



JOHN CHIANG
California State Controller
Division of Accounting and Reporting

August 31, 2011

Redevelopment Agency Fiscal Officer:

Health and Safety Code sections 33080 through 33080.4 require that the completed financial report, two copies of the component unit audit, and the Housing and Community Development (HCD) report on the Status and Use of the Low and Moderate Income Housing Fund be submitted to the State Controller within six months of the end of the agency's fiscal year. Failure to submit the financial report, **TWO** copies of the component unit audit, and HCD report by **December 31, 2011** may result in a forfeiture of up to \$10,000. There is no legal provision for granting an extension for filing these reports

Under GC section 12464(a), if the Redevelopment Agency does not provide the annual reports in the time, form, and manner required, the Controller is authorized to appoint a qualified accountant to conduct an investigation to obtain the information required to prepare and file the report.

Additionally, under GC § 12464(b), the costs of compiling the annual reports, including contracts with, or employment of, certified public accountants or public accountants will be borne by the Redevelopment Agency.

Be advised that the following documents must be submitted to this office to complete all filing requirements for the 2010-11 tax year:

- The signed cover page form of the report. **Please note that the cover page form must be signed by the Redevelopment Agency Fiscal Officer or other Agency Officer**
- The electronic output file
- **TWO** copies of the independent audit
- The Housing and Community Development (HCD) report
- The U.S. Bureau of the Census survey form, and
- A copy of the Statement of Indebtedness as filed with the County Auditor

If there was no financial activity during the year, please complete and submit the signed cover page form and General Information Form with the notation "No Financial Activity."

The 2010-11 HCD report may be completed electronically on the Internet. Refer to HCD's website at <http://www.hcd.ca.gov/rda/> for electronic reporting information and to download forms and instructions.

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Questions concerning these reporting requirements should be directed to Tling Ngo of the Redevelopment Agencies/Special Districts Reporting Section at (916) 327-8905.

Sincerely,

(Original signed by)
PRISCILLA MOSS, Bureau Chief
Local Government Policy and Reporting