



375 Beale Street  
Suite 700  
San Francisco, California  
94105

## Meeting Minutes - Draft

### ABAG Finance Committee

*Chair, Karen Mitchoff, Supervisor, County of Contra Costa*  
*Vice Chair, Erin Hannigan, Supervisor, County of Solano*

---

Thursday, April 23, 2020

5:05 PM

Board Room - 1st Floor

---

#### Association of Bay Area Governments Finance Committee

The ABAG Finance Committee will be meeting on April 23, 2020, 5:05 p.m., in the Bay Area Metro Center (Remotely). In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and the Guidance for Gatherings issued by the California Department of Public Health, the meeting will be conducted via webcast, teleconference, and Zoom for committee, commission, or board members who will participate in the meeting from individual remote locations.

A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

The meeting webcast will be available at: <https://abag.ca.gov/meetings-events/live-webcasts>

Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

Attendee Link: <https://bayareametro.zoom.us/j/99107098660>  
Join by Telephone: 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)  
Webinar ID: 99 107 098 660

Detailed instructions on participating via Zoom are available at:  
<https://abag.ca.gov/zoom-information>

Members of the public may participate by phone or Zoom or may submit comments by email at [info@bayareametro.gov](mailto:info@bayareametro.gov) by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name in the subject line. Due to the current circumstances there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

The ABAG Finance Committee may act on any item on the agenda.

The meeting is scheduled to begin at 5:05 p.m.

Agenda, roster, and webcast available at <https://abag.ca.gov>  
For information, contact Clerk of the Board at (415) 820-7913.

## 1. Call to Order / Roll Call / Confirm Quorum

Chair Mitchoff called the meeting to order at about 5:07 p.m. Committee members participated telephonically. Quorum was present.

**Present:** 8 - Arreguin, Chavez, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 1 - Cortese

## 2. Public Comment

There was no public comment.

## 3. Committee Member Announcements

There were no Committee Member announcements.

## 4. Chair's Report

### 4.a. [20-0408](#) ABAG Finance Committee Chair's Report

There was no Chair's Report.

## 5. Consent Calendar

**Upon the motion by Pierce and second by Rabbitt, the Consent Calendar was approved. The motion passed unanimously as follows:**

**Aye:** 8 - Arreguin, Chavez, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 1 - Cortese

### 5.a. [20-0403](#) Approval of ABAG Finance Committee Minutes of January 16, 2020

## 6. Financial Statements

### 6.a. [20-0404](#) Report on ABAG Financial Statements for period ended December 31, 2019 (Unaudited)

Brian Mayhew gave the report. There was no public comment.

**Upon the motion by Chavez and second by Rabbitt, the report on ABAG Financial Statements for period ended December 31, 2019 was approved. The motion passed unanimously by the following vote:**

**Aye:** 8 - Arreguin, Chavez, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 1 - Cortese

## 7 Contracts and Purchase Requisitions

- 7.a. [20-0405](#) Report on ABAG Contracts and Purchase Requisitions between \$20,000 and \$50,000 from November 2019 to February 2020

Brian Mayhew gave the report. There was no public comment.

**Upon the motion by Haggerty and second by Hannigan, the report on contracts and purchase requisitions between \$20,000 and \$50,000 from November 2019 to February 2020 was approved. The motion passed unanimously by the following vote:**

**Aye:** 8 - Arreguin, Chavez, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 1 - Cortese

- 7.b. [20-0407](#) Authorization for approval of a five-year contract with Crowe LLP to provide the Association of Bay Area Governments annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval; the contract amount for Fiscal Year 2019-20 is not to exceed \$434,688; the estimated total amount of the five-year contract with a 2.5 percent inflation assumption is \$2,039,501

Brian Mayhew gave the report. There was not public comment.

**Upon the motion by Rabbitt and second by Ramos, the ABAG Finance Committee recommended ABAG Executive Board approval of a five-year contract with Crowe LLP to provide annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval; the contract amount for Fiscal Year 2019-20 is not to exceed \$434,688; the estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$2,039,501.**

**Aye:** 8 - Arreguin, Chavez, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 1 - Cortese

## 8. Investments

- 8.a. [20-0406](#) Report on ABAG Investments for December 2019

Brian Mayhew gave the report. There was no public comment.

**Upon the motion by Pierce and second by Arreguin, the report on ABAG investments for December 2019 was approved. The motion passed unanimously by the following vote:**

**Aye:** 7 - Arreguin, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Absent:** 2 - Chavez, and Cortese

## 9. ABAG Finance Authority for Nonprofit Corporations

- 9.a. [20-0445](#) Adoption of Resolution No. 06-2020 Acknowledging and Accepting Transfer of Administrative Responsibilities, Duties, and Obligations from ABAG Finance Authority for Nonprofit Corporations to Advancing California Finance Authority

Brian Mayhew gave the report. Cortese joined the meeting. There was no public comment.

**Upon the motion by Cortese and second by Chavez, the ABAG Finance Committee recommended ABAG Executive Board adoption of Resolution No. 06-2020. The motion passed unanimously by the following vote:**

**Aye:** 9 - Arreguin, Chavez, Cortese, Haggerty, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

## 10. Operating Budget and Work Program

- 10.a. [20-0470](#) Approval of Proposed ABAG Operating Budget and Work Program for Fiscal Year 2020-2021

Brian Mayhew gave the report. Members discussed the membership dues formula. There was no public comment.

**Upon the motion by Cortese and second by Arreguin, the ABAG Finance Committee recommended that the ABAG Executive Board forward and recommend ABAG General Assembly approval of the ABAG operating budget and work program for Fiscal Year 2020-2021. The motion passed unanimously by the following vote:**

**Aye:** 8 - Arreguin, Chavez, Cortese, Hannigan, Mitchoff, Pierce, Rabbitt, and Ramos

**Nay:** 1 - Haggerty

## 11. Adjournment / Next Meeting

Chair Mitchoff adjourned the meeting at about 6:31 p.m. The next regular meeting of the ABAG Finance Committee is on May 21, 2020.