



Midpeninsula Regional
Open Space District

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MEASURE AA

2014 OPEN SPACE BOND

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

MEASURE AA BOND OVERSIGHT COMMITTEE

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Tuesday, November 29, 2016

DRAFT MINUTES

ROLL CALL

Members present: Paul Betlem, Carla Dorow, Elizabeth Eischen, Denise Gilbert, John Melton, Tom Scannell, and Jo Zientek

Members absent: None

Staff present: General Manager Steve Abbors, Assistant General Manager Kevin Woodhouse, Assistant General Manager Ana Ruiz, Chief Financial Officer/ Director of Administrative Services Stefan Jaskulak, General Counsel Sheryl Schaffner, District Clerk Jennifer Woodworth, Senior Accountant Andrew Taylor, and Senior Management Analyst Lisa Tulee

ORAL COMMUNICATIONS

No speakers present.

COMMITTEE BUSINESS

1. Bond Oversight Committee Orientation

General Manager Steve Abbors welcomed the Committee members and provided an overview of the roles of the Measure AA Bond Oversight Committee as outlined in Measure AA, including verify District expenditures are authorized by Measure AA and, if needed, review any proposed changes to the expenditure plan. The Committee will help ensure the District's commitment to transparency and accountability to the public related to Measure AA project expenditures.

Members of the Committee asked questions regarding the role of the Committee including a possible process for amending the expenditure plan, prioritization of Measure AA projects for completion, and

District staff members provided information regarding past Board decisions and explained that many processes would be developed in concert with the Committee as Measure AA implementation progresses.

District Clerk Jennifer Woodworth, General Counsel Sheryl Schaffner, Assistant General Counsel Hilary Stevenson provided an overview of the Ralph M. Brown Act, the Public Records Act, and the Political Reform Act and their applicability to the Committee's functions and responsibilities.

Chief Financial Officer/ Director of Administrative Services Stefan Jaskulak described the suggested procedures and sample selection for the Committee.

Committee member Scannell requested information related to the process used by staff to track Measure AA expenditures.

2. Selection of Committee Chair and Vice-Chair

Committee member Betlem volunteered to serve as Committee Chair, Committee member Dorow seconded the nomination. Committee member Betlem accepted the nomination with appreciation.

VOTE: 7-0-0

Committee member Dorow volunteered to serve as Committee Vice-Chair, Committee member Eischen seconded the nomination. Committee member Dorow accepted the nomination with appreciation.

VOTE: 7-0-0

ADJOURNMENT

Chair Betlem adjourned the meeting of the Measure AA Bond Oversight Committee at 7:06 p.m.

Jennifer Woodworth, MMC
District Clerk