

**FINAL MINUTES**  
**Regular Meeting**  
**Meeting 21-21**  
**November 18, 2021**



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## **FINAL MINUTES**

### **CALL TO ORDER / ROLL CALL**

Chair Calvin Gill called the meeting of the Santa Clara Valley Open Space Authority (Authority) to order at 6:30 PM via Zoom teleconference.

**Members Present** Ms. Guerra performed Roll Call:  
Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, and Calvin Gill were present for roll call. Director Kennett entered the meeting during Approval of Minutes.

**Members Absent** Shay Franco-Clausen

**Staff Present** General Manager Andrea Mackenzie  
Assistant General Manager Matt Freeman  
External Affairs Manager Marc Landgraf  
Communications Specialist Charlotte Graham  
Grants Coordinator Jackie Latham  
Accounting & Finance Analyst Justina Tien  
  
Clerk of the Board Kellie Guerra  
Deputy Clerk of the Board Caroline Hernandez  
  
Legal Counsel Antoinette Ranit

### **PUBLIC COMMENTS**

Director Gill asked if there were any members of the public who wished to speak on any matter not on the agenda. There were none.

### **WRITTEN COMMUNICATIONS**

Director Gill asked if there were any written communications. There were none.

### **APPROVAL OF MINUTES**

- October 28, 2021

Director Gill called for a motion. Director Chapman moved to approve the October 28, 2021 meeting minutes. Director Flaughner seconded the motion.

The motion passed.

**(Vote: 5-0-0. Ayes:** Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

Director Kennett entered the meeting.

## **APPROVAL OF CONSENT ITEM(S)**

### **C1 Approve No-cost Extension to Measure Q Urban Open Space Grant Agreement with Keep Coyote Creek Beautiful Through April 17, 2022**

Director Gill called for a motion. Director Kennett moved to approve the Consent Items 1 through 1 excluding none. Director Moore seconded the motion.

The motion passed.

**(Vote: 6-0-0. Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

## **NEW BUSINESS**

### **1 Informational Item: Presentation on Redistricting Process and Timeline**

Clerk of the Board Kellie Guerra introduced the item and Special Legal Counsel Chris Skinnell presented.

## **OLD BUSINESS**

### **1 Award of Contract to Redistricting Insights for Demographic Services**

Clerk of the Board Kellie Guerra presented the item.

Director Gill called for a motion. Director Potter moved to reject the item. Director Kennett seconded the motion.

The motion passed.

**(Vote: 6-0-0. Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

Director Potter introduced a motion to award the contract to Redistricting Partners subject to approval of a Resolution, to be brought to the Board at the December meeting. Director Chapman seconded the motion.

The motion passed.

**(Vote: 6-0-0. Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

## **NEW BUSINESS (continued)**

### **2 Accept Final Audit Report for Fiscal Year 2020 / 2021 as Prepared by Moss, Levy and Hartzheim LLP**

Fiscal Services Officer Justina Tien presented the item and introduced Partner for Moss, Levy, and Hartzheim Alex Hom to speak.

Director Gill called for a motion. Director Kennett moved to approve the item as presented. Director Moore seconded the motion.

The motion passed.

(**Vote:** 6-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

### **3 Accept Final Measure Q Parcel Tax Audit Report for Fiscal Year 2020 / 2021 as Prepared by Moss, Levy and Hartzheim LLP**

Fiscal Services Officer Justina Tien presented the item.

Director Gill called for a motion. Director Kennett moved to approve the item as presented. Director Chapman seconded the motion.

The motion passed.

(**Vote:** 6-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

### **4 Informational Item: Presentation of the Open Space Authority's Land Acknowledgement Statement**

Assistant Open Space Planner Jennifer Hooper presented the item.

### **5 Adopt Resolution 21-74 Authorizing Virtual Meetings for the Period November 18, 2021 Through December 18, 2021 Pursuant to Brown Act Provisions**

Clerk of the Board Kellie Guerra presented the item.

Director Gill called for a motion. Director Kennett moved to adopt the resolution. Director Flaughner seconded the motion.

The motion passed.

(**Vote:** 6-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Dorsey Moore, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

### **6 Informational Item: Presentation of 2022 Board and Committee Meeting Schedule**

Clerk of the Board Kellie Guerra and Deputy Clerk of the Board Caroline Hernandez presented the item.

## **COMMITTEE MEETING SUMMARIES**

- Measure Q Expenditure Oversight Committee – Presented.

## **INFORMATIONAL REPORTS**

- General Manager – Presented.
- Staff – Presented.
- Legal Counsel – Presented.
- Board Member Reports, Liaison Updates & Comments – Presented.

## **ADJOURNMENT**

Director Gill adjourned the meeting at 8:03 PM.

Respectfully submitted by Kellie Guerra  
Clerk of the Board