

# **DRAFT ACTION MINUTES**

## **CONSOLIDATED OVERSIGHT BOARD FOR THE COUNTY OF MONTEREY**

### **AGENDA**

**THURSDAY, January 7, 2021  
9:30 A.M.**

**Board of Supervisor Chambers**  
Monterey County Government Center – Administration Building  
168 West Alisal Street, Salinas

#### **1. Call to Order and Pledge of Allegiance**

**Meeting was called to order at 9:30 a.m. by Chair Poitras.**

#### **2. Roll Call**

- a. Welcome Steven Crow, new Board Member.

**Board Members Present:**

Shawne Ellerbee, Mike LeBarre, Warren “Pete” Poitras, Garry Bousum, and Sally Reed

Board Member Steven Crow joined the meeting at 9:50 a.m.

**Board Members Absent:**

Harry Gamotan

**Staff Present:**

Brian Briggs, Deputy County Counsel  
Jennifer Forsyth, Auditor-Controller Analyst I  
Roger Martinez-Pio, Accounting Technician  
Gary Giboney, Chief Deputy Auditor-Controller

#### **3. Additions and Corrections**

Jennifer Forsyth stated that the County of Monterey had a correction to their submitted ROPS. A copy of the memo and updated ROPS summary and schedule were provided via email to the members.

**4. Election of Chair and Vice-Chair**

**A motion was made by Member Reed to elect Member Poitras to serve as Chair and Member Bousum to serve as Vice-Chair, seconded by Member Ellerbee.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

**5. Public Comment**

Members of the public may address the Oversight Board on matters, not on the agenda, but within the jurisdiction of the Board. The Chair reserves the right to limit the speaking time of any member of the public addressing the Board to three (3) minutes.

**No public comment.**

**6. Approval of Action Minutes**

- a. Consider adoption of the action minutes from the February 27, 2020 Oversight Board Meeting.

**A motion was made by Member Reed, seconded by Member Bousum, to approve the action minutes from February 27, 2020 Oversight Board Meeting.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

**7. Consider approval and adoption of the 2021 regular Meeting Calendar for the Consolidated Oversight Board and/or provide direction to staff on future meeting dates.**

**A motion was made by Member Ellerbee, seconded by Member Bousum to approve the 2021 regular Meeting Calendar for the Oversight Board.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

8. a. Adopt a resolution approving the Successor Agency for the City of Sand Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Cheryl Murase on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**Member Ellerbee stated administrative costs proposed at \$80,000 per period and \$160,000 per year but did not see their Prior Period Adjustment and would like to know if administrative dollars are spent every year.**

**Cheryl Murase responded that the agency is very good about reporting those actual costs that they have incurred. They had a slight amount from the last period that was not used, but it was very minor in comparison to the overall budget.**

**Member Ellerbee suggested that for future meetings to provide Prior Period Adjustment and Department of Finance award letter.**

**A motion was made by Member Reed, seconded by Member Ellerbee to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

9. a. Adopt a resolution approving the Successor Agency for the City of Seaside Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Victor Damiani, Finance Director for the City of Seaside on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**Member Reed stated costs are so minimal and it seems like the administrative cost of \$250,000 is high given the fact there are only modest costs incurred otherwise and to give some idea as to what the administrative requirements are.**

**Victor Damiani stated that the Successor Agency has taken the minimum up until now based on the Government Code. Actual costs are reported on the Prior Period Adjustment and anything that is unspent remains in the Successor Agency.**

**Member Reed stated the \$250,000 is the maximum, not the minimum.**

**County Counsel Briggs stated that he believes the \$250,000 is the maximum. The question is whether the amount of administrative costs is related to general wind down of the redevelopment or if it's project specific related costs. If it is project related specific costs, then the maximum does not apply.**

**Member Reed stated that it seems to her that Seaside has the practice of trying to be vigilant about what they spend on administration but ask for the maximum and then only bill for what they incur.**

**Member Reed will go along with it for this year, but the next time ROPS are reviewed she would like an explanation on the administrative costs. She would prefer that they estimate the administrative costs instead of taking the maximum.**

**Member Ellerbee stated that she believes the DOF has changed the formula for the allowance of the administrative expense and it is more of a percentage of what the obligations have been. If Seaside goes**

**forward with the \$250,000, the DOF will adjust the amount in their letter.**

**Member Reed requested better analysis for their next discussion.**

**A motion was made by Member Reed, seconded by Member LeBarre to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

10. a. Adopt a resolution approving the Successor Agency for the City of King Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Mike Howard, Finance Director, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**King City anticipates filing a last and final in the following year when the final property has closed escrow.**

**Member Reed congratulated King City for completing its' redevelopment work and moving on.**

**A motion was made by Member Reed, seconded by Member Bousum to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

11. a. Adopt a resolution approving the Successor Agency for the City of Gonzales Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Mike Howard, Finance Director, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**Mike Howard stated all property has been disposed of. There is still an outstanding issue with DOF regarding their cash balance report. There is also one final obligation to CalHFA, which should be paid off with ROPS period 21-22. Once the obligation is paid off and issue with DOF is finalized and in concurrence, the agency is ready to move to last and final.**

**Member Reed congratulated Gonzales for completing redevelopment project.**

**A motion was made by Member Reed, seconded by Member LeBarre to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

12. a. Adopt a resolution approving the Successor Agency for the City of Soledad Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Mike Howard, Finance Director, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**Mike Howard stated prior ROPS had property for sale, but DOF stated they have no jurisdiction over sale of those property. DOF cleared the successor agency to move to a last and final on their following ROPS. The successor agency has paid off all obligation except for two bonds. There is currently one development they are working on. They are prepared to move to a last and final for ROPS 22-23.**

**A motion was made by Member Reed, seconded by Member Bousum to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

13. a. Adopt a resolution approving the Successor Agency for the City of Marina Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Jeff Crechriou, Airport Manager and Successor Agency Lead Staff, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**A motion was made by Member Bousum, seconded by Member LeBarre to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

14. a. Adopt a resolution approving the Successor Agency for the County of Monterey Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);

- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
- c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Melanie Beretti, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**Member Reed requested clarification regarding CHIPSA and County Housing and Community Development relationship and who will own development when project is complete.**

**Member Reed also has concerns regarding whether the non-profit has the ability to sell the affordable housing in the future for a profit. County Counsel Briggs will research and email an answer.**

**A motion was made by Member LeBarre, seconded by Member Reed to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**

**ABSTAINED:**

**MOTION CARRIED: 5-0**

15. a. Adopt a resolution approving the Successor Agency for the City of Greenfield Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22);
- b. Authorize the Chair of the Oversight Board to sign the ROPS form, as required by the State Department of Finance; and
  - c. Direct staff to submit the ROPS to the State Department of Finance.

**Received presentation from Paul Wood, City Manager, on the Recognized Obligation Payment Schedule (ROPS) for July 1, 2021 to June 30, 2022 (ROPS 21-22). Discussion was held.**

**A motion was made by Member Ellerbee, seconded by Member Reed to approve a, b, and c above.**

**VOTES:**

**AYES: Ellerbee, LeBarre, Poitras, Bousum, Reed**

**NAYS:**

**ABSENT: Gamotan**  
**ABSTAINED:**  
**MOTION CARRIED: 5-0**

16. Board referrals to staff and/or dates from staff on Board matters.

**Member Reed requested County Counsel, prior to next meeting, to send out information regarding whether the Board Members have any special expectations or requirements, such as findings, when reviewing successor agencies going out of business since three agencies are approaching closing.**

**County Counsel Briggs stated the Final Resolution may be a different form and he does not believe there is special findings, but he will look into it.**

**Member Ellerbee requested Sand City and Greenfield to provide their Department of Finance Determination Letters in the future.**

### **Adjournment**

**Chair Poitras adjourned the meeting at 10:28 a.m.**

Next Meeting:  
Thursday, September 16, 2021  
Board of Supervisors Chambers  
9:30 A.M.

Board Members: Shawne Ellerbee, Mike LeBarre, Warren “Pete” Poitras, Garry Bousum, Steven Crow, Sally Reed, Harry Gamotan

**Copies of staff reports or other written documentation relating to items referenced on this agenda and/or submitted after distribution on the agenda packet are on file and available for public inspection at the Auditor-Controller’s Office, Monterey County Government Center, Administration Building, 168 West Alisal Street, 3<sup>rd</sup> Floor, Salinas, CA 93901.**

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**Si usted requiere la asistencia de un interprete, por favor comuniquese con las oficina de Administracion localizada en el Centro de Gobierno del Condado de Monterey, (Monterey County Government Center, Administration Building), 168 West Alisal Street, 3<sup>rd</sup> Floor, Salinas, CA 93901 – o por telefono llamar a Jennifer Forsyth (831) 755-5286. La asistente hara el esfuerzo para acomodar los pedidos de asistencia de un interprete. Los pedidos se deberan hacer lo mas pronto posible, y a lo minimo 24 horas de anticipo de calquier junta.**