
R-22-58
Meeting 22-08
April 28, 2022

AGENDA ITEM #1

To: Board of Directors
Open Space Authority

From: Andrea Mackenzie
General Manager

SUBJECT

Informational Item: Receive Annual Expenditure Plan Oversight Committee Report for Fiscal Year 2020 / 2021

REVENUE/COST

There is no cost associated with this item.

BACKGROUND

On November 4, 2014, voters approved The Open Space, Wildlife Habitat, Clean Water and Increased Public Access Expenditure Plan also known as Measure Q. The purpose of the Measure was to allow the Open Space Authority to continue its mission to preserve open space and provide public access to those spaces.

The Measure became effective in July 2015, when the first tax revenues were levied. The first revenues were received by the Santa Clara Valley Open Space Authority (Authority) in January 2016.

It was also the intent of the Measure to include independent public oversight of the Measure Q funds through an independent oversight committee. The seven-member Expenditure Plan Oversight Committee (EPOC) (formerly Measure Q Expenditure Oversight Committee) was appointed on December 10, 2015. The purpose of the EPOC is to provide independent and transparent oversight and reporting of Measure Q revenues and expenditures. Section C.1 – Citizen Oversight and Independent Financial Audits of the Measure Q Expenditure Plan state that the Committee's responsibilities are to:

- Review Plan expenditures on an annual basis to ensure they conform to the Plan; and
- Review the annual audit and report prepared by an independent auditor and submit its recommendations and oversight report thereon

To fulfill its purpose, the EPOC must meet at least once, but not more than four times per year and review its draft report at a public meeting.

DISCUSSION

The Oversight Committee met three times during 2022 to carry out its responsibilities and complete its Fiscal Year (FY) 2020/2021 Expenditure Plan Oversight Report. The dates and business of these meetings were as follows:

January 26, 2022 – The Expenditure Plan Oversight Committee held its annual election of Officers for 2022, received informational reports on the updated Bylaws and committee member terms. The Committee also appointed members to subcommittees.

The Committee also received a presentation of the FY 2020/2021 independent audit reviewing the income and expenditures of the Measure Q parcel tax and a presentation of the Annual Measure Q Project Status Report for FY 2020/2021.

Finally, during this meeting, the Committee was presented a list of Measure Q expenditures and selected the twelve samples to be reviewed by two teams.

February 22, 2022 – The Committee convened to present and discuss the findings of the selected sample transactions.

Project managers were also present to assist in answering any questions the Committee had regarding the selected transactions.

March 22, 2022 – The Committee reviewed the draft FY 2020/2021 Expenditure Plan Oversight Report prepared by the ad hoc sub-committee. This meeting was held in compliance with Section 5.2 of the Oversight Committee Bylaws, stating that a draft of the Oversight Report be presented in a public meeting. At the meeting, the EPOC refined its recommendations and finalized and approved its report. Committee Chair, Ms. Andrea Wheeler, is expected to present the oversight report to the Open Space Authority Board of Directors at its regular meeting scheduled for Thursday, April 28, 2022 at 6:30pm.

The EPOC's Annual Oversight Report for FY 2020 / 2021 is attached.

RECOMMENDATION

Staff recommends the Board receives the Expenditure Plan Oversight Committee Annual Oversight Report for FY 2020 / 2021.

Prepared by:
Justina Tien, Fiscal Services Officer

Attachment(s): Exhibit E –Expenditure Plan Oversight Committee Annual Oversight Report for Fiscal Year 2020 / 2021