

**Successor Agency to the Former  
Sebastopol Community Development Agency  
STAFF REPORT**

**Meeting Date:** January 17, 2017  
**To:** Honorable Mayor and City Councilmembers  
**From:** Ana Kwong – Finance Director  
**Subject:** Approval and Adoption of the FY 2017/18 Successor Agency Administrative Budget  
**Recommendation** That the Successor Agency approve the resolution adopting FY 2017/18 Administrative Budget  
**Funding:** Currently Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No  X  N/A  
Net General Fund Cost: \$0  
If Cost to Other Fund(s),  
Fund:

**INTRODUCTION:** This item is to request that the Successor Agency approve and adopt the resolution for 2017/18 fiscal year Administrative Budget.

**BACKGROUND:**

The Health and Safety Code Section 34171(a), (b) and Section 34177(j) require the Successor Agency to approve annually an Administrative Budget for administrative costs of the Successor Agency. Since the 2011/12 fiscal year, the Successor Agency has adopted an administrative budget by resolution every fiscal year, as directed by the State of California.

**DISCUSSION:**

The Successor Agency is legally obligated to manage and pay for the former Redevelopment \$6,330,000 Tax Allocation Refunding bond debt service, through June 1, 2021. The administrative cost allowance is allocated to the Successor Agency for each fiscal year, to reimburse the agency for their expenses in winding-down the activities and debt service obligations of the former Redevelopment Agency.

With the approval of the Successor Agency, this FY 2017/18 Administrative Budget will be presented to the Oversight Board for their approval at their January 23, 2017 meeting.

**ATTACHMENT:**

Administrative Budget  
Resolution



*Successor Agency to the former  
Sebastopol Community Development Agency  
Administrative Budget  
July 1, 2017 to June 30, 2018*

<b>Category</b>	<b>Department / Description</b>	<b>2017/2018</b>
Wages & Benefits	City Manager	\$20,000
Wages & Benefits	City Attorney	\$20,000
Wages & Benefits	Finance Director	\$40,000
Wages & Benefits	City Council	\$40,000
Wages & Benefits	City Clerk	\$20,000
Wages & Benefits	Planning Director	\$20,000
Agency Operations	Advertising, Postage, Utilities, Office Supplies, Office Space, Equipment, etc.	\$40,000
Legal Expense	Legal expenses for Successor Agency Administration	\$20,000
Audit	Annual audit expense	\$10,000
Computer	Computer maintenance & other equipment related-expense	\$18,000
Training	Training and Membership Dues	\$2,000
<b>Total</b>		<b>\$250,000</b>

**CITY OF SEBASTOPOL SUCCESSOR AGENCY TO THE FORMER SEBASTOPOL  
COMMUNITY DEVELOPMENT AGENCY  
RESOLUTION NO. SA-\_\_\_\_\_**

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER SEBASTOPOL COMMUNITY DEVELOPMENT AGENCY ADOPTING THE ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2018, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(j)**

**WHEREAS**, Health and Safety Code Section 34171(a), (b) and Section 34177 (j) require the Successor Agency to approve an Administrative Budget for administrative costs of the Successor Agency.

**NOW, THEREFORE, BE IT RESOLVED** that the Successor Agency to the former Sebastopol Community Development Agency hereby approves the Administrative Budget attached to the Resolution, for the period of July 1, 2017 to June 30, 2018 as required by Health and Safety Code Section 34171(a) and (b), and Section 34177(j).

The above and foregoing Resolution was duly passed and adopted at a meeting by the Successor Agency of the Former Sebastopol Community Development Agency on the 17<sup>th</sup> day of January 2017, by the following vote:

APPROVED: \_\_\_\_\_  
Una Glass, Mayor

AYES:  
NOES:  
ABSENT:

ATTEST: \_\_\_\_\_  
Mary Gourley, MMC, Assistant City Manager/City Clerk