

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

**Successor Agency:** Mission Viejo


**County:** Orange

<b>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</b>	<b>21-22A Total (July - December)</b>	<b>21-22B Total (January - June)</b>	<b>ROPS 21-22 Total</b>
<b>A Enforceable Obligations Funded as Follows (B+C+D)</b>	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
<b>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)</b>	<b>\$ 1,004,128</b>	<b>\$ 1,009,023</b>	<b>\$ 2,013,151</b>
F RPTTF	879,128	884,023	1,763,151
G Administrative RPTTF	125,000	125,000	250,000
<b>H Current Period Enforceable Obligations (A+E)</b>	<b>\$ 1,004,128</b>	<b>\$ 1,009,023</b>	<b>\$ 2,013,151</b>

**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.

Brian Probolsky, chairman  
Name Title

/s/   
Signature Date

1/12/21  
Date

**Mission Viejo**  
**Recognized Obligation Payment Schedule (ROPS 21-22) - ROPS Detail**  
**July 1, 2021 through June 30, 2022**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 21-22 Total	ROPS 21-22A (Jul - Dec)					21-22A Total	ROPS 21-22B (Jan - Jun)					21-22B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$13,377,789		\$2,013,151	\$-	\$-	\$-	\$879,128	\$125,000	\$1,004,128	\$-	\$-	\$-	\$884,023	\$125,000	\$1,009,023
1	1999 Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project)	Bonds Issued On or Before 12/31/10	05/01/1999	09/01/2028	BNY Mellon Corporate Trust	Bond Pledge	1	12,913,389	N	\$1,722,651	-	-	-	854,378	-	\$854,378	-	-	-	868,273	-	\$868,273
2	1999 Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project)	OPA/DDA/ Construction	02/20/2012	09/01/2028	Stradling Yocca Carlson Rauth	OPA-Bond/ Covenant Compliance	1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
4	1999 Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project)	Fees	07/01/2010	09/01/2028	HdL Coren & Cone	Net Tax Increment Calculations per Pledge Agreement	1	132,000	N	\$16,500	-	-	-	8,250	-	\$8,250	-	-	-	8,250	-	\$8,250
7	Camino Capistrano Bridge Improvements	OPA/DDA/ Construction	02/20/2012	06/30/2033	Stradling Yocca Carlson Rauth	Project Development	1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
8	Camino Capistrano Bridge Improvements	OPA/DDA/ Construction	09/04/2002	06/30/2033	Davis Company	Economic Planning	1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
27	Administration	Admin Costs	02/01/2012	06/30/2033	City of Mission Viejo	Administration	1	250,000	N	\$250,000	-	-	-	-	125,000	\$125,000	-	-	-	-	125,000	\$125,000
33	Camino Capistrano Bridge Improvements	Improvement/ Infrastructure	01/27/1993	06/30/2033	Contractor	Construction of Improvements	1	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
37	1999 Variable	Bonds Issued	07/01/	06/30/2028	Arbitrage	Arbitrage	1	5,900	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 21-22 Total	ROPS 21-22A (Jul - Dec)					21-22A Total	ROPS 21-22B (Jan - Jun)					21-22B Total	
											Fund Sources						Fund Sources						
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		
	Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project)	On or Before 12/31/10	2014		Compliance Specialists, Inc.	rebate calculation																	
58	1999 Variable Rate Demand Revenue Bonds (Mission Viejo Mall Improvement Project)	Bonds Issued On or Before 12/31/10	05/01/1999	09/01/2028	BNY Mellon Trust	Bond Trustee fees	1	60,000	N	\$7,500	-	-	-	-	-	\$-	-	-	-	7,500	-	\$7,500	
68	Settlement Agreement-dated August 2018	Litigation	08/18/2018	09/01/2028	Mission Viejo Successor Agency	Reimbursement for costs paid to HdI for ROPS line item 4 during the 17/18 ROPS period.	1	16,500	N	\$16,500	-	-	-	16,500	-	\$16,500	-	-	-	-	-	-	\$-

**Mission Viejo**  
**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 (l), 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	B	C	D	E	F	G	H
		<b>Fund Sources</b>					
		<b>Bond Proceeds</b>		<b>Reserve Balance</b>	<b>Other Funds</b>	<b>RPTTF</b>	
	<b>ROPS 18-19 Cash Balances (07/01/18 - 06/30/19)</b>	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	<b>Comments</b>
<b>1</b>	<b>Beginning Available Cash Balance (Actual 07/01/18)</b> RPTTF amount should exclude "A" period distribution amount.			730,639	7,100		
<b>2</b>	<b>Revenue/Income (Actual 06/30/19)</b> RPTTF amount should tie to the ROPS 18-19 total distribution from the County Auditor-Controller			13,095		1,651,328	Cell E2. Amount is receipt by the Successor Agency from the City for DOF disallowed costs in 16/17.
<b>3</b>	<b>Expenditures for ROPS 18-19 Enforceable Obligations (Actual 06/30/19)</b>			119,022	7,100	1,278,995	
<b>4</b>	<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)			641,212			\$367,636 is RPTTF from 16-17 distributed to ROPS 19-20 by DOF; and \$273,576 is RPTTF from 17-18 distributed to ROPS 20-21 by DOF
<b>5</b>	<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			
<b>6</b>	<b>Ending Actual Available Cash Balance (06/30/19)</b> C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$(16,500)	\$-	\$372,333	

**Mission Viejo**  
**Recognized Obligation Payment Schedule (ROPS 21-22) - Notes**  
**July 1, 2021 through June 30, 2022**

Item #	Notes/Comments
1	
2	
4	
7	
8	
27	
33	
37	
58	
68	DOF reclassified item 4 on the 17/18 ROPs to admin. The settlement agreement (section 1.b.) specifically states that DOF agrees to reverse classification and fund as a separate enforceable obligation. City tried to amend the 18/19 ROPS to receive these funds but were denied. City tried to report the amount as an enforceable obligation on the 17/18 PPA, but DOF clawed it back and applied the amount to ROPS period 20/21. City is now requesting the amount as a separate line so DOF will approve funding and honor the settlement agreement.

**City of Mission Viejo**  
**FY 21/22**  
**Administrative Allowance Estimated Expenditures**

		<u>Fiscal Year</u>		<u>Successor</u>	<u>SA</u>	<u>% of Est.</u>
	<u>Department</u>	<u>2021/2022</u>	<u>Hourly Rate</u>	<u>Agency Hours</u>	<u>Administration</u>	<u>Time Spent</u>
<u>Direct Personnel Costs</u>		<u>Est. Costs</u>				<u>on SA</u>
						<u>Issues</u>
City Manager	City Manager	\$ 363,860	\$ 182.53	24	\$ 4,381	1.15%
Assistant City Manager/Director of Public Services	City Manager	310,135	155.95	12	1,871	0.58%
Senior Executive Assistant	City Manager	121,623	60.91	12	731	0.58%
City Council	City Council	126,640	61.44	4	246	0.19%
City Clerk	City Clerk	250,708	62.67	3	188	0.14%
Director of Administrative Services	Administrative Services	254,947	128.38	125	16,048	6.01%
AS Manager-Treasury	Administrative Services	137,728	69.16	20	1,383	0.96%
Treasury Analyst	Administrative Services	109,799	54.92	91	4,970	4.35%
Administrative Assistant	Administrative Services	68,802	34.47	22	767	1.07%
<b>Total Direct Personnel Costs</b>				313	<b>30,585</b>	
<b>Other Direct Costs</b>						
Attorneys						
Stradling Yocca Carlson & Rauth	SA Attorney				15,000	
Lozano Smith	City Attorney				1,500	
Audit Fees					2,400	
Bank Fees/Delivery/Postage/Office Supplies/Meeting costs					200	
<b>Total Other Direct Cost</b>					<b>19,100</b>	
<b>Indirect Costs (applied at 2.4% of total cost) 2.4%</b>						
Central Service Departments (per 6/2019 cost study)						
Interdepartmental		1,132,198			27,169	
City Council Administration (non-payroll)		60,453			1,451	
Commissions		84,618			2,031	
City Manager Administration (non-payroll)		282,315			6,776	
City Clerk Administration (non-payroll)		11,386			273	
Council Support (non-payroll)		3,600			86	
Elections		73,200			1,757	
Administrative Services Admin (non-payroll)		13,984			336	
Accounting and Payroll		555,521			13,333	
Financial Planning and Budget		70,897			1,702	
Purchasing		114,374			2,745	
Treasury (non-payroll)		86,500			2,076	
Risk Management		291,034			6,985	
Human Resources		334,145			8,019	
Information Technology		3,195,267			76,686	
Fleet Maintenance		169,165			4,060	
Facilities Maintenance		559,467			13,427	
Cable Television		279,467			6,707	
Community Development Admin		212,767			5,106	
Community Development-Current Planning		466,972			11,207	
Community Development-Code Enforcement		349,297			8,383	
<b>Total Indirect Cost</b>					<b>200,315</b>	
<b>Total Estimated Cost</b>					<b>\$ 250,000</b>	

**City of Mission Viejo  
FY 21/22  
Administrative Allowance  
Personnel Justification**

<i>Position</i>	<i>Department</i>	<i>Summary of Job Duties Pertaining to Successor Agency</i>	<i>Hours</i>	<i>Frequency</i>	<i>Total</i>
City Manager	City Manager	Oversees the entire dissolution process. Attends SA, OB and Meet and Confer meetings as well as numerous staff meetings regarding SA. Hours include 2 hours per month for non-reported hours.	2	12	<u>24</u>
<b>Total City Manager</b>					<b>24</b>
Assistant City Manager/Director of Public Services	City Manager	Support to City Manager and attendance at SA and OB related meetings. Estimate is equal to 1 hours per month.	1	12	<u>12</u>
<b>Total Assistant City Manager</b>					<b>12</b>
Senior Executive Assistant	City Manager	Direct assistant to the City Manager and Asst City Manager in SA and OB related meetings, transaction processing (i.e. meet and confer related travel requests) and document prep. Estimate is equal to 1 hours per month.	1	12	<u>12</u>
<b>Total Senior Executive Assistant</b>					<b>12</b>
City Council	City Council	Attendance at Successor Agency Meetings for 5 members	1.25	2	2.5
		Attendance at Successor Agency agenda planning mtgs for 2 members	0.5	2	1
		Execution of SA resolutions by Mayor	0.25	2	<u>0.5</u>
<b>Total City Council</b>					<b>4</b>
City Clerk	City Clerk	Preparation of Successor Agency Board meetings, including review of agenda	0.5	2	1
		Attendance at Successor Agency Board meetings	0.25	2	0.5
		Attendance at Successor Agency agenda planning meetings	0.25	2	0.5
		Preparation of minutes of Successor Agency Board meetings	0.25	2	0.5
		Review and execution of SA resolutions	0.25	2	<u>0.5</u>
<b>Total City Clerk</b>					<b>3</b>

**City of Mission Viejo  
FY 21/22  
Administrative Allowance  
Personnel Justification**

<i>Position</i>	<i>Department</i>	<i>Summary of Job Duties Pertaining to Successor Agency</i>	<i>Hours</i>	<i>Frequency</i>	<i>Total</i>
Director of Administrative Services	Administrative Services	Direct hours reported on timesheet for ROPS preparation, Mall Bond issues, preparation of SA and OB staff reports, attendance at meetings, etc. Based on actual hours on timesheet	125	1	<u>125</u>
<b>Total Director of Admin Services</b>					<b>125</b>
AS Manager-Treasury	Administrative Services	Direct hours reported on timesheet for ROPS preparation, Mall Bond issues, preparation of SA and OB staff reports, attendance at meetings, etc. Based on actual hours on timesheet.	20	1	<u>20</u>
<b>Total Treasury Manager</b>					<b>20</b>
Treasury Analyst	Administrative Services	Review daily cash in bank account on a daily basis and prepare report for review by Treasury Manager and Director	0.25	260	65
		Prepare monthly Treasurer's Report	0.5	12	6
		Bank reconciliation	0.5	12	6
		Quarterly transaction and file maintenance	0.5	4	2
		Processing check requests for a/p invoices	0.25	6	1.5
		Update Mall Bond spreadsheets	1	4	4
		Review update Mall Bond speradsheet quarterly	1.25	4	5
		Set up SA cash and investment accounts/close RDA accounts	0	2	0
		Prepare wire transfer requests and process transactions	0.5	2	<u>1</u>
<b>Total Treasury Analyst</b>		<b>(Total agrees w/ actual hours reported on timesheet)</b>			<b>90.5</b>
Administrative Assistant	Administrative Services	General support to the Director of Administrative Services	1	12	12
		Preparation of Successor Agency staff reports	1	2	2
		Preparation of Oversight Board staff reports	0	6	0
		Preparation of Oversight Board agenda, including delivery	0	0	0
		Preparation/Cleanup of Oversight Board meetings	0	0	0
		Attendance of Oversight Board meetings	0	0	0
		Preparation of minutes of OB meetings	0	0	0
		Processing and execution of OB resolutions	0	6	0
		Posting of OB resolutions, ROPS and other docs on website	0.5	4	2
		Submittal of OB docs to DOF	0.25	4	1
		Processing SA related public requests under the Brown Act	0	0	0
		Scan/attach/code accounts payable invoices into accounting system	0.25	21	<u>5.25</u>
<b>Total Administrative Assistant</b>					<b>22.25</b>
					312.75