

**SAN MATEO COUNTY
FLOOD AND SEA LEVEL RISE RESILIENCY DISTRICT
Board of Directors meeting held remotely via Zoom
June 27, 2022
MINUTES**

1. Roll Call

Chair Dave Pine called the meeting to order at 4:05 p.m. via Zoom video conference software. Interim Clerk of the Board Sukhmani Purewal took the roll call.

Directors Present:

Marie Chuang, Representing At Large
Donna Colson, Representing Northern San Mateo County cities
Lisa Gauthier, Representing Southern San Mateo County cities
Don Horsley, Representing Board of Supervisors, District 3
Diane Papan, Representing Central San Mateo County Cities
Debbie Ruddock, Representing Pacific Coastside San Mateo County Cities (Vice Chair)
Dave Pine, Representing Board of Supervisors, At Large (Chair)

Director(s) Absent:

None

Staff Present:

Len Materman, Chief Executive Officer
Brian Kulich, Esq., Legal Counsel
Colin Martorana, Project Manager
Lucy Dong, Finance Manager
Makena Wong, Project Manager
Sukhmani Purewal, Interim Clerk of the Board

2. Public Comment

None

3. Action to Set the Agenda and Approval the Consent Agenda

- A. Adopt Resolution 2022-06-27-A to continue conducting meetings of the Board of Directors remotely due to public health concerns caused by the COVID-19 pandemic
- B. Approve the Minutes of the March 28, 2022 District Board meeting
- C. Authorize the CEO to execute a Master Services Agreement with Pump Repair Service Company for maintenance services for the Walnut and Angus Pump Stations in the San Bruno Flood Zone

Motion made by Director Chuang and seconded by Director Gauthier to set the agenda and approve consent agenda items:

Ayes: Chuang, Colson, Gauthier, Horsley, Papan, Ruddock, and Pine

Noes: None

Absent: None

Vote: 7-0-0

4. Regular Business

- A. Adopt Resolution 2022-06-27-B approving an Amendment to the Employment Agreement with, and a Discretionary Bonus of \$10,000 to, the Chief Executive Officer

Len Materman spoke on this item. The proposed amendments to the agreement are: 1. Extend the term for an additional two years, through June 30, 2026; and 2. Increase the CEO's annual salary, effective July 1, 2022 by 6.5% from \$235,000 to \$250,275. All other terms and conditions of the agreement will remain in place.

Reporting out from the closed session following the May 23, 2022 Board meeting, the performance review of the CEO found that the CEO has performed exceptionally. In recognition of the CEO's performance over the past two years, the Board desires to give him a one-time discretionary bonus of \$10,000.

Other speakers: Chair Pine, Director Horsley, Director Colson, Vice Chair Ruddock, Director Gauthier, Director Papan, and Director Chuang.

Motion made by Director Chuang and seconded by Director Ruddock to adopt the resolution:

Ayes: Chuang, Colson, Gauthier, Horsley, Papan, Ruddock, and Pine

Noes: None

Absent: None

Vote: 7-0-0

- B. Adopt Resolution 2022-06-27-C establishing a Salary Schedule for Fiscal Year 2022-23

Len Materman spoke on this item. The changes to the Salary Schedule that are now proposed reflect the new CEO salary proposed for Board approval in Agenda Item 4A and the number of employees (2) within the category of Project Manager to reflect the promotions of Colin Martorana and Makena Wong. Any fiscal impacts resulting from these changes are included in the FY2022-23 Operating Budget proposed in Agenda Item 4C.

Other speakers on this item: Chair Pine

Public Speaker(s): None

Motion made by Director Colson and seconded by Director Papan to approve the resolution:

Ayes: Chuang, Colson, Gauthier, Horsley, Papan, Ruddock and Pine

Noes: None

Absent: None

Vote: 7-0-0

- C. Approve the Fiscal Year 2022-23 Operating Budget, Flood Zones Budget, and Capital Projects Budget

Len Materman spoke on this item. The key differences between proposed FY 2022-23 budgets and the approved FY2021-22 budgets are: 1. The 3 years of annual contributions by the County and all 20 cities within it have ended; Operating Budget revenue now includes State grants, County Measure K funds, and interest; 2. All 3 Flood Zones are expected to see increased property tax

revenue next year. The Flood Zones with noticeably increased expenses are San Bruno to maintain two pump stations and our annual contribution to the San Francisquito Creek Joint Powers Authority; and 3. In the Capital Project Budget, the income and expenses of the Bayfront Canal & Atherton Channel Project are greatly reduced as construction is complete, the revenue and expenses of the Millbrae and Burlingame Shoreline Area Project are substantially increased, and we added a potential project along the Pillar Point Harbor Area Coastline.

Other speakers on this item: Chair Pine, Director Horsley, Director Colson, and Vice Chair Ruddock.

Public Speaker(s): None

Motion made by Chair Pine and seconded by Vice Chair Ruddock to approve the Fiscal Year 2022-23 Operating Budget, Flood Zones Budget, and Capital Projects Budget:

Ayes: Chuang, Colson, Gauthier, Horsley, Papan, Ruddock and Pine

Noes: None

Absent: None

Vote: 7-0-0

5. **Chair's Report**

Chair Pine mentioned that the parcel tax will not move forward at this time. Following outreach, recent polling was not favorable due to concerns with the economy.

Other speakers on this item: Director Horsley, Director Papan, and Len Materman.

Public Speaker(s): None

6. **CEO's Report**

Mr. Len Materman provided a report on the following:

- Welcomed June Choi, Stanford PhD student and Summer Fellow with OneShoreline through the Haas Center's Partnerships for Climate Justice program
- Future Board Item: OneShoreline objectives for planning and development review

7. **Board Members Reports and Items for a Future Agenda***

Director Gauthier mentioned a question raised by Ann Schneider at last County Emergency Team meeting about who was responsible for creek flooding in Millbrae.

Vice Chair Ruddock reported an update on state legislation related to OneShoreline's work.

8. **Closed Session – Public Employee Performance Evaluation, Title: Chief Executive Officer**

Board ended the regular open session and joined the closed session at 4:58 p.m.

9. **Adjournment**

The meeting adjourned to closed session at 4:58 p.m. with no reportable action to follow by either Chair Pine or Counsel Brian Kulich.