



DATE: October 19, 2020

TO: Mayor and Members of the City Council

FROM: Dante Hall, Interim City/District Manager
Jennifer Phan, Principal Management Analyst

SUBJECT: APPOINTMENT OF ONE MEMBER OF THE LEVEE BOND
OVERSIGHT COMMITTEE TO SERVE THE INITIAL POSITION OF
CHAIR

RECOMMENDATION

It is recommended that the City Council, by Minute Order, appoint one member of the Levee Bond Oversight Committee to serve the initial position of Chair.

EXECUTIVE SUMMARY

The purpose of the Levee Bond Oversight Committee for the Levee Improvements Project is to ensure that bond proceeds are expended for their intended purposes. Per Section 8 of the Bylaws, it is the responsibility of the City Council to appoint the initial Chair (Attachment 1). Given this action was not taken when the appointments to the Levee Bond Oversight Committee were made, it is now recommended that City Council identify one member to be the initial Chair.

BACKGROUND & ANALYSIS

On June 5, 2018, Foster City voters passed Measure P, authorizing the City to issue general obligation bonds in the amount of \$90,000,000 to fund improvements to the City's levee system. The bond measure promised voters that the expenditure of bond funds would be subject to citizens' oversight. On December 16, 2019, per Resolution No. 2019-121, the City Council adopted bylaws that establish and govern the Levee Bond Oversight Committee charged with monitoring Measure P bond proceed expenditures for the Levee Improvements Project (Attachment 2). Each year, the Committee would be required to submit to the City Council two (2) written reports,

summarizing the Committee's activities and stating whether the expenditures comply with Measure P's requirements.

The Committee is a five-member body comprised of three Foster City residents and two representatives of Foster City based businesses. On July 6, 2020, per Resolution No. 2020-65, the City Council directed the Interim City Manager to review all applications submitted for appointment to the Levee Bond Oversight Committee and recommend applicants for the City Council's review and appointment (Attachment 3). The following individuals were appointed to the Levee Bond Oversight Committee at the September 8, 2020 City Council meeting, via Minute Order No. 1685 (Attachment 4). In order to phase Committee turnover in future years, the City Council, in its initial appointments, had selected two members to serve a term of two years and three members to serve a term of three years, as identified below.

COMMITTEE MEMBER	REPRESENTING	TERM
Qing Liu	Resident	3 Year
Robert Fitzgerald	Resident	3 Year
Bob Tessler	Resident	2 Year
Al De Groot	Business	3 Year
Krista Dixon	Business	2 Year

Within the Levee Bond Oversight Committee Bylaws, it states:

Section 8. Officers. *The City Council shall appoint the initial Chair. Thereafter, the Committee shall elect a Chair and a Vice-Chair who shall act as Chair only when the Chair is absent. The Chair and Vice-Chair shall serve in such capacities for a term of one (1) year and may be reelected by vote of a majority of the members of the Committee.*

It is now recommended that the City Council identify one individual from the committee members listed above to appoint as the initial Chair. The Chair's primary duty is to help manage and facilitate the Committee meetings. Aside from that, as stated in the Bylaws, the Chair is also responsible for all official communications to the City Council or public when acting on behalf of the Committee. The Chair shall only release information if it reflects the majority of the Committee. The Levee Bond Oversight Committee is expected to meet in the upcoming weeks since construction for the Levee Improvements Project is anticipated to begin at the end of October 2020.

FISCAL IMPACT

There is no fiscal impact associated with the recommended action.

Attachments:

- Attachment 1 - Levee Bond Oversight Committee Bylaws (Independent Citizens' Bond Oversight Committee)
- Attachment 2 - Resolution No. 2019-121 (Establishing Committee and Adopting Bylaws)
- Attachment 3 - Resolution No. 2020-65 (Naming Interim City Manager as Designee to Recommend Applicants for Appointment)
- Attachment 4 - Minute Order No. 1685 (Appointing Three Citizens and Two Representatives to the Levee Bond Oversight Committee)