



NOTICE and AGENDA

CITIES ASSOCIATION BOARD OF DIRECTORS MEETING AGENDA

Thursday, April 13, 2017, 7:00 p.m.
West Conference Room, Sunnyvale City Hall
456 West Olive Avenue, Sunnyvale, CA

This agenda and packet is available at www.citiesassociation.org

- 1. Welcome, Introductions and Roll Call** 7:00
- 2. Oral Communication** 7:00 - 7:05
(This time is reserved for public comment and is limited to topics not on the agenda; comment time not to exceed 3 minutes.)
- 3. Consent Calendar** 7:05 – 7:10
 - a. Approval of Minutes of March 9, 2017 (Pepper)
 - b. Acceptance of Financial Reports (Pepper)
 1. March 2017 Balance Sheet
 2. March 2017 Budget Report
 3. March 2017 Transactions Report
- 4. Priorities Discussion & Presentations**
 - a. Equitable Communities Subcommittee Report & Draft Ordinance (Manny Cappello, Jan Pepper) 7:10 – 7:25
 - b. Overview of County & Socially Responsible Partnerships activities supporting immigrant communities (Steve Preminger, Jane Le Fevre) 7:25 – 7:55
- 5. New Business**
 - a. May General Membership Meeting: Institute for the Future (Sinks) 7:55 – 8:05
 - b. LAC Report: LAC Meeting scheduled for May (Showalter) 8:05 – 8:15
 - c. Approval: Co –Partnership with SVLG - 6th Annual Regional Economic Forum – June 15th; 7:15 am – 12:00 pm (Sinks) 8:15 – 8:20
 - d. Update: Hiring of New Executive Director 8:20 -- 8:25
 - d. City Managers' Association Report (Keene) 8:25 -- 8:35
 - e. Legislation Report (Shotwell) 8:35 – 8:45
- 6. Joys & Challenges** 8:45 – 8:55
- 7. Announcements** 8:55 – 9:00
- 8. Adjournment to General Membership Meeting, May 11, 2017;
6 pm – 9 pm at the Institute for the Future in Palo Alto**



Draft Minutes
BOARD OF DIRECTORS MEETING
Sunnyvale West Conference Room
March 9, 2017

The regular meeting of the Cities Association Board of Directors was called to order at 7:00 p.m. with President Greg Scharff presiding.

1. Call to Order/Roll Call

Present:

Liz Gibbons, Campbell
Rod Sinks, Cupertino
Peter Leroe-Muñoz, Gilroy
Jan Pepper, Los Altos
Marico Sayoc, Los Gatos
Burton Craig, Monte Sereno
Pat Showalter, Mountain View
Greg Scharff, Palo Alto
Debi Davis, Santa Clara
Manny Cappello, Saratoga
Larry Klein, Sunnyvale

Also Present:

Jim Griffith, Sunnyvale
Anthony Eulo, Morgan Hill
Jerry De La Piedra, SCVWD
Christina Clem, AARP
Rafi Nazarians, AARP
Lisa Huening, Saratoga Age Friendly
Tylor Taylor, Exec. Dir. Saratoga Sr.
Fred Buzo, AARP
Judy Chirco, Age Friendly San Jose
Sophie Horiuchi-Forrester, AARP
Ann Hinton, AARP Age Friendly
Volunteer
Carl Guardino, SVLG
Raania Mohsen, Cities Association
Joanne Benjamin, Cities Association

2. **Oral Communication:** Emily Goodwin, Manager, District Development, Ygrene Energy Fund gave an update on consumer protection for PACE Finance and offered training seminar for elected officials.

3. Consent Calendar

Approval of February 2017 Financial Statements, Minutes for February 9, 2017 Board Meeting, Motion (Scharff)/ Second (Gibbons). Motion carried unanimously (8:0).

Ayes: Cappello, Craig, Davis, Gibbons, Klein, Sayoc, Scharff, Sinks,

No:

Abstention:

Absent:

4. Presentations & Priorities Discussions

- a. Anthony Eulo (City of Morgan Hill) and Jerry De La Piedra (Silicon Valley Water District) representing the Santa Clara County New Development Water

Efficiency Task Force presented a Draft Model Ordinance. The goal of the Ordinance is to ensure that new development is poised to be water-efficient in order to extend the region's water supplies. The Task Force has met for about 18 months and includes representatives from Santa Clara County, several cities (Palo Alto, Sunnyvale, Mountain View, Cupertino, and Morgan Hill), the Santa Clara Valley Water District, Sustainable Silicon Valley, and Joint Venture Silicon Valley.

- The Model Ordinance has the following main requirements on new development:
 - Require hot water recirculation in single-family homes
 - Preplumb all new single-family for graywater collection, treatment, and redistribution
 - Preplumb all new multifamily and nonresidential for alternative water sources
 - Mandate recycled water connection for common areas in HOA developments
 - Outlaw sale of noncompliant fixtures
 - Misc. other fine points addressing specific uses and landscaping
 - Within each step there are short-, mid-, and long-term tactics
- The Task Force is sharing the ordinance with key groups including the Cities Association and is asking for comments and feedback.
- The Task Force, after receiving comments and feedback, will return with a Final Draft to be adopted by the cities.
- Questions asked of Presenters and comments included:
 - Cost of Ordinance to builders
 - How will Ordinance become part of the Building Code
 - How does the Task Force envision the adoption by the cities
 - How will the Ordinance be phased and enforced
 - Appears Ordinance is overly broad

b. Christina Clemson of AARP presented the advantages of becoming an Age-Friendly Community. AARP works with member jurisdictions of the AARP Network of Age-Friendly Communities who have made the commitment to actively work toward making their communities a great place for people of all ages. AARP provides technical assistance to advance efforts to help people live easily and comfortably in their homes and communities and have their voices heard. Initiatives focus on areas such as housing, caregiving, community engagement, volunteering, social inclusion and combating isolation among older citizens.

- Saratoga and San Jose are current members of the AARP Network.
- AARP's partner's network is the World Health Organization's Global Network for Age-Friendly Cities and Communities, of which AARP is the official U.S. affiliate.
- For communities that have joined directly with WHO, AARP can provide additional assistance with age-friendly plan development.
- The AARP California office has recently hired a team in San Jose to expand capacity. Rafi Nazarians, Associate State Director, Community is the San Jose contact. rnazarians@aarp.org

5. New Business

a. Legislative Action Committee Chair Pat Showalter distributed Talking Points on the FAA and Infrastructure Funding for Transportation. These are good tools to use while visiting Congressional representatives during the National League of Cities Conference.

b. Discussion on Caltrain Funding: President Greg Scharff spoke of the importance of Caltrain Funding and its Electrification Project. President Scharff invited Carl Guardino, CEO of the Silicon Valley Leadership Group to speak regarding his group's efforts to speak to key representatives next week in Washington D.C. On Jan. 18, 2017, the Federal Transit Administration completed its rigorous evaluation of the Caltrain Electrification Project and favorably forwarded the proposed grant agreement to Congress for a mandatory 30-day review. This project received a Medium-High rating after a thorough two-year review by FTA staff to ensure sufficient local funding is in place. The project has been "shovel-ready" as of March 1. The Republican members of the California Congressional Delegation have attempted to stop the funding as they think it is a way to stop the High Speed Rail project. Carl stated the Caltrain project is a separate project for the electrification of Caltrain and he has arranged for a group of 78 CEOs, senior company officers, and elected officials to travel to Washington D.C. next week to hold small group meetings with key legislators. President Scharff suggested a letter from elected Republican officials in the Bay Area to the Republican Congressional Delegation regarding the importance of the Caltrain project to the region.

c. City Managers' Association Report: Interim Executive Director Joanne Benjamin shared the City Managers Association met on Wed., March 8 and discussed the Draft Police Chiefs' Association Letter and received a RHNA Subregion Update.

d. Legislation Report: Interim Executive Director Joanne Benjamin provided an update on the legislative session. Senator Beall's Transportation Funding bill, SB 1, supported by the Cities Association, passed the State Governance and Finance Committee on Wed., March 8 by a vote of 5-1. It also has recently passed out of the Senate Committees on Transportation and Housing, and Environmental Quality. It will next be heard in the Senate Appropriations Committee.

c. Recognition of Executive Director: President Scharff thanked Raania Mohsen for her dedication and exceptional work supporting the Cities Association the last seven years. She has helped forward the organization's priorities to enhance the quality of life for the people of our county and promoted cooperation and work among the cities and organizations on issues of mutual local interest.

Adjournment & Reception in Recognition of Executive Director Raania Mohsen, 8:30 pm

Next Meeting: Thursday, April 13, 2017, 7 pm, Sunnyvale City Hall.
Respectfully submitted,

Joanne Benjamin, Interim Executive Director, Cities Association of Santa Clara County

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking - Union Bank	4,990.74
Total Checking/Savings	4,990.74
Other Current Assets	
LAIF Funds	71,210.74
Accrued Interest	44.60
Total Other Current Ass...	71,255.34
Total Current Assets	76,246.08
Fixed Assets	
Machinery and Equipme...	2,203.41
Accumulated Depreciati...	-1,372.97
Total Fixed Assets	830.44
TOTAL ASSETS	<u>77,076.52</u>
LIABILITIES & EQUITY	
Equity	
Reserves	
Reserve for New Equip.	5,000.00
Reserve for Operations	35,000.00
Total Reserves	40,000.00
Unrestricted Fund Bala...	11,391.60
Net Income	25,684.92
Total Equity	77,076.52
TOTAL LIABILITIES & EQUI...	<u>77,076.52</u>

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Report on Budget vs. Actual
July 2016 through March 2017

	<u>Jul '16 - ...</u>	<u>Budget</u>	<u>% of Bud...</u>
Ordinary Income/Expense			
Income			
Directory Income	72.00	1,000.00	7.2%
Dues Income	87,868.00	87,868.00	100.0%
Interest	301.55	431.00	70.0%
Total Income	<u>88,241.55</u>	<u>89,299.00</u>	<u>98.8%</u>
Gross Profit	88,241.55	89,299.00	98.8%
Expense			
Office			
Conferences/Director's Expen...	0.00	125.00	0.0%
Directory Production	0.00	1,000.00	0.0%
Dues and Subscriptions	256.00	325.00	78.8%
Hospitality	307.27	420.00	73.2%
Internet - Web Hosting Services	59.85	250.00	23.9%
Miscellaneous			
Bank Service Charges	27.00	36.00	75.0%
Total Miscellaneous	<u>27.00</u>	<u>36.00</u>	<u>75.0%</u>
Post Office Box	43.00	82.00	52.4%
Postage and Delivery	11.57	227.00	5.1%
Printing and Copying	0.00	25.00	0.0%
Recognition	175.02	200.00	87.5%
Repairs and Maintenance	59.85	125.00	47.9%
Software Licenses	351.45	289.00	121.6%
Supplies and Equipment	325.77	375.00	86.9%
Telephone	491.72	1,000.00	49.2%
Total Office	<u>2,108.50</u>	<u>4,479.00</u>	<u>47.1%</u>
Professional Services			
Employee Expenses			
Payroll Service Fees	637.40	1,000.00	63.7%
Payroll Taxes	4,809.32	6,200.00	77.6%
Payroll Wages/Salary	56,652.67	76,620.00	73.9%
Total Employee Expenses	<u>62,099.39</u>	<u>83,820.00</u>	<u>74.1%</u>
Total Professional Services	<u>62,099.39</u>	<u>83,820.00</u>	<u>74.1%</u>
Programs and Initiatives	0.00	1,000.00	0.0%
Total Expense	<u>64,207.89</u>	<u>89,299.00</u>	<u>71.9%</u>
Net Ordinary Income	24,033.66	0.00	100.0%
Other Income/Expense			
Other Income			
Membership Dinners - Proceeds	3,195.00	12,000.00	26.6%
Total Other Income	<u>9,895.00</u>	<u>12,000.00</u>	<u>82.5%</u>
Other Expense			
Membership Dinners - Cost	8,573.74	12,000.00	71.4%
Total Other Expense	<u>8,573.74</u>	<u>12,000.00</u>	<u>71.4%</u>
Net Other Income	<u>1,321.26</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u>25,354.92</u>	<u>0.00</u>	<u>100.0%</u>

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Transaction Detail by Account
March 2017

Date	Num	Name	Memo	Split	Amount
Checking - Union Bank					
3/8/2017	2703	SCC Ma...	March Meeting	Dues and Su...	-40.00
3/11/2017	2704	First Nat...		-SPLIT-	-211.69
3/11/2017	2705	Joanne ...	Reimbursement...	Hospitality	-45.25
3/16/2017			confirmation # 1...	LAIF Funds	7,000.00
3/20/2017		Union B...	Deposit - Huaw...	Membership ...	2,500.00
3/30/2017	2706	First Nat...		-SPLIT-	-408.73
3/31/2017		Time+Pl...		Payroll Wag...	-4,356.13
3/31/2017		Time+Pl...		-SPLIT-	-1,765.36
3/31/2017		Time+Pl...		Payroll Servi...	-67.80
3/31/2017		First Nat...		Bank Servic...	-3.00
Total Checking - Union Bank					2,602.04
LAIF Funds					
3/16/2017			transfer out of L...	Checking - U...	-7,000.00
Total LAIF Funds					-7,000.00
Office					
Dues and Subscriptions					
3/8/2017	2703	SCC Ma...	March Meeting	Checking - U...	40.00
Total Dues and Subscriptions					40.00
Hospitality					
3/11/2017	2704	First Nat...	Whole Foods - ...	Checking - U...	42.36
3/11/2017	2705	Joanne ...	March 9 Meeting	Checking - U...	45.25
Total Hospitality					87.61
Internet - Web Hosting Services					
3/11/2017	2704	First Nat...	WWW.1AND1.c...	Checking - U...	21.57
3/30/2017	2706	First Nat...	WWW.1AND1.c...	Checking - U...	38.28
Total Internet - Web Hosting Services					59.85
Miscellaneous					
Bank Service Charges					
3/31/2017		First Nat...		Checking - U...	3.00
Total Bank Service Charges					3.00
Total Miscellaneous					3.00
Recognition					
3/30/2017	2706	First Nat...	ED Recognition ...	Checking - U...	175.02
Total Recognition					175.02
Software Licenses					
3/11/2017	2704	First Nat...	Adobe Acrobat	Checking - U...	14.99
3/30/2017	2706	First Nat...	Adobe Acrobat	Checking - U...	104.98
Total Software Licenses					119.97
Supplies and Equipment					
3/11/2017	2704	First Nat...	Office Depot	Checking - U...	80.28
3/30/2017	2706	First Nat...	Ink Cartridge	Checking - U...	37.96
Total Supplies and Equipment					118.24
Telephone					
3/11/2017	2704	First Nat...	AT & T	Checking - U...	52.49
3/30/2017	2706	First Nat...	AT & T	Checking - U...	52.49
Total Telephone					104.98
Total Office					708.67
Professional Services					
Employee Expenses					
Payroll Service Fees					
3/31/2017		Time+Pl...		Checking - U...	67.80
Total Payroll Service Fees					67.80

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Transaction Detail by Account
March 2017

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Payroll Taxes					
3/31/2017		Time+Pl...		Checking - U...	548.90
		Total Payroll Taxes			548.90
Payroll Wages/Salary					
3/31/2017		Time+Pl...		Checking - U...	4,356.13
3/31/2017		Time+Pl...		Checking - U...	1,216.46
		Total Payroll Wages/Salary			5,572.59
		Total Employee Expenses			6,189.29
		Total Professional Services			6,189.29
Membership Dinners - Sponsors					
3/20/2017		Union B...	Deposit - Huaw...	Checking - U...	-2,500.00
		Total Membership Dinners - Sponsors			-2,500.00
TOTAL					0.00



REQUEST TO MAKE A PRESENTATION TO THE CITIES ASSOCIATION BOARD OF DIRECTORS

NAME OF ORGANIZATION:

Equitable Communities Subcommittee

BACKGROUND INFORMATION:

Equitable Communities was chosen as a 2017 Board Priority and a Subcommittee was formed. The purpose of the subcommittee is to consider action or recommendation to membership cities in wake of the federal government's new policies on immigration enforcement and pledge to protect constituents regardless of race, gender, class, religion, sexual orientation, or disability and advance out commitment to safety and equity across communities.

REQUEST (WHAT WILL BE PRESENTED?):

A Draft Resolution has been developed by the Subcommittee and is ready for cities to provide input and consideration for adoption by individual cities.

RELEVANCE TO THE CITIES ASSOCIATION:

The Cities Association has adopted one of its priorities for 2017 to the commitment to safety, values, inclusiveness, and protection of the whole community.

WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?

The subcommittee will present the Draft Resolution at the April Board meeting for input and consideration of adoption by individual cities.

MATERIALS TO BE SENT TO SUPPORT PRESENTATION

The Draft Resolution will be presented along with an Informational Report on the Status of Regional, State, and Federal Actions.

Resolution No. _____

A Resolution of the City Council of the City/Town of _____
Reaffirming the City's Commitment to a Diverse, Supportive, Inclusive Community
and to Protecting the Constitutional Rights of Its Residents

WHEREAS, The City/Town of _____ values a community characterized by diversity, multiculturalism, and unity and acknowledges that the dignity, health, rights and privacy of all our residents must be respected; and

WHEREAS, the City/Town is committed to protecting the constitutional rights of all of our residents; and

WHEREAS, each person is naturally and legally entitled to live a life without harassment, discrimination, persecution or assault, whether perpetrated by individuals, groups, businesses or governments; and

WHEREAS, there exists significant and growing concern among our residents based upon recent national and regional incidents of hate crimes, intolerance of religious beliefs, discrimination, sexual harassment and assault, and the fear of a trend toward more of these crimes in the future; and

WHEREAS, there also exists considerable concern in our city/town about the potential risks for discrimination, harassment, persecution, assault, and deportation; and

WHEREAS, the city/town and its residents continually reject bigotry and affirm their commitment to a diverse, supportive, inclusive community; and

WHEREAS, all members of the city/town are valued regardless of religion, immigration status, ethnicity, disability, gender, sexual orientation, or gender identity.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of _____ hereby reaffirms its commitment to a diverse, supportive and inclusive community and resolves as follows:

The City/Town of _____ rejects bigotry in all its forms, including, but not limited to, Islamophobia, anti-Semitism, racism, nativism, misogyny and homophobia; and

The City/Town of _____ does not tolerate discrimination based on race, national origin, ethnicity, religion, age, gender, sexual orientation, color or disability: and

The City/Town of _____ does not tolerate Hate crimes, harassment, or assault; and

The City of _____ will oppose any attempts to undermine the safety, security, and rights of members of our community and will work proactively to ensure the rights and privileges of everyone in the city, regardless of religion, country of birth, immigration status, disability, gender, sexual orientation, or gender identity; and

The City of _____ will promote safety, a sense of security, and equal protection of constitutional and human rights, leading by example through equitable treatment of all by City officials and departments.

INTRODUCED AND PASSED:

AYES;

NOES;

ABSTENTIONS;

ATTEST:

City Clerk

Mayor

APPROVED: _____



REQUEST TO MAKE A PRESENTATION TO THE CITIES ASSOCIATION BOARD OF DIRECTORS

NAME OF ORGANIZATION:

County of Santa Clara – Office of the County Executive, Steve Preminger and
Socially Responsible Partnerships, Jane Le Fevre

BACKGROUND INFORMATION:

Thousands of Santa Clara County residents face the threat of family separation as a result of potential changes in immigration enforcement by the new Administration. That means law-abiding immigrants who play a crucial role in the local workforce and community could be arbitrarily subjected to deportation. Understandably, the local immigrant community is concerned about their future.

The City of San Jose and Santa Clara County are working on a coordinated immigrant communications campaign. This effort can achieve great success by broadly disseminating critical information through a coordinated communications campaign that will empower people with information, enable them to better understand their rights and calm their anxieties.

REQUEST (WHAT WILL BE PRESENTED?):

County of Santa Clara will provide an overview of County Board of Supervisors activities supporting the immigrant community via outreach and legal representation.

Socially Responsible Partnerships will provide an overview of their process and related activities, including meetings with key stakeholders who provide immigrant services, development of a messaging platform and discussion of how other member cities get involved.

RELEVANCE TO THE CITIES ASSOCIATION:

The immediate priority is to strengthen and support the existing social infrastructure for supporting Santa Clara County's immigrant communities.

WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?

The goal of this presentation is to inform Cities Association members' of activities that are in development. Going forward, if other Cities are interested in participating in the media campaign, follow-on conversations can be scheduled.

MATERIALS TO BE SENT TO SUPPORT PRESENTATION

A power point presentation is being developed and will be shared with the group.



Annual General Membership Meeting with our City Managers
Hosted by the Cities Association of Santa Clara County



INSTITUTE FOR THE FUTURE

City Council Members, City Managers, Assistant City Managers, County Board of Supervisors, County Executives, State and Federal Representatives, and Community Leaders are cordially invited to join us for a lively conversation about what is happening at the Region, State and Federal Level

SAVE THE DATE

Thursday, May 11. 2016
The Institute for the Future
210 Hamilton Avenue, Palo Alto

Reception and Program 6:00 – 9:00 pm

