



Midpeninsula Regional  
Open Space District



## MEASURE AA BOND OVERSIGHT COMMITTEE OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

**Tuesday, January 16, 2024**

**Meeting starts at 5:30 PM\***

### A G E N D A

*Midpeninsula Regional Open Space District Committee meetings are held in person at the District's Administrative Office, and by teleconference pursuant to Government Code Section 54953.*

*Members of the public can attend and participate in the meeting using the following methods:*

- 1. In-person at the Midpen Administrative Office – 5050 El Camino Real, Los Altos, CA 94022.*
- 2. Viewing the meeting in real-time at <https://openspace.zoom.us/j/81879579410> or listening to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Meeting ID 818 7957 9410).*

*Members of the public may submit written comments to be provided to the Committee, or register to make oral comments, as follows:*

- Written comments may be submitted via the public comment form at: <https://www.openspace.org/public-comment>.*
- Requests to provide oral comment must be submitted prior to the time public comment on the agenda item is closed. Requests to provide oral comments may be made by:*
  - Submitting a request through the public comment form at: <https://www.openspace.org/public-comment> for those attending via Zoom.*
  - Submitting a request via the paper-based public comment form at the meeting for those attending in-person.*
- Any comments received after the deadline will be provided to the Committee after the meeting.*

**The Measure AA Bond Oversight Committee has the following three responsibilities for each of the years the Measure AA general obligation tax is collected or revenues expended:**

1. Review Plan expenditures on an annual basis to verify conformity with the Expenditure Plan.
2. Review the District's Annual Audit and Annual Accountability report and present the Committee's findings to the Board at a public meeting.
3. Review any proposed amendments to the Expenditure Plan.

**5:30 REGULAR MEETING OF THE MEASURE AA BOND OVERSIGHT COMMITTEE**

**ROLL CALL**

## ORAL COMMUNICATIONS

*Public comment on items not on the agenda. Each speaker will ordinarily be limited to three minutes; however, the Brown Act (Open Meeting Law) does not allow action by the Bond Oversight Committee on items not on the agenda. Individuals are limited to one comment during this section.*

- 1. Selection of 2024 Bond Oversight Committee Chair and Vice-Chair**
- 2. Approve June 6, 2023 Measure AA Bond Oversight Committee Minutes**
- 3. Demonstration of the MAA webpage**

Chief Financial Officer's Recommendation: Receive demonstration of new Measure AA webpage. No Committee action required.

- 4. Review the Measure AA Annual Accountability Report for Fiscal Year Ending June 30, 2023**

Chief Financial Officer's Recommendation: Review the Measure AA Annual Accountability Report for Fiscal Year Ending June 30, 2023 and receive Committee feedback.

- 5. Affirm the Agreed-Upon Procedures for the Review of Measure AA Expenditures and Select Sample Transactions**

Staff Contact: Stefan Jaskulak, Chief Financial Officer/Director of Administrative Services

Chief Financial Officer's Recommendation:

1. Affirm the procedures and sampling size as previously approved and implemented by the Bond Oversight Committee for the review of the Annual Accountability Report of June 30, 2023, known as the Agreed-Upon Procedures.
2. Review the Measure AA expenditure reports and select sample expenditures from these reports based on the Agreed-Upon Procedures.
3. Affirm staff's proposal to invite the Auditor to the February 13, 2024 meeting when the Bond Oversight Committee reviews and discusses the invoices.

- 6. Review of Timeline and Future Meetings**

February 13, 2024	Review of Invoices
March 5, 2024	Finalize Report to the Board
March 27, 2024	Presentation of Findings presented to the Board

## ADJOURNMENT

*\*Times are estimated and items may appear earlier or later than listed. Agenda is subject to change of order.*

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (650) 691-1200. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Written materials relating to an item on this Agenda that are considered to be a public record and are distributed to Committee members less than 72 hours prior to the meeting, will be available for public inspection on the District's website at <http://www.openspace.org>.

## **CERTIFICATION OF POSTING OF AGENDA**

I, Maria Soria, District Clerk for the Midpeninsula Regional Open Space District (MROSD), declare that the foregoing agenda for the Bond Oversight Committee meeting was posted and available for review on January 11, 2024, at the Administrative Offices of MROSD, 5050 El Camino Real, Los Altos California, 94022. The agenda and any additional written materials are also available on the District's web site at [www.openspace.org](http://www.openspace.org).



Maria Soria, MMC  
District Clerk