

PLACER COUNTY
REDEVELOPMENT AGENCY
MEMORANDUM

TO: Honorable Members of the Redevelopment Agency Board
FROM: Richard E. Colwell, Chief Assistant CEO-Redevelopment Director
James LoBue, Deputy Director
DATE: June 24, 2008
SUBJECT: Adopt a Resolution Authorizing the Chief Assistant CEO-Redevelopment Director or Designee to Execute Service Agreements with Selected County Departments for FY 2008/2009, Ranging from \$3,000 to \$230,000 per Department to be Paid by the Redevelopment Agency.

ACTION REQUESTED

Adopt a resolution authorizing the Chief Assistant CEO-Redevelopment Director or designee to execute service agreements with selected County departments for FY 2008/2009, ranging from \$3,000 to \$230,000 per department to be paid by the Redevelopment Agency.

BACKGROUND

California Redevelopment Law provides that a redevelopment agency is a separate public entity, corporate and politic, that exercises governmental functions and has specific powers ascribed to it by a jurisdictional legislative body. The Board of Supervisors created the Redevelopment Agency (Agency) by ordinance in 1996 as a distinct legal entity. As a practical matter, the Agency relies on County staff to provide services and facilities to the Agency. This interdepartmental work team approach provides expertise and services by optimizing the use of County and Agency staff and resources.

The support costs incurred by the Agency range from approximately \$3,000 to \$230,000 per County Department. Under the Purchasing Policy adopted by the Agency in 2006, contracts exceeding \$50,000 require your Board's approval. Below are those County departments that have budgeted costs in FY 2008/2009 in excess of \$50,000 to support the Agency's operations:

- Community Development Resource Agency –
Staff Time for Community Enhancement Program Projects \$151,187
- County Executive Office – Executive Management Support \$230,000
- Economic Development – Marketing Agency Programs \$110,000
- County Counsel – Legal Services \$82,500
- Administrative Services – Information Technology, Records Management,
Telecommunications, and Procurement \$115,000

The practice of the Agency has been to enter into service agreements (Memoranda of Understanding) with various County departments to provide services and facilities to the Agency. These agreements serve two important functions. They ensure that costs incurred for services and facilities are funded

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from Agency resources rather than County resources. They also document and track the types of services to be provided and amounts to be charged.

Approval of this item will allow the Chief Assistant CEO-Redevelopment Director or designee to execute the above identified service agreements for FY 2008/2009, and to reimburse the County departments for support services rendered to the Agency.

ENVIRONMENTAL STATUS

This is an administrative action, does not constitute a project, and is exempt from environmental review per California Environmental Quality Act Guidelines section 15178(b)(5).

FISCAL IMPACT

The Agency has sufficient tax increment funds budgeted to reimburse the County General Fund expenditures as detailed in each service agreement for a combined total amount not to exceed \$688,687.

RECOMMENDATION

Adopt a resolution authorizing the Chief Assistant CEO-Redevelopment Director or designee to execute service agreements with selected County departments for FY 2008/2009, ranging from \$3,000 to \$230,000 per department to be paid by the Redevelopment Agency.

Attachment: Resolution

cc: Karin Schwab, Agency Counsel

**Before the Placer County
Redevelopment Agency Board of Directors
County of Placer, State of California**

In the matter of:

Authorizing the Chief Assistant CEO-Redevelopment Director or designee to execute service agreements with selected County departments for FY 2008/2009, ranging from \$3,000 to \$230,000 per department to be paid by the Redevelopment Agency

Reso. No. _____

Ord. No. _____

First Reading _____

The following Resolution was duly passed by the Redevelopment Agency Board of the County of Placer at a regular meeting held _____,

by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Attest:

Chair, Agency Board

Clerk of said Board

WHEREAS, the Redevelopment Agency (Agency) is a separate body, corporate and politic, created by the Placer County Board of Supervisors; and

WHEREAS, the Agency wishes to promote efficient use of Agency and County staff and facility resources; and

WHEREAS, the Agency seeks to conform with audit requirements in regard to having evidence of executed service agreements in order to allow the Agency to track and reimburse County departments for staff costs; and

WHEREAS, in the interest of the Agency and County, the Agency wishes to enter into the following service agreements for the stated not to exceed amounts:

- Community Development Resource Agency –
Staff Time for Community Enhancement Program Projects \$151,187
- County Executive Office – Executive Management Support \$230,000
- Economic Development – Marketing Agency Programs \$110,000
- County Counsel – Legal Services \$82,500
- Administrative Services – Information Technology, Records Management,
Telecommunications, and Procurement \$115,000

WHEREAS, in the interest of expediting the execution of the above identified services agreements, your Board wishes to authorize the Chief Assistant CEO-Redevelopment Director or designee to execute the same.

NOW, THEREFORE BE IT RESOLVED, that the Agency Board of Directors authorizes the Chief Assistant CEO-Redevelopment Director or designee to execute the above identified service agreements with selected County departments for FY 2008/2009.

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