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## San Mateo County Measure K Oversight Committee

Thursday, November 30, 2017, 6:30 p.m.

College of San Mateo, College Heights Conference Room, Building 10, Room 468  
1700 West Hillsdale Boulevard, San Mateo, CA 94402

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### MINUTES

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1. Pledge of Allegiance

2. Call to Order and Roll Call

The meeting was called to order by Honorable Dan Quigg at 6:32 p.m.

**Present:**

Commissioners: Honorable Daniel Quigg, Michael Salazar, Ken Chin, Sam Hutkins, David Burow, Michael C. Kovalich, Manuel Ramirez, Tom Ledda, and Edward Isip.

Staff: Reyna Farrales, Deputy County Manager; Sukhmani S. Purewal, Assistant Clerk of the Board; and Sherry Golestan, Deputy Clerk of the Board

**Absent:**

Commissioners Naomi Patridge.

3. Welcome and Introductions, Review of Committee Bylaws

**Speakers:**

Reyna Farrales, Deputy County Manager

4. Swearing-in and Loyalty Oaths

Sherry Golestan, Deputy Clerk of the Board, performed the oaths of office for the following Commissioners: Tom Ledda, Sam Hutkins, Manuel Ramirez, and David Burow.

*Justin Mates, Deputy County Counsel arrived.*

5. Public Comment

(This item is reserved for persons wishing to address the Committee on any Committee-related matters not otherwise on this agenda, and on any listed agenda items other than those Matters Set for a Specified Time or on the Regular Agenda. Members of the public who wish to address the Committee should complete a speaker request form. Speakers are customarily limited to two minutes.)

**Speakers:**

Martin Fox, Belmont

Thomas Weissmiller, San Mateo

6. Motion to Approve Minutes of the Meeting of February 8, 2017

**Speakers:**

Chair Daniel Quigg

**9 RESULT:           Approved**  
**MOTION:**           Sam Hutkins  
**SECOND:**           Tom Ledda  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge  
**ABSTAIN:**          Burow

7. Presentation of Fiscal Year 2016-17 Annual Audit of Measure K Sales Tax Receipts and Results of Agreed-Upon Procedures on Measure K Spending

**Speakers:**

Juan Raigoza, County Controller  
Reyna Farrales, Deputy County Manager  
Sam Hutkins, District 2  
Michael C. Kovalich, District 4  
Chair Dan Quigg, District 1  
David Burow, District 3  
Manuel Ramirez, District 4  
Jim Saco, County Budget Director

- 7.1 Motion to Accept Fiscal Year 2016-17 Annual Audit of Measure K Sales Tax Receipts and Results of Agreed-Upon Procedures on Measure K Spending

**9 RESULT:           Approved**  
**MOTION:**           Manuel Ramirez  
**SECOND:**           Sam Hutkins  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Burow, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge

8. Presentation of Fiscal Year 2016-17 Performance Report

**Speakers:**

Reyna Farrales, Deputy County Manager  
Chair Dan Quigg, District 1  
Tom Ledda, District 5  
Michael C. Kovalich, District 4  
David Burow, District 3  
Martin Fox, Belmont

- 8.1 Motion to Create Ad Hoc Committee on Performance Measures

**9 RESULT:           Approved**  
**MOTION:**           Michael Salazar  
**SECOND:**           Manuel Ramirez  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Burow, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge

- Commissioners Daniel Quigg, District 1; David Burow, District 3; and Michael Kovalich, District 4 were appointed to serve on the Ad Hoc Committee.

9. Presentation of Measure K Education and Outreach Efforts

**Speakers:**

Marshall Wilson, Communications Officer  
Ken Chin, District 2

10. Motion to Approve 2017-18 Committee Work Plan

**Speakers:**

Reyna Farrales, Deputy County Manager  
Chair Daniel Quigg

**9 RESULT:            Approved**  
**MOTION:**           Michael C. Kovalich  
**SECOND:**           Ken Chin  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Burow, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge

11. Election of Chair and Vice Chair (effective next committee meeting)

**Speakers:**

Honorable Daniel Quigg

Motion to elect Sam Hutkins as the Chair

**9 RESULT:            Approved**  
**MOTION:**           Dan Quigg  
**SECOND:**           Michael C. Kovalich  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Burow, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge

Motion to elect Manuel Ramirez as the Vice Chair

**9 RESULT:            Approved**  
**MOTION:**           Dan Quigg  
**SECOND:**           Tom Ledda  
**AYES:**              Quigg, Salazar, Chin, Hutkins, Burow, Kovalich, Ramirez, Ledda, and Isip.  
**NOES:**              None  
**ABSENT:**            Patridge

12. Set Date of Next Committee Meetings

The next Measure K Oversight Committee meeting is scheduled for Thursday, February 8, 2018 at 6:30 p.m. at the College of San Mateo, College Heights Conference Room, Building 10, Room 468, 1700 West Hillsdale Boulevard, San Mateo, CA 94402

13. Adjourn

**The meeting was adjourned at 7:36 p.m.**