

ABAG FINANCE AND PERSONNEL COMMITTEE

Summary Minutes

July 15, 2004

Members Present

Councilmember Julia Miller, Chair
Mayor Mark Green
Supervisor Scott Haggerty
Supervisor Rose Jacobs Gibson
Supervisor Peter McHugh, Vice Chair
Councilmember Steve Rabinowitsh
Councilmember Gwen Regalia
Supervisor Mike Rippey

Jurisdiction

City of Sunnyvale
City of Union City
County of Alameda
County of San Mateo
County of Santa Clara
City of Santa Rosa
City of Walnut Creek
County of Napa

Members Absent

Councilmember David Cortese City of San Jose

Officers and Staff Present

Henry Gardner, Deputy Executive Director
Patricia Jones, Assistant Executive Director
Eugene Leong, Executive Director
Kenneth Moy, Legal Counsel

The meeting was called to order at 5:10 p.m.

1. There were no public comments.
2. Minutes of the May 20, 2004 meeting were approved as presented. /M/ Green /S/ Haggerty /C/
3. Chan summarized the May and the preliminary June 2004 year-end financial reports for ABAG. /M/ Green /S/ Haggerty /C/ to approve.
4. As required by the California Government Code, the Committee reaffirmed ABAG's Investment Policy with no changes. /M/Green/S/Rippey/C/
5. The Committee discussed and recommended approval by the Executive Board the purchase of specific computer hardware and software components necessary for the implementation of a disaster recovery plan recommended by the agency's independent auditors, Maze & Associates. The total cost of the package will not exceed \$90,000. /M/Green/S/Regalia/C/

6. The Committee discussed and recommended Executive Board's approval of the purchase of two Toyota Prius Hybrid Sedans at a cost not to exceed \$48,000. These clean air vehicles will replace two of ABAG's older, high mileage fleet vehicles. The Committee approved the purchase of these vehicles but requested staff to evaluate the feasibility for the agency to participate in the City Car Share Program as a measure to minimize the number of fleet cars over the long run. /M/Haggerty/S/Green/C/
7. The Committee approved the following travel requests: /M/ Rabinowitsh/S/ Haggerty/C/

Eugene Leong, Executive Director, to attend the annual Metropolitan Regional Forum, New York, September 11-14. Costs of this travel are included in the FY 04-05 agency travel budget.

Reaffirmed the Chair's approval for Karen McDowell, Estuary Staff, to attend a National Aquatic Nuisance Task Force meeting, Columbia, Missouri, May 25-27. Costs of this travel are covered by an EPA grant to ABAG.
8. The Committee reviewed and discussed the revised FY 04-05 Legal Counsel Performance Review Questionnaire presented by Chair Miller. It was approved as presented. /M/McHugh/S/Green/C/
9. The Committee reviewed and discussed the revised FY 04-05 Executive Director Performance Review Questionnaire presented by Chair Miller. It was approved as presented. /M/McHugh/S/Green/C/. Leong presented letter to the Committee indicating his intent to retire in early 2005 with the last working day on December 17th. He pledged to work with the Administrative Committee over the next few months on the appointment of a successor to ensure a smooth transition.
10. Closed session. The Committee discussed the Legal Counsel's performance review and decided to postpone action on compensation changes by six months.
11. The meeting was adjourned at 7:30 p.m.