

PLACER COUNTY
REDEVELOPMENT AGENCY
MEMORANDUM

TO: Honorable Members of the Redevelopment Agency Board
FROM: Thomas M. Miller, Director
James LoBue, Deputy Director
DATE: June 21, 2011
SUBJECT: Redevelopment Agency Service Agreements with Selected County Departments for FY 2011-12

ACTION REQUESTED

Adopt a resolution authorizing the Deputy Director of Redevelopment or designee to execute service agreements with specific County departments for FY 2011-12 in excess of \$50,000 per department, to be paid by the Placer County 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 Placer County 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 have historically ranged from approximately \$400 to \$300,000 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 2011-12 in excess of \$50,000 to support the Agency's operations:

- Community Development Resource Agency – Planning Services \$68,000
- County Executive Office – Executive Management Support \$165,176
- Economic Development – Marketing Agency Programs \$95,000
- County Counsel – Legal Services \$75,000
- Administrative Services – Information Technology, Records Management, Telecommunications, and Procurement \$62,118
- Facilities – Building Maintenance, Custodial, Utilities, and Parks and Grounds Charges \$59,816

The practice of the Agency has been to enter into service agreements 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 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 Deputy Director of Redevelopment or designee to execute the above identified service agreements for FY 2011-12 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 15378(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 over \$50,000 for a combined total amount not to exceed \$525,110.

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 Deputy Director of Redevelopment or designee to execute service agreements with specific County departments for FY 2011-12 in excess of \$50,000 per department, to be paid by the Placer County 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;

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

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 – Planning Services \$65,000
- County Executive Office – Executive Management Support \$165,176
- Economic Development – Marketing Agency Programs \$95,000
- County Counsel – Legal Services \$75,000
- Administrative Services – Information Technology, Records Management, Telecommunications, and Procurement \$53,194
- Facilities – Building Maintenance, Custodial, Utilities, and Parks and Grounds Charges \$59,816

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

NOW, THEREFORE, BE IT RESOLVED, that the Agency Board of Directors authorizes the Deputy Director of Redevelopment or designee to execute a services agreement with the above County departments for FY 2011-12.