

**PLACER COUNTY**  
**REDEVELOPMENT AGENCY**

**MEMORANDUM**

**TO:** Honorable Members of the Redevelopment Agency Board  
**FROM:** Richard E. Colwell, Chief Assistant CEO-Redevelopment Director *REC*  
James LoBue, Deputy Director  
**DATE:** September 23, 2008  
**SUBJECT:** Adopt a Resolution Authorizing the Chief Assistant CEO-Redevelopment Director or Designee to Execute a Service Agreement with the County Executive Office in the Amount of \$279,551 for FY 2008-2009.

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**ACTION REQUESTED**

Adopt a resolution authorizing the Chief Assistant CEO-Redevelopment Director or designee to execute a Service Agreement with the County Executive Office in the amount of \$279,551 for FY 2008-2009.

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

On June 24, 2008 your Board approved the proposed budgeted cost of \$230,000 for County Executive Office executive management support to the Agency's operations. Due to increased costs determined during the Final Budget process, the amount needs to be increased to \$279,551 for FY 2008/2009. Under the Purchasing Policy adopted by the Agency in 2006, contracts exceeding \$50,000 require your Board's approval. The annual service agreement will be increased to \$279,551 in the Agency's Final Budget.

Approval of this item will allow the Chief Assistant CEO-Redevelopment Director or designee to execute the above identified service agreement for FY 2008/2009, and to reimburse the department 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 the service agreement.

**RECOMMENDATION**

Adopt a resolution authorizing the Chief Assistant CEO-Redevelopment Director or designee to execute a service agreement with the County Executive Office in the amount of \$279,551 for FY 2008-2009.

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:**

Adopt a Resolution Authorizing the Chief Assistant CEO-Redevelopment Director or Designee to Execute a Service Agreement with the County Executive Office in the Amount of \$279,551 for FY 2008-2009.

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**

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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 agreement for the stated not to exceed amount:

- County Executive Office – Executive Management Support \$279,551

WHEREAS, in the interest of expediting the execution of the above identified service agreement, 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 agreement with the County Executive Office for FY 2008-2009.