



CEAC Board of Directors
 CEAC 10th Annual Policy Conference
 Thursday, September 17, 2015 | 2:00-4:00 pm
 Capitol Event Center
 1020 11th Street, 2nd Floor
 Sacramento, Sacramento County, CA



1. **Call to Order** (Penrose) Meeting was called to order at 2:03 on September 17, 2015.

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 |
| 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 |
| Others | Title | Agency/County |
| Julie Bueren | Western Regional Vice President | Contra Costa/NACE |

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

2. **Approval of Minutes** (Presleigh) – Upon a motion by John Presleigh, seconded by Pat DeChellis, the March 27, 2015 minutes were approved unanimously with no changes.
3. **Correspondence** (Penrose) – Michael Penrose reported that they had a few correspondence items including identification of members for the California Traffic Control Devices Committee (CTCDC), and there is a request out for a rural alternate for the Active Transportation Program-Technical Advisory Committee (ATP-TAC).
4. **CLODS Report** (CLODS) - Mehdi Madjd-Sadjadi reported that the CLODS appreciated an invitation from the President for the Annual Meeting. Additionally, Mehdi also reported that they have identified a slate of officers to be presented at the Annual Meeting. Mehdi also reported that it will be the CLODS Golden Anniversary next year, and this critically important event will run from the Annual Meeting 2015 to the Annual Meeting, 2016.
5. **NACE Report** (DeChellis) – Pat DeChellis reported that the NACE Western Regional Conference is November 4-6, 2015 in Laughlin, Nevada. The next NACE Annual Meeting is in April 2016 in Tacoma, Washington. Pat highly recommended that all attend these two conferences. Pat stated that these types of (transportation) meetings provide information on what the rest of the country is doing. Pat also reported that he will be retiring from Los Angeles County and that there will be a need to select a new CEAC representative to the NACE Board of Directors. The nominee will be put forth to the general membership at the Annual Meeting, 2015. Pat DeChellis retirement is expected to be on March 30, 2016.

Julie Bueren requested consideration on the issue of NACE dues. Pat DeChellis also requested the Board's input on the NACE dues issue (not an action item) that would go back for consideration at the Fall NACE Conference on October 26, 2016, in Kansas City. Julie reported that NACE is struggling financially and the dues are only \$150 per member. In comparison, the dues structure for CEAC is per County or organization. Per Julie, this means that we are able to bring more people to the CEAC meetings, etc., which allows the membership to keep growing. The NACE due structure is antiquated and does not provide for real growth. Julie reported that the membership committee for NACE has been looking at this and is looking at a new dues structure more in line in what CEAC does (organization based) and what NACO does (more population based). Julie is requesting feedback on this item. Julie prepared a handout regarding proposed changes (with the idea that we would continue with 100 percent County membership to NACE). Julie reported that NACE is comprised of many small Counties and that there was some concerns about those agencies ability to absorb a new dues structure. Mike Crump asked if NACE had completed an analysis of the new dues structure and what it would do for their budget. Julie said that NACE had completed a budget analysis (NACE's budget is based on dues and conferences).

There was a general conversation about the extra amount that would be needed for the NACE dues, and what it would do to the overall CEAC dues. Mike Crump gave a general overview of the CEAC budget and the future need to raise dues based on new costs, etc. Mehdi Madjd-Sadjadi reported that there are concerns about smaller Counties and their ability to pay additional costs for both future increases in CEAC and NACE. Julie reported that smaller counties would only see a \$50 increase and larger counties would have higher dues based on population. Doug Wilson reported that NACE should be looking at better financing between the dues and the NACE conferences. Additional conversations included what to do with the smaller counties and their ability to pay dues. Pat DeChellis reminded us that in order to be a player with NACE that we have to have a 100 percent membership commitment. Mike Penrose reported that we have sufficient funding in the budget to cover this increase this year for NACE, and that we would have a future discussion on this matter at the Annual Meeting. Pat suggested that we keep the smaller Counties dues the same and to raise the rates for those Counties over 1 million in population. Julie reported that we could keep the rate structure for smaller Counties and that we should decide how we will treat the CEAC dues (with the inclusion of the NACE dues). There were additional conversations on how we should cover the cost for not raising the dues for smaller Counties (larger Counties would make up the difference). Mehdi suggested that we should review the entire rate structure for CEAC. It was decided that we provided enough input for Julie Bueren to discuss this item further with NACE. **Action Item: Future discussion regarding NACE dues at the 2015 Annual Meeting.**

6. **CSAC Report** (CSAC Staff) – Karen Keene reported that from a personnel level, CSAC is fully staffed again. Karen also reported that the legislature adjourned last week but left a few items that still need to be addressed, such as transportation funding and Proposition 218. Karen reported that CSAC is also working on their 2016 State and Federal priorities, and will be presenting on this item at the Annual Meeting/Annual Meeting in December. The Annual Meeting will include a number of workshops, including one on road users charge. There will be additional workshops on Cap and Trade, Marijuana, and the drought.

Merrin Gerety reported that they have identified a potential date of August 17-18, 2016, for the next Policy Conference (roughly a month earlier than this year). The conference center is available for approximately \$4,000. Registration fees and sponsorship income for the 2015 Policy Conference was approximately \$17,000. With a conference center rental at \$2,700, Merrin expects to break even on the 2015 Policy Conference and reported that we had about 120 attending the Policy Conference with 33 counties represented, and 12 sponsors. There was a 70/30 split between public and private attendees. Last year there were about 130 attendees, with some no shows as well. Merrin will move ahead with the 2016 conference. Pat DeChellis reported that this is the most important conference that we have and will continue to advocate for keeping the costs down and that

we should all be bringing our respective staff. There were some general discussions regarding the speaker at this year's conference (more of a trainer on public outreach – the pros and cons of the speaker were also discussed).

Chris Lee reported that transportation funding was added as a priority for legislative items, and updated the item related to outstanding loans to reflect current conditions. Additionally, a tweak was made to Number 9 for local streets and roads assessment to make it applicable to this year. Chris Lee reported that they kept the same things moving on land use, and that they will continue moving forward on environmental streamlining as well in special session. Karen Keene reported that there was a need to modify the priority for storm water funding, and that they will be advocating for a change to Proposition 218, in light of the recent polling on new fees and charges. Language was added to support an alternative funding approach. Upon the motion of Panos Kokkas, with a second from Steve Kowalewski, the CSAC Report was approved unanimously.

7. **Regional Directors Report**

Bay Area - Steve Kowalewski reported that they were supposed to have a regional meeting on August 3, but it was cancelled. The next meeting is scheduled for November 4 at the Laughlin Conference. There were already two other meetings held this year (scheduled quarterly).

Northern California - Scott DeLeon was unable to attend the meeting.

Sacramento Mother Lode - Panos Kokkas reported that they had a recent meeting that included John Harvey as a speaker, and there was a presentation on UC Davis pavement preservation. Merrin Gerety gave an update on CSAC items. The next meeting is scheduled for June 2016.

San Joaquin Valley – David Leamon reported that they meet eight times a year, and the last meeting was in August and they plan on meeting the following week. The final meeting of the year will be in October 16, and they are looking for a volunteer for Regional Director and Valley Road Commissioner.

Central Coast – Tom Fayram reported that a meeting is set for September 25 at Lake Nacimiento, and a spring meeting is planned in San Luis Obispo.

Southern California – Vincent Gin reported that their region met on August 27 and it was hosted by Riverside County (centrally located). Eight of nine Counties attended and they continue to struggle with Mono County in attending the meeting. A guest speaker from

Ventura Consultant gave a presentation on outreach and social media. After the meeting, there were a few Counties that stayed to discuss El Nino planning, etc.

8. **Treasurers Report** (Crump) – Attachment Two

Mike Crump reported that the budget is attached in the agenda package. The membership dues were estimated at \$131,250, but the actual was \$109,250. Mike also reported that the dues were set per calendar year, and that all Counties paid their dues including San Francisco. The Local Streets and Roads Assessments were paid by all, with the exception of Lassen County (promised to do so). The Drainage Assessment was also mostly paid for, with the exception of a few small Counties and San Francisco. The Policy Conference income, Annual Meeting, and Affiliate dues are now collected by both Merrin and Mike. The affiliate dues collected were \$12,250, Sponsorship collected \$21,500, Policy Conference collected \$6,000, and the Annual Meeting collected \$11,000. The total for Affiliates, Dues, and Sponsorships was \$50,750 (up to date a week ago). With the Annual Meeting coming up it is expected that more Sponsorship funds will be collected. Mike also reported that dues have not been increased, and it is proposed that dues be increased next year based on the 2010 census for Contra Costa, Stanislaus, and Placer Counties.

Mike Crump also reported per the bylaws that the Treasurer is supposed to be bonded in an amount satisfactory to the Board of Directors. The question raised by Mike is whether this needs to be done, and if so, how much the Treasurer should be bonded for. Mike stated that he wanted this to be brought up as an official record at the Board and was looking for direction. Mehdi Madjd-Sadjadi reported that it was expensive to bond the Treasurer and this is why it wasn't done in the past (and complicated), but believes that it should be reviewed. Mike Crump reported that he will conduct some research on the bonding costs, etc. Pat DeChellis reported that it should be looked at for purposes of meeting the intent of the bylaws and made a recommendation to bring this item back at the December meeting to investigate the cost for bonding the Treasurer. Pat made a motion on this item, seconded by Presleigh. The recommended amount for the cost of the bonding to be around \$1,000 to \$1,500, but it should be reviewed for the true fund balance. This item was passed unanimously. **Action Item: Mike Crump to conduct research on bonding costs, etc.**

9. **Committee Reports**

Mike Penrose stated that since we all attended the various Committees, he requested only an update on the Oversight and Special Tasks Committee due to the discussion on the CEAC website update.

- a) Flood Control and Water Resources – Resource Recovery and Waste Management
- b) Surveyor

- c) Land Use
- d) Transportation
- e) Oversight and Special Tasks Committee – Jim Porter reported that there was a recommendation to approve the recommendation in the report to the Board of Directors on the website update.

10 Other Committee Reports

- a) Fellowship – No report
- b) Scholarship (Kowalewski) – Steve Kowalewski reported that they completed the outreach for awarding the \$2,000 engineering scholarship. Twenty-two applications were received and they were reviewed by Steve, Vincent Gin, and Scott DeLeon. It was also reported that there were no applications received for the surveying scholarship. There was a general discussion on how the committee would target next year’s application process to try to get more surveying students to apply. There were three applicants selected from Cal State Pomona, Cal Poly San Luis Obispo, and from UC Berkeley. The checks will be handled out appropriately and there will be a presentation at the Annual Meeting. There is also a request for County Surveyor of the Year and Engineer of the Year award nominations. Steve requested that they at least receive one nomination from each region. **Action Item: Steve Kowalewski will send out an official request for nominations shortly.**
- c) Outside Committees (HBP, CUCCAC, CCSFCC, SHSIP, TRCC, CTCDC, FLAP, TDAWG) – Pat DeChellis reported that we should make it clear to the various committee members that they should be in attendance and should give a report during the conferences. No other committee reports were requested.

11. **Life Membership** – No update, more in the Annual Meeting.

12. Unfinished Business

- a) CEAC Bylaws (Mattson) - Mike Penrose reported that the CEAC bylaws are being worked on by Tom Mattson and one more conference call should take care of this matter for discussion purposes at the Annual Meeting. **Action Item: Conference call to finalize CEAC ByLaws Update**
- b) Hospitality Suites at Conferences (McGolpin) - Scott McGolpin reported that there were discussions on insurance and liability at past conferences in regards to the Hospitality Suite issues. It looks like more hotels in the future will require that we utilize their in house services.

13. New Business

- a) Washington D.C. Reauthorization trip, February 2016 - Mike Penrose reported that there is a continuing need to advocate for legislative items and it should be budgeted at appropriate times.
- b) CEAC Website Redesign – Contract Approval (Porter) – Jim Porter reported that there was a good discussion on the recommended redesign of the CEAC website. The Oversight Committee recommended that the proposal be approved as a \$40,000 contract with Black Dog Marketing. Matt Machado made a motion to approve this item, with a second by Pat DeChellis. The item was passed unanimously. **Action Item: Merrin Gerety will supply an invoice to Mike Crump for payment to move this contract forward.**
- c) CEAC dues and assessments (Gin) – Vincent Gin reported that the dues have not been adjusted since 1991 we may have sacrificed some items or opportunities. Vincent wanted to initiate a discussion on this and to think about perhaps a new or different structure for the future payment of dues, so we could promote more opportunities for such things like the advocacy trip to Washington D.C. and to build on the communication program (perhaps have interns, etc. to develop programs). Vincent did provide some breakout for a new due structure for larger Counties. **Action Item: Mike Penrose requested that a subcommittee be set up to study this item further (volunteers to study this item include Mike Crump, Julie Bueren, Vincent Gin, Panos Kokkas, Mike Penrose, Matt Machado, and Richard Tippett)**

14. Scheduled Conferences

- a) NACE/AACE Western Region Conference, Laughlin, Nevada, December 1-4, 2015
- b) CSAC 121st Annual Meeting, Monterey County, December 1-4, 2015
- c) CEAC Spring Conference/ PWOI, Sacramento, March 9-11, 2016
- d) NACE Annual Conference, Tacoma, Washington, April 24-28, 2016
- e) CEAC 11th Annual Policy Conference, Sacramento, August 17-18, 2016
- f) CSAC 122nd Annual Meeting, Palm Springs, Riverside County, November 29-December 2, 2016

15. CEAC Board of Directors Meeting Schedule

- a) September 17, 2015, 2:00 (Policy Conference)
- b) December 4, 2015, 11:00 am (Annual Meeting)
- c) March 11, 2016, TBD (Spring Conference)

Mike Penrose adjourned the meeting at 4:02 pm.