

Successor Agency (SA) Administrative Budgets

Exhibit A

Administrative Allowance Charges

Departments/Functions

City Manager

City Clerk

City Attorney

Administrative Services

Public Works

General Operating Costs (rent, insurance, equipment, etc.)

Total

19-20A Total (July - December)	19-20B Total (January - June)	ROPS 19-20 Total
\$ 4,307	\$ 4,308	\$ 8,615
4,435	4,435	8,870
38,233	38,233	76,466
124,033	124,033	248,066
11,519	11,519	23,038
19,038	19,037	38,075
\$ 201,565	\$ 201,565	\$ 403,130

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