



EXECUTIVE BOARD OF DIRECTORS AGENDA
JANUARY 3, 2018 | 3:00-4:30 PM
CUPERTINO CITY HALL | 10300 TORRE AVENUE | CUPERTINO, CA 95014

1. Call to order
2. Consent Agenda
 - a. Executive Board Meeting Minutes: November 2018
 - b. Financial Statements: November, December 2018
3. Old Business
 - a. Organizational status – proposals from law firms
4. New Business
 - a. 2018 Board Meeting Calendar
 - b. 2018 Goal Setting
 - c. SPUR partnership
5. Reports & Future Board Agenda Items:
 - a. Valley Water (Pacheco Reservoir)
 - b. Santa Clara County - Department on Aging and Adult Services
 - c. Other topics
6. City Manager's Report
7. Executive Director Report
8. Public Comment
9. Adjournment



Executive Board of Directors Meeting – Agenda Report

Meeting Date: January 3, 2017

Subject: 2a & 2b Consent Agenda

- Executive Board Meeting Minutes: November 2017
- Financial Statements:
 - November, December 2017
 - December 2017 General Membership Dinner bud vs. act
 - Income Comparison & Snapshot
 - Expenses Comparison & Snapshot

CITIES ASSOCIATION OF SANTA CLARA COUNTY

BUDGET VS. ACTUALS: FY 2018 (COPY) - FY18 P&L

December 2017

	DEC 2017				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
Directory Income		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Dues Income		7,322.17	-7,322.17		\$0.00	\$7,322.17	\$ -7,322.17	0.00%
Gusto/Payroll	-45.00		-45.00		\$ -45.00	\$0.00	\$ -45.00	0.00%
Interest		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
Other Income	1,000.00		1,000.00		\$1,000.00	\$0.00	\$1,000.00	0.00%
Total Income	\$955.00	\$7,447.17	\$ -6,492.17	12.823666%	\$955.00	\$7,447.17	\$ -6,492.17	12.823666%
GROSS PROFIT	\$955.00	\$7,447.17	\$ -6,492.17	12.823666%	\$955.00	\$7,447.17	\$ -6,492.17	12.823666%
Expenses								
Insurance	43.00		43.00		\$43.00	\$0.00	\$43.00	0.00%
Office					\$0.00	\$0.00	\$0.00	0.00%
Conferences/Director's Expenses	433.81	55.42	378.39	782.76795%	\$433.81	\$55.42	\$378.39	782.76795%
Directory Production		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Dues and Subscriptions		38.33	-38.33		\$0.00	\$38.33	\$ -38.33	0.00%
Hospitality		35.00	-35.00		\$0.00	\$35.00	\$ -35.00	0.00%
Insurance		43.33	-43.33		\$0.00	\$43.33	\$ -43.33	0.00%
Internet - Web Hosting Services		46.67	-46.67		\$0.00	\$46.67	\$ -46.67	0.00%
Miscellaneous					\$0.00	\$0.00	\$0.00	0.00%
Bank Service Charges	3.00	3.00	0.00	100.00%	\$3.00	\$3.00	\$0.00	100.00%
Total Miscellaneous	3.00	3.00	0.00	100.00%	\$3.00	\$3.00	\$0.00	100.00%
Post Office Box		7.17	-7.17		\$0.00	\$7.17	\$ -7.17	0.00%
Postage and Delivery		19.17	-19.17		\$0.00	\$19.17	\$ -19.17	0.00%
Printing and Copying		2.08	-2.08		\$0.00	\$2.08	\$ -2.08	0.00%
Recognition	390.22	16.67	373.55	2,340.85183%	\$390.22	\$16.67	\$373.55	2,340.85183%
Repairs and Maintenance					\$0.00	\$0.00	\$0.00	0.00%
Equipment Repairs		10.42	-10.42		\$0.00	\$10.42	\$ -10.42	0.00%
Total Repairs and Maintenance		10.42	-10.42		\$0.00	\$10.42	\$ -10.42	0.00%
Software Licenses	59.97	45.83	14.14	130.85315%	\$59.97	\$45.83	\$14.14	130.85315%
Supplies and Equipment	45.50	35.42	10.08	128.4585%	\$45.50	\$35.42	\$10.08	128.4585%
Telephone	53.01	54.17	-1.16	97.85859%	\$53.01	\$54.17	\$ -1.16	97.85859%
Website Update		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
Total Office	985.51	554.34	431.17	177.78078%	\$985.51	\$554.34	\$431.17	177.78078%
Professional Services								
Consultants		833.33	-833.33		\$0.00	\$833.33	\$ -833.33	0.00%
Employee Expenses					\$0.00	\$0.00	\$0.00	0.00%
Payroll Service Fees		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Payroll Taxes	887.25	583.33	303.92	152.10087%	\$887.25	\$583.33	\$303.92	152.10087%
Payroll Wages/Salary	5,833.33	5,833.33	0.00	100.00%	\$5,833.33	\$5,833.33	\$0.00	100.00%

	DEC 2017				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Employee Expenses	6,720.58	6,499.99	220.59	103.3937%	\$6,720.58	\$6,499.99	\$220.59	103.3937%
Total Professional Services	6,720.58	7,333.32	-612.74	91.64444%	\$6,720.58	\$7,333.32	\$ -612.74	91.64444%
Programs and Initiatives					\$0.00	\$0.00	\$0.00	0.00%
Project Support		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Total Programs and Initiatives		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Uncategorized Expense	19.35		19.35		\$19.35	\$0.00	\$19.35	0.00%
Total Expenses	\$7,768.44	\$7,970.99	\$ -202.55	97.45891%	\$7,768.44	\$7,970.99	\$ -202.55	97.45891%
NET OPERATING INCOME	\$ -6,813.44	\$ -523.82	\$ -6,289.62	1,300.72162%	\$ -6,813.44	\$ -523.82	\$ -6,289.62	1,300.72162%
Other Income								
General Membership Meeting		1,166.67	-1,166.67		\$0.00	\$1,166.67	\$ -1,166.67	0.00%
Membership Dinners - Proceeds	2,275.00		2,275.00		\$2,275.00	\$0.00	\$2,275.00	0.00%
Total Other Income	\$2,275.00	\$1,166.67	\$1,108.33	194.99944%	\$2,275.00	\$1,166.67	\$1,108.33	194.99944%
Other Expenses								
Holiday party - entertainment	509.00		509.00		\$509.00	\$0.00	\$509.00	0.00%
Membership Dinners - Cost	8,230.12	1,166.67	7,063.45	705.43684%	\$8,230.12	\$1,166.67	\$7,063.45	705.43684%
Total Other Expenses	\$8,739.12	\$1,166.67	\$7,572.45	749.06529%	\$8,739.12	\$1,166.67	\$7,572.45	749.06529%
NET OTHER INCOME	\$ -6,464.12	\$0.00	\$ -6,464.12	0.00%	\$ -6,464.12	\$0.00	\$ -6,464.12	0.00%
NET INCOME	\$ -	\$ -523.82	\$ -	2,534.75621%	\$ -	\$ -523.82	\$ -	2,534.75621%
	13,277.56		12,753.74		13,277.56		12,753.74	

CITIES ASSOCIATION OF SANTA CLARA COUNTY

BUDGET VS. ACTUALS: FY 2018 (COPY) - FY18 P&L

November 2017

	NOV 2017				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
Directory Income		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Dues Income		7,322.17	-7,322.17		\$0.00	\$7,322.17	\$ -7,322.17	0.00%
Gusto/Payroll	-45.00		-45.00		\$ -45.00	\$0.00	\$ -45.00	0.00%
Interest		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
Other Income	7,500.00		7,500.00		\$7,500.00	\$0.00	\$7,500.00	0.00%
Total Income	\$7,455.00	\$7,447.17	\$7.83	100.10514%	\$7,455.00	\$7,447.17	\$7.83	100.10514%
GROSS PROFIT	\$7,455.00	\$7,447.17	\$7.83	100.10514%	\$7,455.00	\$7,447.17	\$7.83	100.10514%
Expenses								
Insurance	43.00		43.00		\$43.00	\$0.00	\$43.00	0.00%
Office	1,049.90	554.34	495.56	189.3964%	\$1,049.90	\$554.34	\$495.56	189.3964%
Professional Services	6,279.58	7,333.32	-1,053.74	85.63079%	\$6,279.58	\$7,333.32	\$ -1,053.74	85.63079%
Programs and Initiatives		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
Total Expenses	\$7,372.48	\$7,970.99	\$ -598.51	92.4914%	\$7,372.48	\$7,970.99	\$ -598.51	92.4914%
NET OPERATING INCOME	\$82.52	\$ -523.82	\$606.34	-15.7535%	\$82.52	\$ -523.82	\$606.34	-15.7535%
Other Income								
General Membership Meeting		1,166.67	-1,166.67		\$0.00	\$1,166.67	\$ -1,166.67	0.00%
Total Other Income	\$0.00	\$1,166.67	\$ -1,166.67	0.00%	\$0.00	\$1,166.67	\$ -1,166.67	0.00%
Other Expenses								
Membership Dinners - Cost		1,166.67	-1,166.67		\$0.00	\$1,166.67	\$ -1,166.67	0.00%
Total Other Expenses	\$0.00	\$1,166.67	\$ -1,166.67	0.00%	\$0.00	\$1,166.67	\$ -1,166.67	0.00%
NET OTHER INCOME	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
NET INCOME	\$82.52	\$ -523.82	\$606.34	-15.7535%	\$82.52	\$ -523.82	\$606.34	-15.7535%

CITIES ASSOCIATION OF SANTA CLARA COUNTY

BALANCE SHEET As of January 1, 2018

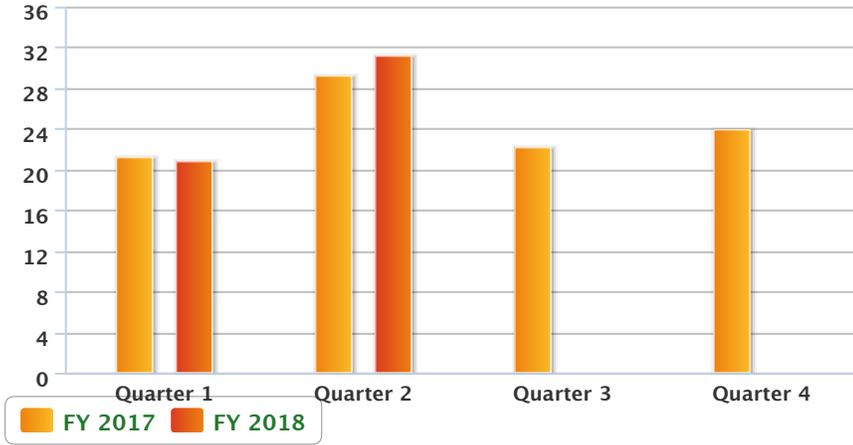
	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking - Union Bank	11,388.26
Total Bank Accounts	\$11,388.26
Accounts Receivable	
Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
Accrued Interest	44.60
LAIF Funds	93,699.33
Undeposited Funds	0.00
Venue Deposit	0.00
Total Other Current Assets	\$93,743.93
Total Current Assets	\$105,132.19
Fixed Assets	
Accumulated Depreciation	-1,372.97
Machinery and Equipment	2,203.41
Total Fixed Assets	\$830.44
TOTAL ASSETS	\$105,962.63
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Credit Cards	
First National Bank of Omaha	-595.94
Total Credit Cards	\$ -595.94
Other Current Liabilities	
Accrued Expenses	0.00
Accrued Payroll	0.00
Payroll Liabilities	590.20
FICA	
Company	0.00
Total FICA	0.00
Payroll Taxes Payable	0.00
SDI	0.00
State Withholding	0.00
Total Payroll Liabilities	590.20
Total Other Current Liabilities	\$590.20
Total Current Liabilities	\$ -5.74

	TOTAL
Total Liabilities	\$ -5.74
Equity	
Opening Bal Equity	0.00
Reserves	0.00
Reserve for Equip. Replacement	0.00
Reserve for New Equip.	5,000.00
Reserve for Operations	35,000.00
Reserve for Program/Ooport.	0.00
Unreserved	0.00
Total Reserves	40,000.00
Unrestricted Fund Balance	18,142.44
Net Income	47,825.93
Total Equity	\$105,968.37
TOTAL LIABILITIES AND EQUITY	\$105,962.63

CITIES ASSOCIATION OF SANTA CLARA COUNTY

Previous Year Expense Comparison

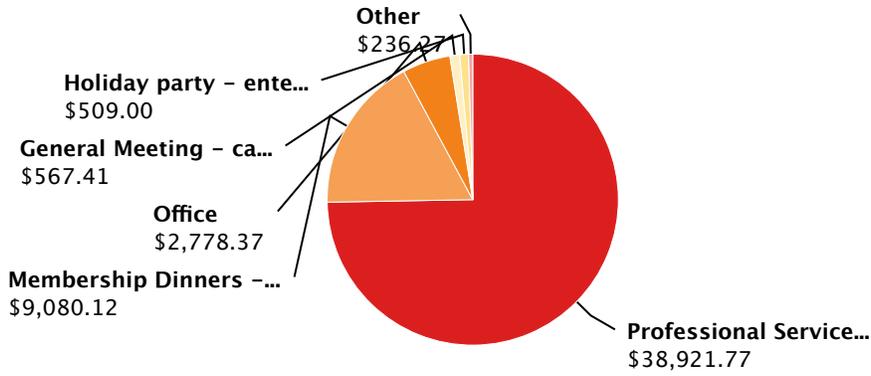
\$ in 1000's



Quarter	FY 2017	FY 2018
Q1	\$21,154.09	\$20,896.96
Q2	\$29,166.39	\$31,195.98
Q3	\$22,131.15	\$0.00
Q4	\$23,911.59	-

Monday, Jan 01, 2018 02:37:15 PM GMT-08:00 - Accrual Basis

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Expense By Category



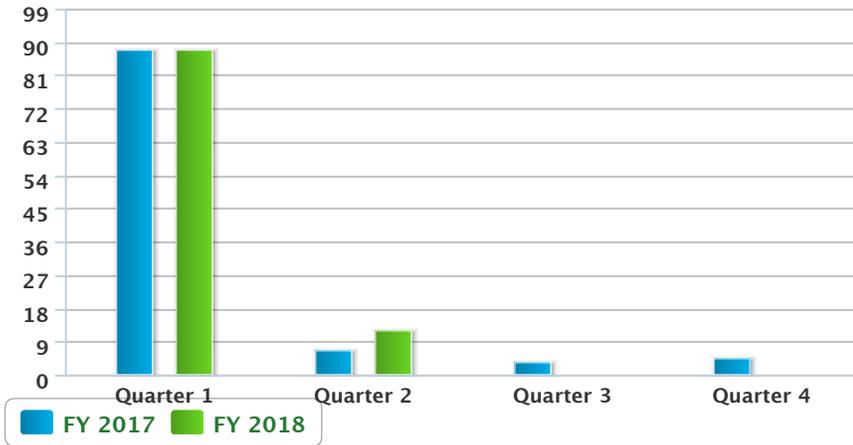
%	Category	(\$) Amount
74.72%	Professional Services	38,921.77
17.43%	Membership Dinners - Cost	9,080.12
5.33%	Office	2,778.37
1.09%	General Meeting - catering	567.41
0.98%	Holiday party - entertainment	509.00
0.45%	Other	236.27

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CITIES ASSOCIATION OF SANTA CLARA COUNTY

Previous Year Income Comparison

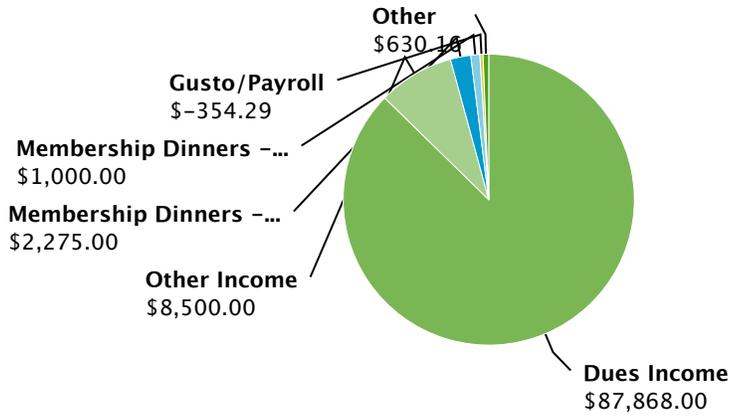
\$ in 1000's



Quarter	FY 2017	FY 2018
Q1	\$87,928.00	\$88,052.54
Q2	\$6,952.31	\$11,866.33
Q3	\$3,419.67	\$0.00
Q4	\$4,814.08	-

Monday, Jan 01, 2018 02:35:45 PM GMT-08:00 - Accrual Basis

CITIES ASSOCIATION OF SANTA CLARA COUNTY
Income By Category



%	Category	(\$) Amount
87.94%	Dues Income	87,868.00
8.51%	Other Income	8,500.00
2.28%	Membership Dinners - Proceeds	2,275.00
1.00%	Membership Dinners - Sponsors	1,000.00
-0.35%	Gusto/Payroll	-354.29
0.63%	Other	630.16

Monday, Jan 01, 2018 02:35:08 PM GMT-08:00 - Accrual Basis

2017 Cities Association Holiday Party Budget - Draft						
Expenses	Event Expenses	Income	Date Paid	Notations	Actuals	
1) Appetizers, Dinner, Dessert, tax, gratuity; Odeum to cater: 75x\$70	\$5,250.00					
2) hosted bar with wine only	\$0.00				\$1,113	
3) Site/venue fee					\$312/\$500 deposit	
4) rental of dishes, silverware, glassware, etc.,	\$1,310.00					
4) non-contracted caterer fee	\$350.00					
6) service fee/gratuity/tax	\$1,900.00				20%	
6) tax					30%	
					7953/80 or 7674/70	
Total Dinner/Catering Expenses	\$8,810.00				9331.6	
Program Expenses				Sponsorship levels:		
1) audio/visual	\$0.00			\$5,000		
2) Entertainment 1:	\$1,000.00		platinum	\$3,500	1,519.00	
4) First Place Inc. - Recognition Award to President	\$200.00		gold	\$2,500		apply to reg budget: 390.22
5) Centerpeices	\$400.00		silver	\$1,000	200.00	
5) Gifts for Guests:	\$1,100.00		bronze	\$500	767.81	a lot left over to use for other events
Total Expenses	\$11,310.00			\$250		
					13,623.63	
Reception Income (75 x \$35)		\$2,625.00			2,275.00	
Sponsorships:		\$9,000.00			10,000.00	
Total to be Received		\$11,625.00			12,275.00	
PROJECTED ACCOUNT BALANCE		\$315.00			958.41	

CITIES ASSOCIATION OF SANTA CLARA COUNTY

PROFIT AND LOSS

July 1, 2017 - January 1, 2018

	TOTAL
Income	
Directory	15.00
Directory Income	30.00
Dues Income	87,868.00
Gusto/Payroll	-354.29
Other Income	8,500.00
Total Income	\$96,058.71
GROSS PROFIT	\$96,058.71
Expenses	
Insurance	172.00
Office	41.18
Conferences/Director's Expenses	513.81
Dues and Subscriptions	14.99
Hospitality	913.25
Internet - Web Hosting Services	21.57
Miscellaneous	
Bank Service Charges	18.00
Total Miscellaneous	18.00
Post Office Box	270.80
Recognition	390.22
Software Licenses	222.93
Supplies and Equipment	159.57
Telephone	159.08
Telephone	52.97
Total Office	2,778.37
Professional Services	
Consultants	581.25
Employee Expenses	
Payroll Service Fees	6,475.95
Payroll Taxes	2,697.92
Payroll Wages/Salary	29,166.65
Total Employee Expenses	38,340.52
Total Professional Services	38,921.77
Uncategorized Expense	64.27
Total Expenses	\$41,936.41
NET OPERATING INCOME	\$54,122.30
Other Income	
General Membership Meeting	260.00
Interest Income	325.16
Membership Dinners - Proceeds	2,275.00
Total Other Income	\$2,860.16
Other Expenses	

	TOTAL
General Meeting - catering	567.41
Holiday party - entertainment	509.00
Membership Dinners - Cost	8,230.12
Total Other Expenses	\$9,306.53
NET OTHER INCOME	\$ -6,446.37
NET INCOME	\$47,675.93



EXECUTIVE BOARD OF DIRECTORS DRAFT MINUTES
NOVEMBER 3, 2017 | 10:30 AM – 12:00 PM
CITY OF PALO ALTO | COMMUNITY MEETING ROOM
250 HAMILTON AVENUE | PALO ALTO, CA 94301

Call to order at 11:04 AM by 2nd Vice President Manny Cappello. Also present Pat Showalter, Jim Griffith, Jan Pepper, Palo Alto City Manager/SCCMA Jim Keenes, and Executive Director Andi Jordan.

Consent Agenda containing Executive Board Meeting Minutes September 2017 and Financial Statements September, October 2017 was approved by consensus.

Old Business

- Organizational status: Andi Jordan presented information regarding the status of the association. Consensus to move the subject to the Board for their information and direction of how to remedy the situation. The Executive Board also agreed and would recommend that the Association maintain its own identity and not form under the umbrella of another association.
- Insurance discussion is tabled until the organization can file for appropriate status.

New Business

- City Managers' Report: Jim Keenes suggested that the Cities Association collect data on Housing Bills and actions by cities for sharing among staff. Stanford General Plan has significant impacts for the region. Discussion of whether Stanford is or has presented to various cities on the impacts of increase in jobs, residents and housing.
- 2018 Executive Board Nominations will be presented by Rod Sinks, Greg Scharff, & Manny Cappello.
- Holiday Party items (Champion Award) The members present gave nominations.
- Proposal from Santa Clara Public Health was rescinded as the Association is unable to enter into a grant receiving contract at this time.
- Mountain View strengthen the language in their support for immigrant communities and families' statements. Executive Board consensus was to take no further action.

Reports & Future Board Agenda Items - The Executive Board agreed on the following for the November 2017 Board of Directors Meeting:

- Legislative Guiding Principles will be presented for adoption with the removal of the statement regarding the Palmer decision. The recommendation of the Executive Board is for the Legislative Action Committee yearly review in February and the Board takes action in March.
- 2018 Executive Board Nominations (Nominations Committee)
- Marijuana Regulation & Best Practices Committee of Gibbons, Grilli, & Davis will be given 15 minutes.
- Assembly Member Evan Low will give an overview of Countywide Taxi Regulation and legislative overview

Adjournment at 12 pm until January Executive Board meeting.

Respectfully submitted,
Andi Jordan
Executive Director



Executive Board of Directors Meeting – Agenda Report

Meeting Date:	January 3, 2017
Subject:	3a Organizational Status
Initiated by:	Andi Jordan, ED, & Executive Board
Previous Board Consideration:	Executive Board on November 3, 2017 Board of Directors on November 9, 2017
Fiscal Impact:	\$0-\$10,000
Policy Questions:	Does the Board wish to make a budget adjustment and use the current “professional services” line item with the intended purpose of using those dollars (approximately \$9200.00) for training the Executive Director and instead engage in professional services of an attorney to provide the necessary assistance to upgrade the organization from an unincorporated association? &/or Does the Board wish to use reserves and make budget adjustment to the reserves (approximately \$50,000) category?
Recommended Motion:	Move to authorize the Executive Director to engage in the legal services for the purpose of resolving the legal status of the Cities Association by adjusting the professional services line item to include legal services & up to additional \$15,000 from the reserves.



To: Board of Directors
From: Andi Jordan, Executive Director
Date: January 1, 2018
Subject: 3a Organizational Status: Update and Proposal

This is an update to the request from the Executive Board and the Board of Directors requesting more information on legal services for the Cities Association to formally become a non-profit or other appropriate organization.

Two non-profit and municipal firms have provided information including costs associated with the proposed work.

The costs associated for this work are mostly unknown and a wide range of estimate has been given.

I've reached out to both firms requesting more information regarding the fees, which attorneys would be working on lead to try to deduce the cost structure. I will have that information at our executive board meeting for further discussion.

Recommendation is to authorize the Executive Director to engage in the legal services for the purpose of resolving the legal status of the Cities Association by adjusting the professional services line item to include legal services & up to additional \$15,000 from the reserves.



Executive Board of Directors Meeting – Agenda Report

Meeting Date:	January 3, 2017
Subject:	4b Goal Setting
Initiated by:	Andi Jordan
Previous Board Consideration:	NA
Fiscal Impact:	NA
Policy Questions:	NA
Recommended Motion:	NA
Attachment	Draft 2017 year in review
Note:	<p>Suggestions from December General Membership Dinner</p> <ul style="list-style-type: none">• Prep students for next generation jobs• Collaborative partnerships around housing• Housing supply & affordability• Civic engagement• A home for everyone• Whirled peas• Transportation• Constructive civic engagement• Preservation• Income diversity• Working better together• Help cities leverage SUCEA for climate & sustainability plans• Working ecovillages w/regenerative agricultures in all cities



Executive Board of Directors Meeting – Agenda Report

Meeting Date:	January 3, 2017
Subject:	4c – Spur Partnership
Initiated by:	Andi Jordan & Rod Sinks
Previous Board Consideration:	None
Fiscal Impact:	NA
Policy Questions:	Shall the Cities Association form a partnership with SPUR – San Jose.
Recommended Motion:	
Summary	<p>In the fall, Andi Jordan met with Spur San Jose Executive Director Teresa Alvarado and Board member Diana McKenna. Spur-San Jose was asking to open a dialogue to discuss opportunities to work collaboratively.</p> <p>Rod Sinks and Andi Jordan met with Teresa & Diana in mid-December to discuss furthering this partnership.</p> <p>The partnership would include Spur presenting policy workshops for the BOD on Transportation, Sustainability, Housing. Spur is also interested in the Board becoming a partner in their work toward promoting regional success and work via an awards luncheon. Spur is specifically asking the Executive Board of Directors as their awards committee to identify and choose those recommended.</p>
Attachment	Not available when packet created.



Executive Board of Directors Meeting – Agenda Report

Meeting Date: January 3, 2017

Subject: 4a Board Meeting Calendar

Initiated by: Andi Jordan

Previous Board Consideration: None

Fiscal Impact: None

Policy Questions: Are there any adjustments to the Board calendar?
-September (League of California Cities Conference)
-December (2nd Thursday is scheduled for SVLG event)

Establish day/time for recurring Executive Board meetings.

Recommended Motion: Move to approve Board calendar (with or without changes).
Move to approve Executive Board calendar.



Cities Association: 2017 in Review

The Cities Association of Santa Clara County strives to focus on mutual issues of interest that affect all of our 15 cities and the region. As a continued effort to improve the quality of life for the people of our county, in 2017 the Cities Association Board voted to focus its efforts on these major issues:

- A. Affordable Housing
- B. Age-Friendly Communities
- C. Countywide Taxi Regulation
- D. Equitable Communities
- E. RHNA Sub Region Option
- F. Marijuana Regulation & Best Practices
- G. Legislative Action Committee Guiding Principles
- H. Transportation
- I. Health Policy

A. Affordable Housing - We continue to pursue an “all of the above” strategy in meeting the regional challenge of affordable housing since the dissolution of RDA’s statewide. This year, the Cities Association has continued to focus efforts on identifying a permanent source of funding for affordable housing and considering the establishment of Santa Clara County as a sub-region in the next RHNA cycle (see item C).

- As a member of the new organization Silicon Valley at Home (formed in 2015 to lead efforts to secure new funding sources and connect Santa Clara County with regional and statewide efforts), the Cities Association joined Silicon Valley at Home and co-hosted workshops and roundtable discussions with elected officials across the county. The roundtable discussions were effective in providing a forum for candid conversations about the challenges of affordable housing and potential solutions across jurisdictions. These workshops have been successful in providing a meaningful forum for collaboration and coordinated efforts between representatives of various jurisdictions.
- The Cities Association endorsed legislation in support of affordable housing:
 - SB 2 (Atkins) Building Homes and Jobs Act
 - SB 3 Affordable Housing Bond Act of 2018

B. Age-Friendly Communities – Board Members expressed interest in exploring existing resources that could support cities in expanding and providing services and programs focused on addressing the needs of older adults.

In August 2016 Diana Miller of the Department of Aging and Adult Services of Santa Clara County introduced the Age-Friendly Communities initiative. Recently, the Age-Friendly Initiative has been adopted by the County and states “all cities in Santa Clara County will become a World Health



Organization designated Age Friendly City by 2017” as an effort to improve services, activity, and quality of life for our aging population.

The World Health Organization founded the Age-Friendly Network in 2005 and currently includes 302 cities and 33 countries. Once a city receives its age-friendly designation progress is made through intention and collaboration across various departments, e.g. planning, transportation, recreation departments, etc.,

When considering the age-friendly designation, there are 8 domains of livability: Housing, Transportation, Outdoor Spaces and Buildings, Communication and Information, Social Participation, Respect and Social Inclusion, Civic Participation and Employment, and Community Support and Health Services. The benefits to realizing the goal includes cost effectiveness, sharing of resources, working with over 100 non-profit partners, avoiding duplication, leveraging networks together.

By the end of 2017, each of the 15 cities have received “Age-Friendly City” designation.

- C. County-wide Taxi Regulation:** Eight cities in Santa Clara County enforce various taxi regulations and include requirement of permits, business license, fingerprinting, and periodic vehicle inspections. The taxi industry is finding it hard to compete with the Transportation Network Companies (TNC’s), such as Lyft and Uber, due to adherence to regulations in each city across the county despite their similarities. TNC’s are subject to considerably less regulation than taxis; they are regulated through the California Public Utilities Commission (CPUC). As an effort to streamline taxi regulation countywide, the Cities Association has directed regional effort with the City Managers Association to propose a system of reciprocity in which each city adopts a universal ordinance or each city honors permits granted by other cities. Efforts to continue in 2017.

Assembly Member Evan Low introduced AB 650 allowing allow taxi companies to set their own prices, streamline licensing, background check and insurance requirements and shift regulatory authority from local governments to the state in an effort to better mirror the rules governing Uber and Lyft. The bill was signed into law on October 13, 2017. (The Cities Association took no action on this bill.)

- D. Equitable Communities:** Consider action or recommendation to membership cities in wake of President-Elect Trump’s new policies on immigration enforcement and pledge to protect our minority constituents and advance our commitment to equity across communities. The Board approved The Board approved sending the Draft Resolution to our 15 cities for consideration of adoption along with a Matrix of Information regarding Local, Regional, State and Federal actions taken thus far. Cities are requested to update the informational matrix as actions by their city are taken.

Of the 15 Cities of Santa Clara County, 11 of the cities have adopted specific resolutions or are taking action in support of immigrants: Campbell, Cupertino, Gilroy, Los Altos, Los Gatos, Morgan Hill, Mountain View, Palo Alto, San Jose, Saratoga, Sunnyvale. The Cities Association will continue working to promote safety, a sense of security and equal protection.



At the September Board of Directors meeting, the board recommitted to the values of the resolution, recognizing that considerable uncertainty remained in our community due to ongoing events of hatred throughout the country and uncertain policy changes.

- E. RHNA Sub-Region Option:** As an effort to improve the implementation of housing across the region, the Cities Association continues to address and consider the Regional Housing Needs Allocation (RHNA) sub region option and providing our cities and the county more flexibility to ensure that the state mandated housing allocations make sense regionally.

The board adopted RHNA sub-region as a priority to continue exploration for the next cycle (2023-2031) in which our region can own the responsibility of preparing a sub-regional housing need allocation for the geographic area of Santa Clara County. RHNA is the state mandated process used to identify the total number of housing units that each jurisdiction must accommodate in its Housing Element. For the current cycle (2014-2022) the counties of San Mateo, Napa, and Solano have formed sub-regions. A sub region is required to meet its statutory requirements in the regional allocation process but it can develop its own methodology, issue draft allocations to member jurisdictions, conduct the revision and appeals processes, and issue final allocations. Generally, the cities and the county within the sub region have more flexibility to ensure that the allocations make sense.

Per the Board's approval in 2015, a Regional Housing Task Force/Subcommittee was formed in collaboration with Silicon Valley at Home for technical and staff support. The Subcommittee is tasked with: a) Developing the framework and process needed to form and implement a sub-region in Santa Clara County in the next RHNA cycle (2023-2031); and b) Reviewing potential options for further regional response. Subcommittee Members include:

- Cities Association President/Palo Alto Mayor Greg Scharff
- Sunnyvale Council Member Jim Griffith
- Mountain View Council Member Pat Showalter
- San Jose Council Member Chappie Jones
- Santa Clara County Board of Supervisor Cindy Chavez
- Silicon Valley at Home Executive Director Pilar Lorenzana
- Silicon Valley at Home Policy Associate Nicole Montojo
- Los Gatos Town Manager Laurel Prevetti
- Morgan Hill Assistant City Manager Leslie Little
- Cities Association Executive Director Andi Jordan

The Task Force has made significant progress and expects to bring the Board a Resolution and work plan for the proposed sub-region.



- F. **Medical Marijuana Regulation** – With the passage of Proposition 64 legalizing the use of recreational marijuana on November 9, 2016, the Cities Association hosted a discussion on regulation of marijuana. Proposition 64 now legalizes nonmedical marijuana use by persons 21 or older; legalizes personal cultivation of 6 plants (per household, not per person); and creates a state regulatory and licensing program for commercial uses beginning in 2018. Local government may ban or regulate cultivation. As an effort to prevent unlicensed activity, San Jose and several other cities passed an urgency ordinance banning recreation use of marijuana. San Jose and Mountain View are the only cities in Santa Clara County that currently allows medical marijuana collectives and deliveries to where permissible through a highly regulated delivery system. Regulation of marijuana is helpful in assuring the quality of the marijuana and in preventing illegal deliveries, e.g. to under aged individuals. In November, the Board also discussed and reviewed how each jurisdiction’s policies and reviewed options for strengthening their policies, whether allowing dispensaries or not.
- G. **Legislative Action Committee Guiding Principles**: The Cities Association takes positions on federal, state, and regional legislative issues that may impact its member cities, so as to advocate for the interests of the member cities. In most cases, positions are taken by the Board of Directors after receiving a recommendation from the Legislative Action Committee (LAC). However, legislative issues occasionally arise in a fashion that prevents timely deliberation and response from the Board of Directors. To address such occasions, the Board of Directors establishes this list of standing legislative advocacy positions. When time does not permit consideration by the Board of Directors, the President of the Cities Association is empowered to advocate for or against issues according to these standing legislative advocacy positions, subject to subsequent ratification by the Board of Directors. The Guiding Principles will be presented to the Legislative Action Committee and board for approval yearly - - in February the Legislative Action Committee will review allowing individual cities to review and approve before adoption by the Board of Directors in March.
- H. **Transportation**: Along with high housing costs, transportation has been a top concern among our local leaders. The Cities Association focused on Transportation at the September Board of Directors meeting:
- ◆ **Steve Raney, Smart Mobility Director, Joint Venture Silicon Valley** presented Measurable Commute Reduction & the War on Single Occupancy Vehicles. Raney discussed that Measurable Commute Reduction uses the carrot and stick approach. Raney concluded with suggestions of how the Cities Association can take a leadership role:
 - 15-city policy memos
 - Influence VTA & MTC
 - Rank congestion pricing options and lead a discussion
 - Tech employers: \$5/day raise, \$5/day SOV fee
 - City staff FVC commuter pilots
 - Grant proposals
 - Vet Fair Value Commuting Bill and other bills



- ◆ **Comparison of Regional Planning, Lynn Peterson**, Consultant and Former Secretary, Washington Department of Transportation shared history and evolution transportation systems in Portland, Oregon; Seattle, Washington; & Dallas, TX. Each city has its own unique challenges, Portland, Oregon invested highway dollars into light rail instead of highways, which encourages people to use public transit instead of sitting in a car. Transit-Oriented Development (TOD) improved mobility and access and created significant economic opportunity. Peterson suggested the Cities Association consider these questions when looking to the future:
 - What is the long-range plan to connect modes?
 - What is the long-range plan to promote transit-oriented development?
 - What is your long-range plan to promote equity within culture, race and neighborhoods?
 - What is your long-range plan to add modes to the hierarchy of the transportation system?
 - Can you change your performance measures to get the outcomes you are striving for over the next 40 years?
 - SB 743 - Convert from mobility (LOS) to VMT to achieve GHG emissions and equity of access

- ◆ **Discussion of Efforts in Cities of Santa Clara County:**
 - Pat Showalter discussed Mountain View's Transportation Management Association to change the way residents of Mountain and employees in Mountain View commute
 - Jamie Jarvis, Transportation Demand Manager, Stanford Research Park, discussed their efforts in Palo Alto to provide transportation options for their companies, large and small.
 - o Voluntary, includes large and small company employers
 - o VTA eco-pass
 - o Free emergency transportation
 - o Free shuttles
 - Rod Sinks shared Cupertino's adoption of Transportation Impact Fee Program.

I. **Health Policy:** We continued our health policy work with the county's Public Health Department in launching and endorsing the "Healthy Cities Campaign – Dashboard," an effort created to incentivize cities to develop and implement health policies and change within their communities acknowledging work through three focus areas: 1) Active & Safe Communities; 2) Tobacco-free environments; 3) Access to Healthy Food & Beverages. Based on input from the Cities Association Board of Directors and Santa Clara County City Managers, the initiative includes: a "dashboard" (not a report card); toolkit of best practices and "peer to peer" contact to foster collaboration; and model policies easily accessible for review on a website.



In addition to the adopted priorities, the Cities Association Board of Directors also took these actions:

- **The Cities Association Southern Peninsula/South Bay Community Roundtable Ad Hoc Committee** is an Ad Hoc committee to explore building the framework for a permanent Roundtable for the Southern Peninsula/Bay (Santa Clara and Santa Cruz Counties). The formation of a permanent roundtable for the southern peninsula/south bay was a [recommendation by the Select Committee and Representatives Eshoo, Khanna, Panetta requested the Cities Association take a leadership role in forming the Roundtable.](#)

The Committee is comprised of 7 members of a Cities Association Board/Committees (Board of Directors, Legislative Action Committee, or City Selection Committee).

Members of the committee are:

- Mayor Savita Vaidhyanathan, Cupertino
- Mayor Gary Waldeck, Los Altos Hills
- Member Pat Showalter, Mountain View
- Mayor Steve Tate, Morgan Hill
- Mayor Greg Scharff, Palo Alto
- Council Member Mary-Lynne Bernald, Saratoga
- Council Member Larry Klein, Sunnyvale

What is a Roundtable? Roundtables function as a clearinghouse of sorts where varying interests, local through national, can be heard with the decision maker, the FAA, at the table. [Click here for a good Roundtable 101 by the LAX Community Noise Roundtable.](#)

What is the Cities Association Ad Hoc Roundtable Committee working toward? This committee is working on the framework of how a new, permanent roundtable would function and operate such as bylaws, memorandum of understandings, resolutions, and the nuts and bolts of funding a roundtable. Cities Association Board of Directors will act on any recommendations before other jurisdictions are invited to attend.

- **New Executive Director:** After 7 years with the Cities Association, Raania Mohsen left to join the City of Santa Clara City Manager's office. Former Executive Director Joanne Benjamin returned to become the Interim Director until the end of June. Andi Jordan joined the Cities Association beginning July 1. In 2018, Andi will lead the Association in upgrading its operating system, ensuring that the Association is in compliance with all federal and state requirements as well as ensuring we are able to engage in grant receiving opportunities or allowing growth to include RHNA Sub-region tasks or Roundtable functions.



Additional Cities Association 2017 Actions & Collaborations

- **The Cities Association co-sponsored the Annual Regional Economic Summit hosted by SVLG and 20+ other partnering community organizations.**
- **The Cities Association Board of Directors unanimously approved FY 2017-18 Budget** with no dues increase. The 2016-2017 budget included a 5% increase in dues in order to resume operations without using Reserves to meet expenses. The Association had been using its Reserves for the past five years in order to meet expenses. An increase in dues last occurred 11 years ago.

City Selection Committee Appointments of 2017

- Debi Davis of Santa Clara was appointed to the Silicon Valley Regional Interoperability Authority (SVRIA) as the Alternate Appointee fulfilling an ongoing term expiring October 2018.
- Mary-Lynne Bernald of Saratoga was appointed to the West Valley Cities Seat on the Recycling Waste & Reduction Commission (RWRC) to a new term expiring September 2022.
- Pat Showalter of Mountain View was appointed to the Member-at-Large Seat on the RWRC to fulfill a new term expiring January 2023.
- Susan Landry of Campbell was appointed to the Member-at-Large Seat on the RWRC fulfilling an ongoing term expiring January 2021.
- Lydia Kou of Palo Alto was appointed to the North County Cities Seat on the Santa Clara County Emergency Operational Area Council (OAC) to fulfill a new term expiring December 2018.
- Ken Rosenberg of Mountain View was appointed to the North County Cities Seat as the Alternate on the OAC to a new term expiring December 2018.
- Debi Davis of Santa Clara was appointed to the Central County Cities Seat on the OAC to fulfill an ongoing term expiring September 2017.
- Rob Rennie of Los Gatos was appointed to the South County & West Valley Cities Seat on the OAC to fulfill an ongoing term expiring September 2017.
- Jeannie Bruins of Los Altos was appointed to represent the cities of Santa Clara County on the Metropolitan Transportation Commission to fulfill an ongoing term expiring February 2019.
- Rob Rennie of Los Gatos was appointed to represent the cities of Santa Clara County on the Local Agency Formation Commission to fulfill an ongoing term expiring May 2020.
- Rod Sinks of Cupertino was reappointed to represent the cities of Santa Clara County on the Bay Area Air Quality Management District (BAAQMD) to a new term expiring November 2018.



- Peter Leroe-Muñoz of Gilroy was appointed as the South County/West Valley Cities Alternate to the Santa Clara County Emergency Operational Area Council (OAC) to fulfill an ongoing term expiring September 2017.
- Anthony Phan of Milpitas was appointed as the Central County Cities Alternate to the OAC to fulfill an ongoing term expiring September 2017.
- Russell Melton of Sunnyvale was appointed as Alternate to represent the cities of Santa Clara County on the Local Agency Formation Commission to fulfill an ongoing term expiring May 2020.
- Liz Gibbons of Campbell was appointed to the Association of Bay Area Government (ABAG) Executive Board to an ongoing term expiring June 2018.
- Rob Rennie of Los Gatos was appointed Santa Clara County Emergency Operation Area Council (OAC) for the South County and West Valley Cities with a term expiring September 2019.
- Debi Davis of Santa Clara was appointed Santa Clara County Emergency Operation Area Council (OAC) for the Central County Cities expiring September 2019.
- Russ Melton of Sunnyvale was appointed Alternate to Santa Clara County Emergency Operation Area Council (OAC) for the Central County Cities expiring September 2019.
- Kathy Watanabe of Santa Clara was appointed to the RWRC Central County seat for the term Central County seat for the term 7/1/17 – 7/1/23.

The Cities Association Legislative Action Committee met throughout the year and took positions on several legislative bills addressing affordable housing, homelessness, transportation, environmental sustainability, and efforts initiated by our delegation to enhance local government and regional priorities.



Executive Board of Directors Meeting – Agenda Report

Meeting Date: January 3, 2017

Subject: 5 a – Valley Water (Pacheco Reservoir)
5 b – Santa Clara County – Department on Aging and Adult Services

Initiated by: Andi Jordan

Previous Board Consideration: These items have been bumped from several agendas due to large agendas.

Fiscal Impact: none

Policy Questions: none

Recommended Motion: Aye or nay to place on agenda

Attachments: Valley Water
Santa Clara County Department on Aging & Adult Services



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

NAME OF ORGANIZATION: SANTA CLARA VALLEY WATER DISTRICT

BACKGROUND INFORMATION:

- The 2014 voter approval of Proposition 1: Water Quality, Supply and Infrastructure Act provided Californians a vision of improved water security and environmental stewardship through strategic investment in projects and programs that deliver regional benefits. The Pacheco Reservoir Expansion Project fulfills that vision and delivers critical environmental and water supply benefits to Santa Clara, San Benito, Monterey and Santa Cruz counties.

REQUEST (WHAT WILL BE PRESENTED?):

- We will be presenting information in support of the Pacheco Reservoir expansion project and will provide a Water Supply Update and Overview.

RELEVANCE TO THE CITIES ASSOCIATION:

- Once established, the expanded Pacheco Reservoir provides a water storage resource separate from the operational constraints of San Luis Reservoir. This expansion advances water supply reliability and water security for Santa Clara Valley.
- This project also would bolster water supply reliability for not just Silicon Valley, but the region as a whole, which supports local and regional economies of statewide significance.
- Pacheco Reservoir expansion will replace intermittent seasonal flows in Pacheco Creek with year-round flows at temperatures suitable for spawning, rearing and migration of steelhead. Through this project, Pacheco Creek will now provide year-round habitat for the threatened South-Central California Coast steelhead and deliver on a Core 1 recovery objective as described in the National Marine Fisheries Service's South-Central California Steelhead Recovery Plan

WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?

- We respectfully request a Letter of Support from the Cities Association for the Proposition 1 grant application we have submitted for this unique project.

MATERIALS TO BE SENT TO SUPPORT PRESENTATION

- 1). Water Supply Update and Overview.
- 2). Public Benefits of Pacheco Reservoir Expansion Project- Infographic.
- 3). Pacheco Reservoir Expansion Project – Information Sheet.
- 4). Sample Letter of Support.



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

NAME OF ORGANIZATION:

Seniors' Agenda, Santa Clara County Department of Aging and Adult Services

BACKGROUND INFORMATION:

Seniors' Agenda presented a couple of years ago on the goal of being the first county in the US with all cities being designated Age-friendly by the World Health Organization by July 2017. The goal was reached and now beginning on the next steps of planning and implementation.

REQUEST (WHAT WILL BE PRESENTED?):

Will present a quick overview of the WHO Age-friendly Initiative, key findings from the county wide Age-friendly survey, planning process and goals for the coming year.

RELEVANCE TO THE CITIES ASSOCIATION:

Age-friendly Cities is a priority of the SCC Cities Association.

WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?

Support of collaboration efforts on both local and county wide Age-friendly initiatives

Participating in a countywide recognition/celebration of AF goal in 2018.

MATERIALS TO BE SENT TO SUPPORT PRESENTATION

Overview of AF survey results and key findings
List of potential AF projects identified by each city