

## Successor Agency (SA) Administrative Budgets

## Exhibit B

### Administrative Allowance Charges

#### Departments/Functions

City Manager

City Clerk

City Attorney

Administrative Services

Public Works

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

**Total**

<b>20-21A Total (July - December)</b>	<b>20-21B Total (January - June)</b>	<b>ROPS 20-21 Total</b>
\$ 4,339	\$ 4,339	\$ 8,678
3,463	3,463	6,926
21,476	21,477	42,953
131,973	131,973	263,946
11,309	11,309	22,618
29,728	29,727	59,455
<b>\$ 202,288</b>	<b>\$ 202,288</b>	<b>\$ 404,576</b>

#### 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