



Agenda Report

20-1056

Agenda Date: 11/17/2020

REPORT TO STADIUM AUTHORITY BOARD

SUBJECT

Informational Report on Dates and Purpose of Stadium Authority and Stadium Manager Meetings and Corresponding Minutes for the Period July 1, 2020 to September 30, 2020

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 basis.

Furthermore, at the August 25, 2020 meeting, the Stadium Authority Board directed staff to prepare minutes for all future Stadium Authority/Stadium Manager staff meetings.

DISCUSSION

In accordance with the Board approved audit recommendation, meetings between Stadium Authority staff and Stadium Manager for the period of July 1, 2020 to September 30, 2020 are listed below.

Date	Meeting Purpose
7/16/20	SCSA Staff/ManCo Monthly Coordination Meeting (via Zoom). This meeting occurred before the Board's direction for staff to take minutes.
8/11/20	Lender Cash Flow and ManCo's Forecast (via Microsoft Teams). This meeting occurred before the Board's direction for staff to take minutes.
8/26/20	Santa Clara Stadium Authority (SCSA) and 49ers Procurement Meeting (via Zoom)
8/27/20	Santa Clara Stadium Authority/Stadium Management Company Quarterly Status Meeting (via Zoom)
9/1/20	SCSA Year End Items (via Microsoft Teams)
9/10/20	Shared Stadium Expenses Review (via GoToMeeting)
9/17/20	Santa Clara Stadium Authority/Stadium Management Company Quarterly Status Meeting (via Zoom)
9/17/20	SCSA Outstanding Items (via Microsoft Teams)

The minutes for the meetings are attached. Discussions concerning confidential items have been redacted from the minutes per the request of the Stadium Manager or direction from the Stadium Counsel or Executive Director.

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 Treasurer 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>>.

RECOMMENDATION

Note and file the quarterly report on Stadium Authority and Stadium Manager Meetings and Corresponding Minutes for the period of July 1, 2020 to September 30, 2020.

Reviewed by: Nadine Nader, Assistant City Manager

Approved by: Deanna J. Santana, Executive Director

ATTACHMENTS

1. Minutes for SA/Stadium Manager Meetings for Period 7/1/20 to 9/30/20