



County of Monterey

Item No.43

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: RES 25-085

June 17, 2025

Introduced: 5/28/2025

Current Status: Public Works, Facilities &
Parks - Consent

Version: 1

Matter Type: BoS Resolution

Adopt a resolution to:

- a. Find that the subject property transfer is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines California Code of Regulations (CCR) section 15061; and
- b. Approve the Vacant Land Purchase Agreement and Joint Escrow Instructions between the County of Monterey and Aileen Jones, a private individual, to acquire one (1) parcel totaling approximately 5,742 square feet (the Property), located in San Lucas, within the unincorporated area of the County of Monterey, California, for the amount of \$67,500 including estimated escrow related fees, for use by the Public Works, Facilities and Parks Department (PWF), pursuant to Government Code Section 25350.60; and
- c. Authorize the Public Works, Facilities and Parks Director to execute the Vacant Land Purchase Agreement and Joint Escrow Instructions and any related documents needed to complete the transaction, including, but not limited to, a Grant Deed and any future amendments to the Agreement subject to the review and approval of the Office of the County Counsel; and
- d. Approve transferring \$67,500 from the Board of Supervisors (Supervisory District 3) discretionary funds to the Capital Project Fund and assign said funds for PWF's use to complete the transaction for the Property purchase; and
- e. Authorize and direct the Auditor-Controller to amend the Fiscal Year (FY) 2024-25 adopted budget for Capital Project Fund 404, Appropriation Unit PFP057, increasing appropriations by \$67,500 financed by an operating transfer in of \$67,500 from the General Fund 001, Board of Supervisors Appropriation Unit BOA001, District 3 Unit 8015 (4/5ths vote required); and
- f. Authorize and direct the Auditor-Controller's to transfer \$67,500 in FY 2024-25 from the General Fund 001, Board of Supervisors Appropriation Unit BOA001, District 3 Unit 8015, to Capital Projects Fund 404, Appropriation Unit PFP057 (4/5ths vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution:

- a. Find that the subject property transfer is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines California Code of Regulations (CCR) section 15061; and
- b. Approve the Vacant Land Purchase Agreement and Joint Escrow Instructions between the County of Monterey and Aileen Jones, a private individual, to acquire one (1) parcel totaling approximately 5,742 square feet (the Property), located in San Lucas, within the unincorporated area of the County of Monterey, California, for the amount of \$67,500 including estimated escrow related fees, for use by the Public Works, Facilities and Parks Department (PWF), pursuant to Government Code Section

25350.60; and

- c. Authorize the Public Works, Facilities and Parks Director to execute the Vacant Land Purchase Agreement and Joint Escrow Instructions and any related documents needed to complete the transaction, including, but not limited to, a Grant Deed and any future amendments to the Agreement subject to the review and approval of the Office of the County Counsel; and
- d. Approve transferring \$67,500 from the Board of Supervisors (Supervisory District 3) discretionary funds to the Capital Project Fund and assign said funds for PWWP's use to complete the transaction for the Property purchase; and
- e. Authorize and direct the Auditor-Controller to amend the Fiscal Year (FY) 2024-25 adopted budget for Capital Project Fund 404, Appropriation Unit PFP057, increasing appropriations by \$67,500 financed by an operating transfer in of \$67,500 from the General Fund 001, Board of Supervisors Appropriation Unit BOA001, District 3 Unit 8015 (4/5ths vote required); and
- f. Authorize and direct the Auditor-Controller's to transfer \$67,500 in FY 2024-25 from the General Fund 001, Board of Supervisors Appropriation Unit BOA001, District 3 Unit 8015, to Capital Projects Fund 404, Appropriation Unit PFP057 (4/5ths vote required).

SUMMARY/DISCUSSION:

In February 2025, Public Works, Facilities and Parks (PWWP)-Real Property staff received a property for sale notice from representatives of Aileen Jones, owner of APN 231-036-004 (the Property), with an asking price of \$60,000. The Property consists of one (1) vacant residential parcel of land totaling approximately 5,742 square feet in size, in the community of San Lucas within the unincorporated area of the County of Monterey and does not contain any improvements or appurtenances. The Property is located directly behind the County owned San Lucas Library, located at 54692 Teresa St, San Lucas, California. The proposed plan is to use the Property for future expansion of the San Lucas Library. PWWP-Grounds division intends on maintaining the Property as vacant open space until a plan to develop the Property for a future use is approved.

The purchase of the Property is contingent upon completion and approval of the County's due diligence activities and inspections, which may include but is not limited to an environmental phase 1 report, preliminary title report, and review of seller disclosures, all of which will be completed during the County's sixty (60) day due diligence period during escrow. County's due diligence, public noticing and escrow related costs are estimated at \$7,500. The close of escrow is tentatively scheduled to occur thirty (30) days following the removal of all the County's due diligence contingencies.

CEQA Guidelines CCR Section 15061(b)(3), provides a common-sense categorical exemption for projects where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Therefore, as the activity of acquiring real property does not have a significant effect on the environment, the proposed acquisition of the Property can be considered categorically exempt.

Approval of staff's recommendation would authorize the Director of PWWP to execute the Vacant Land Purchase Agreement for Purchase and Sale of Real Property and Joint Escrow Instructions between the County and Aileen Jones and any other related documents needed to complete the transaction.

PUBLIC PURPOSE FINDINGS:

In approving this expenditure, the Board of Supervisors finds that the expenditure is for a public purpose and the transaction is not prohibited by Article XVI, Section 6 of the California Constitution. Any benefit to an individual is incidental to the significant public purpose identified in the description above.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and its Risk Management Division have reviewed and approved the proposed Agreement as to form and indemnification/insurance provisions respectively. The Auditor-Controller's Office has reviewed and approved as to fiscal provisions. PWFP Real Property staff will facilitate the escrow and due diligence period. The County Administrative Office Budget & Analysis Division has coordinated with the Office of the County Counsel and Public Works, Facilities and Parks Department. The request to bypass the Budget Committee was approved on May 23, 2025.

FINANCING:

The Board Report and the Agreement were developed by the PWFP Department staff and funded as part of the fiscal year (FY) 2024-25 PWFP Adopted Budget, General Fund 001, Facilities Appropriation Unit PFP054. The proposed purchase price for the Property is \$60,000. Due diligence, public noticing and escrow related costs are estimated at \$7,500.

If approved, \$67,500 will be transferred from Supervisorial District 3 unused discretionary funds in the General Fund 001 to the Capital Project Fund 404. These funds will be set aside in Fund 404 Assigned Fund Balance to fund the purchase price, potential due diligence activities, and escrow cost in FY 2025-26.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This action supports the Board of Supervisors infrastructure and public safety strategic initiatives by supporting consistent development and safe library infrastructure development and management.

- ☐ Economic Development
- ☐ Administration
- ☐ Health & Human Services
- ☒ Infrastructure
- ☒ Public Safety

Prepared by: Ivo N. Basor, PWFP-Real Property Specialist, 831-796-4527

Reviewed by: Florence Kabwasa-Green, Chief of Facilities

Reviewed by: Priscilla Ramos, District 3 Chief of Staff

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

The following Attachments are on file with the Clerk of the Board:

Attachment A - Purchase Agreement - Escrow Instructions

Attachment B - Location Map

Attachment C - Public Notice of Intent

Attachment D - Board Resolution