



Agenda Report

19-057

Agenda Date: 2/19/2019

REPORT TO STADIUM AUTHORITY BOARD

SUBJECT

Action on Report of Dates and Purpose of Stadium Authority and ManCo Meetings for the Period October 1, 2018 to December 31, 2018 (Stadium Authority)

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 ManCo 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 ManCo for the period of October 1, 2018 to December 31, 2018 are listed below.

Date	Meeting Purpose
10/1/18	Levi's Stadium Review of Electric Rates with SVP
10/4/18	Public Safety Costs Follow-up Meeting
10/19/18	Monthly Meeting with SCSA/ManCo (Partial Non-NFL Event Review)
10/19/18	Nov. 1 NFL Event Planning
10/25/18	Levi's Stadium Capital Projects Review
10/29/18	Nov. 1 NFL Event Pre-Game Operations Planning
11/7/18	Nov. 1 NFL Game Debrief Conference Call
11/14/18	CFP Bay Area 2019 Tabletop Exercise
11/20/18	Stadium Authority Budget Calendar Development
11/29/18	Monthly Meeting with SCSA/ManCo
12/6/18	Levi's Stadium Capital Projects Review
12/14/18	Non-NFL Events Marketing Plan KPIs
12/20/18	Capital Project Expense Process Discussion
12/20/18	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 ManCo Meetings for the period of October 1, 2018 to December 31, 2018.

Reviewed by: Walter C. Rossmann, Chief Operating Officer

Approved by: Deanna J. Santana, Executive Director