTION 1.** The Recitals set forth above are true and correct and incorporated herein by reference.

**SECTION 2.** The Successor Agency hereby approves and adopts the proposed Recognized Obligation Payment Schedule for July 1, 2021, through June 30, 2022, in substantially the form attached hereto as Exhibit A, and Administrative Budget for Fiscal Year 2021-2022 covering the period of July 1, 2021 through June 30, 2022 attached hereto as Exhibit B.

**SECTION 3.** The City Manager is hereby directed to submit the approved ROPS 21-22 to DOF, the County Administrative Officer, and the County Executive Officer, upon the Countywide Oversight Board's approval, and to take any other actions that may be required in order to obtain DOF approval of the ROPS 21-22, including, without limitation, making amendments to the ROPS 21-22 required by the DOF.

**PASSED AND ADOPTED** by the Successor Agency to the Community Redevelopment Agency of Atascadero on the 12th day of January 2021, by the following vote:

AYES: NOES: ABSENT: ADOPTED:

> SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF ATASCADERO

ATTEST:

Heather Moreno, Mayor

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

Attachments:

Exhibit A – ROPS 21-22 Exhibit B – Administrative Budget for Fiscal Year 2021-2022

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

Successor Agency: Atascadero

County: San Luis Obispo

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	(	22A Total (July - cember)	 -22B Total lanuary - June)	RC	PS 21-22 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)	\$	666,500	\$ 1,203,320	\$	1,869,820
F RPTTF		633,340	1,186,990		1,820,330
G Administrative RPTTF		33,160	16,330		49,490
H Current Period Enforceable Obligations (A+E)	\$	666,500	\$ 1,203,320	\$	1,869,820

## 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.

/s/ \_\_\_\_

Signature

Name

Title

Date

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

Α	В	С	D	E	F	G	н	I	J	к	L	М	N	0	Р	Q	R	S	Т	U	V	w				
											ROPS 21-22A (Jul - Dec)				ROPS 21-22A (Jul - Dec)						ROPS 21-22B (Jan - Jun)					
Item	Project Name	Obligation	Agreement Execution	Agreement Termination	Payee	Description	Project	Total Outstanding	Retired	ROPS 21-22		Fund Sources			21-22A	Fund Sources				21-22B						
#		Туре	Date	Date			Area	Obligation		Total	Bond Proceeds	Reserve Balance		RPTTF	Admin RPTTF	Total	Bond Proceeds	Reserve Balance		RPTTF	Admin RPTTF	Total				
								\$37,889,840		\$1,869,820	\$-	\$-	\$-	\$633,340	\$33,160	\$666,500	\$-	\$-	\$-	\$1,186,990	\$16,330	\$1,203,320				
1	2010 Reimbursement/ Bond Financing agreement with City of Atascadero1			10/01/2040	City of Atascadero (then passed through to bond holders)	Debt Service on 2010 Bonds	Atascadero #1	23,600,770	N	\$976,020	-	-	-	627,710	_	\$627,710	-	_	_	348,310	-	\$348,310				
2	2010 Reimbursement/ Bond Financing agreement with City of Atascadero			10/01/2040	City of Atascadero (then passed through to BNY)	Trustee services for the life of the 2010 Bonds	Atascadero #1	93,670	N	\$2,500	-	-	-	2,500	-	\$2,500	-	_	-	_	-	\$-				
3		Bonds Issued On or Before 12/31/10		09/01/2034	Bank of New York Mellon	Debt Service on 2004/2005 Bonds	Atascadero #1	12,527,570	N	\$838,680	-	-	-	-	-	\$-	-	_	-	838,680	-	\$838,680				
5		Bonds Issued On or Before 12/31/10		09/01/2034	Bank of New York Mellon	Trustee services for the life of the 2004/2005 Bonds	Atascadero #1	60,080	N	\$3,130	-	-	-	3,130	-	\$3,130	-	_	-	-	-	\$-				
6	entered into in 1998	City/County Loan (Prior 06/28/11), Cash exchange	11/01/ 1998	01/01/2099		Loan for Start-up costs	Atascadero #1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-				
7	entered into in 2001	City/County Loan (Prior 06/28/11), Cash exchange	06/28/ 2001	01/01/2099	City of Atascadero	Revolving Loan	Atascadero #1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-				
8	entered into in 2002	City/County Loan (Prior 06/28/11), Cash exchange	06/12/ 2002	01/01/2099		Loan for purchase of building housing an adult store	Atascadero #1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-				
	Administration Allowance		01/01/ 2014	06/30/2014		Administrative expenses for successor agency in		1,607,750	N	\$49,490	-	-	-	-	33,160	\$33,160	-	_	-	-	16,330	\$16,330				

ITEM NUMBER:	SA C-1
DATE:	01/12/21
ATTACHMENT:	1A

																			DATE	NUMBER: :: CHMENT:	SA C 01/12/2 1A	21
Α	В	С	D	E	F	G	Н	I	J	К	L	М	N	0	Р	Q	R	S	Т	U	V	W
			Agroomont	Agroomont				Total		ROPS				lul - Dec)				ROPS 2	1-22B (	Jan - Jun)		
Item	Project Name	Obligation		Agreement Termination	Payee	Description	Project	Outstanding	Retired	21-22			d Sour			21-22A			nd Sou			21-22B Total
#	-	Туре	Date	Date	-		Area	Obligation		Total	Bond Proceeds	Reserve Balance			Admin RPTTF	Total	Bond Proceeds	Reserve Balance			Admin RPTTF	Total
						accordance with AB1X26 through June 2016 including - office expense, postage, legal notices, computer costs, phone costs, phone costs, operations, professional development, direct staff time, general overhead																
124	Historic City Hall Earthquake Repair/Rehab Project	Improvement/ Infrastructure	01/01/ 2014	01/01/2099	FEMA	FEMA grant adjustments	Atascadero #1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-		\$-
125	Historic City Hall Earthquake Repair/Rehab Project	Improvement/ Infrastructure	01/01/ 2014	01/01/2099	CalOES	Cal OES grant adjustments	Atascadero #1	-	N	\$-	_	-	_	-	-	\$-	-	-	-			\$-
132	2010 Reimbursement/ Bond Financing agreement with City of Atascadero1	Bonds Issued On or Before 12/31/10	11/01/ 2015	06/30/2017	Wildan Financial	Arbitrage calculation required by bond covenants		-	Ν	\$-	-	-	-	-	-	\$-	-	-	-	-		\$-

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

Pursuant to Health and Safety Code section 34177 (I), 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.

A	В	С	D	E	F	G	Н
			I	Fund Sources			
		Bond P	roceeds	Reserve Balance	Other Funds	RPTTF	
	ROPS 18-19 Cash Balances (07/01/18 - 06/30/19)	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	Comments
1	Beginning Available Cash Balance (Actual 07/01/18) RPTTF amount should exclude "A" period distribution amount.		1,712,191	346,020		-	
2	<b>Revenue/Income (Actual 06/30/19)</b> RPTTF amount should tie to the ROPS 18-19 total distribution from the County Auditor-Controller		31,263	4,817	14,244	1,966,164	
3	Expenditures for ROPS 18-19 Enforceable Obligations (Actual 06/30/19)			14,787	(2,640)	1,899,405	Column E = 12,451 Line 1 of ROPS + 2,336 LIne 123 of ROPS Column F = Reduction in 2004 Bond reserve
4	<b>Retention of Available Cash Balance (Actual 06/30/19)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)		1,708,333	252,706			
5	<b>ROPS 18-19 RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the Agency's ROPS 18-19 PPA form submitted to the CAC			No entry required		66,759	
6	Ending Actual Available Cash Balance (06/30/19) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$35,121	\$83,344	\$16,884	\$-	

ITEM NUMBER:	SA C-1
DATE:	01/12/21
ATTACHMENT:	1A

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

ltem #	Notes/Comments
1	
2	
3	The 2004 bonds require two separate reserves. One reserve is held by the fiscal agent and varies slightly from year to year (Rsv#1). Reserve #2 (Rsv#2) is taken from the first increment of the year and is held by the City in an amount equal to the following year bet service. Based on discussion with DOF representatives, the SA is transitioning how debt service on the 2004 bonds will be reported. Starting in 2021-2022:  SA will not report the cash held by fiscal agent in the cash balance schedule (24-25 ROPS)  SA will request only the amount for Rsv#2 during the January ROPS distribution  SA will send the amount for Rsv#2 to the fiscal agent and have them hold it, along with Rsv#1. The SA will report the amount sent to the fiscal agent to meet reserve requirements as an RPTTF expenditure when the funds are sent to the fiscal agent.  SA will not request, nor report the actual debt service, paid by the fiscal agent as an expenditure in the Reserve Column of the ROPS/PPA
5	
6	
7	
8	
10	
124	
125	
132	

#### ADMINISTRATIVE BUDGET FISCAL YEAR 2021-2022

**ITEM NUMBER:** DATE: ATTACHMENT:

6,610

6,810

33,140

\$

\$

Estimated

Estimated

SA C-1 01/12/21 1B

3,040

6,730

16,350

<b>FUND</b> 880				6	<b>CODE</b> 20.0000
EXPENSE CLASSIFICATION	DESCRIPTION	BASIS	 July - ember 2021 MOUNT	Ju	nuary - ne 2022 IOUNT
Staff Time: ROPS financial management	Preparation and documentation of ROPS, administrative budgets, & financial reports. Support and response to	Estimated	\$ 19,720	\$	6,580

State Controller's office, Department of Finance, and county auditor controller's reports. Financial review of tax distributions. General financial management and

Preparation and documentation of PPA. Support and

Coordination with County, general accounting, review of

response to State Controller's office, Department of

Finance, and county auditor controller's reports. General financial management and reports.

DOF instructions and changes in law, etc.

reports.

support

Staff Time: PPA financial

management support

Staff Time: Other