



**Oversight Board City of Daly City as Successor Agency to the  
Daly City Redevelopment Agency  
Minutes-Special Meeting  
March 22, 2012**

The meeting was called to order in the City of Daly City Administrative Conference Room at 3:04 P.M. by Mayor Sal Torres.

Oversight Board members Present:

Kathy Blackwood, Executive Vice Chancellor, San Mateo Community College District  
Michael Crilly, San Mateo County  
Steve Fuentes, Associate Supt., Business Service, Jefferson Union High School District  
Iris Gallagher, President, Bayshore Sanitation District  
Peggy Jensen, Deputy County Manager, County of San Mateo  
Patricia E. Martel, City Manager, City of Daly City  
Sal Torres, Mayor, City of Daly City

Council to the Oversight Board:

Joan Cassman, Esq.

Staff Present:

K. Annette Hipona, City Clerk  
Don McVey, Director of Finance & Administration Services  
Brian Millar, Director of Economic and Community Development  
Kelly Schott, Assistant City Attorney  
Tony Zidich, City Treasurer  
Rose Zimmerman, City Attorney

Mayor Sal Torres welcomed members of the Oversight Committee. Members of the Oversight Committee and Daly City Staff introduced themselves.

Joan Cassman reviewed the role and responsibilities of the Oversight Board and the Brown Act. She explained that she is here to help the process of dissolution of the Daly City Redevelopment Agency and its assets. Ms. Cassman stated that transactions of enforceable obligations must be monitored, assets handled and bills paid as determined by the board.

The Successor Agency will post and provide agendas and support staff to the Oversight Board. Agendas, minutes and board actions will be available for review on the Daly City website. Board Actions will be available on the website within three days as required by the State Department of Finance. Requests for future agenda items may be made to the Chairperson.

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Oversight Board members discussed how Ms. Cassman might serve as attorney to the Oversight Board. Ms. Cassman explained that Daly City Attorney Rose Zimmerman requested her attendance at the Board meeting to answer questions and offer independent legal counsel as she did not render legal services for the Daly City Redevelopment Agency or the City of Daly City. The Board came to the decision that due to time constraints, a Request for Proposal (RFP) to hire an alternative legal counsel for the Oversight Board will not be feasible. Ms. Cassman will be attending future board meetings. Oversight Board members were advised to seek additional legal counsel within their representative organizations.

It was moved by Patricia Martel, seconded by Sal Torres and carried, to elect Peggy Jensen as Chairperson for the Oversight Board.

Don McVey, Director of Finance & Administration Services, reviewed the Recognized Obligation Payment Schedule (ROPS) approved by the Daly City Successor Agency and presented several recommendations for the Board to consider at future meetings.

Members of the Oversight Board requested the following information be available for future meetings:

- a) Income from rental properties
- b) Information about the Sinking Fund for Help Loan

There was no public comment.

The meeting adjourned at 4:20 P.M.

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Daly City City Clerk

Approved this 30th day  
of March, 2012

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Chairperson