

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. 314
December 13, 2018

1.0 CALL TO ORDER/ROLL CALL

Chair Maryann Moise Derwin called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Doug Kim
Brisbane	– Cliff Lentz
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
Foster City	– Herb Perez (arrive 7:05 p.m.)
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Gina Papan
Pacifica	– John Keener
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Irene O’Connell
San Carlos	– Mark Olbert
San Mateo	– Diane Papan (arrive 6:55 p.m.)
San Mateo County	– David Canepa (depart 10:10 p.m.)
South San Francisco	– Karyl Matsumoto – SamTrans & TA

Absent:

Daly City
East Palo Alto
Woodside

Others:

Sandy Wong	– C/CAG Executive Director
Mima Guilles	– C/CAG Staff
Matthew Sanders	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff
Matt Fabry	– C/CAG Staff

Reid Bogert – C/CAG Staff
 Sara Muse – C/CAG Staff
 Susy Kalkin – C/CAG Staff
 Kim Springer – San Mateo County
 Matt Robinson – Shaw/Yoder/Antwih
 Seth Miller – League of Cities
 April Chan – SMCTA
 Joe Hurley – SMCTA
 Sue Vaterlaus – Pacifica
 Andrew B. Fremier – MTC
 Lisa Klein – MTC
 Carolyn Gonot – VTA
 Casey Emoto – VTA
 Tony Harris – PointC
 Emily Beach – Burlingame
 Other members of the public attended.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker.

None.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

None.

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

Board Member O’Connell MOVED approval of Items 5.1, 5.2., 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9 and 5.10. Board Member Ruddock SECONDED. **MOTION CARRIED 16-0-0**

- 5.1 Approval of the Minutes of regular business meeting No. 313 dated November 8, 2018. APPROVED
- 5.2 Review and approve of the 2019 C/CAG Board calendar. APPROVED
- 5.3 Review and approve of the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2018. APPROVED
- 5.4 Review and approve of Resolution 18-67 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo to provide staff services for the San Mateo County Energy Watch Program 2019 calendar year for an amount not to exceed \$250,000. APPROVED

- 5.5 Review and approve of Resolution 18-68 authorizing the C/CAG Chair to execute Amendment No.1 to an agreement between C/CAG and DNV GL Energy Services USA, Inc. adding \$89,260 for a new total amount not to exceed \$349,260 APPROVED
- 5.6 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2018 and the Memorandum on Internal Control and Required Communications for the Year Ended June 30, 2018. APPROVED
- 5.7 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2018. APPROVED
- 5.8 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from August 17, 2016 through September 30, 2017. APPROVED
- 5.9 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2018. APPROVED
- 5.10 Review and accept the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2017 APPROVED

6.0 REGULAR AGENDA

- 6.1 Review and approve C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). NO ACTION

The Board received legislative update from Matt Robinson, Shaw/Yoder/Antwih regarding the status of Proposition 6, the November 6, 2018 election results, and the State budget.

- 6.2 Review and approve of the Annual C/CAG Legislative Policies for 2019. TABLED UNTIL NEXT BOARD MEETING

The Legislative Committee reviewed the staff recommended draft Legislative Policies for 2019 and made significant recommended changes at their December 13, 2018 meeting. Due to the extent of changes, it was recommended that the C/CAG Board table this item until the January Board meeting and be presented with a revised draft incorporating committee comments.

Board Member Canepa MOVED to table item 6.2. Board Member Carlton SECONDED. **MOTION CARRIED 16-0-0**

- 6.3 Review and approve of an Owner/ Operator option for the US 101 Express Lane project.

Sandy Wong, Executive Director of C/CAG, provided introduction and background information regarding the US 101 express lane project and owner/operator options of BAIFA and VTA.

The C/CAG Board received a presentation from Andrew Fremier, Deputy Executive Director of BAIFA, on BAIFA Express Lane Network. The Board also received a

presentation from Carolyn Gonot, Chief Engineering & Program Delivery Officer of VTA, on VTA Express Lanes.

Emily Beach, Burlingame, provided public comment.

During the discussion of this item, the time was close to 9:00 PM. Board Member Carlton MOVED to continue the Board meeting and allow the discussion of items after 9 pm. Board Member Ortiz SECONDED. **MOTION CARRIED 18-0-0.**

Board Member Perez MOVED to create a sub-committee to provide all questions regarding both options to staff, and to direct staff to provide answers to those questions prior to returning to the Board action. Board Member Carlton SECONDED. **MOTION FAILED 9-9-0**

Yes (9)

Atherton	Elizabeth Lewis
Belmont	Doug Kim
Brisbane	Cliff Lentz
Colma	Diana Colvin
Foster City	Herb Perez
Menlo Park	Catherine Carlton
Millbrae	Gina Papan
San Mateo	Diane Papan
South San Francisco	Karyl Matsumoto

No (9)

Burlingame	Ricardo Ortiz
Half Moon Bay	Debbie Ruddock
Hillsborough	Marie Chuang
Pacifica	John Keener
Portola Valley	Maryann Moise Derwin
Redwood City	Alicia Aguirre
San Bruno	Irene O'Connell
San Carlos	Mark Olbert
San Mateo County	David Canepa

Absent

Daly City
East Palo Alto
Woodside

Board Member Canepa MOVED to approve that the C/CAG Board enter into negotiations with Bay Area Infrastructure Financing Authority (BAIFA) and 1) Direct the C/CAG Executive Director to work with the TA to set up a joint C/CAG /TA Ad hoc committee of 3 members from each Board to resolve governance issues to ensure input to the San Mateo County's BAIFA member comes from TA and C/CAG Boards 2) bring this resolution to the C/CAG Board no later than the February 2019 TA and C/CAG Board meetings. Board Member Olbert SECONDED. **MOTION CARRIED 11-7-0**

Yes (11)

Belmont	Doug Kim
Colma	Diana Colvin
Half Moon Bay	Debbie Ruddock
Hillsborough	Marie Chuang
Pacifica	John Keener
Portola Valley	Maryann Moise Derwin
Redwood City	Alicia Aguirre
San Bruno	Irene O'Connell
San Carlos	Mark Olbert
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San Mateo County	David Canepa

No (7)

Atherton	Elizabeth Lewis
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Burlingame	Ricardo Ortiz
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Chair Derwin took the names of Board members who would be interested in serving on the ad hoc committee that the Board directed the Chair to create. Board members Diane Papan, Gina Papan, Kim, Lentz, Olbert, and Aguirre volunteered.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

7.2 Chairperson's Report.

Chair Derwin announced there is an opening at the C/CAG Finance Committee. Interested individuals with a background in finance should contact Executive Director Sandy Wong.

7.3 Board Members Report/ Communication.

Board Member Keener announced this will be his last C/CAG Board meeting as he will not be on the Pacifica City Council next year. C/CAG board members thanked Mr. Keener for his service and wished him well.

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

10.0 CLOSED SESSION

10.1 Public Employee Performance Evaluation.

Title: Executive Director of C/CAG.

10.2 Conference with Labor Negotiators.

C/CAG Representatives: Maryann Moise Derwin.

Unrepresented Employee: Executive Director.

11.0 RECONVENE IN OPEN SESSION

11.1 Report out on any actions taken during the Closed Session.

C/CAG legal counsel reported that there were no reportable actions taken during the Closed Session.

12.0 Action on Compensation Adjustment for Executive Director. ACTION

Board member Colvin MOVED the Board to approve, for the C/CAG Executive Director, a 5% increase in salary and a 4% bonus. Board member Lentz SECONDED. **MOTION CARRIED 17-0-0**

13.0 Approval of 2019 Performance Objectives for Executive Director. ACTION

Board Member Gina Papan MOVED the Board to approve the C/CAG Executive Director's performance objectives for 2019. Board member Carlton SECONDED. **MOTION CARRIED 17-0-0**

14.0 ADJOURNMENT – 10:50 PM

Next scheduled meeting January 10, 2019