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## San Mateo County Measure K Oversight Committee

Thursday, November 20, 2019, 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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### FINAL MINUTES

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1. Pledge of Allegiance

2. Call to Order and Roll Call

The meeting was called to order by Honorable Sam Hutkins at 6:31 p.m.

**Present:**

Commissioners: Michael Salazar, Ken Chin, David Burow, Bob Grassilli, Michael Kovalich, Wallace Moore, and Honorable Sam Hutkins.

Staff: Roberto Manchia, Chief Financial Officer; Melissa Andrikopoulos, Deputy County Counsel; and Sukhmani S. Purewal, Assistant Clerk of the Board.

**Absent:**

Commissioners Dan Quigg, Manuel Ramirez, and Tinisch Hollins.

3. Welcome and Introductions

All commissioners briefly introduced themselves.

4. Swearing-in and Oaths of Office

Deputy County Counsel Melissa Andrikopoulos performed the oaths and swore all the commissioners in.

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.)

None

6. Motion to Approve Minutes of the Meeting of February 7, 2019

**Speakers:**

Chair Sam Hutkins, District 2

Melissa Andrikopoulos, Deputy County Counsel

**RESULT:**           **Approved**  
**MOTION:**       Michael Salazar  
**SECOND:**       Wallace Moore  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**     Quigg, Ramirez, and Hollins

7. Presentation of 2018-19 Annual Audit of Measure K Sales Tax Receipts and Results of Agreed-Upon Procedures on Measure K Spending

**Speakers:**

Juan Raigoza, County Controller  
David Burow, District 3  
Roberto Manchia, Chief Financial Officer  
Michael Kovalich, District 4  
Bob Grassilli, District 3  
Wallace Moore, District 5  
Michael Salazar, District 1

7.1 Motion to Accept 2018-19 Annual Audit of Measure K Sales Tax Receipts and Results of Agreed-Upon Procedures on Measure K Spending

**RESULT:**           **Approved**  
**MOTION:**       Michael Kovalich  
**SECOND:**       Ken Chin  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**     Quigg, Ramirez, and Hollins

8. Presentation of 2018-19 Performance Report

**Speakers:**

Chair Sam Hutkins, District 2  
Roberto Manchia, Chief Financial Officer  
David Burow, District 3  
Michael Kovalich, District 4  
Wallace Moore, District 5  
Bob Grassilli, District 3

8.1 Motion to Create Ad Hoc Committee on Performance Measures

Motion was made to create the Ad Hoc Committee on Performance Measures consisting of members Michael Kovalich, Sam Hutkins, and David Burow.

The first Ad Hoc meeting will be on Thursday, January 16, 2020 from Noon to 5 p.m. with location to follow via email from Clerk.

The second Ad Hoc meeting will be on Thursday, January 30, 2020 from Noon to 5 p.m. with location to follow via email from Clerk.

**RESULT:**           **Approved**  
**MOTION:**       Michael Salazar  
**SECOND:**       David Burow  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**     Quigg, Ramirez, and Hollins

9. Presentation of Measure K Education and Outreach Efforts

**Speakers:**

Marshall Wilson, Communications Officer  
Michael Kovalich, District 4

10. Motion to Approve 2019-20 Committee Work Plan

**Speakers:**

Roberto Manchia, Chief Financial Officer  
Chair Sam Hutkins, District 2

**RESULT:**           **Approved**  
**MOTION:**       Michael Salazar  
**SECOND:**       Wallace Moore  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**    Quigg, Ramirez, and Hollins

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

Motion to elect Michael Kovalich as the new Chair and Michael Salazar as the new Vice Chair, both for 2 years (2020 and 2021):

**RESULT:**           **Approved**  
**MOTION:**       Ken Chin  
**SECOND:**       Bob Grassilli  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**    Quigg, Ramirez, and Hollins

12. Set Date of Next Committee Meetings

The next Measure K Oversight Committee meeting will be held at the same location on Wednesday, February 5, 2020 at 6:30 p.m.

13. Adjourn

**RESULT:**           **Approved**  
**MOTION:**       David Burow  
**SECOND:**       Michael Salazar  
**AYES [7]:**       Salazar, Chin, Burow, Grassilli, Kovalich, Moore, and Hutkins  
**NOES:**           None  
**ABSENT [3]:**    Quigg, Ramirez, and Hollins

**The meeting was adjourned at 8:01 p.m.**