



TOWN OF PARADISE

5555 SKYWAY • PARADISE, CALIFORNIA 95969-4931

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www.townofparadise.com

Management Staff:

Lauren Gill, Interim Town Manager
Dwight L. Moore, Town Attorney
Joanna Gutierrez, Town Clerk
Craig Baker, Community Development Director
Gabriela Tazzari-Dineen, Police Chief
George Morris, Jr., Unit Chief
CAL FIRE/Butte County Fire
Paradise
Gina Will, Finance Director/Town Treasurer

Town Council:

Tim Titus, Mayor
Scott Lotter, Vice Mayor
Greg Bolin, Council Member
Steve "Woody" Culleton, Council Member
John J. Rawlings, Council Member

Successor Agency to the Paradise Redevelopment Agency Amended Meeting Agenda

7:00 PM – March 12, 2013

Or immediately following the Regular Council Meeting

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Town Clerk's Dept., at 872-6291 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Town Clerk.

Members of the public may address the Town Council on any agenda item, including closed session. If you wish to address the Town Council on any matter on the Agenda, it is requested that you complete a "Request to Address Council" card and give it to the Town Clerk prior to the beginning of the Council Meeting.

All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Town Council will be available for public inspection at the Town Hall in the Town Clerk Department at 5555 Skyway, Room 3, at the same time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

1. OPENING

- a. Call to order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Roll call

2. PUBLIC COMMUNICATION

- a. This is the time for members of the audience who have completed a Request to Address the board card and given it to the Clerk to present items not on the agenda. Comments should be limited to a maximum of three minutes duration. The Successor Agency is prohibited from taking action on any item presented if it is not listed on the agenda.

3. ITEMS FOR CONSENT CALENDAR

One Roll call vote is taken for items on the Consent Calendar.

- a. Approve the Minutes of the October 9, 2012 Regular Meeting and the January 8, 2013, Regular Meeting.

4. ITEMS FOR CONSIDERATION - ACTION CALENDAR

- a. Consider approving the Recognized Obligation Payment Schedule (ROPS) for the period of July 1, 2013 through December 31, 2013. (Note: The staff report was added to the packet and distributed as additional agenda material on the afternoon of March 11, 2013.)

5. CLOSED SESSION - None.

6. ADJOURNMENT

STATE OF CALIFORNIA) COUNTY OF BUTTE)	SS.
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date: _____	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	

**Successor Agency
to the Paradise Redevelopment Agency
Meeting Minutes**

7:00 PM – October 09, 2012

1. OPENING

The Successor Agency meeting was called to order by Director Culleton at 7:20 pm in the Town Council Chamber located at 5555 Skyway, Paradise, California.

AGENCY DIRECTORS PRESENT: Joe DiDuca, Scott Lotter, Tim Titus, Alan White and Steve “Woody” Culleton, Chair.

STAFF MEMBERS PRESENT: Town/SA Clerk Gutierrez, Town/SA Manager Rough, Town/SA Attorney Moore, Assistant Town/SA Manager Gill, and Finance/SA Director Will.

2. PUBLIC COMMUNICATION – None.

3. ITEMS FOR CONSENT CALENDAR

- 3a. **MOTION by Lotter, seconded by DiDuca**, approved the Minutes of the July 31, 2012 Special Meeting and the August 7, 2012 Regular Meeting. Roll call vote was unanimous.

4. ITEMS FOR CONSIDERATION - ACTION CALENDAR

- 4a. **MOTION by White, seconded by Lotter**, approved the results of the Low and Moderate Income Housing Fund Due Diligence Review (DDR) conducted pursuant to Health and Safety Code Section 34179.5. **(ROLL CALL VOTE)** (Page 11 of the June 30, 2012 DDR identifies an amount of \$92,640 of LMIHF funds available for disbursement to taxing entities.)

5. CLOSED SESSION – None.

6. ADJOURNMENT

Director Culleton adjourned the Successor Agency meeting at 7:30 pm.

DATE APPROVED:

By: _____
Steve “Woody” Culleton, Chair

Joanna Gutierrez, Town/SA Clerk

**Successor Agency
to the Paradise Redevelopment Agency
Meeting Minutes
7:00 PM – January 08, 2013**

1. OPENING

The Regular Successor Agency meeting was called to order by Director Titus at 9:35 p.m. in the Town Council Chambers located at 5555 Skyway, Paradise, California.

DIRECTORS PRESENT: Greg Bolin, Scott Lotter, John J. Rawlings, and Tim Titus, Chairman.

DIRECTORS ABSENT: Steve “Woody” Culleton.

STAFF PRESENT: Town Clerk Joanna Gutierrez, Interim Town Manager Lauren Gill, Town Attorney Moore, Assistant Town Manager Gill, and Finance Director Will.

2. PUBLIC COMMUNICATION – None.

3. ITEMS FOR CONSENT CALENDAR – None.

4. ITEMS FOR CONSIDERATION - ACTION CALENDAR

Finance Director Will reported to Council regarding the Due Diligence Review (dated June 30, 2012) of the other than housing funds of the former Paradise Redevelopment. Director Will stated that in addition to the auditors identifying no cash or cash equivalent available for disbursement to taxing entities, the review confirmed the Successor Agency is complying with statutory requirements with respect to AB 1484 including transferring all assets to the Successor Agency and using those assets appropriately. Staff identified for the auditors that the Town of Paradise holds the title for property located at 5588 Black Olive Drive valued at \$67,659. The DDR will be reviewed by the Oversight Board on January 10, 2013 and must be submitted to the Department of Finance and county auditor-controller.

4a.MOTION by Lotter, seconded by Bolin, approved the Due Diligence Review of the other than housing funds of the former Paradise Redevelopment Agency. The Due Diligence Review (DDR) for the Successor Agency of the Paradise Redevelopment Agency was conducted pursuant to Health & Safety Code Section 34179.5 and includes a determination relating to the amount of cash and cash equivalents determined to be available for allocation to taxing entities. Roll call vote was unanimous; Culleton absent and not voting.

5. CLOSED SESSION - None.

6. ADJOURNMENT

Director Titus adjourned the Successor Agency Meeting at 9:45 p.m.

DATE APPROVED:

By: _____
Tim Titus, Chairman

Joanna Gutierrez, CMC, Town Clerk



**Town of Paradise
Successor Agency to the Paradise
Redevelopment Agency**

Agenda Item: 4a

**Agenda Summary
Date: March 12, 2013**

Originated by: Gina S. Will, Finance Director/Town Treasurer

Reviewed by: Lauren Gill, Interim Town Manager
Dwight L. Moore, Town Attorney

Subject: Recognized Obligation Payment Schedule (ROPS) for July through December 2013

Action Requested: Approve the Recognized Obligation Payment Schedule for the period of July 1 through December 31, 2013.

Alternatives: Decline to ratify the ROPS as presented.

Discussion:

In order for the Successor Agency to the Paradise Redevelopment Agency to receive a distribution from the Butte County Auditor Controller from the Redevelopment Property Tax Trust Fund (RPTTF) for debt service requirements of July through December 2013, the Successor Agency needs to submit a ROPS for July through December 2013 approved by the Oversight Board to the Department of Finance and the Butte County Auditor Controller. After approval of ROPS by the Successor Agency, staff will present the ROPS to the Oversight Board for approval at a meeting to be scheduled later this week.

Further, the ROPS includes a \$29,750 request for administrative fees to cover some of the costs of staff time and appropriate other administrative expenses. A copy of the proposed Successor Agency budget for this same six month period, which must be approved by the Oversight Board, is attached for the Board's review. If received these funds could be used by the Successor Agency to help repay the funds advanced by the Town and used by the Former RDA. As a reminder, per section 34171(b) successor agencies may claim up to three percent of property tax allocated to the RPTTF or \$250,000, whichever is greater, beginning in fiscal year 2012-13 and each fiscal year thereafter. The \$29,750 is a conservative estimate of the expenses that the Successor Agency will incur during the dissolution of the RDA for this six month period.

Finally, AB1484 at least partially resolved the ability of the Town to be repaid for the Town Loans #4, #5, and #6. The law now allows for the eventual repayment of the loans at a reduced interest rate, starting in fiscal year 2013/14, and with a 20% set aside to the Town's Housing fund. These loans have been left on the ROPS, but in accordance

with the law, does not include them as an enforceable obligation for this July – December 2013 period.

On March 15, 2013, the Successor Agency received approval from the Department of Finance on the submission of the Due Diligence Review for funds other than Housing funds. This will allow the Successor Agency to proceed with the property management plan and arrange the sell and/or disposal of the three former RDA properties.

Fiscal Impact Analysis:

Approval of the ROPS by the Oversight Board for July through December 2013 will allow for the eventual distribution of monies for debt service obligations of the former Paradise Redevelopment Agency.

SUCCESSOR AGENCY CONTACT INFORMATION

Successor Agency

ID:
County:
Successor Agency:

Primary Contact

Honorific (Ms, Mr, Mrs)
First Name
Last Name
Title
Address

City
State
Zip
Phone Number
Email Address

Secondary Contact

Honorific (Ms, Mr, Mrs)
First Name
Last Name
Title
Phone Number
Email Address

SUCCESSOR AGENCY CONTACT INFORMATION

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Butte

Paradise

Gina
Will
Finance Director
5555 Skyway
Paradise
CA
95969
530-872-6212
gwill@townofparadise.com

Lauren
Gill
Asst. Town Manager
530-872-5915
lgill@townofparadise.com

SUMMARY OF RECOGNIZED OBLIGATION PAYMENT SCHEDULE

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

Name of Successor Agency: PARADISE (BUTTE)

Outstanding Debt or Obligation	Total
Total Outstanding Debt or Obligation	\$5,861,756

Current Period Outstanding Debt or Obligation	Six-Month Total
A Available Revenues Other Than Anticipated RPTTF Funding	\$0
B Enforceable Obligations Funded with RPTTF	\$171,866
C Administrative Allowance Funded with RPTTF	\$33,750
D Total RPTTF Funded (B + C = D)	\$205,616
E Total Current Period Outstanding Debt or Obligation (A + B + C = E) <i>Should be same amount as ROPS form six-month total</i>	\$205,616
F Enter Total Six-Month Anticipated RPTTF Funding	\$177,665
G Variance (F - D = G) <i>Maximum RPTTF Allowable should not exceed Total Anticipated RPTTF Funding</i>	(\$27,951)

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>)	\$171,867
I Enter Actual Obligations Paid with RPTTF	\$171,866
J Enter Actual Administrative Expenses Paid with RPTTF	\$10,486
K Adjustment to Redevelopment Obligation Retirement Fund (H - (I + J) = K)	\$0
L Adjustment to RPTTF (D - K = L)	\$205,616

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: _____

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PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

[illegible]

PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

[illegible]

Oversight Board Approval Date: _____

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Oversight Board Approval Date: _____

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PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

[illegible]

Oversight Board Approval Date: _____

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Oversight Board Approval Date: _____

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PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

[illegible]

PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

[illegible]

Oversight Board Approval Date: _____

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Oversight Board Approval Date: _____

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PARADISE (BUTTE)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 13-14A)
July 1, 2013 through December 31, 2013

Oversight Board Approval Date: _____

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
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
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[illegible]

PARADISE (BUTTE)
Pursuant to Health and Safety Code section 34186 (a)
PRIOR PERIOD ESTIMATED OBLIGATIONS vs. ACTUAL PAYMENTS
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS II)
July 1, 2012 through December 31, 2012

[illegible]

PARADISE (BUTTE)
Pursuant to Health and Safety Code section 34186 (a)
PRIOR PERIOD ESTIMATED OBLIGATIONS vs. ACTUAL PAYMENTS
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS II)
July 1, 2012 through December 31, 2012

[illegible]

SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY

ADMINISTRATIVE BUDGET

FOR JULY 1, 2013 THROUGH DECEMBER 31, 2013

1.	Office Rent	Utilities – electricity, water phone and internet Facility Maintenance & Repair - Janitorial Supplies/Services Annual Septic Operating Permit, IT Infrastructure	\$2,000
2.	Equipment Rent	Computers, Printers, and Copy Machines	200
3.	Operating Supplies	Paper, Postage, Postage Meter & Printer Supplies, Backup Media and Memory	200
4.	Insurance	Crime, Equipment & Liability	3,850
5.	Maintenance of Real Property	Water and Maintenance Supplies	200
6.	Staff	Town Manager Finance Director Town Clerk Asst. Town Clerk	1,000 5,000 3,000 1,500
7.	Legal Counsel	Successor Agency Attorney	8,000
8.	Professional Services	Audit/Review	3,000
9.	Oversight Board Meetings	Agenda Pal & Supplies	300
10.	Appraisal	Three Properties	1,500
	Total		\$29,750

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

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

See Health and Safety Code section 34177(j).