

**SOUTH SALINAS VALLEY BROADBAND AUTHORITY**

**BOARD OF DIRECTORS  
SPECIAL MEETING AGENDA**

**GREENFIELD COUNCIL CHAMBERS  
559 EL CAMINO REAL  
GREENFIELD, CA 93927**

**March 2, 2023  
11:00 a.m. to 12:00 p.m.**

**Zoom Link: <https://us02web.zoom.us/j/81428020419>**

**Webinar ID: 814 2802 0419**

**Passcode: N/A**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll call**

Board President: Supervisor Chris Lopez, County of Monterey

Board Vice President: Mayor Mike LeBarre, City of King

Board Member: Councilmember Drew Tipton, City of Greenfield

Board Member: Councilmember Alejandro Chavez, City of Soledad

Board Member: Mayor Jose Rios, City of Gonzales

**4. Business from the Public**

*Members of the public may comment on matters within the jurisdiction of the agency that are not on the agenda. Public comments generally are limited to two (2) minutes per speaker; the Chair may further limit the time for public comments depending on the agenda schedule. Comments on agenda items should be held until the items are reached. To be respectful of all speakers and avoid disruption of the meeting, please refrain from applauding or jeering the speaker.*

## 5. Consent Items

- a. Approval of February 16, 2023 SSVBA Draft Board Meeting Minutes (Pages 3-5)

## 6. Regular Agenda

- a. Legal Counsel: second presentation of outcomes (Pages 6-8)
- b. SSVBA Bank Account: MOU and Resolution Adoption (Pages 9-12)
- c. SSVBA Meeting Dates Confirmation: 2023 Calendar Year (Page 13-14)

## 7. Executive Director's Report

- a. SSVBA website: Digital Presentation
- b. Local Agency Technical Assistance (LATA): N/A

## 8. Board of Directors' Reports

## 9. Future Agenda Items

- a. Finalized SSVBA website presentation

## Adjournment

## MEETING ACCOMMODATION

Disability-related modification or accommodation, including auxiliary aids or services, may be requested by any person with a disability who requires modification or accommodation in order to participate in the meeting. Requests should be referred to MBEP Staff at [ddanielson@mbep.biz](mailto:ddanielson@mbep.biz) as soon as possible but by no later than 5:00 p.m. of the last business day prior to the meeting. Hearing impaired or TTY/TDD text telephone users may contact the Agency by dialing 711 for the California Relay Service (CRS) or by telephoning any other service providers' CRS telephone number.

## VIEWING MEETINGS

Live meetings are broadcast via Zoom and are recorded. The recorded meetings schedule may be viewed at the City of Greenfield's website, [Greenfield, CA | Official Website](#).

## AGENDA POSTING

The meeting agenda was posted on February 28, 2023 at 9:00 a.m. at the Greenfield Civic Center - 599 El Camino Real - Greenfield, CA.

**South Salinas Valley Broadband Authority  
Consent Agenda**

**AGENDA ITEM:** 5.a

**AUTHORITY MEETING DATE:** March 2, 2023

**SUBJECT:** Approval of February 16, 2023 SSVBA Draft Board Meeting Minutes

**RECOMMENDATION:** Motion to approve February 16, 2023 SSVBA Board Meeting Minutes.

**ATTACHMENTS:**

- February 16, 2023 SSVBA Draft Meeting Minutes

**SOUTH SALINAS VALLEY BROADBAND AUTHORITY**

**FEBRUARY 16, 2023**

**MINUTES**

**CALL TO ORDER**

Board President Lopez called the special meeting to order at 9:04 a.m.

**PLEDGE OF ALLEGIANCE**

All recited the Pledge of Allegiance.

**ROLL CALL**

**PRESENT:** Board President Lopez, Board Vice President LeBarre, Board Members Untalon and Chavez

**ABSENT:** Board Member Rios

**BUSINESS FROM THE PUBLIC**

Melanie Beretti, County of Monterey, gave an update on the Housing Element.

Andrew Rubang stated that he wanted the Board to know that there was a final deadline for one of the California Advanced Service Funds, Public Housing Account. He stated that if the Board was going to apply for funds that he wanted to make sure the application was submitted on time in July.

**CONSENT ITEMS**

**A MOTION** by Board Vice President LeBarre, seconded by Board Member Untalon to approve the December 12, 2022 SSVBA Draft Board Meeting. ROLL CALL VOTE: Board President Lopez – Yes, Board Vice President LeBarre – Yes, Board Member Untalon – Yes, Board Member Chavez – Yes. **ABSENT:** Board Member Rios. Motion carried.

**REGULAR AGENDA**

**LEGAL COUNSEL: PRESENTATION OF OUTCOMES**

Report was given by Doreen Danielson.

After discussion, the Board directed staff to go back and interview the two other firms and come back with a recommendation.

**SSVBA BANK ACCOUNT: GONZALES CITY MANAGER – TREVIN BARBER**

Report was given by Trevin Barber, Gonzales City Manager.

It was the consensus of the Board to direct staff to prepare the necessary resolution to formally establish the account.

**EXECUTIVE DIRECTOR’S REPORT**

**GRANT UPDATES**

Doreen Danielson gave a brief update on the grants.

**LOCAL AGENCY TECHNICAL ASSISTANCE (LATA): OVERVIEW**

Barbara Hayes, Rural County Representatives of California, gave an overview her organization and gave an update on the LATA funds.

Board President Lopez left the meeting at 9:58 a.m.

**SSVBA WEBSITE: AWAITING SUBMISSIONS FROM BOARD MEMBERS**

Doreen Danielson gave an update of the SSVBA website design and stated that she was still waiting for information from the Board Members in order to proceed.

**BOARD OF DIRECTORS' REPORTS**

No reports.

**FUTURE AGENDA ITEMS**

**PRESENTATION OF SOUTH SALINAS VALLEY BROADBAND AUTHORITY WEBSITE**

There were no other items added.

**ADJOURNMENT**

Meeting adjourned at 10:02 a.m.

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Chris Lopez, Board President

**South Salinas Valley Broadband Authority  
Regular Agenda**

**AGENDA ITEM:** 6.a

**AUTHORITY MEETING DATE:** March 2nd, 2023

**SUBJECT:** Approval of legal counsel finalist

**PREPARED BY:** Dr. Doreen Danielson, Monterey Bay Economic Partnership and Trevin Barber, City of Gonzales

**RECOMMENDATION:** Motion to to select a legal counsel candidate

**BACKGROUND:**

The following legal counsel candidates participated in scheduled interview sessions with Dr. Doreen Danielson and Mr. Trevin Barber:

- Best Best & Krieger LLP (BB&K) hereinafter referred to as **BBK**
- RichardWatsonGershon Law hereinafter referred to as **RWG**
- Burke, Williams, and Sorensen LLP hereinafter referred to as **Burke**
- Aleshire & Wynder LLP (A&W) hereinafter referred to as **A&W**

**ATTACHMENTS:**

- Candidate Scoring Metrics and Recommendation

## SSVBA Legal Counsel Interview

### Candidate Scoring Structure

March 2nd, 2023

#### Candidates Considered:

Best Best & Krieger LLP (BB&K) hereinafter referred to as **BBK**

Richard Watson Gershon Law hereinafter referred to as **RWG**

Burke, Williams, and Sorensen LLP hereinafter referred to as **Burke**

Aleshire & Wynder LLP (A&W) hereinafter referred to as **A&W**

#### RFP Recommended Scoring Guidelines

#### Alignment of Interview Questions with Recommended Guidelines

RFP Scoring Criteria	Aligned Interview Question(s)	Score
<b>Minimum Qualifications (Section III)</b>	<ul style="list-style-type: none"><li>Based on submitted RFP proposal by each candidate</li></ul>	<b>BBK Law: Pass</b> <b>RWG Law: Pass</b> <b>Burke: Pass</b> <b>A&amp;W: Pass</b>
<b>Experience of firm and specific qualifications of attorney designated to serve as SSVBA General Counsel according to Section II Scope of Services, resumes of designated staff, and broadband experience</b>	<ul style="list-style-type: none"><li>What is your familiarity with the concept of Broadband for All or Digital Equity on a state and federal level?</li><li>What are some of your firm's strengths in guiding public agencies and knowledge of the Brown Act, Public Records Act, Political Reform Act, and General Municipal Law?</li><li>What are some challenges facing broadband authorities?</li><li>Will the designated person(s) from your firm be able to attend the quarterly Board of Directors' meeting in person?</li></ul>	<b>BBK Law: 60/65%</b> <b>RWG Law: 55/65%</b> <b>Burke: 45/65%</b> <b>A&amp;W: 55/65%</b>

<p><b>Proposer's Approach to Working with SSVBA</b></p>	<ul style="list-style-type: none"> <li>• Will there be one designated individual who will be responsible for all matters of the SSVBA? This particular JPA requires someone who has familiarity with digital equity as a national and regional effort.</li> <li>• What is your turnaround time for reviewing agenda packets (may be needed for monthly meetings), resolutions, ordinances, contracts, agreements, and memoranda?</li> <li>• What is your strategy for managing case load among your clients?</li> <li>• How will you ensure that communication between the designated person and the SSVBA is conducted based on an expected time-frame that is agreed upon specifically for the SSVBA?</li> </ul>	<p><b>BBK Law: 15/15%</b>  <b>RWG Law: 10/15%</b>  <b>Burke: 5/15%</b>  <b>A&amp;W: 10/15%</b></p>
<p><b>Rates and Compliance</b></p>	<ul style="list-style-type: none"> <li>• Thank you for providing your firm's rates. Would you please describe your firm's invoicing technique? Does the firm assign a retainer as well?</li> <li>• Can you please explain how email communications would be responded to and invoiced if SSVBA staff submit questions through email?</li> </ul>	<p><b>BBK Law: 20/20%</b>  <b>RWG Law: 15/20%</b>  <b>Burke: 15/20%</b>  <b>A&amp;W: 15/20%</b></p>
	<p><b>Total Score:</b></p>	<p><b>BBK Law: 95%</b>  <b>RWG Law: 80%</b>  <b>Burke: 65%</b>  <b>A&amp;W: 80%</b></p>



**South Salinas Valley Broadband Authority  
Regular Agenda**

**AGENDA ITEM:** 6.b

**AUTHORITY MEETING DATE:** March 2nd, 2023

**SUBJECT:** Adoption of SSVBA bank account MOU and Resolution

**PREPARED BY:** Dr. Doreen Danielson, Monterey Bay Economic Partnership

**RECOMMENDATION:** Motion to approve and adopt the recommended resolution

**BACKGROUND:**

The South Salinas Valley Broadband Authority currently has funds obtained from the JPA's member cities of Greenfield, Soledad, Gonzales, and King, and the County of Monterey for operations and administrative functions of the JPA, along with awarded grants. It is important that the South Salinas Valley Broadband Authority maintain current those authorized to maintain, deposit, and transfer funds for the payment of JPA expenditures and payments.

**ATTACHMENTS:**

- MOU
- Resolution-2023-1



## ***MEMORANDUM***

**DATE:** March 2nd, 2023  
**TO:** South Salinas Valley Broadband Authority Board of Directors  
**FROM:** Monterey Bay Economic Partnership  
**CC:** Trevin Barber, City Manager, City of Gonzales  
**SUBJECT:** Resolution No. 2023-01 Authorizing the Establishment and Maintenance of Bank Accounts for the South Salinas Valley Broadband Authority funds

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### **RECOMMENDATION**

It is recommended that the South Salinas Valley Broadband Authority adopt Resolution No.2023-01, A Resolution of the JPA authorizing the establishment and maintenance of bank accounts for the JPA funds.

### **BACKGROUND**

The South Salinas Valley Broadband Authority currently has funds obtained from the JPA's member cities of Greenfield, Soledad, Gonzales, and King, and the County of Monterey for operations and administrative functions of the JPA, along with awarded grants. The South Salinas Valley Broadband Authority must maintain current those authorized to deposit, and transfer funds for the payment of JPA expenditures and payments.

### **ALTERNATIVES**

- Failure to adopt the resolution may not enable the South Salinas Valley Broadband Authority to receive and manage its funds for operational purposes.
- Provide other direction to the Executive Director, Monterey Bay Economic Partnership

### **BUDGET IMPACT**

There is no budget impact to the adoption of this resolution. By approving the proposed resolution, the South Salinas Valley Broadband Authority will be able to maintain its expected operations.

### **CONCLUSION**

It is recommended that the South Salinas Valley Broadband Authority adopt Resolution No. 2023-01, a Resolution authorizing the establishment and maintenance of bank accounts for the JPA funds.

#### **Attachments:**

- Resolution No. 2023-01

**RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE SOUTH SALINAS VALLEY BROADBAND AUTHORITY  
AUTHORIZING THE ESTABLISHMENT AND MAINTENANCE OF BANK ACCOUNTS FOR ITS  
FUNDS AND REPEALING RESOLUTIONS IN CONFLICT HEREWITH**

**WHEREAS**, a commercial checking account (General Checking) at Mechanics Bank, Gonzales, California, for the deposit of JPA funds to be used by the Treasurer or designee to transfer funds to and from the account(s) as necessary and proper for the JPA operations; and

**WHEREAS**, any Mechanics Bank account pertaining to the South Salinas Valley Broadband Authority may be accessed and transfers made using Mechanics Bank “Online Business Banking” system.

**NOW THEREFORE, BE IT RESOLVED**, that the South Salinas Valley Broadband Authority does hereby stipulate that the following officers are hereby authorized for and in behalf of said JPA to establish and maintain the above referenced account(s) and to provide for deposits to and withdraws from said accounts as follows: all withdrawals from said deposit and payroll accounts to be made by checks or withdrawal slips signed by any three (3) of the following Monterey Bay Economic Partnership President and CEO, Tahra Goraya, South Salinas Valley Broadband Authority Board President, Chris Lopez, and Gonzales City Manager, Trevin Barber.

**BE IT FURTHER RESOLVED**, that the South Salinas Valley Broadband Authority does hereby authorize Monterey Bay Economic Partnership President and CEO, Tahra Goraya, South Salinas Valley Broadband Authority Board President, Chris Lopez, and Gonzales City Manager, Trevin Barber to access and make transfers in the above referenced accounts using Mechanics Bank “Online Business Banking” system.

**BE IT FURTHER RESOLVED**, that the South Salinas Valley Broadband Authority does hereby authorize South Salinas Valley Broadband Authority Vice President, Mike LeBarre, as the secondary individual with authority to provide for deposits and withdraws from said accounts as follows: all withdrawals from said deposit and payroll accounts by checks or signed withdrawal slips.

**BE IT FURTHER RESOLVED**, that the South Salinas Valley Broadband Authority does hereby authorize Monterey Bay Economic Partnership President and CEO, Tahra Goraya, South Salinas Valley Broadband Authority Board President, Chris Lopez, and Gonzales City Manager, Trevin Barber to execute for and in behalf of said JPA any and all agreements required by the respective bank mentioned above, including those contained on standard forms of signature cards, in order to open, use, and maintain such bank account(s).

**BE IT FURTHER RESOLVED**, that the South Salinas Valley Broadband Authority does hereby stipulate that all previous Resolutions which may be in conflict with this Resolution are hereby rescinded.

Tahra Goraya, President and CEO

Signature \_\_\_\_\_

Monterey Bay Economic Partnership

Chris Lopez, Board President

Signature \_\_\_\_\_

South Salinas Valley Broadband Authority

Trevin Barber, City Manager

Signature \_\_\_\_\_

City of Gonzales City Manager

**PASSED AND ADOPTED** at a special meeting of the South Salinas Valley Broadband Authority held on the 2nd day of March 2023.

\_\_\_\_\_  
**Supervisor Chris Lopez**, South Salinas Valley Broadband Authority  
Board President

**ATTEST:**

\_\_\_\_\_  
**Trevin Barber**, City Manager

**South Salinas Valley Broadband Authority  
Regular Agenda**

**AGENDA ITEM:** 6.c

**AUTHORITY MEETING DATE:** March 2nd, 2023

**SUBJECT:** Confirmation of official SSVBA 2023 meeting dates

**PREPARED BY:** Dr. Doreen Danielson, Monterey Bay Economic Partnership

**RECOMMENDATION:** Confirmation of official SSVBA 2023 meeting dates

**ATTACHMENTS:**

- 2023 Meeting Dates

**South Salinas Valley Broadband Authority (SSVBA)  
Official Meetings  
2023 Calendar Year**

1. **January 19th, 2023:** Canceled due to regional storms
2. **February 16th, 2023:** Special Meeting (Convened)
3. **March 2nd, 2023:** Special Meeting (Convened)
4. **April 20th, 2023**
5. **July 20th, 2023**
6. **October 19th, 2023**