

ABAG FINANCE AND PERSONNEL COMMITTEE

Summary Minutes

September 18, 2003

Members Present

Councilmember Steve Rabinowitsh, Chair
Mayor Julia Miller, Vice Chair
Mayor Mark Green
Supervisor Scott Haggerty
Mayor Gwen Regalia
Supervisor Mike Rippey

Jurisdiction

City of Santa Rosa
City of Sunnyvale
City of Union City
County of Alameda
City of Walnut Creek
County of Napa

Members Absent

Supervisor Peter McHugh

County of Santa Clara

Officers and Staff Present

Joseph Chan, Finance Director
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 5:00 p.m.

1. There were no public comments.
2. Minutes of the July 17, 2003 meeting were approved as presented. /M/Green /S/Miller /C/
3. Chan summarized the July and August 2003 financial reports for ABAG. They were approved as presented. /M/Rippey /S/Green /C/
4. The Committee reviewed the agency's practices in investing liquid funds. /M/McHugh /S/Regalia /C/
5. The Committee approved Executive Director's presentation of the annual Diversity and Business Opportunity Report for FY 02-03. /M/Haggerty /S/Green /C/

6. The Committee approved the following travel requests: /M/Miller / S /Regalia /C/

Reaffirm the Chair's approval for Carol Thornton, Estuary Program Senior Planner and Debbi Nichols, Estuary Program Secretary to attend the annual National Estuary Program conference and a couple outreach meetings that are held in conjunction with the annual conference. These meetings will be held in Seattle, September 16-27. All costs relating to this travel request will be covered by the EPA grant contract. No ABAG funds will be necessary.

Clarke Howatt, ABAG Public Finance Director, to attend the conference of the Community Development Venture Capital Alliance, September 24, 2003 in Denver. All conference & travel costs to be paid from funds budgeted for this purpose by the ABAG Finance Authority for Nonprofit Corporations (no cost to ABAG).

Clarke Howatt, ABAG Public Finance Director, to attend the Bond Buyer Healthcare Finance Conference, November 6-7, 2003 in Chicago. All conference & travel costs to be paid from funds budgeted for this purpose by the ABAG Finance Authority for Nonprofit Corporations (no cost to ABAG).

Clarke Howatt, ABAG Public Finance Director, to attend the annual conference of the National Association of Local Housing Finance Agencies, November 13-15, 2003 in Phoenix. All conference & travel costs to be paid from funds budgeted for this purpose by the ABAG Finance Authority for Nonprofit Corporations (no cost to ABAG).

7. The meeting was adjourned at 6:00 p.m.