

**PINOLE OVERSIGHT BOARD  
MINUTES  
SEPTEMBER 2, 2015**

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

The Special Meeting of the Oversight Board of the Successor Agency to the Pinole Redevelopment Agency ("Oversight Board") was held in the Pinole City Council Chambers, 2131 Pear Street, Pinole CA. Chair Toms called the meeting to order at 4:05 PM, and led the Pledge of Allegiance.

**2. ROLL CALL & CLERK'S REPORT & STATEMENT OF CONFLICT**

**MEMBERS PRESENT**

Whitney Dotson - EBRPD  
Debbie Long, - Contra Costa County  
Peter Murray - City of Pinole  
Maureen Toms, Chair - Contra Costa County  
Mary Drazba, Vice Chair - City of Pinole

**MEMBERS ABSENT**

Norma Martinez-Rubin – Office of the County Superintendent of Schools  
John Marquez - Contra Costa Community College

The voting record reflects their absence.

**STAFF PRESENT**

Hector De La Rosa, Assistant City Manager  
Andrea Miller, Finance Director  
Patricia Athenour, City Clerk

City Clerk Athenour announced that the agenda for this meeting was posted on August 28, 2015 at 11:30 AM and all legally required notice was provided. City Clerk Athenour asked the Board if there were any conflicts with any items on the agenda and none were reported.

City Clerk Athenour entered the following item into the record, provided subsequent to the posting and dissemination of the agenda:

1. Item 5A - Revised Staff Report, including Attachment B and Page 4 of Attachment C

**3. PUBLIC COMMENT**

There were no speakers to address the Board

**4. CONSENT CALENDAR MATTERS**

- A. Approve the Oversight Board Minutes of June 24, 2015

**ACTION: Motion By Murray/Drazba, The Oversight Board Approved The Minutes Of June 24, 2015.**

**Vote: 4-0; Passed unanimously of the members present**

**5. MATTERS FOR CONSIDERATION**

- A. Approve the Recognized Obligation Payment Schedule (ROPS 15-16B) For January – June 2016 In the Amount of \$587,575 **[OB Report No. 2015-05; Action: Adopt Resolution Per Staff Recommendation (Miller)]**

**Andrea Miller**, Finance Director entered Oversight Board Report 2015-05 into the record, stating that the ROPS was generally consistent with the previous schedules and stated the exceptions into the record, and listed below:

1. Bonds were refunded according to the schedule in Attachment B
2. Item 39 – Post Employment Benefits was denied, as the Department of Finance (DOF) considers it an agreement between the City and the employee, and not a matter of the Agency.
3. Item 43 – Affordable Housing Administrative Costs (\$584,500) denied by the DOF pursuant to Health and Safety Code 34177.
4. Item 44 – Indenture Debt Service Reserve refers to the refunded Tax Allocation bonds
5. Items 45-46 are fully amortized and included in ROPS 15-16B.

Ms. Miller concluded the staff report, recommended approval and was available for questions.

Chair Toms asked Miller to address the highlighted paragraph on Page 2 of the staff report regarding the RPTTF funds.

Ms. Miller said any residual paid must be reported. She referred the Board to Attachment C, Column H, Row 11, stating there was a residual balance which must be returned to the taxing agencies.

Responding to an inquiry from Chair Toms, Assistant City Attorney Downs responded that there were CRAF loans to be paid off. By paying the CRAF, the City would get a lower share of the residual so it was an administrative / policy decision made by the former Finance Director.

Chair Toms confirmed the City would receive 100% of the residual for Housing Funds.

**ACTION: Motion by Board Members Drazba / Dotson, the Oversight Board Adopted Resolution 2015-05, Approving the Recognized Obligation Payment Schedule ROPS 15/16.**

**Vote: Passed Unanimously 4-0.**  
**Ayes: Dotson, Drazba, Murray, Toms**  
**Noes: None**  
**Absent: Long, Marquez, Martinez-Rubin**  
**Abstain: None**

- B. Approving Repayment Of The Successor Agency Loan For Property Located At 815 San Pablo Avenue, Terminating The Tenant In Common Agreement And Executing A Grant Deed To C & H Construction **[OB Report No. 2015-06; Action: Adopt Resolution Per Staff Recommendation (De La Rosa)]**

**Hector De La Rosa**, Assistant City Manager entered Oversight Board Report 2015-06 into the record. In 1998, the Agency lent funds for construction of 815 San Pablo Avenue. Subsequently the Agency became a co-borrower on the permanent loan and the parties defaulted in 2013. Since then, they have been working with Mechanics Bank to refinance the property and currently have an opportunity to refinance. The DOF requires that the Oversight Board consider and take action on this matter even though this is a loan and not housing funds. Staff sought Board approval to approve the Resolution to authorize the Executive Director to refinance the loan with Mechanics Bank, terminate the Tenant in Common agreement and execute a Grant Deed to C & H Construction. They will also pay off the \$230,000 loan with the Agency and those funds will go to the taxing agencies.

**Action: Motion by Board Members Drazba / Murray, the Oversight Board Adopted Resolution 2015-06, Approving the Repayment of the Successor Agency Loan for Property Located at 815 San Pablo Avenue, Terminating the Tenant in Common Agreement and Executing a Grant Deed to C & H Construction**

**Vote: Passed Unanimously 4-0.**  
**Ayes: Dotson, Drazba, Murray, Toms**  
**Noes: None**  
**Absent: Long, Marquez, Martinez-Rubin**  
**Abstain: None**

At 4:24 p.m., the record reflected the arrival of Board Member Long

The Oversight Board tentatively scheduled the next Special meeting on Wednesday, January 27, 2016 in order to schedule the ROPS which will be due to the Department of Finance on February 3, 2016.

Assistant City Manager De La Rosa advised the Board that it may be necessary to call a Special Meeting prior to that date. In conversations with the DOF, they have indicated that they will likely be denying the designation of government use of two parking lots in the Old Town area. That matter will be brought before the Oversight Board. Mr. De La Rosa said denial by the DOF would not preclude the City from purchasing the properties.

**6. ADJOURNMENT** to the Special Meeting of January 27, 2016

At 4:28 p.m., Chair Toms adjourned the meeting to the Special Meeting of January 27, 2016.

**Submitted by:**

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**Patricia Athenour, MMC**  
**Pinole City Clerk / Clerk to the Oversight**  
**Board of the Successor Agency to the**  
**Former Redevelopment Agency of the**  
**City of Pinole**