



**Successor Agency to the Former
Sebastopol Community Development Agency
Oversight Board**

7120 Bodega Avenue
Post Office Box 1776
Sebastopol, CA 95473
P: 707-823-1153
www.ci.sebastopol.ca.us

Oversight Board
Patrick Slayter, Chair
Chris Anderegg
Mary Downey
Everett Fernandez
Kate Jolley
Kenyon Webster

Agenda Report Review by:
City Manager *me*

[City Manager/City Attorney](#)
Larry McLaughlin
[Assistant City Manager/City Clerk](#)
Mary Gourley

STAFF REPORT

Meeting Date: January 23, 2018
To: Oversight Board
From: Ana Kwong, Finance Director
Subject: Approval of the FY 2018/19 Administrative Budget
Recommendation: That the Oversight Board approve the resolution adopting the FY 2018/19 Administrative Budget

Background:

The Health and Safety Code Section 34171(a), (b) and Section 34177(j) require the Oversight Board to approve an Administrative Budget for administrative costs of the Successor Agency for each fiscal year. 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.

The Successor Agency approved the attached Administrative Budget for the 2018/19 fiscal year at their January 16, 2018 meeting.

Attached is the 2018/19 fiscal year Administrative Budget which required the approval of the Oversight Board.



*Successor Agency to the former
 Sebastopol Community Development Agency
 Oversight Board
 Administrative Budget
 July 1, 2018 to June 30, 2019*

Category	Department / Description	2018/2019
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	Assistant City Manager/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
Total		\$250,000

**OVERSIGHT BOARD OF THE CITY OF SEBASTOPOL AS SUCCESSOR AGENCY TO
THE FORMER SEBASTOPOL COMMUNITY DEVELOPMENT AGENCY
RESOLUTION NO. OB-_____**

A RESOLUTION OF THE OVERSIGHT BOARD OF THE CITY OF SEBASTOPOL AS SUCCESSOR AGENCY TO THE FORMER SEBASTOPOL COMMUNITY DEVELOPMENT AGENCY ADOPTING THE ADMINISTRATIVE BUDGET FOR THE PERIOD OF JULY 1, 2018 to JUNE 30, 2019, PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(j)

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

NOW, THEREFORE, BE IT RESOLVED that the Oversight Board of 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, 2018 to June 30, 2019 as required by the Health and Safety Code Section 34171(a) and (b), and Section 34177 (j).

It is hereby certified that the foregoing resolution was duly adopted at a regular meeting by the Oversight Board of the City of Sebastopol as Successor Agency to the Former Sebastopol Community Development Agency held on the 23rd day of January 2018, by the following vote:

VOTES:
AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTESTED:

Chair Patrick Slayter

Assistant City Manager / City Clerk Mary Gourley, MMC