

CEAC Board of Directors

Friday, February 27, 2026 | 10:30 a.m. – 12:00 p.m.



CEAC Board of Directors Meeting
2026 CEAC Spring Conference
Hyatt Regency Monterey
1 Old Golf Course Road, Monterey, CA 93940
Big Sur 1-3
February 27, 2026 | 10:30 a.m. – 12:00 p.m.

10:30 A.m. Call to Order (Hoevertsz)

1. **Approval of Minutes** (Sneddon)
 - a) December 5, 2025 - **Attachment One - Action Item**
2. **Correspondence** (Hoevertsz)
3. **CLODS Report** (CLODS)
4. **NACE Report** (Dashiell)
5. **CSAC Report** (CSAC Staff)
6. **Regional Directors Reports**
 - a) Bay Area
 - b) Central Coast
 - c) Northern California
 - d) Sacramento Mother Lode
 - e) San Joaquin Valley
 - f) Southern California
7. **Treasurer's Report** (Johnson) - **Attachment Two - Action Item**
 - a) Accept the Treasurer's Report
 - b) Accept the 2026 budget
8. **Committee Reports:**
 - a) Administrative
 - b) Flood Control and Water Resources
 - c) Infrastructure and Development
 - d) Resource Recovery and Waste Management
 - e) Surveyor
 - f) Transportation
 - g) Fellowship
 - h) Oversight
 - i) Scholarship
9. **Unfinished Business**
 - a) CEAC Affiliate sponsorships (Johnson/Gerety)

CEAC Board of Directors

Friday, February 27, 2026 | 10:30 a.m. – 12:00 p.m.

10. **New Business**

- a) Proposal to add NACE officer temporarily to the CEAC board while they are a NACE officer (Dashiell) - ***Attachment Three - Action Item***

11. **Life Membership**

12. **Announcements**

Scheduled Conferences

- a) **2026 NACE Annual Conference** - Live by Loews! Arlington, 1600 E Randol Mill Road, Arlington, TX 76011, April 12-15, 2026
- b) **21st CEAC Policy Conference**
Sacramento County, August 20-21, 2026
- c) **132nd CSAC Annual Meeting/Fall Conference**, South San Diego Chula Vista Gaylord Chula Vista, December 1 - December 4, 2026
- d) **2027 CEAC Spring Conference** (in conjunction with the League of California Cities' Public Works Officers Institute) - Hyatt Regency Orange County, March 15-19, 2027

CEAC Board of Directors Meeting Schedule

- a) 2026 CEAC Policy Conference, Sacramento County, August 21, 2026
- b) 132nd CSAC Annual Meeting/Fall Conference, South San Diego, December 4, 2026

12:00 p.m. **Adjourn**

CEAC Board of Directors

Friday, February 27, 2026 | 10:30 a.m. – 12:00 p.m.

Meeting Roster

Voting Board Members: Officers & Regional Directors

Officer	Office	County/Organization
Johannes Hoevertsz	President	Sonoma
Blossom Scott-Heim	Vice President	Tuolumne
Chris Sneddon	Secretary	Santa Barbara
David Leamon	Immediate Past President	Stanislaus
George Johnson	Treasurer	Riverside (Retired)
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (Retired)
Mike Penrose	Parliamentarian	Sacramento (Retired)
Patrick DeChellis	Newsletter Editor	Los Angeles (Retired)
Howard Dashiell	NACE Representative	Mendocino
Scott McGolpin	Historian	Santa Barbara (Retired)

Regional-Directors	Region	County
Johannes Hoevertsz	Bay Area	Sonoma
David Grim	Central Coast	San Luis Obispo
Colt Esenwein	Northern California	Colusa
Matt Randall	Sacramento Mother Lode	Placer
Erin Haagenson	San Joaquin Valley	Fresno
Tom Koutroulis	Southern California	Orange

Non-Voting Members: Committee Chairs and CSAC Staff

Regional Directors	Region	County
Johannes Hoervertsz	Bay Area	Sonoma
David Grim	Central Coast	San Luis Obispo
Colt Esenwein	Northern California	Colusa
Matt Randall	Sacramento Mother Lode	Placer
Erin Haagenson	San Joaquin Valley	Fresno
Tom Koutroulis	Southern California	Orange

CSAC/CEAC Staff	Title	Policy Area
Mark Neuburger	Legislative Advocate	Housing/Land Use and Transportation (HLT)
Jordan Wells	Legislative Advocate	Agriculture, Energy and Natural Resources (AENR)
Charles Delgado	Legislative Advocate	AENR
Caitlin Loventhal	Legislative Analyst	AENR
Merrin Gerety	CEAC Executive Director	

LIST OF ATTACHMENTS

Attachment One..... Meeting Minutes, December 5, 2025

Attachment Two..... Treasurer’s Report

Attachment Three..... Bylaws change ARTICLE XVII and
ARTICLE XVIII

Attachment One
Meeting Minutes, December 5, 2025

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.



CEAC Board of Directors Meeting 131st CSAC Annual Meeting

Santa Clara County, San Jose Convention Center
150 W San Carlos Street, San Jose, CA 95113-2005
Room LL 20D
December 5, 2025 | 10:30 a.m. - 11:45 am

10:15 A.M. Call to Order (Hoevertsz)

Started with **item 5: CSAC Report:**

- Announced new officers for CSAC
 - Announced bills that passed can be found in the Annual Report/online
 - Announced new hires:
 - Kimberly Rodriguez- Chief Legislative Advocate
 - Charles Delgado- Water & Flood Control, AENR Unit
 - Brandon McCarthy- HHS advocate
 - Ben Adler – head of communications and affairs
 - Michelle Sherwood Baker – Member Services Unit- will be working on direct communication to Supervisors through CSAC.
 - Will be working with Paragon on federal transportation bill lobbying and messaging. There is a desire for a bipartisan bill. The plan is to advocate for the top four priorities (Attachment 2 in the board packet). Motion to approve: Dashiell, 2nd Johnson. Approved unanimously.
 - Discussion of CA refinery shutting down and fuel and asphalt prices as potential emerging issue.
1. **Approval of Minutes** (Leamon)
 - a) August 22, 2025 - **Attachment One - Action Item**
 - Motion to approve: DeChellis, 2nd Randall. Approved unanimously.
 2. **Correspondence** (Hoevertsz)
 3. **CLODS Report** (CLODS)
 - New officers selected: Secretary (Sneddon) and Vice President (Scott-Heim) because Pack moved out of PW. Also new Historian (McGolpin).
 - Discussion of Roster list and potentially adding additional contacts (deputies, admin staff).
 4. **NACE Report** (Dashiell)
 - Exec committee met and revised mission and goals- emphasis on advocacy. Also discussed making sure CSAC, NACE, and other agencies are synced up, working through Kevan. Looking for more people to participate in lobbying/advocacy efforts. Blast from NACE coming- FEMA, ACOE, etc. Need to coordinate lobby efforts. Announced Texas NACE conference.
 5. **CSAC Report** (CSAC Staff) see [above](#).
 - a) CSAC-CEAC Federal Surface Transportation Reauthorization Priorities – **Attachment Two**

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

6. Regional Directors Reports

- a) Bay Area
 - (Hoevertsz) Met with Napa and Marin (new director- Chris Blunk) and Lake. Will be setting up remote meetings, possibly some in-person in upcoming year. Working to get new Regional Director
- b) Central Coast
 - (Grim) Met Had meetings, talked about ERP. Had a field meeting at SR41/46 interchange project
- c) Northern California
 - (Esenwein) Nov 20th in-person in Redding. Past president attended. Lot of turnover, interim people, etc. Butte County left. discussed Storm Damage, Shasta particularly. Glen/Colusa discussed tailwater issues. Talked about Bedroll- will most likely be around 4th of July (a week before or after, not week of).
- d) Sacramento Mother Lode
 - (Randall) Met online, good roundtable. Talked about GF/budget shortfalls, PCI struggles, ACF strategies. Placer met with CARB.
- e) San Joaquin Valley
 - (Zarif) San Joaquin hosted, Fresno County in October. GIS story map discussion, Fresno talked about becoming a self-help county. Erin Haanagan, Fresno County will be regional director next year.
- f) Southern California
 - (--) absent.

7. Treasurer's Report (Johnson) - **Attachment Three - Action Item**

- a) Accept the Treasurer's Report
- b) Accept the proposed 2026 budget
 - Balanced budget this year- increase was helpful. After 2026 it should be back to just CPI annual adjustment. 2 items of note: statewide needs assessment and website upgrades. Both are included and will be updated in the spring with the final budget. Motion Dashiell, Second Penrose, passed unanimously.

8. Committee Reports:

- a) Administrative X
- b) Flood Control and Water Resources X
- c) Infrastructure and Development
 - Randall: Discussed utility cuts and impacts. Lots of undergrounding and broadband, etc. Action item to look at if there is a way to address impacts globally (not in needs assessment). Will have follow up meetings.
- d) Resource Recovery and Waste Management
 - Leamon reported: expect much higher fees in the future to address new regulatory requirements.
- e) Surveyor (Hennessee)
 - a. CEAC Monument Preservation Toolkit – **Attachment Four - Action Item**
 - b. 2025 CEAC Guide for Preparation of Records of Survey and Corner Records – **Attachment Five - Action Item**

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

- About 50 people attended hybrid meeting. Survey toolkit approved, update to CEAC guidance for corner records. Dashiell noted the guidance was very useful. Motion to approve both (a) and (b): Dashiell, 2nd DeChellis, approved unanimously.
- f) Transportation
 - Zarif: Interactive survey. Funding was #1, then environmental. Action item to have discussion with CalOES about reimbursement/disaster report. Announced he will be stepping down as chair.
- g) Fellowship
 - De Leon: successful year, thanked committee. Added things like electronic payment this year, icebox donations for raffle. Raised over \$1k for scholarship fund.
- h) Oversight X
- i) Scholarship
 - Outreach for scholarships has helped increase applicants: 2023 (4), 2024(5), 2025 (41). Fall deadline is better than spring. Outreach to universities and advertising at spring conferences are helpful. Will get checks out and get pictures.

9. Unfinished Business

- a) PWSS - Public Works Secretarial Seminar/PWAPS - Public Works Administrative Professionals Seminar (Leamon)
 - Reported on PWAPS save the date set. North Modesto location (Stanislaus County), around 70 people capacity. Possible cheese tour. Discussion of funding/payment and being run through a County. This item can be removed from future agendas as an action item.
- b) CEAC website redesign (Leamon)
 - Support for full redo vs. minimal updates. Will include making it compliant with all devices. Motion Johnson, 2nd (Grim), unanimously approved.

10. New Business

- a) Local Streets and Roads Needs Assessment funding structure (Leamon) - **Informational Item**
 - Counties are pitching in because cities are coming in short. 1 more year of same assessment. This is hopefully last time funding with current structure of agencies pitching in. Working to get it funded by RMRA off-the-top. Aim is for 2026 leg session. Discussion of making sure if RMRA bill funds it, no added state controls- keep the process and report controlled by locals.
- b) CEAC Affiliate sponsorships (Johnson/Gerety)
 - Tabled.

Discussion/direction to add a New Business item for next agenda to include adding NACE officer temporarily to the board while they are a NACE officer. Dashiell to forward draft language.

11. Life Membership

CEAC Board of Directors – **MEETING MINUTES**

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

a) Joshua Pack (Leamon) - **Action Item**

- [Submittal by Randall reviewed. Motion Madjd-Sadjadi, 2nd Randall. Unanimously approved.](#)

12. **Announcements**

Scheduled Conferences

- 2026 CEAC Spring Conference** (in conjunction with the League of California Cities' Public Works Officers Institute) - Hyatt Regency Monterey, Monterey County, February 25-27, 2026
- 2026 NACE Annual Conference** - Live by Loews! Arlington, 1600 E Randol Mill Road, Arlington, TX 76011, April 12-15, 2026
- 21st CEAC Policy Conference**
Sacramento County, August 20-21, 2026
- 132nd CSAC Annual Meeting/Fall Conference**, South San Diego Chula Vista Gaylord Chula Vista, November 30-December 4, 2026
- 2027 CEAC Spring Conference** (in conjunction with the League of California Cities' Public Works Officers Institute) - Hyatt Regency Orange County, March 15-19, 2027

CEAC Board of Directors Meeting Schedule

- 2026 CEAC Spring Conference, Monterey County, February 27, 2026
- 2026 CEAC Policy Conference, Sacramento County, August 21, 2026
- 132nd CSAC Annual Meeting/Fall Conference, South San Diego, December 4, 2026

11:45 a.m. Adjourn

[Hoevertsz -11:45.](#)

[Dutifully submitted by Chris Sneddon December 7, 2025.](#)

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025| 10:30 a.m. - 11:45 a.m.

Meeting Roster 12/5/2025				
Voting Memebers: Officers and Regional Directors				
Officer	Office	County/Organization	present	absent
Johannes Hoevertsz	President	Sonoma	X	
Blossom Scott-Heim	Vice President	Tuolumne	X	
Chris Sneddon	Secretary	Santa Barbara	X	
David Leamon	Immediate Past President	Stanislaus	X	
George Johnson	Treasurer	Riverside-retired	X	
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (retired)	X	
Michael Penrose	Parlimentarian	Sacramento-retired	X	
Patrick DeChellis	Newsletter Editor	Los Angeles- retired	X	
Howard Dashiell	NACE Representative	Mendocino	X	
Scott McGolpin	Historian	Santa Barbara-retired	X	
Regional Directors				
Officer	Office	County/Organization	present	absent
Johannes Hoevertsz	Bay Area	Sonoma	X	
David Grim	Central Coast	San Luis Obispo	X	
Colt Esenwein	Northern California	Colusa	X	
Matt Randall	Sacramento Mother Lode	Placer	X	
Sam Chrun	San Joaquin Valley	Stanislaus		X
Tom Koutroulis	Southern California	Orange		X
Non Voting Members: Committee Chairs and CSAC Staff				
Officer	Office	County/Organization	present	absent
Matt Machado	NACE Western Region VP	Santa Cruz	X	
Joan Araujo	Administrative	Ventura		X
Scott DeLeon	Fellowship	Lake-retired, NCE	X	
Jason Uhley	Flood Control/Water Resources	Riverside		X
Matt Randall	Infrastructure and Development	Placer	X	
Johannes Hoevertsz	Oversight	Sonoma	X	
Tom Koutroulis	Reource Recovery and Waste Management	Orange		X
Alicia Winokur	Scholarship	Mendocino	X	
Steve Hennessee	Surveyor	Los Angeles	X	
Najee Zarif	Transportation	San Joaquin	X	
Mark Neuburger	Legislative Adocate	CSAC	X	
Merring Gerety	CEAC Executive Director	CEAC		X
Others attending				
Brian Balbas		Contra Costa-retired, Unico	X	

LIST OF ATTACHMENTS

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

- Attachment One Meeting Minutes, August 22, 2025
- Attachment Two CSAC-CEAC Federal Surface
Transportation Reauthorization Priorities
- Attachment Three Treasurer’s Report
- Attachment Four CEAC Monument Preservation Toolkit
(excerpt only)
- Attachment Five 2025 CEAC Guide for Preparation of
Records of Survey and Corner Records
(excerpt only)

Attachment One

Meeting Minutes, August 22, 2025



CEAC Board of Directors
20th Annual CEAC Policy Conference
Capitol Event Center
1020 11th Street, 2nd Floor, Sacramento, CA
Friday, August 22, 2025| 12:30 p.m. - 2:00 p.m.

Call to Order (Leamon) at 12:31 pm.

1. **Approval of Minutes** Pack 1st, Penrose 2nd. Unanimously approved.
2. **Correspondence** (Leamon) - None
3. **CLODS Report** (Madjd-Sadjadi)
The organization recently lost two CLODS. Mike Walford (Contra Costa) and Don LaBelle (Alameda). Celebration of life for Mike is on September 6th, in Concord. A moment of silence was held for their loss. CEAC members are encouraged to attend the memorial. CLODS expects to hear from Leamon regarding nominations for Secretary, including letters and requests for additional information and qualifications. Twenty years ago, CLODS conducted research to identify nominees, offering two choices. Leamon gave three options to the CLODS for their consideration. The recent meeting resulted in an excellent turnout of CLODS. There are 35 active members of CLODS, with 20 attending the meeting and 25 responding.
4. **NACE Report** (Dashiell)
The Annual NACE Conference in Schaumburg, Illinois, was well attended by CEAC. Dashiell to participate in the next Director's meeting, which should include the financial results of the annual conference. There are no current discussions about dues adjustments. The next NACE conference will be in Arlington, Texas, in April, with an additional report to the CEAC Board at the San Jose. Johnson asked if the 3% in 2027, with Dashiell suggesting that the current CEAC dues may cover this increase.
5. **CSAC Report** (CSAC Staff)
Members Services are expanding. Catherine Freeman is retiring August 22, 2025; recruiting for her position will begin soon. Jacqueline Wong is

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

leaving CSAC at end of August, recruiting for her position will begin soon. CSAC building remodel is starting soon. CSAC staff will move to temporary space at Park Tower (9th & I) in November for at least 2 years.

6. Regional Directors' Reports

a) Bay Area (Hoevertsz)

The Bay Area hasn't met in 18 months. He is putting a group together and hoping to meet soon.

b) Central Coast (Grim)

Renewed focus on increased participation and getting broader representation. They plan a mix of in-person and online meetings in the future.

c) Northern California (Bronkall)

The 2nd annual reboot of the Bedroll Conference occurred in June. Strides have been made in creating a desk manual for the conference, with planned collaboration between Bronkall and Mike Leacox. Bronkall calculated travel times to Camp Tehama for each agency. Pack suggested highlighting directions since mobile phone directions were inaccurate.

d) Sacramento Mother Lode (Randall)

The group met in person in July, with various speakers on bridge projects as a warm-up for bridge advocacy. The meeting was held at TopGolf, where sponsors covered the cost of beverages, exploring potential options to attend UC Davis for the track. Zoom meetings are suitable for sharing ideas. Koutroulis asked how they coordinate attendance. Randall stated that about half of the member counties attended, along with CEAC sponsors. Key speakers included El Dorado and the City of Sacramento to discuss bridges.

e) San Joaquin Valley (Chrun)

Their last several road commission meetings were held in Madera and Merced Counties. Continue to advocate for agencies and staff to attend CEAC conferences. The group combines presentations, golf, food, and networking. Kings, Kern, and Mariposa do not regularly participate. Chrun discussed various projects in the region moving forward.

f) Southern California (Koutroulis)

Recent discussions have involved solid waste and SB 1383, with a meeting in April and another scheduled for late September or early October. Meetings focused on solid waste but also included other topics. New directors in Orange and San Diego Counties. Looking forward to exploring opportunities to engage new Directors and

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

involve them in CEAC and hoping to see more involvement of San Diego County.

After the Regional Director's reports, DeChellis reminded attendees that the regional report is due in mid-November. DeChellis will continue to send emails to Regional Directors, providing pictures of agency work with brief captions.

7. Treasurer's Report (Johnson)

Treasurer's and budget reports are included in attachments. Two highlights – 57 of 58 counties have paid their fees to prepare the Local Streets and Roads Report. Gerety has done an excellent job in contacting counties lagging in their payments. Only Alpine has not paid its fees. The current CEAC website is outdated and requires an update. Gerety to contact BlackDog (site administrator) to obtain a quote for the update. Bronkall cites the need for the site to comply with ADA. Johnson to investigate how this work will impact the CEAC budget. Action taken to approve reports (DeChellis 1st, Bronkall 2nd) was unanimously approved.

8. Committee Reports:

- a) Administrative (no report)
- b) Flood Control and Water Resources (no report)
- c) Infrastructure and Development (no report)
- d) Resource Recovery and Waste Management (no report)
- e) Surveyor (Hennessee)

Two documents (Monument Preservation Toolkit and Guide to the Preparations or Surveys and Corner Records) are in the process of being updated. Outreach to the survey community will occur before the December meeting. The documents will be shared with all Board members. The plan is to have the survey committee review and recommend approval to the Board for adoption in December.

- f) Transportation (no report)
- g) Fellowship (Leacox)

Fellowship saw \$196 contribution. Cornhole tourney had 12 teams, but it can be expanded to 16 teams next year. Pack mentioned that the county wine tasting competition was missed, but otherwise, the program was fantastic.

- h) Oversight (no report)
- i) Scholarship (Dashiell)

Minimal involvement in the recent scholarship process. It will be readvertised and extended to October. There was also a discussion

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

on similarly extending nominations for Engineer and Surveyor of the Year.

9. **Unfinished Business (Leamon)**

Leamon discussed interest in changing the official address to 1100 K Street. Madjd-Sadjadi is opposed to it. There are concerns with the temporary relocation of CSAC beginning this fall. Johnson asked what the core issue was. Leamon mentioned concerns with having a private address. Johnson thanked Leamon but didn't share the same concerns. Counties submit checks to Johnson for dues. Penrose mentions that the Headquarters shall be located in the office of the Treasurer, the location where the commander performs their functions. Overall, CEAC duties are a bit dispersed. DeChellis motioned that this issue be tabled until one of the following occurs: a) CSAC returns to their remodeled HQ and returns to their location at 1100 K Street, or b) the treasurer mentions their concern. Bronkall (2nd). Unanimously approved. Penrose stated that bylaws don't require the Board to adopt an address formally.

10. **New Business**

Discussion on the PW Secretaries' conference. Pack and Leamon discussed prior unsuccessful efforts through the Administrative Committee when Pack was Chair. The title of the committee is to be renamed to the [Professional Administrative Professionals Public Works Administrative Professionals](#) Seminar to address concerns with the use of the Secretary's title. Discussion on requiring the Past President to organize the seminar, which would begin when Leamon becomes Past President. Merced and others are willing to participate. The Officers' Manual would need to be amended to reflect the new duties of the Past President. Hoevertsz agrees to continue the program when he becomes the Past President. Motion by Pack to add duties of the Seminar to the Past President, 2nd by Hoevertsz. Unanimously approved.

DeChellis expressed interest in having a member of the NACE Executive Committee become a CEAC Board member. NACE Regional Representative already has a vote. DeChellis sees value in having Machado's input and voice on the CEAC Board. Most of the time, it would be unfilled. Leamon likes the idea. A person who makes it through NACE ranks would provide valuable contributions to CEAC. Johnson's previous NACE experience always made him feel he had a voice while on the Board. Hoevertsz is concerned that the position is often vacant. Pack discussed options to make it count as a quorum only when the position is filled. DeChellis made a motion to begin the process of adding the

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025| 10:30 a.m. - 11:45 a.m.

position as an officer, with a 2nd Pack. Motion approved by most members, opposed by Madjd-Sadjadi. Leamon is to work on the language for the position. Johnson requests that Machado attend the next meeting to gauge interest. All agreed.

11. **Life Membership** (Leamon) - none

12. **Announcements** (Leamon)

CSAC Annual Meeting/Fall Conference - San Jose Convention Center, Santa Clara County, December 1-5, 2025. 2026 CEAC Spring Conference (in conjunction with the League of California Cities' Public Works Officers Institute) - Hyatt Regency Monterey, Monterey County, February 25-27, 2026. 2026 NACE Annual Conference - Live by Loews! Arlington, 1600 E Randol Mill Road, Arlington, TX 76011, April 12-15, 2026. CEAC Board of Directors Meeting Schedule - CSAC Annual Meeting/Fall Conference, Santa Clara County, December 5, 2025. 2026 CEAC Spring Conference, Monterey County, February 27, 2026.

Motion to adjourn made by Pack, 2nd by Penrose, and was unanimously approved. The meeting was adjourned at 1:40 PM.

Dutifully submitted by Joshua Pack – August 25, 2025.

Meeting Roster Voting Board Members: Officers & Regional Directors

Officer	Office	County/Organization
David Leamon	President	Stanislaus
Johannes Hoeverstsz	Vice President	Sonoma
Joshua Pack	Secretary	Butte
Panos Kokkas	Immediate Past President	Trinity
George Johnson	Treasurer	Riverside (Retired)
Mehdi Madjd-Sadjadi	Treasurer-Emeritus	Marin (Retired)
Mike Penrose	Parliamentarian	Sacramento (Retired)
Patrick DeChellis	Newsletter Editor	Los Angeles (Retired)
Howard Dashiell	NACE Representative	Mendocino
Dave Gravenkamp (absent)	Historian	Siskiyou (Retired)

CEAC Board of Directors – MEETING MINUTES

Friday, December 5, 2025 | 10:30 a.m. - 11:45 a.m.

Regional Directors	Region	County
Johannes Hoevertsz	Bay Area	Sonoma
David Grim	Central Coast	San Luis Obispo
Bob Bronkall	Northern California	Humboldt
Matt Randall	Sacramento Mother Lode	Placer
Sam Chrun	San Joaquin Valley	Stanislaus
Tom Koutroulis	Southern California	Orange

Non-Voting Members: Committee Chairs and CSAC Staff

Committee Chairs	Committee	County
Joan Araujo (absent)	Administrative	Ventura
Scott DeLeon (absent)	Fellowship	Lake (Retired)
Jason Uhley (absent)	Flood Control/Water Resources	Riverside
Matt Randall	Infrastructure and Development	Placer
David Leamon	Oversight	Stanislaus
Tom Koutroulis	Resource Recovery & Waste Mgmt.	Orange
Alicia Winokur (absent)	Scholarship	Mendocino
Steve Hennessee	Surveyor	Los Angeles
Najee Zarif (absent)	Transportation	San Joaquin
CSAC/CEAC Staff	Title	Agency/County
Mark Neuburger (absent)	Legislative Advocate	CSAC
Jordan Wells (absent)	Legislative Advocate	CSAC
Caitlin Loventhal (absent)	Legislative Analyst	CSAC
Merrin Gerety	CEAC Executive Director	CSAC/CEAC

Non-Voting Members: Other Attendees

Michael Leacox – NCE
Colt Esenwein – Colusa County
Martin McIlroy – MGE Engineering
Rylie Bellinger - NCE
Denise Zitnik – Tuolumne County
Tom Mattson – Humboldt County
Nathan Bray – Merced County

Attachment Two

CSAC-CEAC Federal Surface Transportation Reauthorization Priorities



California State Association of Counties®
1100 K Street, Suite 101 | Sacramento, CA 95814

CSAC-CEAC Federal Surface Transportation Reauthorization Priorities

CSAC supports the NACo priorities that have been adopted to support county efforts to reauthorize a new federal surface transportation funding program in 2026. Nationwide, counties own, operate, and maintain 44% of public road miles and 38% of bridges. Yet counties receive no direct federal support for these critical assets. Locally owned bridges are more than twice as likely to be in poor condition than a state-owned bridge, which threatens supply chains, safety, and economic growth. In California, counties own and maintain approximately 40% of all roads and almost 30% of all vehicle bridges in the state. CSAC, in partnership with the County Engineers Association of California (CEAC), has developed the following priorities and principles to assist our advocacy on behalf of counties for a new federal surface transportation act.

California's counties need funding for:

- Roads
- Bridges
- Safety projects
- Active transportation projects **CSAC & CEAC Support:**
 - Continued federal transportation funding at levels that will allow counties to maintain and improve the condition of their portion of the national road network.
 - Continued funding for local bridges on and off the Federal Aid System.
 - Federal transportation funds for safety and preservation projects should be sent directly to counties.
 - Where possible, provide federal transportation funding through pass-throughs and block grant funding.
 - Minimizing restrictive, categorical federal grant programs and prioritizing goal-oriented transportation programs which can be adjusted to respond to the social and economic needs of individual communities.
 - Eliminating unnecessary program requirements and instead crafting funding programs that rely on the professional capabilities of county public works departments to further the goals of the program.
 - Broadening the sources of transportation revenues to prevent funding interruptions related to declines in smaller revenue streams.
 - Resolving the Federal Highway Trust fund insolvency.

- Programs that support projects which reduce traffic-related fatalities and injuries by promoting vehicle, pedestrian, and bicycle safety.
- Exempting all transportation safety and non-motorized user projects in existing county right of way from federal environmental permitting requirements.

CSAC Officers	President	1st Vice President			CEO
	Jeff Griffiths Inyo County	Susan Ellenberg Santa Clara County	Luis Alejo Monterey County	Bruce Gibson San Luis Obispo County	Graham Knaus
2nd Vice President	Past President				

Attachment Three

Treasurer's Report

COUNTY ENGINEER'S ASSOCIATION OF CALIFORNIA

CEAC Treasurer's Report – December 5, 2025

Presented for the Board's evaluation and consideration is the Proposed CEAC Budget for 2026, which shows projected revenues (\$498,000) to be roughly equal to anticipated expenditures (\$500,800). The main reason the expenditures are slightly higher than revenues is due to the expected cost to update the outdated CEAC website, which is estimated to cost approximately \$25,000. A line item has been included in the budget to cover the website upgrade should the CEAC Board decide to proceed with updating the CEAC website.

As a reminder, expenses to CEAC were increased in 2025 by both our strategic partners at NACE and CSAC. Combined, those higher expenditures resulted in a 20% increase to the CEAC budget. The associated county member dues and affiliate dues were intended to also be increased by 20% in 2025. Through an oversight, the dues were only increased by 10% for county members. As a result, the county member dues are recommended to be increased by 15% in 2026 to adequately cover the cost increases. The recommended 15% increase is comprised of the 10% under charge in 2025 along with the additional annual increase of 5% from our CEAC contract with CSAC in 2026. The proposed 2026 CEAC budget is prepared with the recommended 15% county member dues increase. The affiliate dues were properly increased by 20% in 2025, so their respective increase will be 5% in 2026, consistent with the CSAC contract price increase.

An item that needs further refinement is the budget to complete the 2025 and 2026 Local Streets and Roads Needs Assessment. The annual county contributions are expected to remain consistent with previous years payments and should result in \$60,000 in county funding that can pay for the county's share of the Needs Assessment. The Regional Transportation Planning Agencies are working to provide their contribution to the important Needs Assessment. The cities contributed \$140,000 this year toward the Needs Assessment. The 2026 Proposed Budget shows only the county contribution, but any additional funds can be included into the Budget when more certainty is developed.

The CEAC Treasurer recommends the CEAC Board approve the Proposed 2026 Budget report as presented and direct the CEAC Treasurer to prepare the Final 2026 Budget for adoption at the Spring Conference. The CEAC Board should also give direction on whether to proceed with the CEAC website upgrades.

COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA

Account Balances at Year End of 2025

Budget

Current Actual

Year End Projected

**2025 Annual
Conference
December 5,
2025**

CEAC General Fund	\$245,485		
PWSS Sub Account	\$11,917		
Bedroll Sub Account	\$6,420		
LS&R Sub Account	\$272,045		
Total Account Balance 12/31/25	<u>\$535,867</u>	\$347,000	
		\$19,600	
2025 INCOME		\$25,500	
Membership Dues	\$330,000	\$30,561	
Affiliate Dues	\$20,000	\$25,500	
Spring Confer	\$24,000	\$4,620	\$347,000
Policy Conference (Includes 24 Rev.)	\$25,000	\$0	\$19,600
Annual Conference	\$24,000	\$8,000	\$85,500
Bedroll Income	\$5,000		\$40,561
PWSS Income	\$0	<u>\$460,781</u>	\$25,500
Misc. Income (job posting, etc.)	\$15,000		\$4,620
		\$453,021	\$0
CEAC General Fund Income	<u>\$443,000</u>		\$10,000
LS&R Contributions	\$60,000		
			<u>\$532,781</u>
Total Estimated Funds Available	<u>\$1,038,867</u>		\$453,021
		\$84,690	
		\$184,157	
2025 EXPENDITURES		\$26,000	
NACE Dues	\$88,270	\$14,537	
CSAC Contract (4th Q 24)	\$250,308	\$10,600	
Spring Conference	\$30,000	\$0	\$84,690
Policy Conference Expenses	\$18,000	\$4,200	\$309,000
Annual Conf (2024)	\$35,000	\$0	\$26,315
PWSS/PWAPS Expenses	\$0	\$4,249	\$18,000
Bedroll Expenses	\$5,000	\$0	\$35,000
CEAC PWSS Reception Sponsorship	\$0	\$6,000	\$0
CEAC/CLOUDS Meeting Expenses	\$6,000	\$0	\$4,200
Newsletter Editor Expenses	\$500	\$0	\$0
Scholarships (includes 2024)	\$6,000	\$475	\$6,000
Awards & Gifts	\$1,500	\$5,234	\$500
Office Supplies	\$500	\$12,572	\$12,000
Tax Fees & Accounting	\$800		\$1,500
Officers Travel & Expenses	\$15,000		\$500
Misc. (insurance, website)	\$10,000	<u>\$352,714</u>	\$475
		\$285,713	\$15,000
CEAC General Fund Expenses	<u>\$466,878</u>		\$15,000
LS&R Expenses	\$172,000		
			<u>\$528,180</u>
Total Proposed Expenses	<u>\$638,878</u>		\$714,700
ESTIMATED YEAR END ACCOUNT BALANCES			\$1,242,880
CEAC General Fund	\$221,607		
PWSS Sub Account	\$11,917		
Bedroll Sub Account	\$6,420		\$250,086
LS&R Sub Account	\$160,045		\$11,917
			\$6,840
TOTAL YEAR END ACCOUNT BALANCE	<u>\$399,989</u>		\$10,366
			<u>\$279,209</u>

**COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA 2026
PROPOSED BUDGET**

Account Balances at Year End of 2025

CEAC General Fund	\$250,086
PWSS Sub Account	\$11,917
Bedroll Sub Account	\$6,840
LS&R Sub Account	\$10,366
Total Account Balance 1/1/26	\$279,209

2025 INCOME

Membership Dues	\$380,000
Affiliate Dues	\$23,000
Spring Conference	\$30,000
Policy Conference	\$25,000
Annual Conference	\$25,000
Bedroll Income	\$5,000
PWSS Income	\$0
Misc. Income (job posting, etc.)	\$10,000

CEAC General Fund Income \$498,000

LS&R Contributions \$60,000

Total Estimated Funds Available \$837,209

2025 EXPENDITURES

NACE Dues	\$85,000
CSAC Contract	\$263,000
Spring Conference Expenses	\$30,000
Policy Conference Expenses	\$18,000
Annual Conference	\$35,000
PWSS/PWAPS Expenses	\$0
Bedroll Expenses	\$5,000
CEAC PWSS/PWAPS Reception Sponsorship	\$0
CEAC/CLODS Meeting Expenses	\$6,000
Newsletter Editor Expenses	\$500
Scholarships	\$6,000
Awards & Gifts	\$1,500
Office Supplies (website updates)	\$25,000
Tax Fees & Accounting	\$800
Officers Travel & Expenses	\$15,000
Misc. (Insurance, etc.)	\$10,000

CEAC General Fund Expenses \$500,800

LS&R Expenses \$70,000

Total Proposed Expenses \$570,800

ESTIMATED YEAR END ACCOUNT BALANCES

CEAC General Fund	\$247,286
PWSS Sub Account	\$11,917
Bedroll Sub Account	\$6,840
LS&R Sub Account	\$366

TOTAL YEAR END ACCOUNT BALANCE \$266,409

Attachment Four

CEAC Monument Preservation Toolkit *(excerpt only)*



County Engineers Association of California



Survey Monument



Preservation Toolkit

Version 1.0 November 2025 **DRAFT** CEAC Survey Monument Preservation Toolkit
Version 1.0 November 2025 **DRAFT**



Contents

1.0 INTRODUCTION	4
1.1 FORWARD	4 1.2
VERSION HISTORY	4 1.3 THE
AUTHORS	4
2.0 SURVEY MONUMENTS	5
2.1 WHAT ARE SURVEY MONUMENTS?	5 2.2
WHY DO SURVEY MONUMENTS NEED TO BE PRESERVED?	13 2.3
LEGAL RESPONSIBILITY	14 2.4
CALTRANS STANDARD SPECIFICATIONS	16 2.5
FINES	17
3.0 STAKEHOLDER ROLES AND RESPONSIBILITIES	17
3.1 COUNTY & CITY ENGINEERING AND CAPITAL IMPROVEMENTS DIVISIONS	17 3.2
COUNTY & CITY CONSTRUCTION INSPECTION DIVISIONS.....	18 3.3
COUNTY & CITY ENCROACHMENT PERMIT OFFICE	18 3.4
COUNTY & CITY MAINTENANCE DIVISION	18 3.5
COUNTY & CITY SURVEYORS	18 3.6
SURVEYORS	19 3.7
ARCHITECTS AND CIVIL ENGINEERS	21 3.8
COUNTY & CITY BUILDING OFFICIALS	22 3.9
FENCE CONTRACTORS	22 3.10
CONTRACTORS	22 3.11
PROPERTY OWNERS	23
3.12 CALFIRE	23 3.13
STATE, COUNTY AND CITY OFFICES OF EMERGENCY SERVICES (OES)	24 3.14
STATE AND FEDERAL SURVEYING AND GEODETIC AGENCIES	25 3.15
CALIFORNIA SPATIAL REFERENCE CENTER (CSRC).....	25
4.0 ATTACHMENTS	26
4.1 SAMPLE ORDINANCE LANGUAGE	26 4.2
SAMPLE MEMO TO ENCROACHMENT PERMIT OFFICE	27 4.3
SAMPLE MEMO TO COUNTY ROAD MAINTENANCE DIVISION	40 4.4
SAMPLE MEMO TO UTILITY DIVISION (Design and Construction)	42 4.5
SAMPLE MEMO TO COUNTY CAPITAL PROJECTS DIVISION (OR UTILITIES DIVISION)	45 4.6
LETTER TO CITIES.....	48 4.7
LETTER TO UTILITY COMPANIES AND UTILITY DISTRICTS	51 4.8
LETTER TO TRADE ORGANIZATIONS (REALTORS, CONTRACTORS, BUILDERS	54 4.9
EXCHANGES)	55
LETTER TO CLSA CHAPTERS	55

4.10 SAMPLE LETTER TO UNITED STATES ENVIRONMENTAL PROTECTION AGENCY 60 SAMPLE LETTER TO UNITED STATES ARMY CORPS OF ENGINEERS 63 4.11 SAMPLE FENCE FLYER AND WEBSITE LANGUAGE 67 4.12 SAMPLE LETTER TO CALFIRE 70 4.13 SAMPLE LETTER TO OFFICE OF EMERGENCY SERVICES 74 4.14 SURVEY MONUMENT PRESERVATION CHECKLIST 77 4.15 FIELD GUIDE FOR IDENTIFYING SURVEY MONUMENTS 79



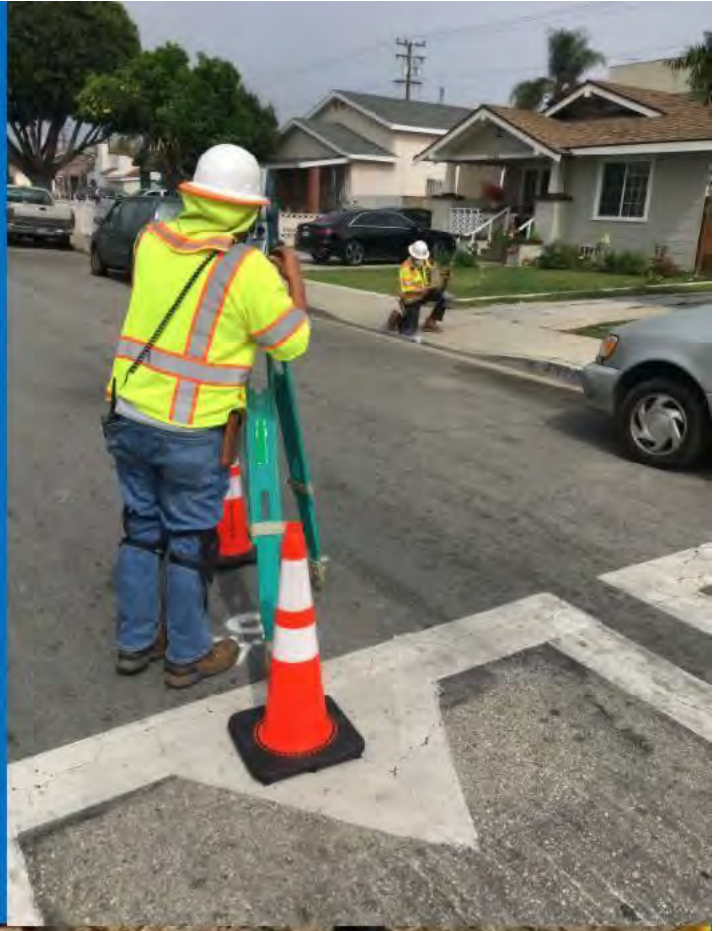
Attachment Five

2025 CEAC Guide for Preparation of Records of Survey and Corner Records (excerpt only)



GUIDE TO THE
PREPARATION OF
RECORDS
OF
SURVEYS
AND CORNER
RECORDS

WWW.CEACOUNTIES.ORG



CALIFORNIA ENGINEERS ASSOCIATION OF CALIFORNIA
GUIDE TO THE PREPARATION OF RECORDS OF SURVEY AND CORNER RECORDS PREFACE

In writing this, it was the purpose of the County Engineers Association of California to develop a statement of procedure for filing records of survey and corner records which, if followed by the surveyor or engineer, would result in the document being filed with a minimum of difficulty in all of the counties. The materials presented here represent the results of this effort.

Recognizing that the land surveyor or civil engineer is a professional practitioner and that the Professional Land Surveyors' Act allows great flexibility in the preparation of the record of survey map, these materials are presented as guidelines which are believed to reflect good professional practice without being unduly restrictive. These guidelines are NOT to be construed as representing one method which is acceptable in all circumstances. It is important to note that the goal of the final product (record of survey or corner record) is to effectively communicate to an unknown future surveyor the location of property corners.

This Guide is current and conforms to the Professional Land Surveyors' Act through January 1, 2025. As such, the Professional Land Surveyors' Act is extensively quoted. It is not our intent to update it annually.

This Guide was revised in June 1991 to include GPS records of survey guidelines (1st Revision). These guidelines were developed with the participation of the following agencies/ organizations:

County Engineers Association of California, League of California Surveying Organizations, Caltrans, California Land Surveyors Association.

Prepared by: Lou Hall, San Diego County and E. Art Varon, Ventura County
Submitted by: John Canas, Chair *Surveying and Land Use Committee* – March 10, 1989

2nd Revision by: John Canas, Orange County - January 1, 1995

3rd Revision by: John Canas, Orange County - January 1, 2000
With input from: *The League of California Surveying Organizations - Revision Committee*
Daniel Moye, San Bernardino County,
Chair Michael Emmons, Santa Barbara County
Robert Chacon, Ventura County
Paul Smith, Los Angeles County
Robert Vasquez, Orange County

4th Revision by: Michael B. Emmons, Santa Barbara County - January 1, 2009
With input from: *The League of California Surveying Organizations - Revision committee*
Ray Mathe, Orange County, Chair
Michael Raihle, San Bernardino County
Jon Hornecker, Orange County *California Land Surveyors Association*

5th Revision by: John Canas, CSRC - June 22, 2015

With input from: Greg Helmer
California Engineers Association of California

Guide to the Preparation of Records of Survey and Corner Records, 7th Edition (2025) 11/6/2025 DRAFT

Rich Maher
Kimberly Holtz

6th Revision by: Aleksandar Jevremovic, Santa Barbara County - July 30, 2020
With input from: Warren Smith, Tuolumne County
Ray Mathe, San Diego County
Pat Minturn, Shasta County
Ian Wilson, Alameda County

7th Revision by: Steve Hennessee, Los Angeles – November 6, 2025
With input from: Robert Bronkall, Humboldt County
Robert Pachinger, Calaveras County
Joseph DeChellis, Ventura County
Aleksandar Jevremovic, Santa Barbara County
Russel Marks, Mariposa County
Vance Ricks, Lake County
Don Willis, Lassen County

TABLE OF CONTENTS

Preface **2**

1.0 Land surveyor defined **5**

2.0 Corner records **5**

 2.1 Purposes and requirements for a corner record 5

 2.2 Responsibilities of the surveyor/engineer filing a corner record 7

 2.3 State of California, Business & Professions Code 8

 2.4 California Code of Regulations, Title 16, Division 5 (Board Rules) 9

 2.5 Responsibilities of the county surveyor when examining a corner record 11

3.0 Records of survey **12**

 3.1 Purpose and requirements for a record of survey 12

 3.2 Responsibilities of the surveyor/engineer filing a record of survey 14

 3.3 Responsibilities of the county surveyor when examining a record of survey..... 15

 3.4 Record of survey check list 17

 3.5 Explanatory notes for record of survey check sheet 18

 3.6 Basis of bearings (optionally included coordinates) 21

4.0 Sample Documents **21**

Attachment Two

CSAC-CEAC Federal Surface Transportation Reauthorization Priorities



California State Association of Counties®
1100 K Street, Suite 101 | Sacramento, CA 95814

CSAC-CEAC Federal Surface Transportation Reauthorization Priorities

CSAC supports the NACo priorities that have been adopted to support county efforts to reauthorize a new federal surface transportation funding program in 2026. Nationwide, counties own, operate, and maintain 44% of public road miles and 38% of bridges. Yet counties receive no direct federal support for these critical assets. Locally owned bridges are more than twice as likely to be in poor condition than a state-owned bridge, which threatens supply chains, safety, and economic growth. In California, counties own and maintain approximately 40% of all roads and almost 30% of all vehicle bridges in the state. CSAC, in partnership with the County Engineers Association of California (CEAC), has developed the following priorities and principles to assist our advocacy on behalf of counties for a new federal surface transportation act.

California's counties need funding for:

- Roads
- Bridges
- Safety projects
- Active transportation projects **CSAC & CEAC Support:**
 - Continued federal transportation funding at levels that will allow counties to maintain and improve the condition of their portion of the national road network.
 - Continued funding for local bridges on and off the Federal Aid System.
 - Federal transportation funds for safety and preservation projects should be sent directly to counties.
 - Where possible, provide federal transportation funding through pass-throughs and block grant funding.
 - Minimizing restrictive, categorical federal grant programs and prioritizing goal-oriented transportation programs which can be adjusted to respond to the social and economic needs of individual communities.
 - Eliminating unnecessary program requirements and instead crafting funding programs that rely on the professional capabilities of county public works departments to further the goals of the program.
 - Broadening the sources of transportation revenues to prevent funding interruptions related to declines in smaller revenue streams.
 - Resolving the Federal Highway Trust fund insolvency.

- Programs that support projects which reduce traffic-related fatalities and injuries by promoting vehicle, pedestrian, and bicycle safety.
- Exempting all transportation safety and non-motorized user projects in existing county right of way from federal environmental permitting requirements.

CSAC Officers	President	1st Vice President			CEO
	Jeff Griffiths Inyo County	Susan Ellenberg Santa Clara County	Luis Alejo Monterey County	Bruce Gibson San Luis Obispo County	Graham Knaus
2nd Vice President	Past President				

Attachment Three

Treasurer’s Report

COUNTY ENGINEER’S ASSOCIATION OF CALIFORNIA

CEAC Treasurer’s Report – December 5, 2025

Presented for the Board’s evaluation and consideration is the Proposed CEAC Budget for 2026, which shows projected revenues (\$498,000) to be roughly equal to anticipated expenditures (\$500,800). The main reason the expenditures are slightly higher than revenues is due to the expected cost to update the outdated CEAC website, which is estimated to cost approximately \$25,000. A line item has been included in the budget to cover the website upgrade should the CEAC Board decide to proceed with updating the CEAC website.

As a reminder, expenses to CEAC were increased in 2025 by both our strategic partners at NACE and CSAC. Combined, those higher expenditures resulted in a 20% increase to the CEAC budget. The associated county member dues and affiliate dues were intended to also be increased by 20% in 2025. Through an oversight, the dues were only increased by 10% for county members. As a result, the county member dues are recommended to be increased by 15% in 2026 to adequately cover the cost increases. The recommended 15% increase is comprised of the 10% under charge in 2025 along with the additional annual increase of 5% from our CEAC contract with CSAC in 2026. The proposed 2026 CEAC budget is prepared with the recommended 15% county member dues increase. The affiliate dues were properly increased by 20% in 2025, so their respective increase will be 5% in 2026, consistent with the CSAC contract price increase.

An item that needs further refinement is the budget to complete the 2025 and 2026 Local Streets and Roads Needs Assessment. The annual county contributions are expected to remain consistent with previous years payments and should result in \$60,000 in county funding that can pay for the county’s share of the Needs Assessment. The Regional Transportation Planning Agencies are working to provide their contribution to the important Needs Assessment. The cities contributed \$140,000 this year toward the Needs Assessment. The 2026 Proposed Budget shows only the county contribution, but any additional funds can be included into the Budget when more certainty is developed.

The CEAC Treasurer recommends the CEAC Board approve the Proposed 2026 Budget report as presented and direct the CEAC Treasurer to prepare the Final 2026 Budget for adoption at the Spring Conference. The CEAC Board should also give direction on whether to proceed with the CEAC website upgrades.

COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA

<u>Account Balances at Year End of 2025</u>	<u>Budget</u>	<u>Current Actual</u>	<u>Year End Projected</u>
CEAC General Fund	\$245,485		
PWSS Sub Account	\$11,917		

Bedroll Sub Account	\$6,420			2025 Annual
LS&R Sub Account	\$272,045			Conference
Total Account Balance 12/31/25	<u>\$535,867</u>	\$347,000		December 5,
		\$19,600		2025
2025 INCOME		\$25,500		
Membership Dues	\$330,000	\$30,561		
Affiliate Dues	\$20,000	\$25,500		
Spring Confer	\$24,000	\$4,620	\$347,000	
Policy Conference (Includes 24 Rev.)	\$25,000	\$0	\$19,600	
Annual Conference	\$24,000	\$8,000	\$85,500	
Bedroll Income	\$5,000		\$40,561	
PWSS Income	\$0	<u>\$460,781</u>	\$25,500	
Misc. Income (job posting, etc.)	\$15,000		\$4,620	
		\$453,021	\$0	
CEAC General Fund Income	<u>\$443,000</u>		\$10,000	
LS&R Contributions	\$60,000			
Total Estimated Funds Available	<u>\$1,038,867</u>		\$453,021	
		\$84,690		
		\$184,157		<u>\$532,781</u>
2025 EXPENDITURES		\$26,000		
NACE Dues	\$88,270	\$14,537		
CSAC Contract (4th Q 24)	\$250,308	\$10,600		
Spring Conference	\$30,000	\$0	\$84,690	
Policy Conference Expenses	\$18,000	\$4,200	\$309,000	
Annual Conf (2024)	\$35,000	\$0	\$26,315	
PWSS/PWAPS Expenses	\$0	\$4,249	\$18,000	
Bedroll Expenses	\$5,000	\$0	\$35,000	
CEAC PWSS Reception Sponsorship	\$0	\$6,000	\$0	
CEAC/CLOUDS Meeting Expenses	\$6,000	\$0	\$4,200	
Newsletter Editor Expenses	\$500	\$0	\$0	
Scholarships (includes 2024)	\$6,000	\$475	\$6,000	
Awards & Gifts	\$1,500	\$5,234	\$500	
Office Supplies	\$500	\$12,572	\$12,000	
Tax Fees & Accounting	\$800		\$1,500	
Officers Travel & Expenses	\$15,000		\$500	
Misc. (insurance, website)	\$10,000	<u>\$352,714</u>	\$475	
		\$285,713	\$15,000	
			\$15,000	
CEAC General Fund Expenses	<u>\$466,878</u>			
LS&R Expenses	\$172,000			
Total Proposed Expenses	<u>\$638,878</u>		\$714,700	
			<u>\$528,180</u>	
ESTIMATED YEAR END ACCOUNT BALANCES			\$1,242,880	
CEAC General Fund	\$221,607			
PWSS Sub Account	\$11,917			
Bedroll Sub Account	\$6,420		\$250,086	
LS&R Sub Account	\$160,045		\$11,917	
			\$6,840	
TOTAL YEAR END ACCOUNT BALANCE	<u>\$399,989</u>		\$10,366	
				<u>\$279,209</u>

**COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA 2026
PROPOSED BUDGET**

Account Balances at Year End of 2025

CEAC General Fund	\$250,086
PWSS Sub Account	\$11,917
Bedroll Sub Account	\$6,840
LS&R Sub Account	\$10,366
Total Account Balance 1/1/26	\$279,209

2025 INCOME

Membership Dues	\$380,000
Affiliate Dues	\$23,000
Spring Conference	\$30,000
Policy Conference	\$25,000
Annual Conference	\$25,000
Bedroll Income	\$5,000
PWSS Income	\$0
Misc. Income (job posting, etc.)	\$10,000

CEAC General Fund Income \$498,000

LS&R Contributions \$60,000

Total Estimated Funds Available \$837,209

2025 EXPENDITURES

NACE Dues	\$85,000
CSAC Contract	\$263,000
Spring Conference Expenses	\$30,000
Policy Conference Expenses	\$18,000
Annual Conference	\$35,000
PWSS/PWAPS Expenses	\$0
Bedroll Expenses	\$5,000
CEAC PWSS/PWAPS Reception Sponsorship	\$0
CEAC/CLODS Meeting Expenses	\$6,000
Newsletter Editor Expenses	\$500
Scholarships	\$6,000
Awards & Gifts	\$1,500
Office Supplies (website updates)	\$25,000
Tax Fees & Accounting	\$800
Officers Travel & Expenses	\$15,000
Misc. (Insurance, etc.)	\$10,000

CEAC General Fund Expenses \$500,800

LS&R Expenses \$70,000

Total Proposed Expenses \$570,800

ESTIMATED YEAR END ACCOUNT BALANCES

CEAC General Fund	\$247,286
PWSS Sub Account	\$11,917
Bedroll Sub Account	\$6,840
LS&R Sub Account	\$366

TOTAL YEAR END ACCOUNT BALANCE \$266,409

Attachment Four

CEAC Monument Preservation Toolkit *(excerpt only)*



County Engineers Association of California



Survey Monument



Preservation Toolkit



Contents

1.0 INTRODUCTION	4
1.1 FORWARD	4 1.2
VERSION HISTORY	4 1.3 THE
AUTHORS	4
2.0 SURVEY MONUMENTS	5
2.1 WHAT ARE SURVEY MONUMENTS?	5 2.2
WHY DO SURVEY MONUMENTS NEED TO BE PRESERVED?	13 2.3
LEGAL RESPONSIBILITY	14 2.4
CALTRANS STANDARD SPECIFICATIONS	16 2.5
FINES	17
3.0 STAKEHOLDER ROLES AND RESPONSIBILITIES	17
3.1 COUNTY & CITY ENGINEERING AND CAPITAL IMPROVEMENTS DIVISIONS	17 3.2
COUNTY & CITY CONSTRUCTION INSPECTION DIVISIONS.....	18 3.3
COUNTY & CITY ENCROACHMENT PERMIT OFFICE	18 3.4
COUNTY & CITY MAINTENANCE DIVISION	18 3.5
COUNTY & CITY SURVEYORS	18 3.6
SURVEYORS	19 3.7
ARCHITECTS AND CIVIL ENGINEERS	21 3.8
COUNTY & CITY BUILDING OFFICIALS	22 3.9
FENCE CONTRACTORS	22 3.10
CONTRACTORS	22 3.11
PROPERTY OWNERS	23
3.12 CALFIRE	23 3.13
STATE, COUNTY AND CITY OFFICES OF EMERGENCY SERVICES (OES)	24 3.14
STATE AND FEDERAL SURVEYING AND GEODETIC AGENCIES	25 3.15
CALIFORNIA SPATIAL REFERENCE CENTER (CSRC).....	25
4.0 ATTACHMENTS	26
4.1 SAMPLE ORDINANCE LANGUAGE	26 4.2
SAMPLE MEMO TO ENCROACHMENT PERMIT OFFICE	27 4.3
SAMPLE MEMO TO COUNTY ROAD MAINTENANCE DIVISION	40 4.4
SAMPLE MEMO TO UTILITY DIVISION (Design and Construction)	42 4.5
SAMPLE MEMO TO COUNTY CAPITAL PROJECTS DIVISION (OR UTILITIES DIVISION)	45 4.6
LETTER TO CITIES.....	48 4.7
LETTER TO UTILITY COMPANIES AND UTILITY DISTRICTS	51 4.8
LETTER TO TRADE ORGANIZATIONS (REALTORS, CONTRACTORS, BUILDERS	54 4.9
EXCHANGES)	54 4.9
LETTER TO CLSA CHAPTERS	55

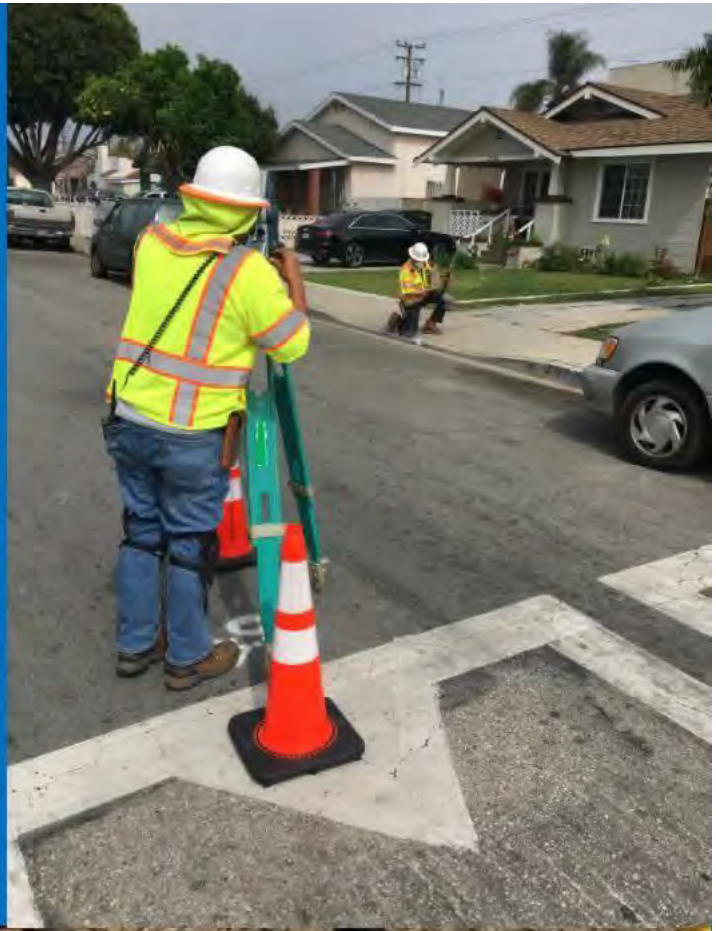
Attachment Five

2025 CEAC Guide for Preparation of Records of Survey and Corner Records (excerpt only)



GUIDE TO THE
PREPARATION OF
RECORDS
OF
SURVEYS
AND CORNER
RECORDS

WWW.CEACOUNTIES.ORG



CALIFORNIA ENGINEERS ASSOCIATION OF CALIFORNIA
GUIDE TO THE PREPARATION OF RECORDS OF SURVEY AND CORNER RECORDS PREFACE

In writing this, it was the purpose of the County Engineers Association of California to develop a statement of procedure for filing records of survey and corner records which, if followed by the surveyor or engineer, would result in the document being filed with a minimum of difficulty in all of the counties. The materials presented here represent the results of this effort.

Recognizing that the land surveyor or civil engineer is a professional practitioner and that the Professional Land Surveyors' Act allows great flexibility in the preparation of the record of survey map, these materials are presented as guidelines which are believed to reflect good professional practice without being unduly restrictive. These guidelines are NOT to be construed as representing one method which is acceptable in all circumstances. It is important to note that the goal of the final product (record of survey or corner record) is to effectively communicate to an unknown future surveyor the location of property corners.

This Guide is current and conforms to the Professional Land Surveyors' Act through January 1, 2025. As such, the Professional Land Surveyors' Act is extensively quoted. It is not our intent to update it annually.

This Guide was revised in June 1991 to include GPS records of survey guidelines (1st Revision). These guidelines were developed with the participation of the following agencies/ organizations:

County Engineers Association of California, League of California Surveying Organizations, Caltrans, California Land Surveyors Association.

Prepared by: Lou Hall, San Diego County and E. Art Varon, Ventura County
Submitted by: John Canas, Chair *Surveying and Land Use Committee* – March 10, 1989

2nd Revision by: John Canas, Orange County - January 1, 1995

3rd Revision by: John Canas, Orange County - January 1, 2000
With input from: *The League of California Surveying Organizations - Revision Committee*
Daniel Moye, San Bernardino County,
Chair Michael Emmons, Santa Barbara County
Robert Chacon, Ventura County
Paul Smith, Los Angeles County
Robert Vasquez, Orange County

4th Revision by: Michael B. Emmons, Santa Barbara County - January 1, 2009
With input from: *The League of California Surveying Organizations - Revision committee*
Ray Mathe, Orange County, Chair
Michael Raihle, San Bernardino County
Jon Hornecker, Orange County *California Land Surveyors Association*

5th Revision by: John Canas, CSRC - June 22, 2015
With input from: Greg Helmer

Rich Maher
Kimberly Holtz

6th Revision by: Aleksandar Jevremovic, Santa Barbara County - July 30, 2020
With input from: Warren Smith, Tuolumne County
Ray Mathe, San Diego County
Pat Minturn, Shasta County
Ian Wilson, Alameda County

7th Revision by: Steve Hennessee, Los Angeles – November 6, 2025
With input from: Robert Bronkall, Humboldt County
Robert Pachinger, Calaveras County
Joseph DeChellis, Ventura County
Aleksandar Jevremovic, Santa Barbara County
Russel Marks, Mariposa County
Vance Ricks, Lake County
Don Willis, Lassen County

TABLE OF CONTENTS

Preface **2**

1.0 Land surveyor defined **5**

2.0 Corner records **5**

 2.1 Purposes and requirements for a corner record 5

 2.2 Responsibilities of the surveyor/engineer filing a corner record 7

 2.3 State of California, Business & Professions Code 8

 2.4 California Code of Regulations, Title 16, Division 5 (Board Rules) 9

 2.5 Responsibilities of the county surveyor when examining a corner record 11

3.0 Records of survey **12**

 3.1 Purpose and requirements for a record of survey 12

 3.2 Responsibilities of the surveyor/engineer filing a record of survey 14

 3.3 Responsibilities of the county surveyor when examining a record of survey..... 15

 3.4 Record of survey check list 17

 3.5 Explanatory notes for record of survey check sheet 18

 3.6 Basis of bearings (optionally included coordinates) 21

4.0 Sample Documents **21**

TABLE OF CONTENTS

Preface 2

1.0 Land surveyor defined 5

2.0 Corner records 5

 2.1 Purposes and requirements for a corner record 5

 2.2 Responsibilities of the surveyor/engineer filing a corner record 7

 2.3 State of California, Business & Professions Code 8

 2.4 California Code of Regulations, Title 16, Division 5 (Board Rules) 9

 2.5 Responsibilities of the county surveyor when examining a corner record 11

3.0 Records of survey 12

 3.1 Purpose and requirements for a record of survey 12

 3.2 Responsibilities of the surveyor/engineer filing a record of survey 14

 3.3 Responsibilities of the county surveyor when examining a record of survey..... 15

 3.4 Record of survey check list 17

 3.5 Explanatory notes for record of survey check sheet 18

 3.6 Basis of bearings (optionally included coordinates) 21

4.0 Sample Documents 21

Attachment Two
CEAC Treasurers Report

COUNTY ENGINEER'S ASSOCIATION OF CALIFORNIA

CEAC Treasurer's Report – February 27, 2026

Presented for the Board's evaluation and consideration is the Final CEAC Budget for 2026, which shows projected revenues (\$500,000) to be roughly equal to anticipated expenditures (\$497,800), indicating the CEAC budget is structurally balanced. A line item has been included in the CEAC budget to cover the cost of upgrading the outdated CEAC website, estimated to cost \$25,000.

As a reminder, expenses to CEAC were increased in 2025 by both our strategic partners at NACE and CSAC. Combined those higher expenditures resulted in a 20% increase to the CEAC budget. The associated county member dues and affiliate dues were intended to also be increased by 20% in 2025. Through an oversight, the dues were only increased by 10% for county members. As a result, the county member dues are recommended to be increased by 15% in 2026 to adequately cover the cost increases. The recommended 15% increase is comprised of the 10% under charge in 2025 along with the additional annual increase of 5% from our CEAC contract with CSAC in 2026. The 2026 CEAC budget is prepared with the recommended 15% county member dues increase. The affiliate dues were properly increased by 20% in 2025, so their respective increase will be 5% in 2026, consistent with the CSAC contract price increase. As specified in our CEAC contract with CSAC, CSAC will increase contract costs to CEAC 5% annually, so CEAC should be prepared to increase annual member dues by that same 5% on an ongoing basis.

An item that needs further refinement is the budget to complete the 2026 Local Streets and Roads Needs Assessment. The annual county contributions remain consistent with previous years payments and should result in \$60,000 in county funding that can pay for the county's share of the Needs Assessment. The Regional Transportation Planning Agencies are working to provide their contribution to the important Needs Assessment. The cities contributed \$140,000 in 2025 toward the Needs Assessment. The 2026 Final Budget shows only the county contribution, but any additional funds can be included into the Budget when more certainty is developed.

The CEAC Treasurer recommends the CEAC Board approve the Final 2026 CEAC Budget as presented.

COUNTY ENGINEERS ASSOCIATION OF CALIFORNIA
2026 FINAL BUDGET

Account Balances at Year End of 2025

CEAC General Fund	\$	336,490
PWSS (PWAPS) Sub Account	\$	11,917
Bedroll Sub Account	\$	6,019
Local Streets & Roads (LS&R) Sub Account	\$	407,536
Total Account Balance 1/1/2026	\$	761,962

2026 Income

Membership Dues	\$	380,000
Affiliate Dues	\$	20,000
Spring Conference	\$	30,000
Policy Conference	\$	30,000
Annual Conference	\$	25,000
Bedroll Income	\$	5,000
PWSS (PWAPS) Income	\$	-
Misc. Income (job posting, etc.)	\$	10,000
CEAC General Fund Income	\$	500,000

LS&R Contributions	\$	60,000
--------------------	----	--------

Total Estimated Funds Available	\$	1,321,962
--	-----------	------------------

2026 EXPENDITURES

NACE Dues	\$	90,000
CSAC Contract	\$	263,000
Spring Conference	\$	30,000
Policy Conference	\$	15,000
Annual Conference	\$	30,000
PWSS (PWAPS) Expenses	\$	-
Bedroll Expenses	\$	5,000
CEAC PWSS Reception Sponsorship	\$	-
CEAC/CLODS Meeting	\$	6,000
Newsletter Editor	\$	500
Scholarships	\$	6,000
Awards & Gifts	\$	1,500
Office Supplies (Website Update)	\$	25,000
Tax Fees & Accounting	\$	800
Officers Travel & Expenses	\$	15,000
Misc. (Insurance, etc.)	\$	10,000
CEAC General Fund Expenses	\$	497,800

LS&R	\$	450,000
------	----	---------

Total Proposed Expenses	\$	947,800
--------------------------------	-----------	----------------

ESTIMATED YEAR END ACCOUNT BALANCES

CEAC General Fund	\$	338,690
PWSS (PWAPS) Sub Account	\$	11,917
Bedroll Sub Account	\$	6,019
LS&R Sub Account	\$	17,536
TOTAL YEAR END ACCOUNT BALANCE	\$	374,162

Attachment Three
Bylaws change ARTICLE XVII and ARTICLE XVIII

Attachment # -3

Formatted: Font: 12 pt

Formatted: Left: 0.8", Top: 0.8"

Formatted: Font: Cambria

Formatted: Font: Cambria

Recommended Motion – Approve of addition of CEAC Board of Director’s Office - CEAC Member of NACE Executive Committee. Bring back clean revision of By-Laws at least 30 days before the Fall CEAC Board Meeting at Chula Vista - - Friday, November 20th, 2026 (e.g.g. by October 20th publish a member vote along with Policy Committee Agendas) with any corrections or adjustments for final ratification at the fall conference for distribution to the membership and final ratification by the Board of Directors.

ARTICLE XVII

Formatted: Font: Cambria, 12 pt, French (France)

NACE Representative

Section 1. The NACE Representative shall be the liaison between the Association and the National Association of County Engineers (NACE), shall attend the annual NACE-Fall NACE Board of Directors meeting and the NACE Spring Conference Board of Directors meeting as defined in the NACE By-Laws (most current edition) and be the official Association representative at these meetings. He/she/They shall report on NACE activities at the Association Board meetings.

Formatted: Font: Cambria, 12 pt

ARTICLE XVIII

CEAC Member of NACE Executive Committee

Section 1. A CEAC member, who is also a member of the National Association of County Engineers (NACE) Executive Committee as defined in the NACE By-Laws (most current edition) shall also hold an office on the CEAC Board of Directors. The absence of a NACE Executive Committee member shall not adversely affect the calculation of quorum of any CEAC Board meeting. The NACE Executive Committee Member shall report on NACE Executive Committee activities at the Association Board meetings.

ARTICLE XIX

Rules of Order

Each Board of Directors meeting shall include as a minimum the following items:

1. Minutes of the prior meeting
2. Business arising from discussion of minutes
3. Correspondence
4. Report of Officers
5. Report of Standing Committees
6. Report of Special Committees
7. Unfinished Business
8. New Business
9. Applications for Life Membership
10. Papers and Discussion
11. Announcements
12. Adjournment