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Title: 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]

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Date	Ver.	Action By	Action	Result
3/24/2020	1	Santa Clara Stadium Authority	Approved	

REPORT TO STADIUM AUTHORITY BOARD

SUBJECT

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]

BACKGROUND

On August 24, 2017, the Stadium Authority approved the Harvey Rose Audit titled “Comprehensive Audit of Stadium”. Audit recommendation 1.Q states that “the Stadium Authority Board should direct the Executive Director to require that all meetings, including the date and purpose of the meetings, between Stadium Authority staff and Stadium Manager be documented and reported quarterly or annually to the Stadium Authority Board.” Staff has implemented this audit recommendation on a quarterly report frequency.

DISCUSSION

In accordance with the Board approved audit recommendation, meetings between Stadium Authority staff and Stadium Manager for the period of October 1, 2019 to December 31, 2019 are listed below.

Date	Meeting Purpose
10/22/19	Evaluation Team Discussion for the Financial Management System SOQ for the Stadium (Conference Call)
10/24/19	Quarterly Status Meeting with SCSA/ManCo
11/14/19	Monthly Meeting with SCSA/ManCo
12/4/19	Meet and Greet with City Rachel Copes, David Noce and David Presley from the City, and Connor Vander Zalm and Caitlin Ritchie from the 49ers
12/5/19	Monthly Meeting with SCSA/ManCo

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact related to this report other than the staff time to prepare this report.

COORDINATION

This report has been coordinated with the Finance Department and Stadium Authority Counsel’s Office.

PUBLIC CONTACT

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.

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.

Reviewed by: Nadine Nader, Assistant City Manager

Approved by: Deanna J. Santana, Executive Director