

- January 23, 2025

**DRAFT MINUTES**  
**Administration & Budget Committee (ABC)**  
**Meeting SP 25-01**  
**January 23, 2025**

Board Room of the Open Space Authority Administrative Office  
33 Las Colinas Lane, San José, CA 95119



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## **DRAFT MINUTES**

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

Chair Helen Chapman called the meeting of the Santa Clara Valley Open Space Authority Administration and Budget Committee to order in person and via Zoom teleconference at 5:50 p.m.

**Members Present** Clerk of the Board Caroline Hernandez performed Roll Call:  
Helen Chapman, Vicki Alexander, and Calvin Gill were present for roll call.

**Members Absent** None

**Staff Present** General Manager Andrea Mackenzie, Assistant General Manager Lea Rauscher, Assistant General Manager Marc Landgraf, Administrative Operations Manager Elizabeth Loretto, Office and Facilities Coordinator Ivy Rylander, and Clerk of the Board Caroline Hernandez

### **PUBLIC COMMENTS**

Director Chapman asked if there were any members of the public who wished to comment on any item not on the agenda. There were none.

### **COMMITTEE BUSINESS**

**1 Review Two At Large Applications to the Citizens' Advisory Committee and Make Recommendation to the Board for Filling the Vacant At Large Seat**

Clerk of the Board Caroline Hernandez presented the item. Beth Fryksdale and Marty Patterson, both introduced themselves and answered questions.

Kalvin Gill called for a motion to bring the two At Large applications to the Board for final approval at their next regular meeting. Director Alexander seconded the motion.

The motion passed.

(**Vote:** 3-0-0. **Ayes:** Helen Chapman, Vicki Alexander, Calvin Gill. **Noes:** None. **Abstention:** None.)

### **ADJOURNMENT**

Director Chapman adjourned the meeting at 6:08 p.m.

Respectfully submitted by Caroline Hernandez  
Clerk of the Board