



Town of Moraga Local Sales Tax Oversight Committee

**ACTION MINUTES
Tuesday, March 18, 2025
5:30 P.M.**

**Council Chambers and Community Meeting Room
335 Rheem Boulevard, Moraga, CA 94556**

1. CALL TO ORDER

The meeting was called to order at 5:31 P.M.

2. ROLL CALL

Committee Present: Rachel Graham, Gian Panetta, Scott Parker, Spencer Schilling, and Tim Staines

Town Staff Present: Shawn Knapp, Public Works Director, Nate Levine, Senior Engineer, and Jeanet Lara, Senior Administrative Assistant

3. PUBLIC COMMENTS

No public comments received

4. ADOPTION OF MEETING AGENDA

No changes to the meeting agenda were requested.

ACTION: It was M/S (Schilling/Panetta) to adopt the meeting agenda. (Vote 5 For/0 Against)

5. REPORTS FROM COMMITTEE MEMBERS AND STAFF LIAISONS

A. FY 2023-24 Measure K Pavement Presentation

Nate Levine presented the 2023 and 2024 Measure K goals and schedule and the annual Measure K audit reporting process and schedule

6. DISCUSSION AND ACTION ITEMS

A. Appoint Committee Member and Chair of the Committee

Scott Parker nominated himself for Chair of the Committee

It was M/S(Parker/Staines) to appoint Scott Parker as Chair (Vote 5 For/0 Against)

Tim Staines nominated himself for Vice Chair of the Committee

It was M/S(Staines/Panetta) to appoint Tim Staines as Vice Chair (Vote 5 For/0 Against)

- B.** Approval of Minutes for the May 16, 2024, Local Sales Tax Oversight Committee Meeting.

No changes to the meeting minutes were requested.

It was M/S (Staines/Panetta) to approve meeting minutes (Vote 5 For/0 Against)

- C.** Brown Act Overview Summary

Nate reviewed the California Government Code Brown Act.

- D.** Appoint Local Sales Tax Oversight Subcommittee to Perform Local Sales Tax Oversight Committee Audit Report to Town Council

It was M/S(Staines/Panetta) to appoint Spencer Schilling as subcommittee (Vote 5 For/0 Against)

It was M/S(Panetta/Grahma) to appoint Tim Staines as subcommittee (Vote 5 For/0 Against)

Action: Staff will provide a journal ledger of Measure K expenditures.

The committee requested for a second subcommittee to be established.

It was M/S(Staines/Panetta) to appoint Rachel Graham as subcommittee #2 (Vote 5 For/0 Against)

It was M/S(Staines/Graham) to appoint Gian Panetta as subcommittee #2 (Vote 5 For/0 Against)

Nate will confirm with Town staff for guidance to add a second subcommittee to review/audit Measure K expenditure.

- E.** Establish Next Meeting Date

The committee recommended next meeting be scheduled on April 29, 2025, or May 6, 2025.

7. ADJOURNMENT

ACTION: It was M/S (Panetta/Staines) meeting adjourned at 6:58 P.M.