



CEAC Board of Directors

CEAC Spring Conference/Public Works Officers Institute
Friday, March 27, 2015 | 11:30am-1:00pm
Hyatt Regency Newport Beach, Garden Room-I
1107 Jamboree Road
Newport Beach, Orange County, CA



-
- 11:30 am
1. **Call to Order** (Penrose)
 2. **Approval of Minutes, January 28, 2015** (Presleigh) - **Attachment One**
 3. **Correspondence** (Penrose)
 4. **CLODS Report** (CLODS)
 5. **NACE Report** (DeChellis)
 6. **CSAC Report** (CSAC Staff)
 7. **Regional Directors Reports**
 8. **Treasurers Report** (Crump) - **Attachment Two**
 9. **Committee Reports**
 - a) Flood Control and Water Resources
 - b) Resource Recovery and Waste Management
 - c) Surveyor
 - d) Land Use
 - e) Transportation
 - f) Oversight and Special Tasks Committee
 10. **Other Committee Reports**
 - a) Fellowship
 - b) Scholarship (Kowalewski)
 - c) Outside Committees (HBP, CUCCAC, CCSFCC, SHSIP, TRCC, CTCDC, FLAP, TDAWG)
 11. **Life Membership**
 - a) Tom Gau (Penrose) - **Attachment Three**
 12. **Unfinished Business**
 - a) Proposed General Services Committee (Mattson)
 - b) CEAC Bylaws (Mattson)
 - c) Hospitality Suites at Conferences (McGolpin)



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13. New Business

- a) Washington DC Trip Report

14. Scheduled Conferences

- a) NACE Annual Conference, Daytona Beach, Florida, April 19-23, 2015
- b) Public Works Secretarial Seminar (PWSS), Mendocino/Lake Counties, May 27-29, 2015
- c) CEAC 10th Policy Conference, Sacramento, Sacramento County, September 16-17, 2015
- d) CSAC 121st Annual Meeting, Monterey, Monterey County, December 1-4, 2015

15. CEAC Board of Directors Meeting Schedule

- a) September 17, 2015, TBD (Policy Conference)
- b) December 4, 2015, 11:00am (Annual Meeting)

1:00pm

Adjourn

Meeting Roster

Officer	Office	County
Michael Penrose	President	Sacramento
Matt Machado	President-Elect	Stanislaus
John Presleigh	Secretary	Santa Cruz
Scott McGolpin	Past President	Santa Barbara
Mike Crump	Treasurer	Butte
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (Retired)
Doug Wilson	Parliamentarian	Tulare (Retired)
Ken Miller	Newsletter Editor	San Bernardino (Retired)
Patrick DeChellis	NACE Representative	Los Angeles
Dave Gravenkamp	Historian	Siskiyou County (Retired)
Regional Directors	Region	County
Steven Kowalewski	Bay Area	Contra Costa
Scott DeLeon	Northern California	Lake
Panos Kokkas	Sacramento Mother Lode	Yolo
David Leamon	San Joaquin Valley	Stanislaus
Tom Fayram	Central Coast	Santa Barbara
Vincent Gin	Southern California	Orange



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Committee Chairs	Committee	County
Susan Klassen	Transportation	Sonoma
Pattie McNamee	Fellowship	Contra Costa (Retired)
Chris Stone	Flood Control/Water Resources	Los Angeles
Brian Balbas	Land Use	Contra Costa
Jim Porter	Oversight	San Mateo
Steven Kowalewski	Scholarship	Contra Costa
Pat Proano	Resource Recovery & Waste Mgmt.	Los Angeles
Steven Steinhoff	Survey	Los Angeles
CSAC/CEAC Staff	Title	Agency/County
DeAnn Baker	Legislative Director	CSAC
Karen Keene	Senior Legislative Representative	CSAC
Kiana Buss	Legislative Representative	CSAC
Cara Martinson	Legislative Representative	CSAC
Chris Lee	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC

ATTACHMENTS

Attachment OneJanuary 28, 2015 Board of Directors Meeting Minutes

Attachment TwoTreasurers Report

Attachment ThreeTom Gau Life Membership

Attachment One

January 28, 2015 Board of Directors Meeting Minutes



CEAC Board of Directors Meeting

Wednesday, January 28, 2015 ~ 9:30 a.m. – 10:30 a.m.

CSAC Conference Call Line (916) 445-5476

1. **Call to Order** (Penrose) Meeting was called to order at 9:35 a.m. on January 28, 2015.

Meeting Roster:

Officer	Office	County
Mike Penrose	President	Sacramento
Matt Machado	President Elect	Stanislaus
John Presleigh	Secretary	Santa Cruz
Scott McGolpin	Past President	Santa Barbara
Mike Crump	Treasurer	Butte
Mehdi Sadjadi	Treasurer-Emeritus	Marin (Retired)
Doug Wilson	Parliamentarian	Tulare (Retired)
Ken Miller	Newsletter Editor	San Bernardino (Retired)
Patrick DeChellis	NACE Representative	Los Angeles
Dave Gravenkamp	Historian	Siskiyou (Retired)
Regional Directors	Region	County
Steve Kowalewski	Bay Area	Contra Costa
Scott DeLeon	Northern California	Lake
Panos Kokkas	Sacramento Mother Lode	Yolo
David Leamon	San Joaquin Valley	Stanislaus
Tom Fayram	Central Coast	Santa Barbara
Vincent Gin	Southern California	Orange
Committee Chairs	Committee	County
Susan Klassen	Transportation	Sonoma
Pattie McNamee	Fellowship	Contra Costa (Retired)
Chris Stone	Flood Control/Water Resources	Los Angeles
Brian Balbas	Land Use	Contra Costa
Jim Porter	Oversight	San Mateo
Steve Kowalewski	Scholarship	Contra Costa
Pat Proano	Resource Recovery & Waste Mgmt.	Los Angeles
Steven Steinhoff	Surveyor	Los Angeles
CSAC/CEAC Staff	Title	Agency/County
DeAnn Baker	Director of Legislative Affairs	CSAC
Karen Keene	Senior Legislative Representative	CSAC
Kiana Buss	Legislative Representative	CSAC
Cara Martinson	Legislative Representative	CSAC
Chris Lee	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC

All Officers, Regional Directors, Committee Chairs and Staff are listed. Those shown shaded were not in attendance.

2. **Approval of Minutes** – Upon the motion by Mike Penrose, seconded by Pat DeChellis and Matt Machado, the November 21, 2014, minutes were approved unanimously with no changes. Mehdi Madjd-Sadjadi abstained from voting as he was unable to attend the November 21, 2014, meeting.
3. **Correspondence** – (Penrose)
Mike Penrose stated that he did not include any correspondence with the agenda, but he did provide a verbal update on the following:
 - Watershed/Resources Consulting contract was approved.
 - Mike Penrose received the CLODS' letter of commitment to the Spring Conference.
 - There were three applications for NACE's consideration for Engineer of the Year award (both Rural and Urban), and one for Project Manager of the Year.
4. **CLODS Report** – Mehdi Madjd-Sadjadi reported that the CLODS appreciated the invitation from President Mike Penrose for the Spring CEAC conference. The CLODS committed to being there and indicated they will need 20 minutes for their program for the Buffalo Bull award. There was a suggestion that the President may want to keep the award since he was working so hard in trying to retain it. Mike Penrose reported that he would be seeking nominations for the Buffalo Bull award.
5. **NACE Report** – Pat DeChellis reported on two items, the first being that CEAC still owes NACE the annual report due in about a month (essentially a reiteration of the annual CEAC report). The second item is that the NACE annual conference is coming up on April 19 through 23, 2015, in Daytona Beach, Florida. This annual conference is going to be a little different since it will be held in conjunction with the Florida State APWA. Pat also suggested that this could be a really exciting conference and different from those in the recent past. There is expected to be a good turnout, but it would be good to have more. Pat stated that he could provide any information regarding the conference for those interested in attending the conference. Mike Penrose reported that he will follow up on the submittal of the annual report to NACE. Pat also suggested that it would be better to have the annual report submitted earlier so it can be included in the final package as prepared by NACE for the conference. Mehdi Madjd-Sadjadi reported that the Snappy Tom is a California item and not a NACE item. John Presleigh asked, in clarification as the official note taker, if we are going to proceed with the Snappy Tom; Pat said yes, we will be having the Snappy Tom event at the conference.
6. **CSAC Report** - Kiana Buss reported that the CEAC Board should take action on the legislative priorities and guidelines, including the three options noted for the School Safety legislative proposal. Mike Penrose requested that this item be tabled until later in the Board meeting.
7. **Regional Directors Reports** - Mike Penrose did not ask for any Regional Directors Reports. John Presleigh reported that Tom Fayram is the new Central Coast Regional Director for CEAC.

8. **Treasurers Report** – Mike Crump reported that the budget is final as amended last fall. The Treasurer's report will be available for the Spring Conference. At this point 48 Counties have paid their dues. It was also reported by Mike that most Counties are paying the drainage dues as well. Mike also reported that he has made a couple of small payments on several budgetary items. There was a question regarding the drainage and Local Streets and Road (LS and R) fees for one of the Counties and their ability to pay. Mehdi Madjd-Sadjadi reported that this is an action item as it relates to the final budget and it needs to be approved by the Board. Matt Machado moved to approve the final budget, with a second by Panos Kokkas; the budget was approved unanimously. Mike Penrose brought up that perhaps there should be some additional discussions at the Spring Conference about the ability to pay the fees by the individual Counties, in particular the new drainage fee.

9. **Committee Reports** - Mike Penrose did not ask for any committee reports.

Action Items:

Mike Penrose requested that we move on to the Legislative Priorities and Guidelines. Kiana Buss reported that on page 31 of handouts, Transportation, that the first priority of the year is to monitor the new HUTA, and there has been discussions with the administration on ways the gas tax situation could be improved (given the projected decrease expected on July 1, 2015). CSAC is looking for stop gap measures that would soften the blow from the decrease. Kiana also stated that they would continue to support the existing allocation of funding and continue to monitor the distribution to the locals. Mike Penrose requested we focus on any additional changes or additions to any of the action items. Cara Martinson reported that at the November 21, 2014, meeting that there were changes from the committees, and these items were discussed at the Flood Control and Solid Waste committees, but there was nothing in writing in front of the Board at that time so the Board would need to approve these changes today. The other Committees did not have any changes after the Transportation Committee. Karen Keene reported that the disaster funding, regulatory service agency agreements, and the Proposition 218 reform will only receive support from CSAC for the proposals and that they would not sponsor the proposals. Cara also reported that there was a minor change in the Resource Recovery and Waste Management following the implementation AB1826 for organics. Mike Penrose had a question in the Policy and Legislative priorities in item Number 1, Transportation co-sponsor legislation to improve school zone safety and was it in this form originally. Kiana Buss reported that there were three legislative proposals that Contra Costa County requested on this item, the first being the "in statue" proposal to mandatory expand the school zone (increase the school zone from 500 feet to 1000 feet), the second was to allow local jurisdictions to voluntarily expand the school zones beyond the 1,000 feet based on a traffic study, and the third was to enhance the penalties for speeding in a school zone by increasing the points against your license. Kiana reminded the Board that there was general support for improving safety around the school zones, but there were some concerns regarding these proposals and perhaps this is more pertinent as a law enforcement issue. Kiana also contacted Caltrans, DMV, and CHP several weeks ago, and at this point has not received any official feedback from these agencies. Caltrans did remind CSAC that the Governor vetoed an increase in fines for school zone safety last year, and would likely veto a points system for speeding in the

school zone. Senator Cannella may sponsor this legislation this year. Kiana also reported that CSAC has been working with the Safe Routes to School Stakeholders, and they would really like to see this legislation move forward. So in consideration, should CSAC sponsor one or all of the proposals since Kiana expressed some concerns that Transportation is going to be very active this year (staff time constraints) and that they had concerns about taking on full sponsorship of these bill proposals. Also Contra Costa County is working on the advocacy coalition of these proposals and in some form it will be coming back as an item. Kiana ask if the CEAC Board wanted to recommend to CSAC on whether to take on full sponsorship or co-sponsor legislation on these bill proposals. There was a clarification on the action at the November 21, 2104, meeting regarding the minutes to report back on this item, and to seek co-sponsoring or going with full sponsorship. It was decided to support this legislative item, so no further action is necessary. **Mike Penrose made a motion to substitute support for co-sponsor or to provide full sponsorship, with Pat DeChellis seconding the motion. The item was passed unanimously.**

The guidelines with amendments were highlighted in yellow in the agenda packet. Kiana Buss reported that they eliminated the Transportation category Number 15 bicycle transportation account since it doesn't exist in its same form and was consolidated in the Active Transportation Program. Karen Keene reported under Flood on page 5 that they added a proposal that originated from LA County on Number 26 to support proposals for water quality by regulating and controlling source contaminants. Karen also reported that on page 8 under Transportation Resource Recovery and Flood Control that there was a broad direction to support legislation that would reduce state staffing redundancies and streamlining state permit processing (move it forward as a long-term policy direction, and nothing was deleted). **Matt Machado made a motion to approve all of the items discussed, with a second by Pat DeChellis. These items were approved unanimously.**

Karen Keene reported that there was one action item on page 49 to request CEAC to contribute \$2,000 for the polling effort on the Storm Water Funding proposal. Karen Keene also reported that it was confirmed that it was legal through the County Counsel Association (Jennifer Henning) to make a contribution for this item. Matt Machado reported that this is a worthwhile item to support. LA County committed to \$5,000 for the polling with CEAC committing \$2,000. Mike Penrose commented on whether it was worthwhile to put in this \$2,000 when we are already committing \$60,000 a year over a two year period, and whether there is a shortage of overall funds because there was a need to engage additional stakeholders. Karen reported that there will be sufficient funding for polling purposes. Mike Crump suggested that we could contribute, if necessary, to the polling if there is a shortage of funds. John Presleigh reported that it would be good to support the \$2,000 so that CEAC would have full access to the poll and that we should show a strong commitment for the poll. Karen Keene reported that the commitment of funds would demonstrate CEAC's investment to the poll. Karen reported that there is \$14,000 left over from the Flood Control Needs Assessment, so there are available funds for the poll. Mehdi Madjd-Sadjadi wanted to know how many other County Counsels Karen spoke to before finding one that would agree to this item (laughter). **John Presleigh made a motion to approve this item, with a second by**

Steve Kowalewski. The item was approved unanimously. Mike Crump asked if this was a one-time contribution, and it was confirmed yes, a one-time contribution. Mike Penrose asked if the question would be made available for review, and Mike Crump requested an invoice for the funding commitment for this item.

Mehdi Madjd-Sadjadi asked if there was any representation on the Transportation Committee to study an alternative to the gas tax ,and he specifically wanted to know if there was any local government that would sit on the committee. Cara Martinson reported that there were two Supervisors (Scott Haggerty, Alameda County, and Dave Finnigan, Del Norte County) that would be on the committee. Chris Lee and Kiana Buss have already been providing input to the committee. Pat DeChellis reported that the CTC appointed their members and would be chairing the committee and the first meeting was last Friday, an eight-hour meeting. John Presleigh asked if Mike Penrose might submit a letter of support to this committee, and Pat DeChellis stated that this would be something to run through Kiana for the proper time for such a letter. This item will be discussed further at the March 2015 meeting. Mehdi was concerned that there would be a lot of politicians on the committee, and Pat reported that there is a lot of academia, environmentalists, and others on the committee. Mehdi reported that there should be some experts in transportation on the committee, and Pat reported that the CTC Chair was going to be the expert on transportation. There was more discussion regarding the number of politicians on the committee, but Mike Penrose reported that the committee is not structured to allow CEAC to be on the committee (but we will need to plug into it). Mike Penrose also reported that he will follow up with Kiana to see how it is progressing and if we could provide technical support through the CSAC representation or by some other means.

10. Other Committee Reports - Mike Penrose did not ask for any Other Committee Reports.

Pattie McNamee reported for the Fellowship Committee that at the upcoming conference they will not be allowed to serve alcohol. Instead the hotel will provide a bartender, and a corking fee will be in effect. Pattie also reported that they are looking at the cost differential; in all cases, the Hospitality House will be more expensive. Mike reported that this item came up in the November 21, 2015, conference and that it was expected that the hotel would provide a bartender at the Spring Conference. Having the hotel supply a bartender will also address some of the legal concerns expressed by a number of the CEAC members. The subcommittee that was to look at this item has not yet met, and Mike requested that they try to meet prior to the Spring Conference.

- 11. Life Membership** – Mike Penrose reported that at the last meeting the Board approved a lifetime membership for Peter Rei, and that another nominee was still being assessed. Information for this nominee was submitted by the County region for review purposes, and the recommendation was that this nominee was worthy of consideration for lifetime membership. There was a question regarding this nominee's qualifications (he has participated in CEAC events but it was not clear if he held any of the CEAC offices). There was a request from Medhi Madjd-Sadjadi on whether there was a point system rating submitted for the nominee by the County Regional Director, and that if not, it should be completed. Medhi wanted the point system to be completed to make a determination on whether this nominee was eligible for lifetime membership. Mike will request a point system rating from the County Regional Director, and the item will be tabled until the Spring Conference. Pat DeChellis reaffirmed that the CEAC Board has a system to review lifetime membership that will allow the Board to make an educated decision on the nominee (essentially on how he stacks up to the criteria of the point system). **Mike reported that there will be no action taken on life membership as this time.**
- 12. Unfinished Business** - Mike Penrose did not request any Unfinished Business reports, other than give an update on the CEAC/CSAC Washington DC trip for lobbying efforts for Map 21 that is being planned with dates set (same time as the NACO legislative conference – (around February 21,22 through the 25, 2015). Mike also reported on those that will be attending: Pat DeChellis, Julie Bueren, Matt Machado, Mike Penrose, John Presleigh, Scott McGolpin, and Kiana Buss. Scott and Pat will already be in Washington for the NACO conference. It was confirmed that most CEAC and CSAC staff will be returning on February 25. Karen Keene reported that there is a CSAC California breakfast meeting at 8:30 a.m. on February 25, 2015.
- 13. New Business** - Mike Penrose reported that we already covered the financial contribution to the Storm Water Funding Coalition Public Opinion Poll. **Pat DeChellis made a motion to end (terminate) the meeting, with a second by Panos Kokkas. The motion passed unanimously at 10:27 am.** Mike Penrose thanked everyone for their participation.
- 14. Scheduled Conferences**

 - a) CEAC Spring Conference/League PWOI, Newport Beach, Orange County, March 25-27, 2015
 - b) NACE Annual Conference, Daytona Beach, Florida, April 19-23, 2015
 - c) Public Works Secretarial Seminar (PWSS), Mendocino/Lake Counties, May 27-29, 2015
 - d) CEAC 10th Policy Conference, Sacramento, Sacramento County, September 16-17, 2015
 - e) CSAC 121st Annual Meeting, Monterey, Monterey County, December 1-4, 2015

15. CEAC Board of Directors Meeting Schedule

- a) March 27, 2015 – 11:30 a.m. (Spring Conference)
- b) September 17, 2014, TBD (Policy Conference)
- c) December 4, 2015, - 11:00 a.m. (Annual Meeting)

Mike Penrose adjourned the meeting at 10:27 a.m.

Attachment Two

Treasurers Report

**COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA
TREASURER'S REPORT: For the Period January 1, 2015 Thru March 1, 2015**

BALANCE AS OF JANUARY 1, 2015

\$442,447.87

INCOME	Estimate	Actual	Balance
Membership Dues	\$131,250.00	\$118,850.00	(\$12,400.00)
Affiliate Dues	12,500.00	7,500.00	(5,000.00)
Local Streets and Roads Needs Assessment	50,000.00	22,321.00	(27,679.00)
DIS Assessment	60,000.00	51,600.00	(8,400.00)
Spring Conference Income	40,000.00	20,250.00	(19,750.00)
Policy Conference Income	4,000.00	5,250.00	1,250.00
Annual Meeting Income	6,000.00	10,500.00	4,500.00
Earned Interest on Bank Accounts	500.00		(500.00)
Miscellaneous Income (job posting etc)	2,000.00	250.00	(1,750.00)
CEAC Memorial Fund Transfer	6,000.00		(6,000.00)
TOTAL 2014 INCOME	\$312,250.00	\$236,521.00	(\$75,729.00)
			<u>\$236,521.00</u>

TOTAL FUNDS AVAILABLE FOR 2015

\$678,968.87

EXPENDITURES	Amt. Budget	Amt. Exp.	Balance	Total Exp.	Total
CLODS Golden Anniversary	10,000				
NACE Dues	\$8,700.00	\$8,700.00	\$0.00		
NACE Conference Sponsorship	500.00		500.00		
CSAC Service and Expense Reimbursement	144,000.00	40,568.11	103,431.89		
Newsletter Editor Service	4,200.00		4,200.00		
FEMA White Paper Contract	10,625.00		10,625.00		
DIS Assessment Report	74,160.93	2,437.50	71,723.43		
LS&R Needs Study	249,768.00	14,768.85	234,999.15		

2015

Tax Fees & Accounting	500.00	59.50	440.50	
TOTAL SERVICES	\$492,453.93	\$66,533.96	\$425,919.97	\$425,919.97
Office Supplies & Expenses	\$500.00		\$500.00	
Postage	500.00		500.00	
Telephone	1,000.00		1,000.00	
Scholarships	6,000.00		6,000.00	
Awards, Gifts	2,500.00		2,500.00	
TOTAL HOUSEKEEPING	\$10,500.00	\$0.00	\$10,500.00	\$0.00
Spring Conference Expense	15,000.00	1,867.00	13,133.00	
Policy Conference Expense	4,000.00		4,000.00	
CEAC BOD & CLODS Meeting Expense	5,000.00		5,000.00	
Annual Meeting Expense	10,000.00		10,000.00	
PWSS Reception Sponsorship	2,500.00	1,500.00	1,000.00	
TOTAL SPECIAL FUNCTIONS	\$36,500.00	\$3,367.00	\$33,133.00	\$33,133.00
Officers' Travel and Expense	\$20,000.00	\$728.20	\$19,271.80	
TOTAL TRAVEL	\$20,000.00	\$728.20	\$19,271.80	\$19,271.80
Travel Contingencies	\$20,000.00	\$0.00	20,000.00	
Misc. Contingencies	165,243.94	1,020.16	164,223.78	
TOTAL CONTINGENCIES	\$185,243.94	\$1,020.16	\$184,223.78	\$184,223.78
TOTALS & BALANCES				
		\$71,649.32	\$673,048.55	
TOTAL EXPENDITURES JANUARY 1, 2015 thru March 1, 2015				\$71,649.32
BALANCE AS OF March 1, 2015				\$607,319.55

Attachment Three

Tom Gau Life Membership

**CEAC Life Membership Assessment
Tom Gau**

CEAC Committee Involvement

Tom Gau (San Joaquin)

Position	Years	Points
Public Works Director – Principal Member	2011-2014	4
Deputy Director Public Works – Member	2000-2011	<u>5.5</u>
	Subtotal	9.5

CEAC Policy Committees

Flood Control Member	2002-2014	12
Land Use Member	2001-2014	13
Surveyor Member	2001-2014	<u>13</u>
	Subtotal	38
	Max Allowed	20

CLOD 0

CEAC Regional Director 0
(List Region)

Other CEAC Committee Involvement

CEAC Professional Liaison Committee Member	2001	1
CEAC Memorial Fund & Scholarship Member	2002-2003	<u>2</u>
	Subtotal	3

Outside Committee Representation
(List Committee)

CEAC Awards
(List Awards)

Board of Directors Subjective Judgment **10**

Total **42.5**