



CEAC Board of Directors

Thursday, September 13, 2018 | 12:15 pm – 2:00 pm
CSAC Wall/Peterson Conference Room
1100 K Street, 1st Floor
Sacramento, CA 95814



-
- 12:15 pm
1. **Call to Order** (Pratt)
 2. **Approval of Minutes**
March 31, 2018 (Tippett) - **Attachment One – Action Item**
April 6, 2018 (Tippett) - **Attachment Two – Action Item**
 3. **Correspondence** (Pratt)
 4. **CLODS Report** (CLODS)
 5. **NACE Report** (Penrose)
 6. **CSAC Report** (CSAC Staff)
 7. **Regional Directors Reports**
 8. **Treasurer's Report** (Crump) - **Attachment Three**
 9. **Committee Reports**
 - a) Oversight
 - b) Fellowship
 - c) Flood Control and Water Resources
 - d) Land Use
 - e) Resource Recovery and Waste Management
 - f) Scholarship
 - g) Surveyor
 - h) Transportation
 11. **Life Membership (None)**
 12. **Unfinished Business**
 - a) Local Streets and Roads (LS&R) Fee Adjustment (Tippett) - **Report of vote taken at General Membership Meeting.**
 - b) Policy and Fall Conference - Special Activity Attendance (McNamee)
 - c) Bedroll Update (DeLeon)
 13. **New Business**
 - a) Administrative Policy Committee (Pratt) - **Discussion/Action Item**
 - b) Hosting NACE 2020/2021 (Pratt) - **Discussion Item**
 14. **Scheduled Conferences**
 - a) AACE/NACE Western Region Conference, Aquarius Casino Resort Laughlin, NV, October 24 - 26, 2018
 - b) CSAC 124th Annual Meeting, Marriott Marquis San Diego Marina, November 27-30, 2018

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- c) CEAC Spring Conference, Paradise Point Hotel, San Diego, April 3-5, 2019
- d) NACE Annual Conference, Wichita, Kansas, April 14 – 19, 2019

15. CEAC Board of Directors Meeting Schedule

- a) November 30, 2018 (CSAC Annual Meeting)
- b) April 5, 2019 (CEAC Spring Conference)

2:00pm

Adjourn

Meeting Roster

Officer	Office	County
Jeff Pratt	President	Ventura
Jim Porter	Vice President	San Mateo
Rick Tippet	Secretary	Trinity
John Presleigh	Immediate Past President	Santa Cruz
Mike Crump	Treasurer	Butte (Retired)
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (Retired)
Doug Wilson	Parliamentarian	Tulare (Retired)
Patrick DeChellis	Newsletter Editor	Los Angeles (Retired)
Mike Penrose	NACE Representative	Sacramento
Dave Gravenkamp	Historian	Siskiyou County (Retired)
Regional Directors	Region	County
Matt Tuggle	Bay Area	Solano
Scott DeLeon	Northern California	Lake
Panos Kokkas	Sacramento Mother Lode	Yolo
Ahmad M. Alkhayyat	San Joaquin Valley	Madera
Dave Flynn	Central Coast	San Luis Obispo
Patty Romo	Southern California	Riverside
Committee Chairs	Committee	County
Pattie McNamee	Fellowship	Contra Costa (Retired)
Mike Carlson	Flood Control/Water Resources	Contra Costa County
Pat Minturn	Land Use	Shasta
Jeff Pratt	Oversight	Ventura
Mark Schleich	Resource Recovery & Waste Mgmt.	Santa Barbara
Scott DeLeon	Scholarship	Lake
Warren Smith	Surveyor	Tuolumne
David Fleisch	Transportation	Ventura
CSAC/CEAC Staff	Title	Agency/County
Kiana Valentine	Senior Legislative Representative	CSAC
Cara Martinson	Senior Legislative Representative	CSAC
Chris Lee	Associate Legislative Representative	CSAC
Nick Cronenwett	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC

ATTACHMENTS

Attachment One.....March 30, 2018 Board of Directors Meeting Minutes

Attachment Two.....April 6, 2018 Board of Directors Meeting Minutes

Attachment Three.....Treasurer's Report

Attachment One

March 30, 2018 Board of Directors Meeting Minutes



CEAC Board of Directors

Friday, March 30, 2018 | 10:15 am – 1:00 pm
Hyatt Regency Monterey | Cypress Rooms 1-3
First Floor Conference Center
1 Old Golf Course Road, Monterey, California



10:15am 1. **Call to Order** at 10:21 am(Pratt)

ACTION Pratt motions we approve July 18 minutes, 2nd Porter. APPROVED.

Out of Order

Life Membership Pratt motions we approve life membership for John Presleigh, 2nd Porter.
APPROVED.

13a (Crump) There was a discussion about raising the fees for the Policy conference (Crump/Gerety)
Increase in Policy Conference registration fee approved at \$85/\$110/\$150

13b (Pratt) It was unfortunate that some of our CLODS lost homes in the recent fires. Part of that loss included history and materials important to the CLODS. In order to protect archival information, it would be beneficial to have the material scanned (digitized) for the record.

13c (Penrose)

Correspondence: None

CLODS Report: General information received.

NACE Report: Deferred to other discussion items

CSAC Report: (Valentine) reports that Matt Cate is leaving CSAC. Recruitment is going to begin immediately. Replacement should be in place before CSAC legislative conference.

(Machado) mentioned that Directors should consider bringing in a SB-1 sign to their Legislator.

Valentine would like a copy of the sign.

(Tippett) suggested that we hold off discussion about Transportation at the policy conference and move it over to the November meeting where it is outside of the election cycle.

Regional Directors

(Flynn)– Meeting coming up May 11th to discuss the Montecito disaster. April 19 next meeting.

Bay area meeting Feb 7th

(DeLeon) Hasn't been able to meet for a bit due to disasters. To make it easier, due to long distances traveled, the group is going to consider electronic meetings. Concerning Bedroll, Quincy is working on saving the Bedroll conference. Reservations for Camp Connolly need to be made next week. Goal is to provide more separation of time between Bedroll and Policy Conference.

Treasurer's Report: (Crump) Most have paid dues, except maybe Ventura. Things are going well. The group currently holds about a \$250k in cd bonds. He would like to be more aggressive with investing. Crump will be returning with more ideas at a future meeting.

Committees:

Oversite – (Pratt) provided background to the changes that the oversight committee is overseeing. He outlined where we are at and where we wanted to go. He set out to "Touch the void." This is currently

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set up as a biweekly meeting with the Executive Directors (Presleigh, Pratt, Porter, and Tippet), the Parliamentarian (Wilson), and CEAC Support (Gerety). The Parliamentarian recommended that the group avoid setting up an Executive Committee, but rather task this work out to the Oversight Committee to be consistent with the CEAC Officer's Manual. Further, there is a need to "check in" with the Board to advise and seek input.

In general, the President commented that going through the chairs happens so fast. Further, there is a general feeling that CEAC is good at helping legislate, but has fallen behind on idea sharing. This is important to recognize as CEAC is now in competition for time with many other "alpha bit soup" groups such as APWA, ASCE, ITE, etc. We have to ask, is this in line with the group?

Overall, the committee is working on the following;

- Establishing the Committee Chair's expectations
- Finding ways to establish new ideas and make them stick
- Reworking the committee charters to ensure there is continuity for future leaders and participants
- Improving succession planning within the committees and regions
- Developing goals to increase messaging to improve active participation
- Discussing Affiliate relationships and what technologies or information they could bring to the group
- Developing a Charter for the Regional Directors

Next step is the President wants to send out a survey focusing on what is relevant in CEAC - overall the Board didn't express any opposition. Should be done by next BOD meeting.

Fellowship - (McNamee) Good hospitality suite. Raised \$380 for scholarship.

Flood Control - (Carlson) The group wants to consider an awards program to recognize projects and managers. Also discussed was Needs Assessment, as many jurisdictions don't even know what we have in the ground. Start with what is in the right of way and build out from there. Keep promoting for more funding (General).

Land Use - (Minturn) Received legislative update. Twenty people showed up. Discussed five primary focus areas, and moved forward with three: Rural Housing, (impact fees, infrastructure), Private Road Access, and Jail Construction (roads, access). Three documents are being worked on via collaborative on-line groups. Will have a draft solely addressing engineering issues at the Policy Conference.

(Out of Order)

12a LSR Fee (Crump) Vote for LSR Collection increase discussed. (DeChellis) Could we call for a general membership meeting at the Policy Conference, or do we have to wait for the Fall Conference? (Wilson) Policy Conference would be OK. (DeChellis) Shouldn't the resolution call for the vote of the general membership? (Wilson) Yes. Report the results at the Fall Conference. 25% increase is a maximum over the \$37,500, not 25% at any given time.

ACTION Approve the resolution as amended to include the Board of Directors recommendation and place this for a vote at the general membership meeting (DeChellis) Second (Penrose). **APPROVED.** (Wilson), make sure to report the action of the general membership at the meeting after the vote to ensure it becomes record.

Committees (cont.)

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Resource Recovery - (Schleich) Consistent with Chair request, asked for topics both with attendees and individuals within our organization interested in Recovery topics. Focus of the committee will be SB1383 implementation; Legislature placed goals on organic reduction, but did not give it any teeth. Now the state agencies are establishing rules that are problematic and expensive; collectively the group doesn't feel they will work. Individually, we need to educate our CAOs and Boards about this issue. The other issue was Debris management from fire and floods. Several agencies have good plans, but several don't. The Committee is going to address how to improve everyone's plan based on lessons learned.

Scholarship - (DeLeon) Explore the potential of a memorial scholarship that would be for a female high school student entering into the field of engineering. Not sure about the mechanics of setting this up. Wilson says that we need to be careful about how to move forward with tax impacts to get this to a 501c3. CSAC Foundation has 501c3 and will be willing to host, but the group is concerned that we might lose our identity. Group agreed in developing concept. DeLeon would move forward working with Flynn.

Survey - (Garton) Rocket Science Update. Good meeting. Concern with SB2. Recorder has to collect extra fees (\$75) for all documents. Record of Survey Maps should be exempt of fees. Attorney General is requesting feedback from Committee. CEAC cannot take a position on legislation, it must come from CSAC. General discussion about an outcome should a situation arise where a committee's recommendation does not align with the Board; several commented that Board prevails. DeChellis commented that we have to be careful not to run contrary to CSAC positive position on SB2. There is a push for better fiscal support for continuous tracking of GIS control stations. The Committee prepared a letter of support for the president to execute. Committee received presentations on GIS tracking and control.

Transportation - (Fleisch) Good attendance at committee meeting (everyone showed up). Will be setting up webinars for SB1 education and implementation. Valentine offered limited technical assistance from CSAC on hosting if needed. Going to make sure transportation subcommittees are currently valid. Pratt shared that Proano stepped down as the Transportation Committee Chair to retire from LA County.

12b (Penrose) CEAC does not have to provide a financial guarantee/commitment to NACE for the conference; answering an earlier question.

ACTION Pratt motions that we advise NACE that we are unable to host the NACE 2020/21 Conference, 2nd Machado. DeChellis added that we need to point out current issues in California related to SB1 that need to be resolved before we can host. APPROVED.

12c (Wilson, McNamee) Discussed Affiliate and Platinum Sponsors attending special events during Policy Conference. Concerns center around access to target audience. Platinum's pay \$5,000 and should get better access than other sponsors. Further concern is that the funds flow through CEAC. Direction was given for McNamee to look into this issue and report back.

Adjourn 1:06 pm

1:00pm

Adjourn

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Meeting Roster

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Jeff Pratt	President	Ventura
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Patrick DeChellis	Newsletter Editor	Los Angeles (Retired)
Mike Penrose	NACE Representative	Sacramento
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Chris Lee	Associate Legislative Representative	CSAC
Nick Cronenwett	Legislative Analyst	CSAC
Merrin Gerety	CEAC Program Manager	CSAC/CEAC
Other		
Colt Esenwein		San Luis Obispo
Ron Garton		Humboldt
Kris Balaji		San Joaquin
Steve Mellon		Quincy Engineering
Matt Machado		Stanislaus

Highlighted names were in attendance

Attachment Two

April 6, 2018 Board of Directors Meeting Minutes



CEAC Board of Directors

Friday, April 6, 2018 | 3:30 pm – 4:30 pm
Santa Cruz County Department of Public Works
701 Ocean Ave, Room 410
Santa Cruz, CA 95065
Conference call line (831) 454-2388



-
- 3:30 pm
1. **Call to Order** (Pratt)
Meeting called to order at 3:47pm
 2. **Approval of Minutes**
 3. **Correspondence** (Pratt) Notified CLODS that the NACE President has been invited to the Fall Conference
 4. **CLODS Report** (CLODS) Good representation for Presleigh's retirement. Madjd-Sadjadi and Bueren will present Life Membership.
 5. **NACE Report** (Penrose)
 6. **CSAC Report** Great spring conference. Reminder to the eight remaining counties that the Streets and Roads Needs Assessment data is due today.
 7. *** Regional Directors Reports**
 8. *** Treasurers Report** (Crump) CEAC will be assisting Trinity to attend the NACE Conference.
 9. **Committee Reports**
 - a) Oversight and Special Tasks Update (Pratt)
 10. *** Other Committee Reports**
 - a) Fellowship
 - b) Scholarship (DeLeon)
 - c) Outside Committees (HBP, CUCCAC, CCSFCC, SHSP, TRCC, CTCDC, FLAP, TDAWG, ATP-TAC)
 11. *** Life Membership**
 12. **Unfinished Business**
 - a) Bedroll (DeLeon) reported that the group was able to get a reservation for July 30-August 3. DeLeon was going to request that Hunter consider assisting this year so that others could "learn the ropes." Madjd-Sadjadi requested that additional discuss at a future meeting to discuss long range goals.
 13. *** New Business**
 14. *** Scheduled Conferences**
 - a) NACE Annual Conference, Wisconsin Dells, April 22-26, 2018
 - b) CSAC Legislative Conference, Sacramento, May 17-18, 2018

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Friday, April 6, 2018 | 3:30 pm – 4:30 pm

- c) CEAC 13th Annual Policy Conference, Sacramento, September 12-13, 2018
- d) CSAC 124th Annual Meeting, Marriott Marquis San Diego Marina, November 27-30, 2018

15. *** CEAC Board of Directors Meeting Schedule**

- a) September 13, 2018(CEAC Policy Conference)
- b) November 30, 2018 (CSAC Annual Meeting)

4:30pm

Adjourn.

Adjourn at 3:52 pm

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Merrin Gerety	CEAC Program Manager	CSAC/CEAC

CEAC Board of Directors

Friday, April 6, 2018 | 3:30 pm – 4:30 pm

Other	Title	Agency/County
Kristina Colton		Ventura
Tom Mattson		Humboldt

* Information Only

Highlighted names were in attendance/on the phone

Attachment Three

Treasurer's Report

COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA
TREASURER'S REPORT: August 29, 2018

CHECKING BALANCE AS OF JANUARY 1, 2018 \$288,624.60

INCOME	Estimate	Actual	Balance	
Membership Dues	\$160,250.00	\$160,250.00		
Affiliate Dues	12,500.00	11,000.00		
Local Streets and Roads Needs Assessment	285,000.00	306,510.00		
Spring Conference Income	40,000.00	43,358.04		
Policy Conference Income	16,000.00	6,075.00		
Annual Fall Conference Income	15,000.00	14,000.00		
Bedroll Conference Income	6,000.00	4,790.00		
Miscellaneous Income (job posting etc)	2,000.00	1,805.38		
PWSS Income	10,000.00	12,595.00		
CEAC Memorial Fund Income	0.00	674.00		
TOTAL August 29, 2018 INCOME	\$546,750.00	\$561,057.42	\$14,307.42	<u>\$561,057.42</u>

TOTAL EST. FUNDS AVAILABLE FOR 2018 \$849,682.02

EXPENDITURES	Amt. Budget	Amt. Exp.	Balance	Total Exp.	Total
NACE Dues	\$33,500.00	\$33,500.00			
NACE Conference Sponsorship	500.00	500.00			
CSAC Service and Expense Reimbursement	190,000.00	135,395.50			
Newsletter Editor Service	1,000.00	0.00			
LS&R Needs Study	300,000.00	76,690.84			
Tax Fees & Accounting	600.00	482.00			
TOTAL SERVICES	\$525,600.00	\$246,568.34	\$279,031.66	\$246,568.34	\$279,031.66
Office Supplies & Expenses	\$500.00	\$694.70			
Scholarships	6,000.00	0.00			
Awards, Gifts	3,000.00	1,122.79			
TOTAL HOUSEKEEPING	\$9,500.00	\$1,817.49	\$7,682.51	\$1,817.49	\$7,682.51
Spring Conference Expense	20,000.00	6,759.43			
Policy Conference Expense	16,000.00	8,337.21			
Annual Fall Conf.Meeting Expense	12,000.00	22,092.73			
CEAC & CLOUDS Meeting Expenses	8,500.00	2,297.08			
Bedroll Expense	6,000.00	5,662.95			
PWSS Reception expense	12,000.00	16,658.14			
CEAC PWSS Reception Sponsorship	2,000.00	0.00			
TOTAL SPECIAL FUNCTIONS	\$76,500.00	\$61,807.54	\$14,692.46	\$61,807.54	\$14,692.46
Officers' Travel and Expense	\$20,000.00	\$4,633.50			
TOTAL TRAVEL	\$20,000.00	\$4,633.50	\$15,366.50	\$4,633.50	\$15,366.50
Travel Contingencies	\$10,000.00	\$0.00			
Misc. Contingencies	195,061.80	0.00			
TOTAL CONTINGENCIES	\$205,061.80	\$0.00	\$205,061.80	\$0.00	\$205,061.80

TOTALS & BALANCES \$314,826.87 \$521,834.93

TOTAL EXPENDITURES January 1, 2018 thru August 29, 2018 \$314,826.87

CHECKING BALANCE AS OF August 29, 2018 \$534,855.15

CERTIFICATE OF DEPOSIT ACCT. BALANCE \$254,918.06

TOTAL FUNDS AS OF August 29, 2018 **\$949,679.97**