



DATE: November 17, 2016

TO: Oversight Board

FROM: City Manager

SUBJECT

Approval of Resolution Amending the Fiscal Year 2017 Administrative Budget

RECOMMENDATION

That the Oversight Board approves a Resolution (Attachment II) amending the Fiscal Year 2017 Administrative Budget.

BACKGROUND AND DISCUSSION

The Successor Agency pays for City staff to conduct the affairs of the Agency from a \$250,000 annual administrative allowance authorized and approved by the Department of Finance.

On January 27, 2016, the Oversight Board approved the Fiscal Year 2017 Successor Agency Administrative Budget. Staff is proposing an amendment to the Administrative Budget to account for increases in personnel costs related to a promotion.

While there is no formal procedure for amending the administrative budget once it has been approved by the Oversight Board, staff and agency legal counsel recommend obtaining Oversight Board approval for the increase in personnel services to ensure no future DOF issues arise.

FISCAL IMPACT

The net budget impact from this change is \$7,301. The Successor Agency has enough administrative budget allowance to cover this increase. This increase in the Personnel Services budget is commensurate with a decrease in the Agency Supplies and Services budget. This increase will have no bearing on the FY17 ROPS approved Foothill Façade and Property Disposition project budgets. Furthermore, this change does not require the submission of an amended ROPS. Attachment III provides the new Administrative Budget.

NEXT STEPS

Staff will process necessary budget adjustments pending completion of all personnel action forms with the Human Resources Department.

Prepared and Recommended by: John Stefanski, Management Analyst

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager