



**CITIES ASSOCIATION  
BOARD OF DIRECTORS MEETING AGENDA**

Thursday, June 8, 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](http://www.citiesassociation.org)*

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|---|-------------|
| <b>1. Welcome, Introductions and Roll Call</b>  | 7:15        |
| <b>2. Oral Communication</b><br>(This time is reserved for public comment and is limited to topics not on the agenda; comment time not to exceed 3 minutes.)  | 7:15 - 7:20 |
| <b>3. Consent Calendar</b>  | 7:20 – 7:25 |
| <ul style="list-style-type: none"> <li>a. Approval of Minutes of April 13, 2017 (Pepper)</li> <li>b. Acceptance of Financial Reports (Pepper)               <ul style="list-style-type: none"> <li>1. April and May 2017 Balance Sheets</li> <li>2. April and May 2017 Budget Reports</li> <li>3. April and May 2017 Transactions Reports</li> </ul> </li> </ul>  |             |
| <b>4. Old Business</b>  | 7:25 – 7:30 |
| <ul style="list-style-type: none"> <li>a. 6<sup>th</sup> Annual Regional Economic Forum – Thurs., June 15;<br/>7:15-12pm: Computer History Museum (Scharff)</li> <li>b. Review of General Membership Meeting (Scharff)</li> </ul>   |             |
| <b>5. Association Priorities and Presentations</b>  |             |
| <ul style="list-style-type: none"> <li>a. Silicon Valley Community Foundation &amp; SVLG: SVCIP<br/>(Silicon Valley Competitiveness &amp; Innovation Project (Remy Goldsmith) 7:30 -- 7:45</li> <li>b. VTA: Implementation of Measure B Transportation Projects<br/>(Jane Shinn) 7:45 – 8:00</li> <li>c. Citizen Initiated Ballot Measures on Marijuana &amp; Lessons<br/>Learned (Liz Gibbons) 8:00 – 8:15</li> </ul>          |             |
| <b>6. New Business</b>  |             |
| <ul style="list-style-type: none"> <li>a. FY 2017-18 Draft Budget &amp; Budget Memo to the Board<br/>(Pepper) 8:15 – 8:20</li> <li>b. Recommendation for New Executive Director (Scharff) 8:20 – 8:30</li> <li>c. Legislation Action Committee Report &amp; Action (Showalter) 8:30 – 8:35</li> <li>d. City Managers' Association Report (Keene) 8:35 -- 8:40</li> <li>e. Legislation Report (Shotwell) 8:40 -- 8:45</li> </ul> |             |
| <b>d. Joys &amp; Challenges</b>   | 8:45 – 8:55 |

06/02/2017



- e. **Announcements** 8:55 – 9:00
- f. **Adjournment to Next Meeting: Thursday, Aug. 10; 7 pm;** 9:00  
**Sunnyvale City Hall, West Conference Room**



**Draft Minutes**  
**BOARD OF DIRECTORS MEETING**  
**Sunnyvale West Conference Room**  
**April 13, 2017**

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

**1. Call to Order/Roll Call**

**Present:**

Liz Gibbons, Campbell  
Rod Sinks, Cupertino  
Peter Leroe-Muñoz, Gilroy  
Jan Pepper, Los Altos  
Gary Waldeck, Los Altos Hills  
Marico Sayoc, Los Gatos  
Burton Craig, Monte Sereno  
Pat Showalter, Mountain View  
Steve Tate, Morgan Hill  
Chappie Jones, San Jose  
Debi Davis, Santa Clara  
Manny Cappello, Saratoga  
Larry Klein, Sunnyvale

**Also Present:**

Jim Griffith, Sunnyvale, Past Pres.  
Savita Vaidhyanathan, Cupertino  
Steve Preminger, Santa Clara Cnty  
Maria Love, Santa Clara County  
David Campos, Santa Clara County  
Jane Le Fevre, Soc. Resp. Partners.

Susan Craig, Interested Citizen  
Omar Chatty, Interested Citizen

Joanne Benjamin, Cities Association

**2. Oral Communication: None**

**3. Consent Calendar**

Approval of March 2017 Financial Statements, Minutes for March 9, 2017 Board Meeting, Motion (Cappello)/ Second (Davis). Motion carried unanimously (12-0 with 3 absences).

**Ayes:** Cappello, Craig, Davis, Gibbons, Jones, Klein, Leroe-Munoz, Sayoc, Showalter, Sinks, Tate, Waldeck

**No:**

**Abstention:**

**Absent:** Pepper, Scharff, Tran

**4. Presentations & Priorities Discussions**

a. **Manny Cappello, Chair of the Equitable Communities Subcommittee**, presented the Board with a **Draft Resolution** for cities to consider adopting. 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.

b. **Steve Preminger, Office of the County Executive**, presented how the City of San Jose and Santa Clara County are working on a coordinated immigrant communications campaign. Steve introduced **Maria Love, Santa Clara County Manager of the Office of Immigrant Relations**. Maria spoke on how the county is supporting its Immigrant Population and distributed resource information for member use. Steve then introduced **Jane LeFevre** who discussed the Coordinated Immigrant Communications Campaign for the City of San Jose and Santa Clara County. Following Jane, **David Campos, Deputy County Executive**, discussed the County lawsuit, along with San Francisco, against the Trump Administration's order to pull funds from cities that refuse to assist in U.S. Immigration enforcement. The suit will be heard on Friday, April 14 in San Francisco. Dozens of cities have filed briefs in support of the suit or filed suits of their own.

## 5. New Business

a. **May General Membership Meeting, May 11, 2017**: Rod announced the May General Membership Meeting on May 11 will be held at the Institute for the Future in Palo Alto from 6-9 pm. All elected council members, state and local elected legislators, city managers, assistant city managers, and senior staffs are invited. The event is co-sponsored by the Institute for the Future and the League of California Cities. Food and drink will be provided, guests will have an opportunity to informally tour the Institute at the beginning of the event, which will be followed by formal presentations by: Marina Gorbis, Executive Director of the Institute; Pratheepan Gulasekaram, Santa Clara University Law Professor, a specialist in Constitutional Law, Immigration Law, Citizenship and the Rights of Noncitizens, and State and Local Immigration Laws; and Carolyn Coleman, Executive Director of the League of California Cities. Professor Gulasekaram will discuss the political and legal dynamics of state and local immigration regulations, including their constitutionality and their effect on federal immigration lawmaking. Carolyn will discuss the League's Blueprint for Housing. The Invitation will be sent out this coming week.

b. **LAC Report**: Pat Showalter announced there will be a **LAC Meeting** on Thursday, May 11 at 5 pm, an hour prior to the General Membership Meeting. The LAC will meet at the Institute for the Future and discuss pending legislation. Pat is gathering bills for discussion and asks Board Members and Cities to send bills to her they want the LAC to consider for Support or Oppose Positions.

**c. Co-Partnership with SVLG – 6<sup>th</sup> Annual Regional Economic Forum on June 15, 2017, 7:15 am - 12 pm at the Computer History Museum.** The Cities Association has co-partnered this event in the past. The Board approved the non-profit co-sponsored rate of \$1,000.

**d. Update on Hiring a new Executive Director:** Rod reported five applications were received and the Executive Board will be interviewing the candidates. Joanne, as Interim, has agreed to train the new ED.

**e. City Managers' Association Report:** In the absence of James Keene, Interim Executive Director Joanne Benjamin shared the City Managers Association met on Wed., April 12 and discussed the County's Measure A Implementation Plan.

**f. Legislation Report:** Betsy Shotwell gave the Legislation Report. All efforts were on the Transportation Funding Bill this past month, but now committees are starting to meet. The list of housing bills is staggering and Board members should look at the League's Hot Sheet of Legislation. The Governor's Budget May-Revise will be out next month.

## **6. Joys and Challenges:**

- Campbell – Liz Gibbons announced the Silicon Valley Business Journal's event, "The Commerce of Cannabis – what does it mean for Silicon Valley?" will be on Thursday, April 27, 7:30-9:45 am at the Silicon Valley Capital Club. Cost is \$50.
- Gilroy - Peter Leroe-Munoz commented he attended a nice event outside the U.S. Immigration and Customs Enforcement Office in Morgan Hill where activists and interfaith leaders came together around activities of Holy Thursday to express opposition to ICE enforcement and deportations.
- Palo Alto – Pat Showalter announced in Palo Alto's absence that the city participated, along with several other cities in the county, in the National Flood Insurance Program. The Santa Clara County Water District has a Community Rating System and performs audits. Palo Alto scored at the top, allowing residents of the city to receive a 20% discount.
- Mountain View – Pat Showalter announced a ribbon cutting for a new store, Total Wine and More.
- Los Altos – Jan Pepper announced a ribbon cutting for a new sculpture in Lincoln Park, donated by the Assyrian Arts Institute. Hon. Anna Eshoo participated.
- Cupertino – Rod Sinks announced only 1% of the city's residents opted out of the Silicon Valley Clean Energy Program and stay with PG&E.
- Campbell – Liz Gibbons voiced caution as the atmosphere is changing and Town Hall Meetings are being disrupted by a small group of loud, vocal dissenters. Assembly Member Low held a Town Hall Meeting in Campbell recently, and was saddened this small group disrupted the assembly member in his presentation.
- Santa Clara – Debi Davis announced the city has been sued over lack of diversification of its council. It is an all-white council. However, there were a number of candidates from different backgrounds who ran, but didn't get elected. The city is going through a process to study the issue and look at the city charter.

- Sunnyvale – Jim Griffith commented the city may face a labor strike over the issue of supplying low interest loans to city staff.

**7. Announcements:** Interim Executive Director Joanne Benjamin announced the Membership Directory has been published and sent to the cities, elected state and federal legislators, county, and countywide and regional organizations. There are a few available copies for \$15. Please contact Joanne if you would like one sent to you.

**Adjournment** at 8:50 pm to General Membership Meeting, Thursday, May 11, 2017, 6-9 pm at the Institute for the Future, 201 Hamilton Ave., Palo Alto

Respectfully submitted,

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

**CITIES ASSOCIATION OF SANTA CLARA COUNTY**  
**Balance Sheet**  
As of April 30, 2017

	Apr 30, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking - Union Bank	6,341.75
<b>Total Checking/Savings</b>	6,341.75
<b>Other Current Assets</b>	
LAIF Funds	60,374.17
Accrued Interest	44.60
<b>Total Other Current Ass...</b>	60,418.77
<b>Total Current Assets</b>	66,760.52
<b>Fixed Assets</b>	
Machinery and Equipme...	2,203.41
Accumulated Depreciati...	-1,372.97
<b>Total Fixed Assets</b>	830.44
<b>TOTAL ASSETS</b>	<b>67,590.96</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
<b>Reserves</b>	
Reserve for New Equip.	5,000.00
Reserve for Operations	35,000.00
<b>Total Reserves</b>	40,000.00
Unrestricted Fund Bala...	11,391.60
Net Income	16,199.36
<b>Total Equity</b>	67,590.96
<b>TOTAL LIABILITIES &amp; EQUI...</b>	<b>67,590.96</b>

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

	May 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Checking - Union Bank	2,522.71
<b>Total Checking/Savings</b>	2,522.71
<b>Other Current Assets</b>	
LAIF Funds	60,374.17
Accrued Interest	44.60
<b>Total Other Current Ass...</b>	60,418.77
<b>Total Current Assets</b>	62,941.48
<b>Fixed Assets</b>	
Machinery and Equipme...	2,203.41
Accumulated Depreciati...	-1,372.97
<b>Total Fixed Assets</b>	830.44
<b>TOTAL ASSETS</b>	<b>63,771.92</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
<b>Reserves</b>	
Reserve for New Equip.	5,000.00
Reserve for Operations	35,000.00
<b>Total Reserves</b>	40,000.00
Unrestricted Fund Bala...	11,391.60
Net Income	12,380.32
<b>Total Equity</b>	63,771.92
<b>TOTAL LIABILITIES &amp; EQUI...</b>	<b>63,771.92</b>



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

	<u>Jul '16 - ...</u>	<u>Budget</u>	<u>% of Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Directory Income	87.00	1,000.00	8.7%
Dues Income	87,868.00	87,868.00	100.0%
Interest	464.98	431.00	107.9%
<b>Total Income</b>	<u>88,419.98</u>	<u>89,299.00</u>	<u>99.0%</u>
<b>Gross Profit</b>	88,419.98	89,299.00	99.0%
<b>Expense</b>			
<b>Office</b>			
Conferences/Director's Expen...	0.00	125.00	0.0%
Directory Production	1,083.92	1,000.00	108.4%
Dues and Subscriptions	335.00	325.00	103.1%
Hospitality	307.27	420.00	73.2%
Internet - Web Hosting Services	59.85	250.00	23.9%
<b>Miscellaneous</b>			
Bank Service Charges	30.00	36.00	83.3%
<b>Total Miscellaneous</b>	<u>30.00</u>	<u>36.00</u>	<u>83.3%</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%
<b>Total Office</b>	<u>3,274.42</u>	<u>4,479.00</u>	<u>73.1%</u>
<b>Professional Services</b>			
<b>Employee Expenses</b>			
Payroll Service Fees	715.20	1,000.00	71.5%
Payroll Taxes	5,267.03	6,200.00	85.0%
Payroll Wages/Salary	62,225.26	76,620.00	81.2%
<b>Total Employee Expenses</b>	<u>68,207.49</u>	<u>83,820.00</u>	<u>81.4%</u>
<b>Total Professional Services</b>	68,207.49	83,820.00	81.4%
<b>Programs and Initiatives</b>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>72,481.91</u>	<u>89,299.00</u>	<u>81.2%</u>
<b>Net Ordinary Income</b>	15,938.07	0.00	100.0%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Membership Dinners - Proceeds	3,265.00	12,000.00	27.2%
<b>Total Other Income</b>	<u>9,965.00</u>	<u>12,000.00</u>	<u>83.0%</u>
<b>Other Expense</b>			
Membership Dinners - Cost	10,033.71	12,000.00	83.6%
<b>Total Other Expense</b>	<u>10,033.71</u>	<u>12,000.00</u>	<u>83.6%</u>
<b>Net Other Income</b>	<u>-68.71</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Income</b>	<u><b>15,869.36</b></u>	<u><b>0.00</b></u>	<u><b>100.0%</b></u>

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

	<u>Jul '16 - ...</u>	<u>Budget</u>	<u>% of Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Directory Income	822.00	1,000.00	82.2%
Dues Income	87,868.00	87,868.00	100.0%
Interest	464.98	431.00	107.9%
<b>Total Income</b>	<u>89,154.98</u>	<u>89,299.00</u>	<u>99.8%</u>
<b>Gross Profit</b>	89,154.98	89,299.00	99.8%
<b>Expense</b>			
<b>Office</b>			
Conferences/Director's Expen...	0.00	125.00	0.0%
Directory Production	1,083.92	1,000.00	108.4%
Dues and Subscriptions	335.00	325.00	103.1%
Hospitality	344.73	420.00	82.1%
Internet - Web Hosting Services	59.85	250.00	23.9%
<b>Miscellaneous</b>			
Bank Service Charges	30.00	36.00	83.3%
<b>Total Miscellaneous</b>	<u>30.00</u>	<u>36.00</u>	<u>83.3%</u>
Post Office Box	43.00	82.00	52.4%
Postage and Delivery	223.80	227.00	98.6%
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	366.44	289.00	126.8%
Supplies and Equipment	414.65	375.00	110.6%
Telephone	544.62	1,000.00	54.5%
<b>Total Office</b>	<u>3,680.88</u>	<u>4,479.00</u>	<u>82.2%</u>
<b>Professional Services</b>			
<b>Employee Expenses</b>			
Payroll Service Fees	788.00	1,000.00	78.8%
Payroll Taxes	5,693.33	6,200.00	91.8%
Payroll Wages/Salary	67,797.85	76,620.00	88.5%
<b>Total Employee Expenses</b>	<u>74,279.18</u>	<u>83,820.00</u>	<u>88.6%</u>
<b>Total Professional Services</b>	<u>74,279.18</u>	<u>83,820.00</u>	<u>88.6%</u>
<b>Programs and Initiatives</b>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>78,960.06</u>	<u>89,299.00</u>	<u>88.4%</u>
<b>Net Ordinary Income</b>	10,194.92	0.00	100.0%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Membership Dinners - Proceeds	3,265.00	12,000.00	27.2%
<b>Total Other Income</b>	<u>13,349.08</u>	<u>12,000.00</u>	<u>111.2%</u>
<b>Other Expense</b>			
Membership Dinners - Cost	11,493.68	12,000.00	95.8%
<b>Total Other Expense</b>	<u>11,493.68</u>	<u>12,000.00</u>	<u>95.8%</u>
<b>Net Other Income</b>	<u>1,855.40</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>12,050.32</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

**CITIES ASSOCIATION OF SANTA CLARA COUNTY**  
**Transaction Detail by Account**  
**April 2017**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Checking - Union Bank</b>					
4/4/2017	2708	Alpha G...		Directory Prod...	-1,083.92
4/12/2017	2709	SCC Ma...	April Meeting	Dues and Sub...	-40.00
4/14/2017	2710	Silicon ...	contribution to c...	Project Support	-1,000.00
4/14/2017		Union B...	Deposit	-SPLIT-	85.00
4/24/2017			Confirmation #1...	LAIF Funds	11,000.00
4/28/2017	2711	Westfre...	May 11 General...	Membership D...	-1,459.97
4/28/2017	2713	Western...	Renewal of 1 y...	Dues and Sub...	-39.00
4/30/2017		Time+Pl...		Payroll Wages...	-4,356.11
4/30/2017		Time+Pl...		-SPLIT-	-1,674.19
4/30/2017		Time+Pl...		Payroll Service...	-77.80
4/30/2017				Bank Service ...	-3.00
Total Checking - Union Bank					1,351.01
<b>LAIF Funds</b>					
4/24/2017			Confirmation #1...	Checking - Uni...	-11,000.00
Total LAIF Funds					-11,000.00
<b>Directory Income</b>					
4/14/2017		Union B...	Deposit	Checking - Uni...	-15.00
Total Directory Income					-15.00
<b>Office</b>					
<b>Directory Production</b>					
4/4/2017	2708	Alpha G...		Checking - Uni...	1,083.92
Total Directory Production					1,083.92
<b>Dues and Subscriptions</b>					
4/12/2017	2709	SCC Ma...	April Meeting	Checking - Uni...	40.00
4/28/2017	2713	Western...	Renewal of 1 y...	Checking - Uni...	39.00
Total Dues and Subscriptions					79.00
<b>Miscellaneous</b>					
<b>Bank Service Charges</b>					
4/30/2017				Checking - Uni...	3.00
Total Bank Service Charges					3.00
Total Miscellaneous					3.00
Total Office					1,165.92
<b>Professional Services</b>					
<b>Employee Expenses</b>					
<b>Payroll Service Fees</b>					
4/30/2017		Time+Pl...		Checking - Uni...	77.80
Total Payroll Service Fees					77.80
<b>Payroll Taxes</b>					
4/30/2017		Time+Pl...		Checking - Uni...	457.71
Total Payroll Taxes					457.71
<b>Payroll Wages/Salary</b>					
4/30/2017		Time+Pl...		Checking - Uni...	4,356.11
4/30/2017		Time+Pl...		Checking - Uni...	1,216.48
Total Payroll Wages/Salary					5,572.59
Total Employee Expenses					6,108.10
Total Professional Services					6,108.10
<b>Programs and Initiatives</b>					
<b>Project Support</b>					
4/14/2017	2710	Silicon ...	contribution to c...	Checking - Uni...	1,000.00
Total Project Support					1,000.00
Total Programs and Initiatives					1,000.00

**CITIES ASSOCIATION OF SANTA CLARA COUNTY**  
**Transaction Detail by Account**  
**April 2017**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Membership Dinners - Proceeds</b>					
4/14/2017		Union B...	Deposit	Checking - Uni...	-70.00
Total Membership Dinners - Proceeds					-70.00
<b>Membership Dinners - Cost</b>					
4/28/2017	2711	Westfre...	May 11 General...	Checking - Uni...	1,459.97
Total Membership Dinners - Cost					1,459.97
<b>TOTAL</b>					<b>0.00</b>

**CITIES ASSOCIATION OF SANTA CLARA COUNTY**  
**Transaction Detail by Account**  
**May 2017**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Checking - Union Bank</b>					
5/3/2017	2714	First Nat...		-SPLIT-	-67.89
5/3/2017	2715	First Nat...		-SPLIT-	-338.57
5/4/2017		Union B...	Deposit	Directory Inco...	570.00
5/6/2017	2712	Westfre...	May 11 General...	Membership D...	-1,459.97
5/17/2017		Union B...	Deposit	General Memb...	3,384.08
5/22/2017		Union B...	Deposit	Directory Inco...	165.00
5/31/2017		Time+Pl...		Payroll Service...	-72.80
5/31/2017		Time+Pl...		Payroll Wages...	-4,356.13
5/31/2017		Time+Pl...		-SPLIT-	-1,642.76
Total Checking - Union Bank					-3,819.04
<b>Directory Income</b>					
5/4/2017		Union B...	Deposit	Checking - Uni...	-570.00
5/22/2017		Union B...	Deposit	Checking - Uni...	-165.00
Total Directory Income					-735.00
<b>Office</b>					
<b>Hospitality</b>					
5/3/2017	2715	First Nat...	April Board Mee...	Checking - Uni...	37.46
Total Hospitality					37.46
<b>Postage and Delivery</b>					
5/3/2017	2715	First Nat...	Directory Mailing	Checking - Uni...	212.23
Total Postage and Delivery					212.23
<b>Software Licenses</b>					
5/3/2017	2714	First Nat...	Adobe Acrobat ...	Checking - Uni...	14.99
Total Software Licenses					14.99
<b>Supplies and Equipment</b>					
5/3/2017	2715	First Nat...		Checking - Uni...	88.88
Total Supplies and Equipment					88.88
<b>Telephone</b>					
5/3/2017	2714	First Nat...	AT & T	Checking - Uni...	52.90
Total Telephone					52.90
Total Office					406.46
<b>Professional Services</b>					
<b>Employee Expenses</b>					
<b>Payroll Service Fees</b>					
5/31/2017		Time+Pl...		Checking - Uni...	72.80
Total Payroll Service Fees					72.80
<b>Payroll Taxes</b>					
5/31/2017		Time+Pl...		Checking - Uni...	426.30
Total Payroll Taxes					426.30
<b>Payroll Wages/Salary</b>					
5/31/2017		Time+Pl...		Checking - Uni...	4,356.13
5/31/2017		Time+Pl...		Checking - Uni...	1,216.46
Total Payroll Wages/Salary					5,572.59
Total Employee Expenses					6,071.69
Total Professional Services					6,071.69
<b>General Membership Meeting</b>					
5/17/2017		Union B...	Deposit	Checking - Uni...	-3,384.08
Total General Membership Meeting					-3,384.08

**CITIES ASSOCIATION OF SANTA CLARA COUNTY**  
**Transaction Detail by Account**  
**May 2017**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Membership Dinners - Cost</b>					
5/6/2017	2712	Westfre...	May 11 General...	Checking - Uni...	1,459.97
Total Membership Dinners - Cost					1,459.97
<b>TOTAL</b>					<b>0.00</b>



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

### NAME OF ORGANIZATION:

Silicon Valley Community Foundation and Silicon Valley Leadership Group

### BACKGROUND INFORMATION:

#### **Organization Information**

**Silicon Valley Community Foundation** advances innovative philanthropic solutions to challenging problems. As the largest community foundation in the world, we engage donors and corporations from Silicon Valley, across the country and around the globe to make our region and world better for all. Our passion for helping people and organizations achieve their philanthropic dreams has created a global philanthropic enterprise committed to the belief that possibilities start here.

**Silicon Valley Leadership Group** is a public policy trade association. The Leadership Group was founded in 1978 by David Packard of Hewlett-Packard and represents more than 400 of Silicon Valley's most respected employers on issues, programs and campaigns that affect the economic health and quality of life in Silicon Valley, including education, energy, environment, health, housing, tax policies, tech and innovation and transportation. Leadership Group members collectively provide nearly one of every three private sector jobs in Silicon Valley and contribute more than \$3 trillion to the worldwide economy.

#### **Project Information**

Developed by the Silicon Valley Leadership Group and Silicon Valley Community Foundation in 2014, the SVCIP seeks to proactively identify a data-driven economic strategy to reinforce the region's competitive advantages in innovation and ensure continued job growth. Study details, including a downloadable PDF of the study can be found at [SVCIP.com](http://SVCIP.com).

Guided by an advisory council and a series of discussions with legislators, business and civic leaders, the SVCIP team developed an Indicator Dashboard and public policy agenda to evaluate and promote the health of Silicon Valley's innovation ecosystem. The SVCIP represents a first step in identifying key public policy issues to address in the near term.

### REQUEST (WHAT WILL BE PRESENTED?):

We request 15 minutes during your board meeting to present findings from this year's SVCIP Report. The last five minutes of our presentation will be devoted to Q&A. A sample of key findings from the report include:

- **Silicon Valley is the world's leading innovation region based on a composite measure.** At the same time, other regions like Berlin, London, Tel Aviv, Chicago, and Boston scored higher on the Compass Report's Growth Index, meaning they are gaining ground on Silicon Valley by measures such as venture capital investment, talent pools and entrepreneurial networks.
- **Silicon Valley also has a much higher concentration of STEM talent than other innovation regions.** The concentration of STEM talent measures the proportion of STEM workers in the overall workforce relative to the national average. Silicon Valley is almost three times more concentrated in STEM workers than is the nation as a whole, nearly twice as concentrated as the Boston region, and over one and one half times more concentrated than

both Seattle and Austin.

- **For the first time, the report included a measure regarding women entrepreneurs in innovation regions.** In 2015, women made up 42 percent of new entrepreneurs in Silicon Valley, placing the region second to Seattle, with 51 percent. But between 2013 and 2015, Silicon Valley had the biggest drop in the share of new female entrepreneurship, from 46 percent to 42 percent.
- **Between Q3 2015 and Q3 2016, total venture capital investment in Silicon Valley companies fell 46 percent.** Moreover, venture capital funding levels dropped in four of the five quarters leading up to Q3 2016. The number of venture capital deals in Silicon Valley declined too, but by a much smaller 4.6 percent between Q3 2015 and Q3 2016.
- **Using the San Jose Metropolitan Statistical Area to represent Silicon Valley home and apartment prices, we see that median home values continued to increase quickly in the first half of 2016.** In fact, median home values rose to \$935,180, according to Zillow, exceeding home values in San Francisco (\$799,150), and all innovation regions by a substantial margin.
- **The average Silicon Valley worker spends an hour and 10 minutes commuting per day (both ways),** second only to New York City workers, who spend an hour and 14 minutes commuting.

#### RELEVANCE TO THE CITIES ASSOCIATION:

This presentation is relevant to the Cities' Association because it provides a thorough evaluation of indicators that measure the quality of life and business competitiveness of each board member's community, identifying areas of strength as well as opportunities for further improvement.

Our region's economy is strong by any measure and this presentation will provide some key action items that stakeholders--including the leaders of cities within Santa Clara—may take to further the region's vitality and increase prosperity.

#### WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?

We request your attention for a 10-15 minute presentation at your next board meeting. No actions beyond that will be requested.

#### MATERIALS TO BE SENT TO SUPPORT PRESENTATION

We plan to use a slide deck to give our presentation. If you would like us to send the slides ahead of time, we are happy to do so. We do ask that we have access to a projector and screen for our presentation.





To: Cities Association Board of Directors  
From: Jan Pepper/Secretary Treasurer and  
Joanne Benjamin, Interim Executive Director  
Subject: Cities Association 2017-18 Draft Budget Proposal for Review and  
Approval  
Date: June 2, 2017

Submitted for your consideration is the proposed Fiscal Year Budget 2017-18 of the Cities Association of Santa Clara County. The Executive Board of Directors is to review and recommended approval of the Budget at its June 2, 2017. Once approved by the Board at its June 8 meeting, the Adopted FY 2017-18 Budget and Dues Schedule will be distributed to all City Managers with the request of payment of the dues.

**Background/Highlights of the Proposed 2017-18 Budget:**

1. In 2010, it was observed that Reserves had grown over the previous four fiscal years and exceeded the Cities Association Financial Policy of six to nine months of projected operating expenses.
2. The Subcommittee on Use of Reserves recommended a decrease in dues by 4.77% for three fiscal years in order to attain a level of Reserves consistent with the organization's financial policy.
3. FY 2013-14 marked the end of the 3-year budget with reduced dues. FY 2014-15 Budget resumed the original dues schedule, which was an increase of 4.77% of the prior year's dues schedule.
4. New for FY 2014-15, the Cities Association started utilizing a virtual office as an effort to reduce expenses; office expenses were reduced by 19% from the expected budget.
5. For FY 2015-16, with the continued dues schedule, it was proposed and approved to use Reserves to meet operating expenses. It is Cities Association policy to maintain a Reserves fund that covers 6 – 9 months of operating expenses (\$42,000 – \$63,000).
6. For FY 2016-17, the dues were increased by 5% in order to resume operations without using increased Reserves to meet expenses. Projected Reserves at the end of the FY 2017-18-budget year is \$53,771.32. This is assuming the New Executive Director is not hired until July 1, 2017.
7. The income from the May 11 General Membership Meeting covered expenses. Income from sponsorships for the Holiday Party, 2017, will be utilized to cover the Holiday event expenses.



8. Article VII, Section 2 of the Cities Association Bylaws states “the dues schedule shall be revised every three (3) to four (4) years.” There is no projected dues increase for the FY 2017-18 Proposed Budget.

Attached are two spreadsheets

1. FY 2017-18 Dues Proposal with no increase for the upcoming Fiscal Year
2. FY 2017-18 Budget Proposal. This shows each budget element, comments, previous budget for comparisons, current actuals and projections through June 30, 2017 (the end of the current fiscal year), the variance between actuals and budget, the proposed FY 2017-18 budget, and a LAIF Interest Calculation which was completed last year and the calculations are similar for this year.

## Draft Cities Association Budget FY 2017-18

Budget Element	Comments	Budget 2016-2017	Actuals thru 5/24	Projection 5/1-6/30	Projected Actuals 2015-2016	Actual vs. Budget Variance	Proposed Budget 2017-2018
<b>Revenues</b>							
Directory Sales	\$15/per copy to others outside Cities Association	1,000	\$ 822	\$ 180	\$ 1,002	0%	\$ 1,000
Member Dues	Per large/medium/small/very small schedule; FY 2014-2015 resumed original dues schedule after a 3-year reduced dues schedule. FY 2016-17' includes 5% increase in dues in order to cover expenses. From LAIF account. Currently at .88%; calculated at .75%.	87,868	\$ 87,868	\$ -	\$ 87,868	0%	\$ 87,866
Interest		431	\$ 465	\$ 44	\$ 509	18%	\$ 500
<b>Total Revenues</b>		<b>\$ 89,299</b>	<b>\$ 89,155</b>	<b>\$ 224</b>	<b>\$ 89,379</b>	<b>0.1%</b>	<b>\$ 89,366</b>
<b>Expenses</b>							
<b>Office</b>							
Director's Expenses	Cities Association Director's expense acct. for attending conferences - registration fees, dinners, parking, hotel, out of area travel.	\$ 125	\$ -	\$ -	\$ -	-100%	\$ 125
Directory Production	Printing of Cities Association Annual Directory	\$ 1,000	\$ 1,084	\$ -	\$ 1,084	8%	\$ 1,000
Dues and Subscriptions	SCC Mgr's Association (charged monthly), Western City magazine	\$ 325	\$ 335	\$ 120	\$ 455	40%	\$ 460
Hospitality (Meetings)	Snacks and beverages for board, leadership, & CSC meetings.	\$ 420	\$ 345	\$ 60	\$ 405	-4%	\$ 420
Internet Services	CMS for CASC website (\$10/mo); email/web host 1 and 1 (\$460/year).	\$ 250	\$ 60	\$ 60	\$ 120	-52%	\$ 560
Miscellaneous	Bank service charges etc (\$3/mo)	\$ 36	\$ 30	\$ 6	\$ 36	0%	\$ 36
Post Office Box	to receive mail	\$ 82	\$ 43	\$ 43	\$ 86	5%	\$ 86
Postage	Stamps & postage. Mostly for directory distribution & event invitations & CSC Appointment Letters.	\$ 227	\$ 224	\$ 10	\$ 234	3%	\$ 230
Printing and Copying	Kinko's copying, stationary, business cards	\$ 25	\$ -		\$ -	-100%	\$ 25

Recognition	Certificates, plaques, pin boxes and nominal gifts for past president and others.	\$ 200	\$ 175		\$ 175	-12%	\$ 200
Repairs, Equipment Maint	Copier and printers; copier repair (or replacement) needed.	\$ 125	\$ 60		\$ 60	-52%	\$ 125
Software Licenses	Adobe @ \$15/mo.; Microsoft Office (\$70); Parallels (\$35)	\$ 289	\$ 366	\$ 30	\$ 396	37%	\$ 400
Supplies and Equipment	Computer, fax, toner, ink cartridges, computer when needed (last computer purchased in July 2014.)	\$ 375	\$ 415	\$ -	\$ 415	11%	\$ 425
Telephone	Cell phone line for new office (\$53/month) purchased July 2014.	\$ 1,000	\$ 545	\$ 105	\$ 650	-35%	\$ 650
Website Update	Update CitiesAssociation.org to more mobile-friendly site	\$ -					\$ 700
<b>Total Office</b>		<b>\$ 4,479</b>	<b>\$ 3,681</b>		<b>\$ 4,115</b>	<b>-8%</b>	<b>\$ 5,442</b>
<b>Professional Services</b>							
Payroll: Service Fees	TimePlus, \$77.80/mo + extra for qtr and year-end	\$ 1,000	\$ 715	\$ 156	\$ 871	-13%	\$ 1,000
Payroll: Taxes		\$ 6,200	\$ 5,267	\$ 1,674	\$ 6,941	12%	\$ 7,000
Payroll: Wages	New ED's salary for 2017-2018 = \$70,000	\$ 76,620	\$ 62,225	\$ 8,700	\$ 70,925	-7%	\$ 70,000
Consulting Wages	Provides extra training for new ED	\$ -					\$ 10,000
<b>Total Professional Services</b>		<b>\$ 83,820</b>	<b>\$ 68,207</b>	<b>\$ 10,530</b>	<b>\$ 78,737</b>	<b>-6%</b>	<b>\$ 88,000</b>
<b>Programs and Initiatives</b>							
Contributiosn (partnering)	Support of regional projects, initiatives, e.g. Participation in Reg. Economic Summit for \$1000	\$ 1,000	\$ 1,000		\$ -	N/A	\$ 1,000
<b>Total Programs and Initiatives</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-100%</b>	<b>\$ 1,000</b>
<b>Total Expenses</b>		<b>\$ 89,299</b>	<b>\$ 72,888</b>	<b>\$ 10,530</b>	<b>\$ 82,852</b>	<b>-7%</b>	<b>\$ 94,442</b>
<b>Other Income and Expense</b>							
Membership Meetings - Proceec	Total revenue from attendees and sponsors	\$ 12,000	\$ 9,765	\$ 3,774	\$ 13,539	13%	\$ 14,000
Membership Meetings - Costs	Total costs of dinners (paid to restaurants and caterers), entertainment, event insurance, etc.	\$ 12,000	\$ 3,384	\$ 3,487	\$ 6,871	-43%	\$ 14,000
<b>Total Other Income</b>	Projected other income/loss from Membership Events	<b>\$ -</b>	<b>\$ 6,381</b>	<b>\$ 287</b>	<b>\$ 6,668</b>	<b>N/A</b>	<b>\$ -</b>

<b>Net Income/Loss (Surplus/Deficit from Reserves)</b>	<b>\$ -</b>	<b>\$ 13,194</b>	<b>\$ (5,076)</b>
<b>Projected reserves, end of budget year</b>	<b>54,678</b>	<b>\$ 54,312</b>	<b>\$ 54,578</b>
<b>Cash Reserves</b>			
<i>Checking Account Balance</i>		\$ 3,591	\$ 3,591
<i>Savings Account (LAIF) Balance</i>		\$ 50,721	\$ 50,987
		-----	-----
<b>Total Reserves</b>		<b>\$54,312</b>	<b>\$54,578</b>

### Cities Association Membership Dues Schedule FY 2017-2018

	Portion	Cities	Proposed* 2017-2018 Dues - Each City	Proposed 2017- 2018 Income
<b>Large Cities</b>	26.1%	(3) San Jose, Santa Clara, Sunnyvale	\$ 7,641	\$ 22,923
<b>Medium Cities</b>	36.2%	(5) Cupertino, Gilroy, Milpitas, Mountain View, Palo Alto	\$ 6,367	\$ 31,836
<b>Small Cities</b>	29.0%	(5) Campbell, Los Altos, Los Gatos, Morgan Hill, Saratoga	\$ 5,094	\$ 25,468
<b>Very Small Cities</b>	8.7%	(2) Los Altos Hills, Monte Sereno	\$ 3,820	\$ 7,640
<b>Total Dues Income</b>				<b>\$ 87,866</b>

\*Dues Calculated with 5% increase of dues in FY 2015-16



## Call In Cities Association Meeting

Purpose: To respond to recommendations from the May 11th Legislative Action Committee, so that letters of support and/or opposition can be sent out in a timely manner

Background: A LAC meeting was held on May 11th right before the General Membership Meeting. Since the General Membership Meeting is really an event & party, no regular business was conducted. Normally, the LAC recommendations are discussed and acted on at the meeting that comes immediately after it. In this case the next Cities Association Meeting will not be until June 8th. Given how quickly bills move through the legislative process, we felt our input would be more valuable sooner. This phone meeting has been set up to allow the legislative action to be accomplished before the June 8th meeting.

The recommended actions are below:

<b>Bill Number &amp; Name</b>	<b>Brief description</b>	<b>Action Requested</b>
AB1250 (Jones-Sawyer) De facto ban on local government contracts	Requires full economic evaluation & CEQA before letting a contract. Must list contact and salary info for all workers paid by the contract.	Oppose & send letter STRONGLY Opposed by CLC Policy Committee LAC 8/0 <b>Change Action to WATCH since cities are now exempt from Onerous Contracting Measure</b>
SB649 (Huesco) Wireless Telecommunications Facilities	Limits local control & revenue from installation of "small cell" equipment. Small is 6 cubic ft for antennas and 21 cubic ft for associated equipment.	Oppose unless the dimensions are fixed. LAC 6/2 <b>Change Action to WATCH as bill has extensive amendments and passed the Senate with only one NO vote.</b>
AB1089 Local elective offices: contribution limitations (Mullin)	Establishes a campaign contribution limit for local offices of \$4,400 per candidate per election. Supported by LWV, Common Cause and many others	<b>Support</b> and send letter LAC 8/0
AB920 California Renewables	Supported by RWRC before it was	Watch and follow



Portfolio Standard Program	dramatically revised.	RWRC's lead on new version
AB 1479 (Bonta) Supervisor of Public Records Request Requirement.	Requires each agency to establish a "supervisor" of public records requests. Adds other requirements and sets fines. Opposed by CLC	Oppose and send letter LAC8/0. <b>On LCC HOT List to Oppose</b>
SB 618 (Bradford) Load-serving entities: requires integrated resource plans	Requires each electrical load-serving entity like our SVCE prepare a plan to show that it was using a balanced portfolio for a reliable energy supply with optimal use of renewable energy. Problem is it give the PUC the review & approval authority.	SVCEA & CLC urge opposition. Held at DESK; LCC Position is to "Watch"
AB 184 (Berman) Planning for Sea Level Rise Database	Provides funding for continuing and strengthening SLR database by State. Generally sounds good, but lacked info for action.	Watch; <b>Calendared for 6/13/2017 Senate Natural Resources &amp; Water; LCC position: watch</b>
AB 574 (Quirk) Potable Reuse	Bill would remove certain references to "direct potable reuse," "indirect potable reuse for groundwater recharge," and "surface water augmentation," and would instead specify the four different types of potable reuse projects as "groundwater augmentation," "reservoir augmentation," "raw water augmentation," and "treated drinking water augmentation"	Watch; <b>LCC Position: Watch</b>
AB 733 (Berman) Allowing enhanced finance district	Allows enhanced finance districts. Generally sounds good, but lacked info for action.	Watch; <b>Calendared for Senate Governance &amp; Finance – 6/7/2017 LCC position: Watch</b>
AB 1222 Vehicles: electronic wireless communications devices	Designed to fix issues with ham radio while driving	Watch; <b>LCC position: Watch</b>
SB 35 (Weiner) Planning and Zoning: affordable housing: streamlined approval process	Makes many affordable housing projects "by right" which would stream-line the process, but reduce local control and limits opportunity for public review	May 11 LAC Rec: Watch; <b>Passed Senate 23-12 &amp; ordered to Assembly; On LCC Hot List to Oppose</b>

AB1506 (Bloom, Chiu, Bonta): Repeal Chapter 2.7: relating to tenancy	Would Repeal Costa Hawkins Act	Watch; This is now a two-year bill.
AB 1598 (Mullin): Affordable housing authority	Affordable housing authorities See information below	LCC Position: Watch
AB 1585 (Bloom): Planning and Zoning: Affordable housing: single application	Planning & Zoning: makes affordable housing streamlined See information below	LCC Position: Oppose; is now a two-year bill

**AB 1598 (Mullin) Summary:** Existing law authorizes certain local agencies to form a community revitalization authority (authority) within a community revitalization and investment area, as defined, to carry out provisions of the Community Redevelopment Law in that area for purposes related to, among other things, infrastructure, affordable housing, and economic revitalization. Existing law provides for the financing of these activities by, among other things, the issuance of bonds serviced by property tax increment revenues, and requires the authority to adopt a community revitalization and investment plan for the community revitalization and investment area that includes elements describing and governing revitalization activities. Existing law requires a community revitalization and investment plan to include a 30-year limit for establishing loans, advances, and indebtedness by the authority. This bill would authorize a city, county, or city and county to adopt a resolution creating an affordable housing authority with power limited to providing low- and moderate-income housing funded through a low- and moderate-income housing fund, as specified. The bill would prohibit certain local government entities from participating in the authority. The bill would authorize an authority created pursuant to those provisions to have boundaries that are identical to the boundaries of the city, county, or city and county that created the authority. The bill would require the authority to adopt, after holding a noticed public hearing, an affordable housing investment plan that includes, among other things, an affordable housing program. The bill would require an authority created pursuant to these provisions to include a 45-year limit for establishing loans, advances, and indebtedness by the authority. The bill would authorize specified local entities to adopt a resolution to provide tax increment revenues to the authority. The bill would also authorize specified local entities to adopt a resolution allocating other tax revenues to the authority, subject to certain requirements. The bill would provide for the financing of the activities of the authority by, among other things, the issuance of bonds serviced by funds received pursuant to those tax increment revenues or other tax revenues allocated to the authority.

**AB 1585 (Bloom) Summary:** The Planning and Zoning Law require a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. Existing law provides for various reforms and incentives intended to facilitate and expedite the construction of affordable housing. Existing law requires the Department of Housing and Community Development, in consultation with each council of governments, to determine existing and projected needs for housing for each region and requires each council of governments or, for cities and counties without a council of governments, the department to adopt a final regional housing need plan that allocates a share of the regional housing need to each city, county, or city and county and is consistent with specified objectives. This bill would establish in each city, county, and city and county in the state an affordable housing zoning board and procedures by which a public agency or nonprofit organization proposing to build affordable housing units, as defined, or a developer proposing to build a housing project that meets specified affordability criteria, could submit to that board a single application for a comprehensive conditional use or other discretionary permit. The bill would require the board to conduct a public hearing, as provided, and issue a decision approving, approving with conditions, or denying the application and to issue a comprehensive permit if the application is approved or approved with conditions. The bill would require the board to consider the general plan and zoning ordinances of the affected local agency, the share of the regional housing needs of the affected local agency, whether the applicant has made specified certifications relating to the payment of prevailing wages and employment of a skilled and trained workforce, as provided, on the affordable housing units or housing project development, documents or other evidence presented at the hearing, and the recommendations of experts or consultants, if any, retained by the board. The bill would

provide that the comprehensive permit would have the same force and effect as a conditional use or other discretionary permit issued by an affected local agency, but would prohibit the board from abrogating a provision of the general plan or zoning ordinances of the affected local agency except to grant a density bonus, as provided. This bill contains other related provisions and other existing laws.