



City of Santa Clara

Meeting Minutes

Santa Clara Stadium Authority

03/24/2020

4:30 PM

City Hall Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95050

4:30 PM REGULAR MEETING

Call to Order

Chair Gillmor called the Regular Stadium Authority meeting to order at 7:24 PM.

Pledge of Allegiance and Statement of Values

Roll Call

Executive Director Santana announced the food distribution for Seniors and children due to the COVID-19 Pandemic Shelter-in-Place has been implemented.

Present: 6 - Vice Chair Karen Hardy, Member Teresa O'Neill, Member Kathy Watanabe, Member Debi Davis, Member Raj Chahal, and Chair Lisa M. Gillmor

[20-444](#)

EXECUTIVE DIRECTOR VERBAL REPORT

CONTINUANCES/EXCEPTIONS

None.

CONSENT CALENDAR

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to approve the balance of the consent calendar (except Item 1.C) and amend staff recommendation for Item 1.B: (add) direct staff to send letter to ManCo to comply with the Stadium Authority's Procurement Policy.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

- 1.A [20-1206](#) Action on Bills and Claims for the months of October 2019 through January 2020 [Board Pillar: Enhance Community Engagement and Transparency]

Recommendation: Approve the list of Bills and Claims for October 2019 through January 2020.

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to approve the list of Bills and Claims for October 2019 through January 2020.

- 1.B [20-259](#) Acceptance of the Stadium Authority Fiscal Year 2019/20 Contracts per Santa Clara City Code Chapter 17.30 Stadium Authority Procurement Policy [Board Pillar: Enhance Compliance with J and Manage Levi's Stadium]

Recommendation: Accept the Stadium Authority's Fiscal Year 2019/20 Contracts per Santa Clara City Code Chapter 17.30 Stadium Authority Procurement Policy.

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to accept the Stadium Authority's Fiscal Year 2019/20 Contracts per Santa Clara City Code Chapter 17.30 Stadium Authority Procurement Policy and direct staff to send letter to ManCo to comply with the Stadium Authority's Procurement Policy.

- 1.D [20-333](#) Informational Report on Dates and Purpose of Stadium Authority and Stadium Manager Meetings for the Period October 1, 2019 to December 31, 2019 [Board Pillar: Enhance Community Engagement and Transparency]

Recommendation: Note and file the quarterly report on Stadium Authority and Stadium Manager Meetings for the period of October 1, 2019 to December 31, 2019.

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to note and file the quarterly report on Stadium Authority and Stadium Manager Meetings for the period of October 1, 2019 to December 31, 2019.

- 1.E [20-426](#) Ad-Hoc Stadium Audit Committee Minutes [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium]

Recommendation: Approve the Ad-Hoc Stadium Audit Committee minutes of October 29, 2018.

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to approve the Ad-Hoc Stadium Audit Committee minutes of October 29, 2018.

- 1.F [20-399](#) Status of Harvey M. Rose Associates Audit Recommendations [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium]

Recommendation: Note and file an update on the Status of the Harvey M. Rose Associates Audit Recommendations.

A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to note and file an update on the Status of the Harvey M. Rose Associates Audit Recommendations.

PUBLIC PRESENTATIONS

None.

CONSENT ITEMS PULLED FOR DISCUSSION

- 1.C [20-271](#) Action on Amendment No. 2 to the Agreement as Amended with J.S. Held LLC for Consulting Services for the Santa Clara Stadium Authority [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium]

Recommendation: Approve and authorize the Executive Director to execute Amendment No. 2 to the Agreement with J.S. Held LLC for financial consulting services to extend the term of the agreement by two years ending December 31, 2022, and increase compensation by \$225,000 for a total maximum not-to-exceed amount of \$425,000, subject to budget approval.

Boardmember Chahal pulled this item for further clarification.

A motion was made by Boardmember Chahal, seconded by Vice Chair Hardy, to approve and authorize the Executive Director to execute Amendment No. 2 to the agreement with J.S. Held LLC for financial consulting services to extend the term of the agreement by two years ending December 21, 2022, and increase compensation by \$225,000 for a total maximum not-to-exceed amount of \$425,000, subject to budget approval.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

PUBLIC HEARING/GENERAL BUSINESS

2. [20-91](#) Action on the Santa Clara Stadium Authority Financial Status Report for Quarters Ending June 30, 2019 and September 30, 2019 and Related Budget Amendments [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium & Enhance Community Engagement and Transparency]

Recommendation: 1. Note and file the Santa Clara Stadium Authority Financial Status Reports for the Quarter Ending June 30, 2019 and Quarter Ending September 30, 2019.
2. Approve Budget Amendments to the 2019/20 Santa Clara Stadium Authority Budget.

Stadium Authority Treasurer Lee gave a PowerPoint Presentation.

A motion was made by Boardmember Davis, seconded by Boardmember Watanabe, to (1) note and file the Santa Clara Stadium Authority Financial Status Reports for the quarter ending June 30, 2019 and Quarter ending September 30, 2019; and (2) approve budget amendments to the 2019/20 Santa Clara Stadium Authority Budget.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

3. [20-429](#) Presentation on Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget, Stadium Operation and Maintenance Plan, and 2020 Marketing Plan [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium & Enhance Community Engagement and Transparency]

Recommendation: Note and file Staff Presentation on the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget, Stadium Operation and Maintenance Plan, and 2020 Marketing Plan.

Stadium Authority Treasurer Lee gave by PowerPoint Presentation.

A motion was made by Boardmember Davis, seconded by Boardmember Watanabe, to note and file the staff presentation on the Proposed Santa Clara Stadium Authority Fiscal Year 2021/21 Budget, Stadium Operation and Maintenance Plan, and 2020 Marketing Plan.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

4. [20-47](#) Action on the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget, Stadium Operation and Maintenance Plan, and 2020 Marketing Plan [Board Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium] (Not to be heard prior to 6:00 PM)

Recommendation: Staff recommends Alternatives 1, 3, 4, and 5:

1. Adopt the Santa Clara Stadium Authority Fiscal Year 2020/21 Operating, Debt Service, and Capital Budget, including funding Shared Stadium Manager Expenses at \$3,045,000 and a Legal Contingency at \$9,231,000;
3. Direction to staff to return on March 31, 2020 with the Stadium Operations Management Plan (SOMP);
4. Approve the revised Stadium Authority Budget Policy; and,
5. Take No Action on the 2020 Marketing Plan

A motion was made by Boardmember Davis, seconded by Boardmember Watanabe, to approve Alternatives 1, 3, 4, and 5: (1) adopt the Santa Clara Stadium Authority Fiscal Year 2020/21 Operating, Debt Service, and Capital Budget, including funding shared Stadium Manager Expenses at \$3,045,000 and a Legal Contingency at \$9,231,000; (3) direct staff to return on March 31, 2020 with the Stadium Operations Management Plan (SOMP); (4) approve the revised Stadium Authority Budget Policy; and (5) take no action on the 2020 Marketing Plan.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

REPORTS OF MEMBERS AND SPECIAL COMMITTEES

None.

CITY MANAGER/EXECUTIVE DIRECTOR REPORT

Executive Director Santana announced that an Informational Report was sent to the Stadium Authority Board notifying them that staff has been seeking the completion of the following Annual Documents (2020 Public Safety Annual Updates) that are required to be completed by the Stadium Management Company which does not require the Stadium Authority Board's approval, however are significant in nature (staff has yet to receive as of March 24, 2020):

- Public Safety Plan
- Traffic Management and Operations Plan
- Stadium Rules and Regulations

20-442

CITY MANAGER REPORT EXECUTIVE DIRECTOR REPORT

ADJOURNMENT

The meeting was adjourn at 8:14 PM.

A motion was made by Boardmember Davis, seconded by Boardmember Watanabe, to adjourn the meeting.

Aye: 6 - Vice Chair Hardy, Boardmember O'Neill, Boardmember Watanabe, Boardmember Davis, Boardmember Chahal, and Chair Gillmor

The next regular scheduled Stadium Authority meeting is on Tuesday evening, May 12, 2020 in the City Hall Council Chambers.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-judicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-judicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <mailto:clerk@santaclaraca.gov> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

ATTEST:

Secretary

APPROVE:

Chairperson