

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. 326
December 12, 2019

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	– Davina Hurt
Burlingame	– Ricardo Ortiz (6:40 p.m.)
Daly City	– Roderick Daus-Magbual
Foster City	– Sam Hindi
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Gina Papan (depart 7:55 p.m.)
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Rico Medina
San Carlos	– Adam Rak (6:38 p.m.)
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto
Woodside	– Ned Fluet
SMCTA (Non-Voting)	– Karyl Matsumoto
SamTrans (Non-voting)	– Josh Powell

Absent:

Brisbane
Colma
East Palo Alto
Half Moon Bay
San Mateo

Others:

Sandy Wong	– C/CAG Executive Director
Mima Guilles	– C/CAG Clerk
Melissa Adrikopoulos	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff
Matt Fabry	– C/CAG Staff
Susy Kalkin	– C/CAG Staff

Jeff Lacap	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Mikaela Hiatt	– C/CAG Staff
Kimberly Wever	– C/CAG Staff
Kim Springer	– San Mateo County
Matt Robinson	– Shaw/Yoder/Antwih
Andrew Antwih	– Shaw/Yoder/Antwih
Peter Drekmeier	– Tuolumne River Trust

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.

Board Member, G. Papan (Millbrae) announced of the new FasTrak Flex for electric cars. You get half off on the bridge tolls and other benefits.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Irene O’Connell for her years of dedicated service to C/CAG.

Chair Derwin announced the appreciation to Irene O’Connell for her years of dedicated service to C/CAG. Executive Director Wong read a message from member O’Connell who was out of town and unable to attend in person. In her statement, Member O’Connell stated it is her honor and privileged to have served on C/CAG for so long, and the opportunity to work with such great colleagues to accomplish so much and look forward to hearing more successes from this board in the future.

4.2 Certificate of Appreciation to Jean Higaki for her years of dedicated service to C/CAG.

Chair Derwin announced the appreciation to Jean Higaki for her years of dedicated service to C/CAG. Ms. Higaki addressed the Board with her emotional remarks. She expressed her appreciation for being able to assist C/CAG member agencies to solve problems and get projects accomplished. She also thanked the C/CAG Board for its “trademark” of collaboration whereby every jurisdiction has a seat at the table.

4.3 Receive a presentation on water supply and a few things you might want to know.

The C/CAG Board received a presentation from Mr. Peter Drekmeier of the Tuolumne River Trust, on water supply and the Bay Delta Water Quality Control Plan.

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 Aguirre MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9.1, 5.9.2 and 5.10. Board Member Ortiz SECONDED, Board Member Hindi abstained. **MOTION CARRIED 15-0-1.** Member

- 5.1 Approval of the minutes of regular business meeting No. 325 dated November 14, 2019. APPROVED
- 5.2 Review and approval of the Joint Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Years 20/21 & 21/22. APPROVED
- 5.3 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2019, the Memorandum on Internal Control, and the Required Communications for the Year Ended June 30, 2019. APPROVED
- 5.4 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2019. APPROVED
- 5.5 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from August 17, 2017 through September 30, 2018. APPROVED
- 5.6 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2019. APPROVED
- 5.7 Review and approval of the appointment of Brian Levenson, resident of Redwood City, to fill one vacant public member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for a two-year term. APPROVED
- 5.8 Review and approval of the appointment of Adam Rak to the Legislative Committee. APPROVED
- 5.9 Review and approval of materials related to receiving state grant funding for multi-benefit regional stormwater capture projects.
 - 5.9.1 Review and approve allocating \$2.94 million in grant funding from the California Natural Resources Agency to five projects to advance multi-benefit, regional stormwater management in San Mateo County. APPROVED
 - 5.9.2 Review and approval of Resolution 19-57 approving the application for \$2.94 million in grant funding from the California Natural Resources Agency for multi-benefit regional stormwater capture projects and authorizing the Executive Director to negotiate and execute a grant agreement for receipt of said funds and submit all necessary documents to fulfill grant requirements. APPROVED
- 5.10 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2019. APPROVED

6.0 REGULAR AGENDA

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

Matt Robinson and Andrew Antwih (Shaw/Yoder/Antwih, Inc.), C/CAG's legislative advocates, provided a legislative update on Bills that are being tracked as the second year of this two-year legislative cycle commencing on January 6, 2020.

SB 50 (Weiner) and SB 278 (Beall) on FASTER will need to be moved out of the Senate by January 31 to be included in the regular Bill session and considered for signing by the governor in 2020. Staff will track these Bills in early 2020. C/CAG's advocates will be attending a conference on planned amendments to SB 50, including a proposed interim period for local governments to update local land use and housing policies to comply with state guidance, in-lieu of being subject to the original provisions of SB 50.

Mr. Robinson also made remarks on the upcoming retirement of staff Jean Higaki, and wished her happy retirement.

- 6.2 Review and approval of the Annual C/CAG Legislative Policies for 2020. NO ACTION

Reid Bogert, C/CAG staff, provided a report of the discussion at the Legislative Committee on the proposed Annual 2020 C/CAG Legislative Policies. The Legislative Committee discussed several minor edits and additional policy recommendations to address climate change, bike and pedestrian funding, and improved regional transportation agency interconnectivity. This item will be returned to the Board at its next meeting.

- 6.3 Review and approval of the 2020 C/CAG Board meeting calendar. APPROVED

Board Member Lewis MOVED to adopt the 2020 C/CAG Board meeting calendar with the modification of the October 8th meeting to move to October 15th. Board Member Canepa SECONDED. **MOTION CARRIED 16-0-0.**

Sandy Wong made a correction on item 6.3 as the year should be 2020 not 2019. She also recommends making minimal changes to the 2020 calendar.

Board Member, Aguirre, comments on the February 13th Board meeting that it may conflict with the President's Day long holiday weekend.

Board Member, Matsumoto comments on December 10th Board meeting that it may conflict with Hanukah and April 9th may conflict with Passover.

Chair Derwin suggest we leave the calendar as is for now and discuss it on the next Board meeting.

- 6.4 Receive a presentation on the Countywide Stormwater Program. INFORMATION

Reid Bogert, C/CAG staff, made a presentation on the Countywide Stormwater Program.

7.0 COMMITTEE REPORTS

7.1 Chairperson's Report

None.

7.2 Board Members Report/ Communication

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, reported that the recruitment process to backfill the position to be vacated by Ms. Higaki is currently on-going.

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Maryann Moise Derwin, Chair, City/County Association of Governments, to All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors, cc'd All City/County Managers of San Mateo County, dated 11/13/19. RE: C/CAG Committee Vacancies for Elected Officials

9.2 Letter from Rosanne Foust, President & CEO, SAMCEDA, to Honorable Chair Don Horsley, Members of the Board of Directors, dated 11/20/19. RE: The San Mateo County Economic Development Association (SAMCEDA) strongly supports the final draft staff proposal for the TA Strategic Plan 2020-2024

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.

No reportable action was taken in closed session.

12.0 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 19-81 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement between C/CAG and Executive Director. APPROVED

Chair Derwin informed the Executive Director (ED), Sandy Wong, that the Board appreciates her accomplishments in 2019, and her willingness to take on the extra duties through the process of

setting up the FSLRRD as well as providing services to the Express Lanes JPA. Based on the ED's overall performance, the Board offered the ED a 5% pay increase (consists of 3% cost-of-living adjustment and 2% merit), and a 5% bonus. Ms. Wong accepted the offer and addressed the Board with her thankful remarks and recognized all C/CAG staff for their contributions.

Chair Derwin also announced that the Board will extend the contract with the ED for one more year and update the terms. She and the Vice Chair will meet with the ED to discuss goal setting.

Board Member Ortiz MOVED approval of the Compensation Committee's recommendation as described in Resolution 19-81 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement between C/CAG and Executive Director. Board Member Rak SECONDED.

MOTION CARRIED 15-0-1. Alternate Board Member Medina Abstained.

13.0 ADJOURNMENT – 8:42 p.m.