

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

BOARD MEETING MINUTES

Meeting No. 261
October 10, 2013

1.0 CALL TO ORDER/ROLL CALL

Chair Grotte called the meeting to order at 6:35 p.m. Roll Call was taken.

Elizabeth Lewis - Atherton
Clarke Conway - Brisbane (6:35)
Terry Nagel - Burlingame
David Canepa - Daly City
Ruben Abrica - East Palo Alto (6:37)
Art Kiesel - Foster City
Rick Kowalczyk - Half Moon Bay
J Benton - Hillsborough
Kirsten Keith - Menlo Park (6:36)
Wayne Lee - Millbrae
Maryann Moise Derwin – Portola Valley
Barbara Pierce - Redwood City
Irene O'Connell - San Bruno
Bob Grassilli - San Carlos
Brandt Grotte - San Mateo
Pradeep Gupta - South San Francisco

Absent,
Belmont
Colma
Pacifica
San Mateo County
Woodside

Others:
Sandy Wong, Executive Director C/CAG
Nancy Blair, C/CAG Staff
Lee Thompson, C/CAG Legal Counsel
Tom Madalena, C/CAG Staff
John Hoang, C/CAG Staff
Jean Higaki, C/CAG Staff
Matt Fabry, C/CAG Staff

Wally Abrazaldo, C/CAG Staff
Kim Springer, San Mateo County
Papia Gambelin and Jennifer Stuart, PG&E
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member
Nirit Eriksson, San Mateo County
Beth Bhatnagar, Public Citizen
Alice Kaufman, Public Citizen

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

C/CAG's Legal Counsel introduced a new staff member, Nirit Eriksson. Ms. Eriksson is a Deputy County Counsel for San Mateo County.

Representatives from PG&E provided an update, and answered questions on the major PG&E projects in San Mateo County. A written update will be provided to C/CAG's Executive Director. *[No update has been provided as of the date of printing.]*

The C/CAG Board has requested PG&E to provide more details in their reports. Some of which are:

- Overall assessment of safety of underground pipelines in the cities of San Mateo County.
- Assurance of what testing has been done to make sure the lines have been made safe.
- PG&E should proactively provide information, not to be provided upon request city by city.
- Status of the current lines and what condition they are in.

PG&E ensured they will come back to the Board with more in-depth information, including the following.

- Methodologies, used to test pipeline safety.
- Project prioritization process.
- How the work is done using PG&E's risk assessment process.
- A list of projects scheduled for 2014

PG&E would like to work with the cities' Public Works Departments to discuss the possibility of getting a blanket encroachment permit for leak repairs.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

None.

5.0 CONSENT AGENDA

Board Member Benton **MOVED** approval of Items 5.1, and 5.2. Board Member Conway **SECONDED**. **MOTION CARRIED** 15-0-1. Board Member Nagel Abstained from the September 2013 minutes.

- 5.1 Approval of the minutes of regular business meeting No. 260 dated September 12, 2013. APPROVED
- 5.2 Review and approval of two MOUs with Strategic Energy Innovations for Climate Corps Bay Area Fellows, Kelly Harrison and Erica Kudbya, for an amount not to exceed \$22,700 each (for a total of \$45,400), for calendar year 2014. APPROVED

6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update. (A position may be taken on any legislation, including legislation not previously identified.) ACTION

There was no October C/CAG Legislative Committee. The last day of the legislative session was September 12, 2013, and the new session will reconvene on January 6, 2014. Most of the bills C/CAG is tracking are two-year bills.

Stormwater missed this year's session for legislative action. The committee will regather and decide what their legislative options are for next year. This item will be brought back to the November 14, 2013 C/CAG Board meeting.

No action was taken.

- 6.2 Review and approval of the call for projects guidelines and application for the C/CAG Priority Development Area (PDA) Planning Program. APPROVED

Board Member Nagel MOVED to approve Item 6.2 with the deadline extended to January 31, 2014, which would necessarily push back the other project-related deadlines for Item 6.2 by a month. Board Member Lee SECONDED. **MOTION CARRIED** 16-0.

- 6.3 Review and approval of an appointment to fill one vacant seat (Public) on the Resource Management and Climate Protection Committee (RMCP). APPROVED

The Board voted by ballot. Beth Bhatnagar was elected to fill the one vacant seat for a public member.

- 6.4 Review and approval of Resolution 13-33 adopting the FY 13-14 C/CAG Investment Policy. APPROVED

As shown in the staff report, it is recommended that C/CAG will not require to form the C/CAG Investment Advisory Committee, and instead recommends using the C/CAG Finance Committee for review and monitoring of the investments.

In addition to the recommended changes as shown in the staff report, staff also recommended to change the last sentence in the paragraph labeled 1 on page 57 as:

The portfolio should be analyzed not less than quarterly by the C/CAG Executive Director, and modified as appropriate periodically, as recommended by the Finance Committee and approved by the C/CAG Board, to respond to changing circumstances in order to achieve the Safety of Principle.

Staff will make the analysis, discuss this with the Finance Committee, and the C/CAG Board will make the final decision on any changes.

On page 60, there is a change to the language under ETHICS AND CONFLICTS OF INTEREST. The first line should begin:

The ~~C/CAG Investment Advisory~~ Finance Committee, Officers and employees . . .

The C/CAG Executive Director will bring a clean copy of the C/CAG Investment Policy back to the C/CAG Board at the November 14 meeting.

Board Member Conway MOVED to approve as amended pending verification of the revised copy. Board Member Canepa SECONDED. **MOTION CARRIED** 16-0.

- 6.5 Receive a presentation on C/CAG's FY 12-13 Highlights. INFORMATION

C/CAG's Executive Director provided a presentation and answered questions from the Board.

The Executive Director will email the power point presentation to the C/CAG Board, and have the document posted to the C/CAG website.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

None.

7.2 Chairperson's Report

The C/CAG Chair announced he is not going to run for re-election in the Fall of 2013. Chair Grotte will step down from the City Council of the City of San Mateo on December 2, 2013. The C/CAG Bylaws provide that when the Chair position becomes vacant, the Vice Chair can fulfill the position. The C/CAG Board can follow this, or have a vote for a new Chair and Vice Chair. Or wait until March 2014 when the annual election of the C/CAG Chair and C/CAG Vice Chair takes place.

7.3 Board members Report

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

The Executive Director mentioned that staff provided a handout, which is a list of on-going contracts, at each Board Member's seat.

9.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 599-1406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

- 9.1 Letter from Sandy Wong, Executive Director, C/CAG to Sheila Jordan, Superintendent, Alameda County Office of Education, dated 9/24/13. RE: Support of Alameda County Office of Education application for the National Science Foundation Advanced Technological Education Grant.

10.0 ADJOURN

The meeting adjourned at 8:20 p.m.