Instructions for Recognized Obligation Payment Schedule (ROPS)

General Instructions:
There are four forms: RPTTF - Redevelopment Property Tax Trust Fund; Other - for items funded from other sources, including bond proceeds, reserves, and other including the Low and Moderate Income Housing Fund (where an agency has encumbered balances). There are also forms for the Administrative Allowance and Pass through payments.

Only the January through June 2012 ROPS might include expenditures for pass-through payments. Starting with the July through December 2012 ROPS, per HSC section 34183 (a) (1), the county auditor controller will make the required pass-through payments prior to transferring money into the successor agency's Redevelopment Obligation Retirement Fund for items listed in an oversight board approved ROPS. Therefore, starting with the July 2012 ROPS, pass through payments do not need to identified.
The totals from the Other, Admin Allowance and Pass thru pages are linked to the RPTTF to calculate the grand total at the bottom of that form.

Although not required, an agency may be interested in completing one set of forms for each of its project areas.

Specific Instructions by Column Heading:

Column Name	Description and Examples	Clarifications
Project Name / Debt Obligation	Names of projects associated with the enforceable obligation payment, which include the following:	Refer to ABX1 26, §34167(d) for the definition of an enforceable obligation. Please note: for each listed item, supporting documentation is not required to be provided in the ROPS, however, it is advisable to maintain such documentation and it may be requested by DOF.
	Bonds: Includes debt service, reserve set-asides and any other payments related to the repayment of bonds, notes, interim certificates, debentures, or other obligations. Examples include tax allocation bonds, revenue bonds, certificates of participation (COPs), and California Infrastructure and Economic Development Bank (IBANK) bonds. Other payments related to bonds could include fiscal agent fees, letter of credit bank fees, continuing disclosure fees, etc.	Includes bonds as defined by H&S Code §33602 and issued pursuant to Government Code §5838. On the form, bond payments may be grouped together, however, it is recommended that non-housing and housing bond payments be entered under separate project names. Also, please separate reserve set-asides from other payments related to the repayment of bonds.
	Loans or Moneys Borrowed by Agency: Includes loans or moneys borrowed for legal purposes. Examples include loans from the LMIHF and *certain* loans from the sponsoring entity—i.e. the city, county, or city and county that created the agency. Other examples include repayment of loans from other public agencies, such as CalHFA, HUD Section 108.	This schedule should include all sponsoring entity - Agency loan agreements. Note: Sponsoring Entity -Agency loan agreements are only enforceable if entered into the first two years of the agency's existence or if they were for the sole purpose of securing, or repaying indebtedness obligations written prior to December 31, 2010.
	Payments: required by the federal and state governments or in connection with agency employees.	Includes payments such as salaries, pension payments, pension obligation debt service, and unemployment payments. Does not include pass-through payments.
	Judgments and settlements.	Includes payments related to court or other binding decisions.
	Legally binding and enforceable agreements or contracts: Includes all obligations of agency not listed above, both housing and non-housing. Please note: report all regardless of source of funding, such as those that will be funded with bond or other debt proceeds. Examples include obligations such as construction contracts, Disposition and Development Agreements (DDAs), Owner Participation Agreements (OPAs), pre-development loans, Community Facilities District (CFD) reimbursements, rental subsidies, and professional services contracts. Also includes agreements pledging future receipt of tax increment to other entities, such as a matching grant or promissory note.	Per ABX1 26, §34167.(d)(5), includes any legally binding and enforceable agreement or contract that is not otherwise void as violating the debt limit or public policy. However, as noted above, pursuant to ABX1 26, §34171.(d)(2), the definition of enforceable obligations to be paid by a Successor Agency does not include any agreements, contracts, or arrangements between the sponsoring entity and the agency, except for two specific categories of loans as defined in the legislation. Please note: list all other sponsoring entity and agency agreements in the Other Obligations" section of this ROPS Form. Please also note: discuss with your legal counsel whether an agreement such as an Exclusive Negotiation Agreement (ENA) should be listed as an enforceable obligation under §34167 and §34169 Enforceable Obligations, or included in the "Other Obligations Payment Schedule" portion of this form. For DDAs or OPAs, please provide a breakdown of the various projects and corresponding expenditures associated with each DDA/OPA project.
	Contracts or agreements necessary for continued administration or operation of agency such as, but not limited to, office space rent, equipment, supplies, insurance, and services.	Per ABX1 26, §34167.(d)(5), includes contracts or agreements necessary for continued administration or operation of the agency including, but not limited to, agreements to purchase or rent office space, equipment and supplies, and pay-related expenses pursuant to §33127 and for carrying insurance pursuant to §33134.
Payee	Recipient of debt or obligation payments.	Include name of public agency, entity or other organization to receive payment.
Description	Description of the nature of the work, product, service, facility or other thing [sic] of value for which payment is to be made.	
Project Area	List the name of the former redevelopment project area from which the payment was required	
Total Outstanding Debt or Obligation	Total remaining debt or obligation, including principal and interest, as applicable.	Although this amount is not required by §34169, it may be prudent to include the total amount for purposes of preparing the Recognized Obligation Payment Schedule (ROPS) or SOI. Please note: estimate for the remaining term of obligation. The SOI is a good source for this data.
Total Due During Fiscal Year	Total payments (including principal and interest) for the entire fiscal year, including months which may have already passed. For bonds, include all payments due from the fiscal year's tax increment, even if actually paid outside of the close of the fiscal year.	While not required to be included on the Schedule, this column is included to help with monthly payment calculations for those payments that are budgeted on an annual basis, rather than on a monthly basis.
Funding Source	List the funding source from which the obligation is to be made	Sources include the Redevelopment Property Tax Trust Fund; Other, including Bond Proceeds, LMIHF, and Other (rents, interest, reserves, etc.) and the Administrative Allowance
Payments by Month	Estimate payments by month for applicable period.. Please note: payments that have to be made in the month prior to their due date should be listed in the month preceding the actual debt service payment due date. For bonds, separate out payments that are required for reserves necessary to meet the entire fiscal year's indebtedness obligations. These additional payments can be shown in June with a footnote as to when the actual payments are due.	Notations should be made in cases where an agency is estimating the amount to be paid in any given month.

RECOGNIZED OBLIGATION PAYMENT SCHEDULE - CONSOLIDATED
FILED FOR THE JULY 2012 to DECEMBER 2013 PERIOD

Name of Successor Agency City of Glendora

	Current	
	Total Outstanding Debt or Obligation	**Total Due During Fiscal Year**
Outstanding Debt or Obligation	**$ 40,457,651.00**	$ 9,463,799.00
	Total Due for Six Month Period	
Outstanding Debt or Obligation	**$ 5,940,897.23**	
Available Revenues other than anticipated funding from RPTTF	**$ 322,896.00**	
Enforceable Obligations paid with RPTTF	**$ 5,165,460.23**	
Administrative Cost paid with RPTTF	**$ 160,232.00**	
Pass-through Payments paid with RPTTF	**$ 292,309.00**	
Administrative Allowance (greater of 5% of anticipated Funding from RPTTF or 250,000. Note: Calculation should not include pass-through payments made with RPTTF. The RPTTF Administrative Cost figure above should not exceed this Administrative Cost Allowance figure)	**$ 258,273.01**	

Certification of Oversight Board Chairman:
Pursuant to Section 34177(l) of the Health and Safety code,
I hereby certify that the above is a true and accurate Recognized
Enforceable Payment Schedule for the above named agency.

Name Title

Signature Date

Name of Redevelopment Agency: City of Glendora

Project Area(s) RDA Project Area All

FORM A - Redevelopment Property Tax Trust Fund (RPTTF)

DRAFT RECOGNIZED OBLIGATION PAYMENT SCHEDULE
Per AB 26 - Section 34177 (*)

	Project Name / Debt Obligation	Contract/Agreement Execution Date	Payee	Description	Project Area	Total Outstanding Debt or Obligation	Total Due During Fiscal Year 2012-13**	*** Funding Source	Payable from the Redevelopment Property Tax Trust Fund (RPTTF) Payments by month July 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Total
1)	Loan from City	6/30/2003	City of Glendora	Loan for operating/project costs	1, 2, 3	6,903,500.00	6,903,500.00	RPTTF	$ 575,291.67	$ 575,291.00	$ 575,291.00	$ 575,291.00	$ 575,291.00	$ 575,291.00	$ 3,451,746.67
2)	1998 A Bonds	9/29/1998	US Bank	Project Area #1 Public Improvements	1	1,605,038.00	271,080.00	RPTTF		240,193.00					$ 240,193.00
3)	2003 Series A Bonds	10/9/2003	US Bank	Project Area #1 Public Improvements	1	13,458,106.00	780,013.00	RPTTF		547,796.00					$ 547,796.00
4)	2003 Series B Bonds	10/9/2003	US Bank	Project Area #1 Public Improvements	1	3,479,728.00	503,165.00	RPTTF		423,287.00					$ 423,287.00
5)	2006 TABs	4/11/2006	US Bank	Project Area #1 Public Improvements	1	7,958,703.00	501,256.00	RPTTF		378,128.00					$ 378,128.00
6)	Contract for services	annual purchase order	Various	Maintenance of Acquired Property	2	10,000.00	4,100.00	RPTTF		2,500.00		2,500.00			$ 5,000.00
7)	OPA	5/17/2006	Seidner Miller, Inc.	Tenant Improvements	1	5,000,000.00	-	RPTTF							$ -
8)	OPA	4/16/2002	Dennis Silletto	Tenant Improvements	1	546,100.00	50,000.00	RPTTF			50,000.00				$ 50,000.00
9)	Trustee Fees	annual purchase order	US Bank	Bond Trustee Fees	1	6,100.00	6,100.00	RPTTF					6,100.00		$ 6,100.00
10)	2003 Series A Bonds (Low/Mod)	contract	US Bank	Low/Mod debt service	1	1,123,615.00	83,524.00	LMIHF			63,209.56				$ 63,209.56
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	Totals - This Page (RPTTF Funding)					40,090,890.00	9,102,738.00	N/A	$ 575,291.67	$ 2,167,195.00	$ 688,500.56	$ 577,791.00	$ 581,391.00	$ 575,291.00	$ 5,165,460.23
	Totals - Page 2 (Other Funding)					53,816.00	53,816.00	N/A	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 322,896.00
	Totals - Page 3 (Administrative Cost Allowance)					312,945.00	307,245.00	N/A	$ 24,118.00	$ 26,100.00	$ 26,100.00	$ 24,118.00	$ 28,178.00	$ 31,618.00	$ 160,232.00
	Totals - Page 4 (Pass Thru Payments)					292,309.00	292,309.00	N/A	$ -	$ 292,309.00	$ -	$ -	$ -	$ -	$ 292,309.00
	Grand total - All Pages					$ 40,457,651	$ 9,463,799		$ 653,225.67	$ 2,247,111.00	$ 768,416.56	$ 655,725.00	$ 663,385.00	$ 660,725.00	$ 5,940,897.23

*** The Preliminary Draft Recognized Obligation Payment Schedule (ROPS) is to be completed by 3/1/2012 by the successor agency, and subsequently be approved by the oversight board before the final ROPS is submitted to the State Controller and State Department of Finance by April 15, 2012. It is not a requirement that the Agreed Upon Procedures Audit be completed before submitting the final Oversight Approved ROPS to the State Controller and State Department of Finance.**

**** All totals due during fiscal year and payment amounts are projected.**

***** Funding sources from the successor agency: (For fiscal 2011-12 only, references to RPTTF could also mean tax increment allocated to the Agency prior to February 1, 2012.)**

RPTTF - Redevelopment Property Tax Trust Fund **Bonds - Bond proceeds** **Other - reserves, rents, interest earnings, etc**

LMIHF - Low and Moderate Income Housing Fund **Admin - Successor Agency Administrative Allowance**

Name of Redevelopment Agency: Ciyt of Glendora

Project Area(s) RDA Project Area All

FORM B - All Revenue Sources Other Than Redevelopment Property Tax Trust Fund (RPTTF)

DRAFT RECOGNIZED OBLIGATION PAYMENT SCHEDULE
Per AB 26 - Section 34177 (*)

	Project Name / Debt Obligation	Contract/Agreement Execution Date	Payee	Description	Project Area	Total Outstanding Debt or Obligation	Total Due During Fiscal Year 2011-2012**	Funding Source ***	Payable from Other Revenue Sources Payments by month July 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Total
1)	Rental Subsidy	annual purchase order	Various Tenants	Low Income Rental Subsidy	2	165,000.00	165,000.00	LMIHF	$ 12,150.00	$ 12,150.00	$ 12,150.00	$ 12,150.00	$ 12,150.00	$ 12,150.00	$ 72,900.00
2)	Heritage Oaks TBRA	annual purchase order	Anchor Pacifica	Tenant Based Rental Assistance	3	449,458.00	449,458.00	LMIHF	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	$ 225,000.00
3)	Contract for legal services	annual purchase order	SYCR	Legal services special projects	1, 2, 3	50,000.00	50,000.00	LMIHF	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	$ 24,996.00
4)															$ -
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	Totals - LMIHF					664,458.00	664,458.00	$ -	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 322,896.00
	Totals - Bond Proceeds														$ -
	Totals - Other														$ -
	Grand total - This Page					$ 664,458.00	$ 664,458.00		$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 53,816.00	$ 322,896.00

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**** All total due during fiscal year and payment amounts are projected.**

***** Funding sources from the successor agency: (For fiscal 2011-12 only, references to RPTTF could also mean tax increment allocated to the Agency prior to February 1, 2012.)**

RPTTF - Redevelopment Property Tax Trust Fund **Bonds - Bond proceeds** **Other - reserves, rents, interest earnings, etc**

LMIHF - Low and Moderate Income Housing Fund **Admin - Successor Agency Administrative Allowance**

Name of Redevelopment Agency: City of Glendora

Project Area(s) RDA Project Area All

FORM C - Administrative Cost Allowance Paid With Redevelopment Property Tax Trust Fund (RPTTF)

DRAFT RECOGNIZED OBLIGATION PAYMENT SCHEDULE
Per AB 26 - Section 34177 (*)

	Project Name / Debt Obligation	Payee	Description	Project Area	Total Outstanding Debt or Obligation	Total Due During Fiscal Year 2012-13**	Funding Source **	Payable from the Administrative Allowance Allocation **** Payments by month						
								July 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Total
1)	Administration	City of Glendora	Administration of Successor Agency	1, 2, 3	250,000.00	250,000.00	ACA	20,833.00	$ 20,833.00	$ 20,833.00	$ 20,833.00	$ 20,833.00	$ 20,833.00	$ 124,998.00
2)	Contract for consulting services	Joe A. Gonsalves	Legislative consultation	1, 2, 3	29,400.00	29,400.00	ACA	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	14,700.00
3)	Contract for audit services	Lance, Soll & Lunghard	CRA audit services	1, 2, 3	8,120.00	8,120.00	ACA					4,060.00		4,060.00
4)	Contract for financial services	Harrell & Company	Financial/Continuing Disclosure services	1, 2, 3	7,500.00	7,500.00	ACA						7,500.00	7,500.00
5)	Contract for services	Intellibridge	Employment Agency	1, 2, 3	10,000.00	4,300.00	ACA	835.00	835.00	835.00	835.00	835.00	835.00	5,010.00
6)	Contract for property tax services	HdL Coren & Cone	Financial services	1, 2, 3	7,925.00	7,925.00	ACA		1,982.00	1,982.00				3,964.00
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	Totals - This Page				**$ 312,945.00**	**$ 307,245.00**		**$ 24,118.00**	**$ 26,100.00**	**$ 26,100.00**	**$ 24,118.00**	**$ 28,178.00**	**$ 31,618.00**	**$ 160,232.00**

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**** All total due during fiscal year and payment amounts are projected.**

***** Funding sources from the successor agency: (For fiscal 2011-12 only, references to RPTTF could also mean tax increment allocated to the Agency prior to February 1, 2012.)**

RPTTF - Redevelopment Property Tax Trust Fund **Bonds - Bond proceeds** **Other - reserves, rents, interest earnings, etc**

LMIHF - Low and Moderate Income Housing Fund **Admin - Successor Agency Administrative Allowance**

****** - Administrative Cost Allowance caps are 5% of Form A 6-month totals in 2011-12 and 3% of Form A 6-month totals in 2012-13. The calculation should not factor in pass through payments paid for with RPTTF in Form D.**

Name of Redevelopment Agency: City of Glendora

Project Area(s) RDA Project Area All

FORM D - Pass-Through Payments

OTHER OBLIGATION PAYMENT SCHEDULE
Per AB 26 - Section 34177 (*)

	Project Name / Debt Obligation	Payee	Description	Project Area	Total Outstanding Debt or Obligation	Total Due During Fiscal Year 2012-13**	Source of Fund***	Pass Through and Other Payments **** Payments by month July 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Total
1)	Pass through payments	LA County	Pass through payments	1, 2, 3	$ 188,577.00	$ 188,577.00	RPTTF		$ 188,577.00					$ 188,577.00
2)	Pass through payments	Consolidated FPD	Pass through payments	1, 2, 3	29,713.00	29,713.00	RPTTF		29,713.00					29,713.00
3)	Pass through payments	LAC Fire-FFW	Pass through payments	1, 2, 3	1,155.00	1,155.00	RPTTF		1,155.00					1,155.00
4)	Pass through payments	LAC Flood Control	Pass through payments	1, 2, 3	2,580.00	2,580.00	RPTTF		2,580.00					2,580.00
5)	Pass through payments	Sanit Dist #22	Pass through payments	1, 2, 3	2,883.00	2,883.00	RPTTF		2,883.00					2,883.00
6)	Pass through payments	City of Glendora	Pass through payments	1, 2, 3	27,019.00	27,019.00	RPTTF		27,019.00					27,019.00
7)	Pass through payments	Three Valleys WD	Pass through payments	1, 2, 3	394.00	394.00	RPTTF		394.00					394.00
8)	Pass through payments	Three Valleys MWD	Pass through payments	1, 2, 3	967.00	967.00	RPTTF		967.00					967.00
9)	Pass through payments	Upper SGV WD	Pass through payments	1, 2, 3	18.00	18.00	RPTTF		18.00					18.00
10)	Pass through payments	County Schools	Pass through payments	1, 2, 3	240.00	240.00	RPTTF		240.00					240.00
11)	Pass through payments	Children's Tuition Fund	Pass through payments	1, 2, 3	476.00	476.00	RPTTF		476.00					476.00
12)	Pass through payments	Citrus CC	Pass through payments	1, 2, 3	2,037.00	2,037.00	RPTTF		2,037.00					2,037.00
13)	Pass through payments	Citrus Children's Center	Pass through payments	1, 2, 3	53.00	53.00	RPTTF		53.00					53.00
14)	Pass through payments	Mt SAC CC	Pass through payments	1, 2, 3	2,648.00	2,648.00	RPTTF		2,648.00					2,648.00
15)	Pass through payments	Mt SAC CC Children's Ce	Pass through payments	1, 2, 3	26.00	26.00	RPTTF		26.00					26.00
16)	Pass through payments	Azusa USD	Pass through payments	1, 2, 3	1,546.00	1,546.00	RPTTF		1,546.00					1,546.00
17)	Pass through payments	Bonita USD	Pass through payments	1, 2, 3	15,088.00	15,088.00	RPTTF		15,088.00					15,088.00
18)	Pass through payments	Charter Oak USD	Pass through payments	1, 2, 3	447.00	447.00	RPTTF		447.00					447.00
19)	Pass through payments	Glendora USD	Pass through payments	1, 2, 3	16,442.00	16,442.00	RPTTF		16,442.00					16,442.00
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	Totals - Other Obligations				**$ 292,309.00**	**292,309.00**	**-**	**$ -**	**292,309.00**	**-**	**-**	**-**	**-**	**292,309.00**

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**** All total due during fiscal year and payment amounts are projected.**
***** Funding sources from the successor agency: (For fiscal 2011-12 only, references to RPTTF could also mean tax increment allocated to the Agency prior to February 1, 2012.)**
RPTTF - Redevelopment Property Tax Trust Fund **Bonds - Bond proceeds** **Other - reserves, rents, interest earnings, etc**
LMIHF - Low and Moderate Income Housing Fund **Admin - Successor Agency Administrative Allowance**
****** - Only the January through June 2012 ROPS should include expenditures for pass-through payments. Starting with the July through December 2012 ROPS, per HSC section 34183 (a) (1), the county auditor controller will make the required pass-through payments prior to transferring money into the successor agency's Redevelopment Obligation Retirement Fund for items listed in an oversight board approved ROPS.**