

Successor Agency (SA) Administrative Budgets

Exhibit A

Administrative Allowance Charges

Departments/Functions

	22-23A Total (July - December)	22-23B Total (January - June)	ROPS 22-23 Total
City Manager	\$ 4,611	\$ 4,611	\$ 9,223
City Clerk	3,715	3,715	7,429
City Attorney	21,986	21,986	43,972
Administrative Services	157,800	157,800	315,600
Public Works	12,115	12,115	24,231
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General Operating Costs (rent, insurance, equipment, etc.)

	24,957	24,957	49,914
Total	\$ 225,184	\$ 225,184	\$ 450,369

Tasks Include:

- Staff Meetings
- Staff Reports & Research
- Agendas & Minutes
- ROPS & Administrative Budget Preparation
- Overall SA Management
- Records Management & Website
- Maintenance of SA Property Information
- General Correspondence
- Attend Board Meetings
- Coordinate & Prepare SA Meetings
- Financial Management/Budgeting/Accounts Payable
- Annual Reporting