AGENDA
Oversight Board
January 11, 2018
3:30 p.m. – 4:00 p.m.

City Hall
1017 Middlefield Road
Redwood City, CA 94063
Conference Room 2B – Second Floor

Members:
Mike Roberts, Chair
Alicia Aguirre, Vice Chair
Steve Abbors
Michael Callagy
Barbara Christensen
Deanna La Croix
Enrique Navas

City Staff as Successor Agency Attendees:
Aaron Aknin, Assistant City Manager of Community Development
Melissa Stevenson Diaz, City Manager
Carolyne Kerans, Senior Accountant
Kimbra McCarthy, Assistant City Manager of Administrative Services
Veronica Ramirez, City Attorney
Derek Rampone, Financial Services Manager
Steven Turner, Planning Manager
Pamela Aguilar, City Clerk

1. Call to Order
2. Roll Call
3. Public Comments
   NOTE: Speakers are limited to three minutes, unless modified by the Chairperson. The Board cannot take action on any matter raised under this item.
4. Approval of Minutes
   - February 14, 2017
5. Approval of Administrative Budget for Annual ROPS FY 2018-19
   - Resolution
6. Approval of the Annual ROPS for FY 2018-19
   - Resolution
7. Property Disposition Update
   - Resolution Approving and Directing Transfer of Lathrop/Maple Parcel
   - Photographs of Parcels
8. Oral Communications from the Successor Agency Contact
9. Set Date and Agenda for Next Board Meeting
10. Adjourn

Alternate Agenda Formats: The City Council will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Pamela Aguilar, City Clerk, at 1017 Middlefield Road, Redwood City, CA 94063 or e-mail address paguilar@redwoodcity.org including your name, address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least seven calendar days before the meeting.
## DRAFT SUMMARY MINUTES

### Oversight Board

**February 14, 2017**

**4:00 p.m. – 4:30 p.m.**

City Hall

1017 Middlefield Road

Redwood City, CA  94063

Conference Room 1A – First Floor

### Members:

- Mike Roberts, Chair – Absent
- Alicia Aguirre, Vice Chair - Present
- Steve Abbors –Present
- Michael Callagy - Absent
- Barbara Christensen – Present
- Deanna La Croix – Present
- Enrique Navas - Present

### City Staff as Successor Agency Attendees:

- Aaron Aknin, Assistant City Manager of Community Development – Absent
- Melissa Stevenson Diaz, City Manager – Present
- Carolyne Kerans, Senior Accountant - Present
- Veronica Ramirez, City Attorney - Present
- Derek Rampone, Financial Services Manager – Present
- Starla Jerome Robinson, Interim Assistant City Manager of Administrative Services - Present
- Steven Turner, Planning Manager – Absent
- Craig Labadie – Present
- Silvia Vonderlinden, City Clerk – Present

### Minutes to Approve

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Call to Order – 4:05 p.m. by Acting Chair Aguirre</strong></td>
</tr>
<tr>
<td>2.</td>
<td><strong>Roll Call – Roll call is as denoted above</strong></td>
</tr>
<tr>
<td>3.</td>
<td><strong>Public Comments - None</strong>&lt;br&gt;Note: Speakers are limited to three minutes, unless modified by the Chairperson. The Board cannot take action on any matter raised under this item.</td>
</tr>
</tbody>
</table>
| 4.   | **Approval of Minutes - M/S Christensen/Lacroix to approve the minutes. Motion carries with all voting in favor and Member Navas abstaining.**
|      | • January 19, 2017 |
| 5.   | **Bond Expenditure Agreement between the Successor Agency and the City**
|      | • Resolution No. 17-03 and Agreement M/S Navas/Abbors to adopt the resolution. Motion carries unanimously by all those present. |
| 6.   | **Oral Communications from the Successor Agency Contact**
|      | Mr. Dacumos, Management Analyst, with Community Development provided an update on the property interests that were forwarded to the Department of Finance for review and determination. He explained that two got rejected and he explained the matter will come back to the Oversight Board. |
| 7.   | **Set Date and Agenda for Next Board Meeting – May 2017**
|      | The next meeting of the Oversight Board is scheduled for May 4, 2017. |
| 8.   | **Adjourn – The meeting adjourned at 4:15 p.m.** |

Respectfully submitted

__________________________
Pamela Aguilar, City Clerk

Submitted for approval at the Oversight Board Meeting of January 11, 2018.
Successor Agency to the former Redwood City Redevelopment Agency

Agenda Report

To:  Oversight Board Members
From:  Kimbra McCarthy, Assistant City Manager, Administrative Services
Date:  January 11, 2018
Re:  Administrative Budget for the period of July 1, 2018 through June 30, 2019 for the Successor Agency of the Former Redwood City Redevelopment Agency

RECOMMENDATION
Approve, by resolution, the recommended Successor Agency administrative budget for the period of July 1, 2018 through June 30, 2019.

BACKGROUND
Under AB x1 26, Successor Agencies are required to submit their administrative budget to their Oversight Board for approval for each Recognized Obligation Payment Schedule (ROPS) period. The administrative budget is placed on the appropriate ROPS for Oversight Board approval. Under Health and Safety Code section 34177, successor agencies are now subject to annual ROPS. Accordingly, the Successor Agency submitted an annual administrative budget that includes two six-month periods.

For the period of July 1, 2018 through June 30, 2019, the Successor Agency administrative budget is comprised of the following: employee costs (salaries and benefits) for those employees who are directly involved in the Successor Agency activities; audit fees; legal fees provided to the Oversight Board; and legal fees related to the litigation regarding the contested Legal Aid Society affordable housing funds (see Exhibit A of the Resolution - Attachment One).

Attachment Two lists the positions and corresponding portions of each position that are included in this budget and the associated projected costs.

Under AB x1 26, the Successor Agency is provided an administrative cost allowance of $250,000 annually and has limited the administrative budget accordingly. The proposed administrative budget of $137,436 is well below the $250,000 limit for July 1, 2018 through June 30, 2019.
ATTACHMENTS
1. Resolution Approving the Successor Agency Administrative Budgets
2. Recommended Administrative Budget Detail for the Successor Agency
RESOLUTION NO. OB-_______

RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY APPROVING THE ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019 (18-19)

WHEREAS, under AB X1 26, enacted by the California State Legislature and signed by the Governor as part of the 2011-2012 State budget, a new Part 1.85 was added to Division 24 of the California Health and Safety Code (Health and Safety Code Section 34170 et seq., as may be amended, the “Dissolution Act”) and, in accordance therewith, all redevelopment agencies in the State of California, including the Redwood City Redevelopment Agency (“Redevelopment Agency”), were dissolved as of February 1, 2012; and

WHEREAS, in compliance with the Dissolution Act, the City of Redwood City (“City”) determined it would serve as the Successor Agency to the Redwood City Redevelopment Agency (“Successor Agency”) effective February 1, 2012; and

WHEREAS, the Oversight Board of the Successor Agency to the Redwood City Redevelopment Agency (“Oversight Board”) has been established pursuant to Section 34179 of the Dissolution Act to oversee the Successor Agency’s actions in winding down the affairs of the Redevelopment Agency in accordance with the Dissolution Act; and

WHEREAS, Section 34177(j) requires the Successor Agency to prepare a proposed administrative budget for each six month ROPS period, and submit the administrative budget to the Oversight Board for approval; and

WHEREAS, Section 34177(k) requires the Successor Agency to provide to the County Auditor-Controller the administrative cost estimated from its approved administrative budget for each ROPS period that are to be paid from property tax revenues deposited into the Redevelopment Property Tax Trust Fund established for the Successor Agency (RPTTF); and

WHEREAS, under Section 34177(o), the Successor Agency shall prepare an annual ROPS commencing with the period of July 1, 2016 through June 30, 2017; and

WHEREAS, the Successor Agency prepared and submitted the proposed administrative budget related to the proposed ROPS for the period of July 1, 2018 through June 30, 2019 (“Administrative Budget 18-19”) to the Oversight Board for approval; and

WHEREAS, the Oversight Board held a public meeting on January 11, 2018 and considered the Administrative Budget 18-19 following the notice required by law.
NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein.

Section 2. The Oversight Board hereby approves the Administrative Budget 18-19, attached hereto as Exhibit A and incorporated herein by this reference.

Section 3. This resolution takes effect upon adoption.

*   *   *
## Successor Agency of the
### Former Redwood City Redevelopment Agency
### Proposed Administrative Budget
### July 1, 2018 - June 30, 2019

<table>
<thead>
<tr>
<th>ROPS</th>
<th>Period</th>
<th>Period</th>
<th>ROPS</th>
<th>Period</th>
<th>Period</th>
<th>ROPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>18-19</td>
<td>18-19A</td>
<td>18-19B</td>
<td>18-19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Line Item #</td>
<td>Description</td>
<td>7/1/18 - 12/31/18</td>
<td>1/1/19 - 6/30/19</td>
<td>7/1/18 - 6/30/19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Costs</td>
<td></td>
<td>58,718</td>
<td>58,718</td>
<td>117,436</td>
<td></td>
<td></td>
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<tr>
<td>Oversight Board Legal Fees</td>
<td></td>
<td>2,000</td>
<td>2,000</td>
<td>4,000</td>
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<td></td>
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<tr>
<td>Litigation Legal Fees</td>
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<td>5,000</td>
<td>5,000</td>
<td>10,000</td>
<td></td>
<td></td>
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<tr>
<td>Audit of Successor Agency</td>
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<td>3,000</td>
<td>3,000</td>
<td>6,000</td>
<td></td>
<td></td>
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<tr>
<td>Line 23</td>
<td>Total Administrative Budget</td>
<td>68,718</td>
<td>68,718</td>
<td>137,436</td>
<td></td>
<td></td>
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</table>
## 5. Administrative Budget

### REDWOOD CITY

**SUCCESSOR AGENCY ADMINISTRATIVE BUDGET**

**Employee Costs**

**ROPS 18-19 July 1, 2018 - June 30, 2019**

<table>
<thead>
<tr>
<th>FTE's</th>
<th>Wages</th>
<th>Benefits</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>7/1/18 - 12/31/18</td>
<td>1/1/19 - 6/30/19</td>
<td>7/1/18 - 6/30/19</td>
</tr>
<tr>
<td><strong>City Manager</strong></td>
<td>0.01</td>
<td>2,948</td>
<td>1,161</td>
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<tr>
<td><strong>City Attorney</strong></td>
<td>0.02</td>
<td>11,855</td>
<td>5,098</td>
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<tr>
<td><strong>Assistant City Attorney</strong></td>
<td>0.05</td>
<td>4,103</td>
<td>1,765</td>
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<tr>
<td><strong>Assistant City Manager</strong></td>
<td>0.05</td>
<td>12,040</td>
<td>5,144</td>
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<tr>
<td><strong>City Clerk</strong></td>
<td>0.02</td>
<td>3,080</td>
<td>1,631</td>
</tr>
<tr>
<td><strong>Secretary</strong></td>
<td>0.04</td>
<td>3,372</td>
<td>1,959</td>
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<tr>
<td><strong>Assistant City Manager - Administrative Services</strong></td>
<td>0.07</td>
<td>16,856</td>
<td>7,201</td>
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<td><strong>Financial Services Manager</strong></td>
<td>0.05</td>
<td>8,536</td>
<td>4,282</td>
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<tr>
<td><strong>Senior Accountant</strong></td>
<td>0.08</td>
<td>10,820</td>
<td>5,248</td>
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<td><strong>Management Analyst II</strong></td>
<td>0.05</td>
<td>6,996</td>
<td>3,340</td>
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<tr>
<td><strong>Total</strong></td>
<td>0.44</td>
<td>80,606</td>
<td>36,829</td>
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</table>
**Agenda Report**

To: Oversight Board Members  
From: Kimbra McCarthy, Assistant City Manager, Administrative Services  
Date: January 11, 2018  
Re: Review and Approval by Resolution of the Annual ROPS 2018-19  

**RECOMMENDATION**  
Approve, by resolution, the Recognized Obligation Payment Schedule 2018-19 which covers the period of July 1, 2018 through June 30, 2019.  

**BACKGROUND**  
As required under AB x1 26 and AB 1484, the Successor Agency to the Redwood City Redevelopment Agency submits its FY 2018-19 Recognized Obligation Payment Schedule (ROPS) for Oversight Board approval. Pursuant to Health and Safety Code (HSC) Section 34177(o), commencing with the ROPS covering the period from July 1, 2016 to June 30, 2017 and thereafter, agencies shall submit an oversight board approved annual ROPS to the State Department of Finance (DOF) and the County Auditor-Controller by February 1, 2016 and each February 1 thereafter.  

The DOF approved each of the items on the ROPS 17-18, which was approved by the Oversight Board at the January 19, 2017 meeting.  

The funding for the items on the ROPS 18-19 will come from the April and December 2018 property tax apportionments, which the County Controller is required to make to the Successor Agency by June 1, 2018 and January 2, 2019.  

**ANALYSIS**  

**Recognized Obligation Payment Schedule**  
For ease of reference, the line number will be cited to the ROPS attached to this report:  

Lines 1-2: Tax Allocation Bonds are solely the debt of the former Redevelopment Agency and are now assumed by the Successor Agency. Funds to cover the interest payment of $1,947,343 and principal of $1,557,657, which are due July 15, 2019, are requested in this
ROPS. Total payments of approximately $3.6 million will continue annually until these bonds are retired in July 2032.

**Line 7:** Fees for arbitrage rebate calculations, fiscal agent fees, and annual disclosure fees in connection with the 2003 Tax Allocation Bonds in the amount of $4,400.

**Line 22:** As part of the financing arrangement for the Low and Moderate Income Housing project located at 1540 El Camino Real, funds were provided from three sources: the Redevelopment Agency Low and Moderate Income Housing fund ($1,927,000), Community Development Block Grant funds ($200,000), and the County of San Mateo ($500,000). The loan agreement requires the developer to make payments to the Redevelopment Agency, which in turn is required to remit amounts due back to the County. Repayments are not expected until December 1, 2045. This item was added as a placeholder for these future repayments; accordingly, no funds are requested on this ROPS period.

**Line 23:** The statutory administrative cost allowance provided by HSC Section 34171(b) is $250,000 per fiscal year. The proposed administrative cost for this ROPS period is $137,436.

**Line 39:** Legal services costs relating to the DOF’s denial of City/Agency Loan above. No funds are requested on this ROPS period.

**Line 40:** Bond Expenditure Agreement between the City and SA for unused bond proceeds from bonds issued prior to January 1, 2011 (34191.4(c)(1)(A)). The DOF advised SA that they had a one-time option to utilize the 2003 RDA bond proceeds by turning over the unused funds from the SA to the City through the 17-18 ROPS. The amount of unused bond proceeds from the 2003 bonds is $108,920. Pursuant to the agreement that was approved by the Oversight Board and the DOF, these funds were transferred to the City during FY 2017-18.

Kimbra McCarthy  
Assistant City Manager, Successor Agency

**ATTACHMENTS**
1. Resolution approving the Recognized Obligation Payment Schedule 2018-19 (including the Recommended Annual ROPS 18-19)
RESOLUTION NO. OB-____

RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019

WHEREAS, under AB X1 26, enacted by the California State Legislature and signed by the Governor as part of the 2011-2012 State budget, a new Part 1.85 was added to Division 24 of the California Health and Safety Code (Health and Safety Code Section 34170 et seq., as may be amended, the “Dissolution Act”) and, in accordance therewith, all redevelopment agencies in the State of California, including the Redwood City Redevelopment Agency (“Redevelopment Agency”), were dissolved as of February 1, 2012; and

WHEREAS, in compliance with the Dissolution Act, the City of Redwood City (“City”) determined it would serve as the Successor Agency to the Redwood City Redevelopment Agency (“Successor Agency”) effective February 1, 2012; and

WHEREAS, the Oversight Board of the Successor Agency to the Redwood City Redevelopment Agency (“Oversight Board”) has been established pursuant to Section 34179 of the Dissolution Act to oversee the Successor Agency’s actions in winding down the affairs of the Redevelopment Agency in accordance with the Dissolution Act; and

WHEREAS, the Successor Agency prepared a draft of the Recognized Obligation Payment Schedule for the period July 1, 2018 through June 30, 2019 for the enforceable obligations of the Successor Agency (“ROPS 18-19”); and

WHEREAS, Section 34177 and 34180 require the approval of the ROPS 18-19 by the Oversight Board; and

WHEREAS, the Successor Agency submitted a copy of the ROPS 18-19 to the County Administrative Officer, the County Auditor-Controller, and the State Department of Finance at the same time that the Successor Agency submitted the ROPS 18-19 to the Oversight Board for approval; and

WHEREAS, the Oversight Board held a public meeting on January 11, 2018, and considered the ROPS 18-19 following the notice required by law.
NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein.

Section 2. The Oversight Board hereby approves the ROPS 18-19, attached hereto as Exhibit A and incorporated herein by this reference, and hereby authorizes and directs the City Manager to make necessary revisions or amendments to the ROPS form based upon new direction or guidance from the State Department of Finance.

Section 3. The Oversight Board hereby authorizes and directs the City Clerk to transmit the approved ROPS 18-19, by mail or electronic means, to the San Mateo County Auditor-Controller, the State Controller and the State Department of Finance by February 1, 2018.

Section 4. The City Clerk is hereby authorized and directed to post a copy of the approved ROPS on the Successor Agency’s website by February 1, 2018.

Section 5. This resolution takes effect upon adoption.

* * *
Exhibit A
ROPS 18-19 attached.
Recognized Obligation Payment Schedule (ROPS 18-19) - Summary
Filed for the July 1, 2018 through June 30, 2019 Period

Successor Agency: Redwood City
County: San Mateo

<table>
<thead>
<tr>
<th>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</th>
<th>18-19A Total (July - December)</th>
<th>18-19B Total (January - June)</th>
<th>ROPS 18-19 Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Enforceable Obligations Funded as Follows (B+C+D):</td>
<td>$ 71,118</td>
<td>$ 129,887</td>
<td>$ 201,005</td>
</tr>
<tr>
<td>B Bond Proceeds</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>C Reserve Balance</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>D Other Funds</td>
<td>71,118</td>
<td>129,887</td>
<td>201,005</td>
</tr>
<tr>
<td>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G):</td>
<td>$ -</td>
<td>$ 3,445,831</td>
<td>$ 3,445,831</td>
</tr>
<tr>
<td>F RPTTF</td>
<td>-</td>
<td>3,445,831</td>
<td>3,445,831</td>
</tr>
<tr>
<td>G Administrative RPTTF</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>H Current Period Enforceable Obligations (A+E):</td>
<td>$ 71,118</td>
<td>$ 3,575,718</td>
<td>$ 3,646,836</td>
</tr>
</tbody>
</table>

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.

Name
Title

/s/
Signature
Date
### Redwood City Recognized Obligation Payment Schedule (ROPS 18-19) - ROPS Detail

**Date:** July 1, 2018 through June 30, 2019

**Report Amounts in Whole Dollars**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Type</th>
<th>Description/Project Scope</th>
<th>Project Area</th>
<th>Total Outstanding Debt or Obligation</th>
<th>ROPS 18-19 Total</th>
<th>18-19A (July - December)</th>
<th>18-19B (January - June)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>15-19A Total</td>
<td>15-19B Total</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Bond Proceeds</td>
<td>Reserve Balance</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Interest payments for bonds issued</td>
<td>$53,450,726</td>
<td>$3,646,836</td>
<td>$-</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Bond, Series 2003A</td>
<td>Bonds Issued On or Before 12/31/10</td>
<td>$500,000</td>
<td>$-</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Fees</td>
<td>5/25/2006 12/1/2045 San Mateo County Loan</td>
<td>$9,210,000</td>
<td>$-</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Bond Proceeds</td>
<td>7/1/2014 12/31/2014 Best, Best &amp; Krieger LLP</td>
<td>$3,445,831</td>
<td>$-</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Bond Proceeds</td>
<td>5/25/2006 12/1/2045 San Mateo County Loan</td>
<td>$3,445,831</td>
<td>$-</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>Bond Proceeds</td>
<td>10/15/2003 7/15/2032 US Bank</td>
<td>Bond Proceeds</td>
<td>5/25/2006 12/1/2045 San Mateo County Loan</td>
<td>$3,445,831</td>
<td>$-</td>
</tr>
</tbody>
</table>

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**Notes:**
- **Item #:** Indicates the order in which items are listed.
- **Type:** Indicates the type of obligation or payment.
- **Description/Project Scope:** Provides detailed information about the project or obligation.
- **Project Area:** Specifies the area associated with the project or obligation.
- **Total Outstanding Debt or Obligation:** Represents the total amount of debt or obligation outstanding.
- **ROPS 18-19 Total:** Sums up the total amounts for the ROPS 18-19 accounting period.
- **18-19A (July - December):** Represents the amounts for the July to December period.
- **18-19B (January - June):** Represents the amounts for the January to June period.
- **Fund Sources:** Indicates the sources of funds used for the obligations or payments.
# Redwood City Recognized Obligation Payment Schedule (ROPS 18-19) - Report of Cash Balances

July 1, 2015 through June 30, 2016

(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. For tips on how to complete the Report of Cash Balances Form, see [INSERT URL LINK TO CASH BALANCE TIPS SHEET]

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>H</th>
<th>I</th>
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<tbody>
<tr>
<td></td>
<td>Fund Sources</td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Bond Proceeds</td>
<td>Reserve Balance</td>
<td>Other</td>
<td>RPTTF</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bonds issued on or before 12/31/10</td>
<td>Bonds issued on or after 01/01/11</td>
<td>Prior ROPS period balances and DDR RPTTF balances retained</td>
<td>Prior ROPS RPTTF distributed as reserve for future period(s)</td>
<td>Rent, grants, interest, etc.</td>
<td>Non-Admin and Admin</td>
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<td><strong>Cash Balance Information for ROPS 15-16 Actuals</strong> (07/01/15 - 06/30/16)</td>
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<td>Beginning Available Cash Balance (Actual 07/01/15)</td>
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<td>Revenue/Income (Actual 06/30/16)</td>
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<td>RPTTF amounts should tie to the ROPS 15-16 total distribution from the County Auditor-Controller during June 2015 and January 2016.</td>
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<td>Expenditures for ROPS 15-16 Enforceable Obligations (Actual 06/30/16)</td>
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<td>Retention of Available Cash Balance (Actual 06/30/16)</td>
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<td>RPTTF amount retained should only include the amounts distributed as reserve for future period(s)</td>
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<td>ROPS 15-16 RPTTF Balances Remaining</td>
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<td>Ending Actual Available Cash Balance (06/30/16)</td>
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**NOTES:**

- D/S due July 2016 $3.505M; ROPS 16-17A $1,459,194; $108K bond proceeds to be transferred to RWC in FY 17-18

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**ATTY/RESO.0003/OB RESO APPROVING ROPS 18-19**

REV: 01-08-18 VR

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Agenda Report

To: Oversight Board Members
From: Christopher Dacumos, Management Analyst, Community Development Department
Date: January 11, 2018
Re: Approval of Resolution Authorizing and Directing Conveyance of Property from the Successor Agency to the City for Governmental Use (Lathrop/Maple Parcel)

RECOMMENDATION
Staff recommends approval of the attached resolution authorizing and directing the Successor Agency to convey the property located at the intersection of Lathrop and Maple Streets to the City for governmental use; and authorizing the transmission of the resolution to the State Department of Finance (“DOF”) for approval.

BACKGROUND
In 2011, the State of California adopted legislation (AB 1X 26) to dissolve and establish procedures for the wind-down of the affairs of local redevelopment agencies, including the former Redwood City Redevelopment Agency. This legislation, and subsequent clarifying legislation (AB 1484 and SB 107), is referred as the Redevelopment Dissolution Statutes. Among other things, the Redevelopment Dissolution Statutes govern the disposition of real property assets the former Redevelopment Agency acquired for redevelopment purposes.

Pursuant to Health and Safety Code Sections 34181(a) and (f), the Oversight Board is required to direct the Successor Agency to dispose of the real property of the former Redevelopment Agency; however, the Oversight Board may direct the Successor Agency to transfer ownership of assets that were constructed and used for governmental purposes to the City.

The property located in the City at the intersection of Lathrop, Maple and Elm Streets, designated as San Mateo County Assessor’s Parcel No. 053-182-030 (located at the intersection of Lathrop Street and Maple Street) (“Lathrop/Maple Parcel”), and a portion of Assessor’s Parcel No. 053-147-040 (located along Lathrop, near Elm Street) (“Lathrop/Elm Parcel”), was acquired by the former Redevelopment Agency for construction and maintenance of a creek culvert. Both parcels have been used by the City to facilitate operation of, access to, and maintenance of the culvert which runs through both parcels. The
Lathrop/Maple Parcel and the Lathrop/Elm Parcel are collectively referred to as the “Culvert Parcels.”

On May 12, 2016, the Oversight Board approved Resolution No. OB-16-05 approving the conveyance of the Culvert Parcels to the City pursuant to Health and Safety Code Section 34181(a) and pursuant to Health and Safety Code Section 34179(h)(1), provided the Oversight Board’s actions to the State Department of Finance (DOF) for review. After review of that resolution, DOF submitted a letter dated August 12, 2016, to the City indicating that DOF concurred that the Lathrop/Elm Parcel meets the definition of a government purpose asset and an be transferred to the City. (Attachment 1, Exhibit B, DOF August 12, 2016 letter) However, DOF said that because a portion of the Lathrop/Maple Parcel was being used as restricted parking by the employees of the adjacent car dealership, and there was a “no public parking sign” on this property, it did not qualify as being open to the public, and could not be transferred to the City as a governmental use asset.

Since the issuance of DOF’s letter, the City has prohibited any private parking on the Lathrop/Maple Parcel, and has posted “no parking any time” and “dumping prohibited” signs. The Lathrop/Maple Parcel cannot be developed because the City must be able to use the property at any time to maintain the creek system (Redwood Creek) that runs through this property. This portion of the creek is an open channel, or culvert, between El Camino Real and the Maple Street at-grade crossing of the Caltrain corridor. The creek virtually parallels Maple Street but meanders through the Culvert Parcels, and essentially divides the Lathrop/Maple Parcel into two separate areas: a larger triangular-shaped upper area, lying between Maple Street and Lathrop Street, north of the creek, and a much smaller sliver piece located south of the creek, between the creek and the adjacent auto dealership property, as shown in the aerial photo, Attachment 2.

Whenever maintenance or improvement work needs to be performed for the creek, the Lathrop/Maple Parcel is required for staging numerous trucks, construction equipment, and materials as it is the largest publicly-owned property, other than right-of-way, abutting the creek in this area. The Lathrop/Elm Parcel is too small to access the creek and accommodate the necessary personnel, vehicles and equipment needed for normal maintenance or capital improvement work. If the City were not able to use the Lathrop/Maple Parcel, the trucks, equipment and work crews would have to utilize Lathrop Street and Maple Street for parking and staging areas. Due to the nearby active railroad tracks, and the high traffic volume on Maple Street, this would not only create unsafe conditions for the work crews, but would also significantly and adversely affect vehicular, bicycle and pedestrian traffic flow in the area. Any construction traffic control on those major streets could cause safety hazards, given the proximity of the Caltrain railroad tracks, for motorists, bicyclists and pedestrians.

Access to the creek from the Lathrop Street bridge, which passes over the creek, is similarly infeasible and impracticable, given the bridge’s age and narrow width. The bridge may not safely support the construction equipment needed to lower materials or personnel into the creek; closing the bridge would also adversely impact traffic on Maple Street and create the same congestion, delays and safety hazards mentioned above.

1 Although the Oversight Board resolution correctly identified the Lathrop/Maple Parcel as APN 053-182-030, the DOF letter contained a typographical error, and identified that parcel as APN 053-147-030.
The entire Lathrop/Maple Parcel (excluding public right-of-way) is estimated to include approximately 10,957 square feet of land area, which includes approximately 3,366 square feet for the creek itself that splits the parcel. The attached photographs illustrate the irregular parcel segments. Although a small portion of the Lathrop/Maple Parcel was used in the past for temporary parking by employees of the adjacent auto dealership, that use has ceased and the property is now posted with “no parking any time” and “dumping prohibited” signs. During periods when the City does not require use of the Lathrop/Maple Parcel for such parking and access, the property will be inaccessible to vehicles through use of a chain barrier at the vehicle entrance.

**ANALYSIS**
The Redwood Creek culvert crosses the Lathrop/Maple Parcel, limiting any viable use of this property. The Lathrop/Maple Parcel has been used and is still required to be available for continual safe access to the culvert/creek area, for parking of City vehicles and equipment, and for staging areas as necessary for maintenance of and improvements to the creek. Because the City requires that this property be available at all times for such creek maintenance and improvement work, the property cannot be developed. When not used by the City, the property will be public open space.

**NEXT STEPS**
Pursuant to Health and Safety Code Section 34181(f), before properties can be transferred to the City for governmental use, the transfer must be approved by the Oversight Board by resolution adopted at a noticed public meeting, and the Oversight Board action is subject to review by DOF.

Subsequent to the Oversight Board approval of the resolution, staff will submit the resolution to DOF for review and approval as required by Health and Safety Code Sections 34179(h) and 34181(f). Following DOF approval, a grant deed will be executed and recorded to complete the transfer of the property interest from the Successor Agency to the City. The Successor Agency will no longer have responsibility for the maintenance of the property, and the Oversight Board will have completed its obligation to oversee the disposition of the Successor Agency’s property interest in the Lathrop/Maple Parcel.

Christopher Dacumos
Management Analyst

**ATTACHMENTS**
1. Resolution approving and directing transfer of the Lathrop/Maple Parcel to the City
2. Photographs of Culvert Parcels (showing vacant parcel, with signs, and aerial views)
RESOLUTION NO. ______

A RESOLUTION OF THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY AUTHORIZING AND DIRECTING THE TRANSFER OF CERTAIN PROPERTY TO THE CITY OF REDWOOD CITY FOR GOVERNMENTAL USE [APN 053-182-030]

WHEREAS, Assembly Bill 1X 26, enacted in June 2011, and as modified by the Supreme Court of the State of California in the matter of California Redevelopment Association, et al. v. Ana Matosantos, et al., Case No. S194861, and further modified by Assembly Bill 1484, enacted in June 2012, and other subsequently adopted legislation (collectively, the “Dissolution Act”) dissolved and set out procedures for the wind-down of the affairs of all redevelopment agencies throughout the State effective February 1, 2012; and

WHEREAS, the Successor Agency to the Redwood City Redevelopment Agency (“Successor Agency”) is the successor entity to the former Redwood City Redevelopment Agency (“Former Redevelopment Agency”) and is responsible for the wind-down of the affairs of the Former Redevelopment Agency, including without limitation the disposition of assets and properties of the Former Redevelopment Agency; and

WHEREAS, the Oversight Board of the Successor Agency to the Redwood City Redevelopment Agency (“Oversight Board”) was established pursuant to Health and Safety Code Section 34179 to oversee the Successor Agency’s actions in winding down the affairs of the Former Redevelopment Agency in accordance with the Dissolution Act; and

WHEREAS, pursuant to Health and Safety Code Sections 34181(a) and (f), the Oversight Board is required to direct the Successor Agency to dispose of the property of the Former Redevelopment Agency; provided, however, the Oversight Board may direct the Successor Agency to transfer ownership of assets that were constructed and used for governmental purposes to the City; and

WHEREAS, the property located in the City at the intersection of Lathrop, Maple and Elm Streets, designated as San Mateo County Assessor’s Parcel Nos. 053-147-040 (located at the corner of Lathrop Street and Elm Street) (“Lathrop/Elm Parcel”) and 053-182-030 (located at the intersection of Lathrop Street and Maple Street) (“Lathrop/Maple Parcel”), and further described in Exhibit A hereto, was acquired for the purposes of construction and maintenance of a creek culvert, and has been maintained in public ownership to facilitate operation of, access to, and maintenance of the culvert; and

WHEREAS, on May 12, 2016, the Oversight Board approved Resolution No. OB-16-05 approving the conveyance of the Lathrop/Elm Parcel and the Lathrop/Maple Parcel to the City pursuant to Health and Safety Code Section 34181(a) and pursuant to Health and Safety Code Section 34179(h)(1), provided the Oversight Board’s actions to the Department of Finance (“DOF”) for review; and
WHEREAS, by letter dated August 12, 2016, a copy of which is attached hereto as Exhibit B, DOF concurred that the Lathrop/Elm Parcel meets the definition of a government purpose asset and is therefore eligible for transfer to the City; however, DOF noted that because a portion of the Lathrop/Maple Parcel was being used for parking by the employees of the adjacent car dealership, with a posted “no public parking sign,” that parcel could not be transferred to the City as governmental use; and

WHEREAS, for the reasons contained in the staff report presented to the Oversight Board with this resolution, the City requires unfettered continual access to and use of the Lathrop/Maple Parcel in order to be able to store vehicles, equipment, and materials, and to accommodate personnel performing any maintenance and improvement work on the culvert; and

WHEREAS, all private parking on the Lathrop/Maple Parcel has been removed (including the “no public parking sign”) and “no parking any time” and “dumping prohibited” signs have been posted; and

WHEREAS, the Lathrop/Maple Parcel is open to the public as open space when not used for culvert maintenance purposes by the City; and

WHEREAS, pursuant to Health and Safety Code Section 34181(f), before properties can be transferred to the City for governmental use, the transfer must be approved by the Oversight Board by resolution adopted at a noticed public meeting, and the Oversight Board action is subject to review by DOF;

NOW, THEREFORE, THE OVERSIGHT BOARD OF THE SUCCESSOR AGENCY TO THE REDWOOD CITY REDEVELOPMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Incorporation of Recitals. All of the foregoing recitals are true and correct, and are incorporated herein and made an operative part of this Resolution.

Section 2. Lathrop/Maple Parcel Qualifies as Governmental Purpose Property. The Oversight Board hereby finds and determines that the Lathrop/Maple Parcel (APN 053-182-030) qualifies as governmental purpose property eligible for transfer to the City pursuant to Health and Safety Code Section 34181(a). This finding is based on the information set forth in the above recitals, as well as the information contained in the Agenda Report dated ______________, 2017, relating to the Transfer of the Lathrop/Maple Parcel from the Successor Agency to the City for Governmental Use.

Section 3. Approval of Conveyance of Property. The Oversight Board hereby approves and directs the conveyance of the Lathrop/Maple Parcel to the City for governmental use pursuant to Health and Safety Code Section 34181(a).

Section 4. Authorization to Submit Resolution to DOF. The Oversight Board hereby authorizes and directs Successor Agency staff to submit this Resolution, and all related evidence and other information requested by DOF, to DOF for approval.
Section 5. Authorization to Implement Resolution. Upon approval of this Resolution by DOF, the Oversight Board hereby further authorizes and directs Successor Agency staff, in cooperation with City staff, to take such actions and execute such documents as are necessary to implement this Resolution and convey the Lathrop/Maple Property to the City.

Section 6. Severability. If any provision of this Resolution is held invalid, the remainder of this Resolution shall not be affected by such invalidity, and the provisions of this Resolution are severable.

Section 7. Effective Date. This Resolution shall become effective in accordance with Health and Safety Code Sections 34179(h) and 34181(f).

PASSED, APPROVED AND ADOPTED at a regular meeting of the Oversight Board of the Successor Agency to the Redwood City Redevelopment Agency on the ________ day of ______________, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____________________________
Chair of the Oversight Board

ATTEST:

____________________________
Secretary to the Oversight Board
EXHIBIT A

LEGAL DESCRIPTION OF THE LATHROP/MAPLE PARCEL

All that certain real property situate in the City of Redwood City, County of San Mateo, State of California, being all of that parcel of land described in that Grant Deed recorded November 20, 2012, as Document No. 2012-173260, Official Records of said County, and being more particularly described as follows:

BEGINNING at the point of intersection of the centerlines of Franklin Street (60 feet wide) and Maple Street (60 feet wide) as shown on that map entitled, "ONE MAPLE STREET SUBDIVISION", recorded in Book 130 of Maps at Pages 54-56 in the office of the County Recorder of said county, said point being the TRUE POINT OF BEGINNING of this description;

Thence along the centerline of said Maple Street, North 08°46'11" East, 57.60 feet to its intersection with the centerline of Lathrop Street (60 feet wide) as shown on said map;

Thence along the centerline of said Lathrop Street, South 26°19'10" East, 259.53 feet;

Thence leaving last said centerline South 63°40'50" West, 30.00 feet to the southwesterly right of way line of said Lathrop Street;

Thence along the common line of that land described in said Grant Deed and that land described as Parcel 1 of that Grant Deed recorded September 05, 2003, as Document No. 2003-253225, Official Records of said County the following two courses:

1. South 51°04'23" West, 105.29 feet;
2. North 49°36'46" West, 37.15 feet to the easterly right of way line of Maple Street as shown on said map;

Thence North 67°32'37" West, 30.00 feet to the centerline of said Maple Street;

Thence along last said centerline the following two courses:

1. North 22°27'23" East, 29.62 feet;
2. North 08°46'11" East, 194.52 feet to the TRUE POINT OF BEGINNING.

Containing 24,457 square feet, more or less.

A plat showing the above described parcel is attached hereto and made a part hereof.
This legal description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyors' Act.

David Jungmann, PLS 9267

04/21/2017
Date

END OF DESCRIPTION
7. Property Disposition
Attachment 1

Subject: EXHIBIT A
PLAT TO ACCOMPANY LEGAL DESCRIPTION
Job No. 20170146-50
By DCJ Date 04/21/17 Child DCJ
SHEET 3 OF 3
EXHIBIT B

DOF LETTER OF AUGUST 12, 2016
RE OVERSIGHT BOARD ACTION DETERMINATIONS

[Attached.]
August 12, 2016

Ms. Starla Jerome-Robinson, Interim Finance Director
City of Redwood City
1017 Middlefield Road
Redwood City, CA 94063

Dear Ms. Jerome-Robinson:

Subject: Oversight Board Action Determinations

The City of Redwood City Successor Agency (Agency) notified the California Department of Finance (Finance) of its May 12, 2016 Oversight Board (OB) Resolutions on May 17, 2016. Pursuant to Health and Safety Code (HSC) section 34179 (h), Finance has completed its review of the OB actions.

Based on our review and application of the law, Finance has made the following determinations:

OB Resolution Nos. 16-04 and 16-06

These OB Resolutions approving the transfer of the Library parking lot and easement interest of the Courthouse Square to the City of Redwood City (City) as governmental use, are approved.

HSC section 34181 (a) (1) gives the OB the authority to direct the Agency to transfer ownership of those assets that were constructed and used for a government purpose, such as roads, school buildings, parks, police and fire stations, libraries, and parking facilities and lots dedicated solely to public parking. Finance concurs that the parking lot located at 1012 Main Street and Courthouse Square located at 2200 Broadway Street (Assessor’s Parcel Numbers (APN) 053-137-010 and 052-367-010, respectively) meet the definition of a government purpose asset and therefore are eligible for transfer to the City.

Finance notes the OB action incorrectly referenced 054-137-010 as the APN for the Library parking lot; however, the correct APN is 053-137-010.

OB Resolution No. 16-05

This OB Resolution approving the transfer of the culvert parcels to the City as governmental use, is partially approved.

Finance concurs that the creek culvert parcel located at the corner of Maple Street and Elm Street (APN 053-147-040) meets the definition of a government purpose asset and is therefore eligible for transfer to the City. However, the parcel located at the intersection of Lathrop Street and Maple Street (APN 053-147-030) is currently used as restricted parking by the car dealership employees with a ‘no public parking sign’ and as a community open space on
evenings and Sundays. Because the parking is restricted and not open to the public, this parcel cannot be transferred to the City as governmental use.

**OB Resolution No. 16-07**

This OB Resolution approving the transfer of interest of the Jefferson Avenue Pedestrian Paseo and approving an assignment of lease to the City as governmental use, is not approved.

It is our understanding this property interest is currently used as a public pedestrian walkway including an outdoor dining facility for the adjoining restaurant. Because a majority of the walkway is used as an outdoor dining facility, it does not meet the definition of governmental purpose and cannot be transferred to the City as governmental use.

**OB Resolution No. 16-08**

This OB Resolution approving a Long-Range Property Management Plan (LRPMP) that addresses the disposition and use of the real properties as well as the conveyance of the Agency's interest in properties of the former redevelopment agency is no longer subject to Finance's review.

HSC section 34191.3 (a) requires Finance to approve LRPMPs prior to January 1, 2016 in order for the LRPMP to be effective. Since the Agency does not have a Finance approved LRPMP prior to January 1, 2016, Finance no longer has the authority to approve, deny or amend a LRPMP. Therefore the Agency should dispose of all its properties and interest in properties pursuant to HSC sections 34177 (e) and HSC section 34181 (a).

In the event the OB desires to amend the portion of the resolutions not approved by Finance, Finance is returning it to the board for reconsideration. However, the Agency can move forward with the portion of the resolutions approved by Finance.

Please direct inquiries to Kylie Oltmann, Supervisor, or Zuber Tejani, Lead Analyst, at (916) 445-1546.

Sincerely,

JUSTYN HOWARD
Program Budget Manager

cc: Ms. Alison Freeman, Financial Services Manager, City of Redwood City
    Mr. Juan Raigoza, Auditor-Controller, San Mateo County
Vacant Lathrop / Maple Parcel

No Parking Any Time and Dumping Prohibited signs
Aerial View of Lathrop / Maple Lot

Creek

Private Property

Maple Street

Railroad Tracks

Private Property

Private Property

Subject Property (non-street only)