



BOARD OF DIRECTORS AGENDA
THURSDAY, JANUARY 10, 2019 | 7PM
CITY OF SUNNYVALE | COUNCIL CHAMBERS
456 WEST OLIVE AVENUE | SUNNYVALE, CALIFORNIA 94086

Discussion & action may be taken on any of the following items:

1. Call to order & roll call 7 PM

2. Consent Agenda
 - a. Board Meeting Minutes (November 2018)
 - b. Financials (General Membership Dinner budget vs. actuals)

3. New Business
 - a. Executive Board Vacancy 7:05 PM
 - The Board of Directors is being asked to fill the vacancy on the Executive Board.

 - b. 2019 Goal Setting 7:10 PM
 - The Board of Directors is being asked to consider and approve the Executive Board's recommendation regarding 2019 Goals.

4. City Manager Report (James Lindsay, City Manager, Saratoga) 7:25 PM

5. Executive Director Report (Andi Jordan, Executive Director)

6. Presentations:
 - CASA Compact (MTC staff: Rebecca Long, Brad Paul, Pilar Lorenzana) 7:30 PM
 - Supervisor Dave Cortese (invited), Santa Clara County & MTC Commissioner 7:50 PM
 - Q & A with the Board of Directors 8:00 PM
 - Public Comment 8:30 PM

7. Adjourn until Thursday, February 14, 2019 at 7PM at Sunnyvale City Hall.



Board of Directors Meeting – Agenda Report

Meeting Date: January 10, 2019

Subject: Consent
2a consent: November 2018 Draft Meeting Minutes
2b consent: December General Membership Dinner budget vs. actuals

Attachments: November Draft Meeting Minutes
ING Letter
General Membership Holiday Dinner Budget vs. Actuals

Recommendation: Move to approve consent agenda



DRAFT

BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, NOVEMBER 8, 2018 | 7PM
SUNNYVALE CITY HALL | WEST CONFERENCE
ROOM 456 WEST OLIVE AVE | SUNNYVALE, CA 94088

BOARD MEMBERS PAT SHOWALTER, LARRY KLEIN, CHAPPIE JONES WILL BE ATTENDING VIA PHONE
JW MARRIOTT, LOS ANGELES LA LIVE
900 WEST OLYMPIC BOULEVARD | LOS ANGELES, CA 90015 | ROOM 2017

President Rod Sinks called the meeting to order at 7:26 PM.

In attendance:

Cupertino – Rod Sinks	Liz Gibbons, Campbell
Los Altos – Jan Pepper	Lisa Matichak, Mountain View
Los Altos Hills – Gary Waldeck	Chris Clark, Mountain View
Los Gatos – Rob Rennie	Ivan Williams (OAC)
Milpitas – Antony Phan	Numerous members of the public
Monte Sereno – Burton Craig	Senator Jerry Hill
Morgan Hill – Steve Tate	Dan Rich, Mountain View
Mountain View – Pat Showalter	Jacqueline Guzman, Cupertino
Palo Alto – Greg Scharff	Vianey Nava, SV Housing Trust
San Jose – Chappie Jones	Raania Mohsen, ING
Santa Clara – Debi Davis	Maha Elgenaidi, ING
Saratoga – Manny Cappello	Omar Chatty
Sunnyvale – Larry Klein	Kathy Waddell, Operation Freedom Paws
Marico Sayoc, Los Gatos	Andi Jordan, Executive Director
Mary-Lynne Bernald, Saratoga	

Steve Tate motioned with a second from Debi Davis, to approve the Consent Agenda consisting of Board Meeting Minutes: October 2018, 2018 December General Membership/Holiday Dinner Budget, 2018 Cities “Champion Award”. Roll Call vote: 13-0
Yes: Sinks, Pepper, Waldeck, Rennie, Phan, Craig, Tate, Showalter, Scharff, Jones, Davis, Cappello, Klein.

Senator Jerry Hill spoke about the upcoming legislation and asked for questions, perspectives, problems. . items of discussion:

- Pressure on school districts and local control on school districts
- Early childhood education focus of governor
- Transportation
- SB 50 was mentioned and the negative impact on Schools

- One size fits all approach doesn't work for our cities (small city versus large city)
- CCAs

Transportation Committee (new models to fund transportation):

Mountain View City Manager Dan Rich presented "[Business License Tax November 2018 Ballot Measure P](#)" which included the process of evaluation, adoption, and council action to place 2 taxation measures on the November Ballot. Mountain Views business license fees had not changed since 1954 and generated \$250,000 with most businesses paying only \$30. City evaluated a restricting to generate up to \$10 million. Currently, the election results are showing a 69% approval of the proposed restricting of business license fees.

Cupertino Deputy City Manager Jacqueline Guzman presented "[Employer Based Revenue Measures: Restructuring of the Business License Tax](#)". Cupertino experienced 35% in workforce since 2009, 75% commuting from single occupancy vehicles, and community wide survey of 2017 indicates traffic is the number one concern. Some council members felt that major employers creating traffic issues should share in the cost of the solution. Cupertino began following Mountain View's path, but in a condensed time-frame. In the end, Cupertino decided to wait. Lessons they learned: take your time, develop a spending plan, build relationships with business, election timing is crucial.

Housing Committee: Vianey Nava, Housing Trust Silicon Valley presented "[Small Home, Big Impact, Accessory Dwelling Units](#)". Housing Trust Silicon Valley is the local Housing Trust Fund for Santa Clara County by helping everyone - - homelessness, renters, first time buyers with affordable housing needs. Housing Trust is looking to partner, engage, and assist.

Islamic Networks Group (ING): Maha Elgenaidi, Executive Director & Raania Mohsen, Community & Civic Engagement, [introduced ING's](#) mission as pursuit of peace through education, interfaith and intercultural engagement. With the currently climate of growing bigotry, ING dispels stereotypes and works toward preventing hate and discrimination. ING has programs, speakers bureau, & online resources. ING is available to partner and work with the Cities Association and members with events and public forums or Cultural Competency for staff retreats. Rob Rennie motioned to send a support letter to ING on behalf of their 25th Anniversary. Second by Steve Tate. Roll call vote: 13-0 Yes: Sinks, Pepper, Waldeck, Rennie, Phan, Craig, Tate, Showalter, Scharff, Jones, Davis, Cappello, Klein.

Rod Sinks [presented Cities Selection Committee Appointee Report for BAAQMD](#) on behalf of Liz Kniss and himself. Topics discussed:

- Evolving Tech for Air Quality Monitoring & odeling
- Protecting Human Health
- Protecting Climate
- Mitigating South Bay Odors

Nominating Committee (Sinks, Klein, Showalter) presented their slate.

- President: Manny Cappello, Saratoga
- 1st Vice President: Pat Showalter, Mountain View
- 2nd Vice President: Larry Klein, Sunnyvale
- Secy/Treasure: Marico Sayoc, Los Gatos

- Legislative Action Committee Chair: Chappie Jones, San José

Steve Tate motioned to elect the slate of candidates as presented. Burton Craig seconded the motion.

Roll call vote: 13-0

Yes: Sinks, Pepper, Waldeck, Rennie, Phan, Craig, Tate, Showalter, Scharff, Jones, Davis, Cappello, Klein.

Public Comment:

Omar Chatty, a veteran, was disturbed by the recent shooting in Thousand Oaks and so he invited and introduced his friend Kathy Waddell with Operation Freedom Paws to share about her organization.

Kathy Waddell spoke briefly about [Operation Freedom Paws](#), to empower veterans and individuals with disabilities by matching a veteran who may have PTSD to a canine.

Executive Director Report – Andi Jordan announced:

Annual Holiday/General Membership Dinner

Friday December 7, 2018 6-9 PM

Picchetti Winery, Cupertino

At 9:10, Manny Cappello motioned to adjourn the meeting. Motion seconded by Steve Tate.

Unanimous consent, the meeting was adjourned.

Respectfully Submitted,

Andi Jordan
Executive Director

Minutes approved: AYES-NOS-ABSTENTIONS-ABSENT

<i>AYES:</i>	
<i>NOS:</i>	
<i>ABSTENTIONS:</i>	
<i>ABSENT:</i>	



P.O. Box 3144
Los Altos, CA 94024
408-766-9534
www.citiesassociation.org

November 20, 2018

Islamic Networks Group
3031 Tisch Way, Suite 950
San Jose, CA 95128

Dear Islamic Networks Group:

On behalf of the Cities Association of Santa Clara County, it is my honor to congratulate Islamic Networks Group (ING) for its 25 years of service in pursuing peace, promoting cultural literacy and mutual respect, and countering all forms of bigotry through education, intercultural and interfaith engagement. At the Cities Association we value equitable communities and have affirmed our commitment to diverse, supportive, inclusive communities and to protecting the constitutional rights of our residents.

We appreciate ING's service and outreach to millions of individuals and hundreds of groups in the Bay Area at the grassroots level by building relationships, understanding, and peaceful communities of all types and backgrounds. Through your educational programs, including cultural diversity trainings, online curriculum, and antibullying campaigns, ING has provided critical tools for our youth and best practices for our diverse community that have strengthened partnerships between schools, neighbors, community organizations, and law enforcement agencies.

Congratulations ING on this outstanding milestone. We look forward to your continued service for many more years to come.

Sincerely,

Rod Sinks
President
Cities Association of Santa Clara County

2018 Membership Dinner Budget: ticket prices based on \$75 member ticket - \$100 non member

	estimate	actual	actual		
number of members	60	85	80		
non members	10	10			
	<u>Budget</u>	<u>Budget</u>		<u>Date Paid</u>	<u>Notations</u>
Income:					
member registrations: \$75.	\$ 4,500.00	\$ 6,375.00			
non-members: \$100.00	\$ 1,000.00	\$ 1,000.00			
total income	\$ 5,500.00	\$ 7,375.00	5200		
Expenses					
Appetizers, Dinner, Dessert, bar service, coffee & tea service, linens - \$70/person	\$ 4,900.00	\$ 6,650.00	\$6,335.25		
Rentals: tables, chairs, linens (included) service, tip, tax					
venue/wine/per guest 44.95/perperson	\$ 3,146.50	\$ 4,270.25	\$4,625.18		
comped tickets (staff/award recipient)			\$176.00		
Program Expenses					
Entertainment: Los Altos Stage Company	\$ 500.00	\$ 500.00	\$500.00		
First Place Cities Champion Award	\$ 200.00	\$ 200.00	\$392.95		
First Place Inc. - Recognition Award to President	\$ 200.00	\$ 200.00			
Centerpieces/Decoration	\$ 500.00	\$ 500.00	\$39.33		
photo booth	\$200.00	\$200.00	\$168.98		
Event supplies: name cards, frames, certificates, badges	\$ 350.00	\$ 350.00			
Gift for Guests:	\$ 1,000.00	\$ 1,000.00	\$977.73		
Gift for Guests:					
Gifts for Guests:					
Total Expenses	\$ 10,796.50	\$ 13,470.25	\$13,215.42		
budget approved at 13,000			\$8,015.42		
income \$4225					

net cost = 100.19275

Net Cost \$ 5,296.50 \$ 6,095.25
 per person cost \$ 75.66 \$ 64.16
 budget approved at 13,000
 income \$4225 (65 x \$65)
 budget = \$8775 (net) \$135/person



Board of Directors Meeting – Agenda Report

Meeting Date: January 10, 2019

Subject: 3a. Executive Board Vacancy

Attachments: By-laws, letter(s) of interest received

The Board of Directors is being asked to fill the vacancy on the Executive Board of Directors.

The By-laws, Article IV, Section 2:

In the event a vacancy occurs during any officer's term of office, the Board of Directors shall determine whether to fill the unexpired portion of the term at a regular or a special meeting. If such a determination is made, the then presiding officer shall appoint a nominating committee consisting of three (3) Board members which shall present its recommendations for filling the vacancy to the Board of Directors at the earliest practicable time and in accordance with the notice provisions set forth in Article V, Section 2. A person who is appointed to fill the unexpired portion of the term is not rendered ineligible to hold the same office in accordance with the provisions of Article IV, Section 2(a).

- Question: Does the Board of Directors wish to fill the unexpired portion of the term?
- If yes: President appoints the nominating committee consisting of 3 members of the Board of Directors.
- Nominating committee reports its recommendations for filling the vacancy to the Board of Directors at the earliest practicable time.
- In anticipation that the Board of Directors would agree to fill the vacancy and the by-laws usage of the words “earliest practical time”, two actions have occurred:
 - President Manny Cappello convened the Nominating Committee: Manny Cappello, Larry Klein, Marico Sayoc.
 - Andi Jordan, Executive Director, noticed the upcoming vacancy and requested letters of interest.
- The nominating committee will make a recommendation if the Board would like to fill the vacancy.

**BYLAWS
Of the
CITIES ASSOCIATION OF SANTA CLARA COUNTY**

October, 2010

ARTICLE I

NAME, PURPOSE AND POWERS

Section 1. Name. The name of this unincorporated association shall be the Cities Association of Santa Clara County, hereinafter referred to as the "Association."

Section 2. Principal Place of Business. The principal place of business of this Association shall be such place within the County of Santa Clara as may be designated from time to time by the Board of Directors of this Association; and if none has been so designated, such place of business shall be the City Hall of the City of which the Association President is a member of the legislative body.

Section 3. Purpose. The purposes and functions of this Association shall be as follows:

- a. To review, study, develop consensus positions, and recommend on issues of interest to Santa Clara County cities;
- b. To develop a common agenda for Santa Clara County cities;
- c. To serve as a unified voice for Santa Clara County cities in relationship to other agencies, organizations, and levels of government, including the Peninsula Division of the League of California Cities;
- d. To serve as the City Selection Committee pursuant to Government Code section 50270 et seq. and make appointments to regional and local bodies as provided by law;
- e. To assist in development of state-wide legislative policy through the structure of the League of California Cities;
- f. To serve as a source of education, information and networking for officials from all cities in Santa Clara County;
- g. To provide a forum for non-city individuals, groups and organizations and the private sector to address items of interest to Santa Clara County cities.

Section 4. Powers. The Association may exercise any lawful power in the furtherance of its purposes as determined by the Board of Directors except that it may not incur any liability binding upon its members nor levy any assessment against its members other than the normal dues established under Article VII of these Bylaws.

ARTICLE II

MEMBERSHIP

Section 1. Membership. Each City in Santa Clara County which is a member of the League of California Cities and which has paid in full the Section dues required under Article VII of these Bylaws shall be a member of the Association.

Section 2. Suspension. Any City which is delinquent in payment of its dues shall automatically be deemed suspended from membership sixty (60) days after the date on which payment is due if the full payment has not been received, and it shall be the duty of the Secretary/Treasurer to promptly notify the City of its delinquency. A suspended member City shall not be permitted to participate in any Association proceedings. A suspended member City shall be restored to full membership upon its payment of the total dues assessment then due and payable in accordance with Article VII, Section 2.

ARTICLE III

BOARD OF DIRECTORS

Section 1. Selection and Tenure. The Board of Directors of this Association shall be composed of a representative from each member city, selected by and from the legislative body thereof. Each Board member shall hold office at the pleasure of his or her City's legislative body, and selection shall be made in such manner as the respective legislative bodies of member Cities may themselves determine.

Section 2. Alternates. The legislative body of a member City may, in its discretion, select from among its members an alternate to represent that City on the Board of Directors and vote in the absence of the member from that City.

Section 3. Notice of Appointment. The legislative body of each member City shall, immediately upon the selection of one of its members as a member of Board of Directors, or as alternate, advise the Association Secretary/Treasurer of such appointment.

Section 4. Ex Officio Members. The Santa Clara County/ Cities Managers' Association, an advisory committee to the Association according to the provisions of Article VI, Section 1(d), and the Santa Clara County Board of Supervisors may each appoint one of its members to serve as an ex officio member of the Board of Directors. The ex officio member may participate in deliberations but shall not participate in voting or in any of the privileges of membership, and shall not be counted for the purpose of determining whether a quorum of the Board is present.

Section 5. Compensation. No member of the Board of Directors, including officers, shall receive any compensation from the Association for his or her services as a member of the

Board. No member of the Board, including officers, shall be entitled to reimbursement from the Association for expenses incurred on Association business unless such reimbursement shall be authorized in advance by the Board of Directors, or unless such reimbursement is authorized and distributed by the member's respective city

Section 6. Duties. It is the responsibility of the members of the Board to report to and solicit comments from their fellow City Council members on major issues and to keep their City Councils informed on the business of the Section.

ARTICLE IV

OFFICERS

Section 1. Officers Designated. The following officers of this Association shall be elected by the Board of Directors: President, First Vice President, Second Vice President and Secretary/Treasurer. Officers shall be selected from Council Members and Mayors of Member Cities.

Section 2. Term of Office.

- a. The regular term of office for all officers shall commence upon election and shall be for a period of one (1) year. No person shall hold the same office for more than two (2) consecutive full terms.
- b. Election of officers shall take place at the first meeting of the Board of Directors and annually thereafter at the regular meeting of the Board of Directors in November.
- c. In the event a vacancy occurs during any officer's term of office, the Board of Directors shall determine whether to fill the unexpired portion of the term at a regular or a special meeting. If such a determination is made, the then presiding officer shall appoint a nominating committee consisting of three (3) Board members which shall present its recommendations for filling the vacancy to the Board of Directors at the earliest practicable time and in accordance with the notice provisions set forth in Article V, Section 2. A person who is appointed to fill the unexpired portion of the term is not rendered ineligible to hold the same office in accordance with the provisions of Article IV, Section 2(a).

Section 3. Duties.

- a. President. It shall be the duty of the President to preside at the meetings of the Board of Directors and to perform such other duties as ordinarily pertains to the office of President of like types of organizations.
- b. Vice Presidents. It shall be the duty of the First and Second Vice Presidents, in that order, to act in the place and stead of the President during the President's absence or inability to act.
- c. Secretary/Treasurer. The Secretary/Treasurer shall review all financial accounts and records to determine that they are in accordance with these Bylaws and the

directions of the Board of Directors. The Secretary/Treasurer shall see that minutes of all Board and Committee meetings are recorded, notice of meetings of the Board are posted, and that all receipts and disbursement of funds by the Association are done in accordance with these Bylaws and the direction of the Board of Directors. The day-to-day operation of the office of Secretary/Treasurer may be delegated to an Executive Director for the Association, which position shall be nonvoting.

Section 4. Executive Director. The Board of Directors may hire an Executive Director who shall hold office until he or she resigns or is removed by the Board of Directors. The Executive Director shall have such duties as may be determined by the Board of Directors.

Section 5. Nominating Committee. A nominating committee consisting of three (3) Board members shall be appointed by the President no later than two (2) meetings before the meeting at which officers for the following year will be elected. At the meeting immediately preceding the meeting for the election of officers, this committee shall present its nominations for officers for the following year. Additional nominations may be made from the floor at the meeting where the election is to be conducted, providing the consent of the nominee has been secured.

ARTICLE V

MEETINGS

Section 1. Schedule and Locations. Regular meetings of the Board of Directors shall be held, at a minimum, every other month at a time and location determined by the Board of Directors. The Board of Directors shall schedule periodic meetings of the general membership, to include all members of legislative bodies of member Cities.

Section 2. Notice and Meetings. The Association is a legislative body for purposes of the Brown Act (Govt. Code 54950 et seq). Notice of the time and place of all regular meetings shall be given in writing by the Secretary/Treasurer or a designee to all members of the Board at least three (3) days prior to the meeting. Such notices may be sent by United States mail, postage prepaid, or by electronic mail, or by the Internet, which shall be determined to be personally delivered. Notice of special meetings shall be given by the Secretary/Treasurer or a designee to all Board members at least one (1) day in advance and in the manner required by Government Code section 54956. The Secretary/Treasurer or designee shall be responsible for preparing and posting agendas of Board meetings three (3) days prior to the meeting and in compliance with Government Code section 54954.2.

Section 3. Quorum. A majority of the members of the Board of Directors shall constitute a quorum to do business at any such regular or special meeting.

Section 4. Voting. The affirmative vote of a majority of the members of the Board of Directors present shall be necessary for the Board of Directors to take action. Each member of the Association shall have one vote.

Section 5. Rules of Order. Subject to the provisions of these By-Laws, the meetings of the Board of Directors shall be governed by Robert's Rules of Order, Newly Revised.

ARTICLE VI

COMMITTEES

Section 1. Standing Committees.

- a. Executive Board. The Executive Board shall act to accomplish, administer and facilitate the goals and the purposes of the Association at the direction of the Board of Directors. The Executive Board shall consist of the officers of this Association; the Immediate Past President, if still a Cities Association member; the Chair of the Legislative Action Committee; and a Director at Large who may be appointed if the Immediate Past President is no longer a Cities Association member. The Director at Large shall be a Cities Association member appointed by the President upon approval of the Board. The Vice Chair of the Legislative Action Committee shall be appointed to serve on the Executive Board in the absence of the Chair of the Legislative Action Committee.
- b. Legislative Action Committee. There shall be a Legislative Action Committee of this Association, which shall have the membership and purpose as follows. The membership of the Legislative Action Committee shall consist of one representative from each City in the County. The representative shall be a City Council Member or the Mayor. Each City shall also appoint an alternate to serve on the Committee in the absence of the representative. The alternate may be a City Council Member or the Mayor. Each City, represented by either the representative or the alternate, shall have one vote. The purpose of the Legislative Action Committee is threefold. First, the Committee would enable the Cities Association to advocate on issues of interest to Santa Clara County cities in an organized, effective manner. Second, the Committee would provide basic legislative information to cities with little or no legislative staff. Third, the Committee would organize emergency responses to urgent issues.
- c. City Selection Committee. The City Selection Committee shall be a Standing Committee of this Association, and shall have the membership and purposes set forth in Government Code sections 50270-50279.4 and which shall be governed by the requirements of such sections. The membership of the City Selection Committee shall consist of the Mayor or Mayor's designee of each City in the County, whether or not any such City is a member of the Section.

Section 2. Liaison Committee.

- a. Santa Clara County/City Managers' Association. The Santa Clara County City/County Managers' Association shall serve as an advisory committee to the Association. The Santa Clara County/City Managers' Association may choose an ex officio representative to the Board of Directors.

Section 3. Other Committees Authorized.

- a. A nominating committee will be appointed as required and in accordance with the provisions of Article IV.

- b. The President, with the consent and approval of the Board of Directors, may appoint such committees as may be necessary from time to time, and designate the chair and the purpose of each such committee. Any elected individual of any member City shall be eligible to serve upon any such committee.

Section 4. Quorum. The quorum for each committee except the City Selection Committee shall be determined by the Board at such time as the committee is created. A quorum for the City Selection Committee shall be eight (8) members. The majority vote for the City Selection Committee (8) is required to appoint representatives to boards, commissions, or agencies. Whenever a quorum is not present, the meeting shall be adjourned or postponed to a subsequent time and place as determined by the Chair.

ARTICLE VII

FINANCES

Section 1. Budget. On or before April 15 of each calendar year, the Board of Directors shall approve a preliminary budget for the Association for the fiscal year commencing with July 1 of the same calendar year. The Board of Directors shall adopt a final budget no later than June 15 of each year. A copy of the preliminary budget when approved and a copy of the final budget when adopted shall be transmitted to each Member City.

Section 2. Dues. Each Member City shall pay to this Association annual dues in accordance with a dues schedule adopted by the Board of Directors on or before June 1 of each year. Dues shall be for the fiscal year commencing July 1 and shall be an amount for each member City based upon the approved budget. The full amount shall be due and payable before July 1 of each year. Any City becoming a member of this Association during a fiscal year shall pay the full dues for that year prior to exercising any rights of membership. The dues schedule shall be revised every three (3) to four (4) years.

Section 3. Funds. All funds received by the Association from the membership or any other source shall be deposited in a financial institution or institutions determined by the Secretary/Treasurer and disbursed only by check signed by any persons designated by the Board of Directors as signers on the account including the Executive Director, the Secretary/Treasurer and the President. There shall be a Reserve of funds to cover six (6) to nine (9) months of operating expenses to ensure financial stability of the Association. The dues schedule shall be revised as such.

Section 4. Accounting. Every two (2) to three (3) years, an audit of the Association's finances shall be completed and copies thereof shall be filed with the Board of Directors. Annually, a complete written account of all receipts and disbursements during the previous year, showing the opening and closing balances shall be prepared by the Secretary/Treasurer or a designee. Copies thereof shall be filed with the Board of Directors. Monthly, bank and reconciliation statements shall be reviewed by the Secretary/Treasurer and initialized as such. Monthly reports of accounting and investments shall be prepared and filed with the Board of Directors by the Secretary/Treasurer or a designee.

ARTICLE VIII

ADOPTION AND AMENDMENTS

Section 1. Adoption. These Bylaws shall become effective upon the affirmative vote of the legislative bodies of two-thirds of the cities in Santa Clara County.

Section 2. Amendments. These Bylaws may be amended only in the following manner: Proposed amendments shall be submitted in writing to the Board of Directors for approval, and if approved, shall thereafter be submitted in writing to each Member City of the Association at least thirty (30) days before action thereon is required by the membership. An affirmative vote of two-thirds of the legislative bodies of the member Cities shall be required for approval.

Margaret Abe-Koga is serving her third term on the Mountain View City Council, having served two terms from 2007-2015, and reelected in 2016. She served as Vice-Mayor in 2008, and as Mayor in 2009, making her the first Asian American female to serve in those capacities in Mountain View's history.

Margaret serves on regional bodies including the Bay Area Air Quality Management District: the Silicon Valley Clean Energy Authority as Vice-Chair, and has served on: the Santa Clara County Cities Association Board of Directors as Vice-President, President and Past President of the Board; the Silicon Valley Regional Interoperability Agency; Santa Clara County Emergency Operational Area Council; and on the Santa Clara County Local Agency Formation Commission(LAFCO). She also served on the Valley Transportation Authority Board of Directors and Chaired the Board in 2011. In 2012, Margaret was appointed by California Governor Jerry Brown to serve on the San Francisco Regional Water Quality Control Board.

Prior to her service on the City Council, Margaret served as Trustee for Area 1 on the Santa Clara County Board of Education.

Professionally, Margaret has served as Government Relations Manager for Synopsys, Inc., District Director for State Assemblymember Evan Low of the 28th District, Corporate and Foundation Relations Manager for Asian Americans for Community Involvement – the largest non-profit social services agency focused on the Asian Pacific American community in the South Bay . She has been Associate Director of the Asian Pacific American Leadership Institute (APALI) at De Anza College; owned and ran a small business– an indoor cycling fitness facility, and served on the District Office staff of U.S. Congresswoman Ann Eshoo.

Margaret is also a member of the American Leadership Forum Class XXII, an Asian Pacific American Leadership Institute (APALI) Senior Fellow, and a graduate of the Working Partnerships Leadership Institute, as well as Leadership Mountain View. She holds a degree in American Government from Harvard University. She and her husband Yotto Koga have two daughters at Mountain View High School, where Margaret serves on the PTSA Board.

Subject: letter of interest for opening on Executive Committee

Date: Wednesday, January 2, 2019 at 1:15:04 PM Pacific Standard Time

From: Margaret Abe-Koga

To: Andi Jordan

Hi Andi,

Happy New Year! Hope you had wonderful holidays. Please see below my letter of interest in the appointment to the Executive Committee. Please let me know if you have any questions. Thank you!

-MAK

Dear Members of the Nominating Committee,

I am writing to respectfully request your consideration in appointing me to the open seat on the Executive Committee of the Cities Association Board.

During my second term on the Mountain View City Council, I had the opportunity to serve on the Cities Association Board Executive Committee, serving as an at-large member, 1st Vice President, President and Immediate Past President during 2011-2014, until I termed out of office at the end of 2014.

During my tenure, I believe that we were able to reignite and refocus the Cities Association to produce several notable accomplishments including co-authoring a white paper on affordable housing in Santa Clara County that triggered the larger conversation of the County's housing needs, exploring and encouraging regionalization efforts in the provision of services where efficiencies could be met, the single-use bag ban, and most significantly, the formation of what is now Silicon Valley Clean Energy.

I would be honored to return to the Cities Association to continue to build our collective voice as a region and tackle the great challenges we face.

Sincerely,

-Margaret

Margaret Abe-Koga
City of Mountain View
Councilmember, Mayor 2009



Board of Directors Meeting – Agenda Report

Meeting Date: January 10, 2019
Subject: 3b. 2019 Goal Setting
Attachments: 2018 Workplan

The Board of Directors is being asked to consider and approve the Executive Board's recommendation regarding 2019 Goals.

- Transportation
- Housing
 - RHNA
 - CASA
 - ADUs
- Aircraft Noise/Roundtable

For many years, the Board of Directors has prioritized affordable housing and transportation, and often the organization was nimble and allowed agendas to grow as needed. In light of the affordable housing crisis and transportation gridlock, the Executive Board is recommending the Board of Directors and the Association focus the priorities on Housing and Transportation, specifically the RHNA Subregion, CASA Compact, ADUs, and ensure the Aircraft Noise Roundtable succeed.

The Executive Board recommends re-instating the RHNA Subregion Task Force, utilizing staff for a technical committee on CASA Compact, and quarterly or semi-annual reports on the Roundtable.

Presentations on other topics will still be received by the Board of Directors and action taken as needed.

Other items of consideration:

- Age-Friendly Cities
- Smart Cities
- Sustainability – Reach Codes
- Firearm Safety (Gifford Center)
- 2020 Census (Quarterly reports)

Motion: The Board of Directors adopt Transportation, Housing (RHNA, CASA Compact, ADUs) & Aircraft Noise Roundtable as the priorities for 2019.

Cities Association of Santa Clara County – 2018 Workplan

Topic	Subtopic	Committee members	Presentation scheduled
Transportation & Funding	Collaboration between cities & major employers on transit solutions to serve all	Rod Sinks* , Pat Showalter, Rob Rennie, Debbie Davis, Greg Scharff	October
	New models to fund mass transit given new federal tax & funding realities such as public private partnerships or headcount/payroll tax	Rod Sinks* , Greg Scharff	May General Membership meeting/October
	Local &/or regional transit agency governance reform	Rod Sinks* , Pat Showalter, Greg Scharff	October
	Leverage requests to support RM3 or mega measures	Rod Sinks* , Greg Scharff	October
Housing & Homelessness	ADUs	Rod Sinks* , Marsha Grilli, Pat Showalter, Larry Klein	September
	Vehicle dwellers	Steve Tate, Marsha Grilli, Pat Showalter* , Manny Cappello	June
	Measure A Housing Bond	Glenn Hendricks* , Rod Sinks, Marsha Grilli, Pat Showalter	March/ongoing
	Ongoing analysis of state legislation	Marico Sayoc* , Marsha Grilli, Pat Showalter, Rob Rennie, Larry Klein, Greg Scharff	ongoing
Sustainability	Greenhouse emissions	Steve Tate, Rod Sinks, Gary Waldeck, Marsha Grilli, Pat Showalter*	November
	EV infrastructure	Rod Sinks, Rob Rennie, Larry Klein* , Jan Pepper, Greg Scharff	November
Other topics			
	Smart Cities	Rod Sinks, Chappie Jones, Gary Waldeck, Jeff Cristina, Greg Scharff* , Peter Leroe-Munoz*	June
	Age-Friendly Implementation	Gary Waldeck, Manny Cappello* , Rob Rennie, Debbie Davis	August
	EMS Option	Chappie Jones* , Greg Scharff	March
	Guns	Marico Sayoc/LAC	April

Cities Association of Santa Clara County – 2018 Workplan

	Aircraft Noise	Greg Scharff* , Gary Waldeck, Mary-Lynne Bernald, Pat Showalter, Savita Vaidhyanathan, Larry Klein, Steve Tate	April
	RHNA Sub-Region Task Force	Greg Scharff* , Jim Griffith, Pat Showalter, Chappie Jones	March



2019 Cities Association Executive Board & Board of Directors Calendar

Executive Board

Friday, January 4, 2019 | 3PM
Saratoga City Hall

Friday, February 8, 2019 | 3PM
Saratoga City Hall

Friday, March 8, 2019 | 3PM
Saratoga City Hall

Friday, April 5, 2019 | 3PM
Saratoga City Hall

Friday, May 3, 2019 | 3PM
Saratoga City Hall

Friday, June 7, 2019 | 3PM
Saratoga City Hall

No meeting in July

Friday, August 2, 2019 | 3PM
Saratoga City Hall

Friday, September 6, 2019 | 3PM

Friday, October 4, 2019 | 3PM
Saratoga City Hall

Friday, November 8, 2019 | 3PM
Saratoga City Hall

Friday, December 6, 2019 | 3PM
Saratoga City Hall (tentative)

Board of Directors

Thursday, January 10, 2019 | 7-9PM
Sunnyvale City Hall

Thursday, February 14, 2019 | 7-9PM
Sunnyvale City Hall

Thursday, March 14, 2019 | 7-9PM
Sunnyvale City Hall

Thursday, April 11, 2019 | 7-9PM
Sunnyvale City Hall

Annual General Membership Meeting
Friday, May 10, 2019 | 6-9PM
West Valley College, Saratoga

Thursday, June 13, 2019 | 7-9PM
Sunnyvale City Hall

No meeting in July

Thursday, August 8, 2019 | 7-9PM
Sunnyvale City Hall

Thursday, September 12, 2019 | 7-9PM
Sunnyvale City Hall

Thursday, October 10, 2019 | 7-9 PM
Sunnyvale City Hall

Thursday, November 14, 2019 | 7-9PM
Sunnyvale City Hall

Annual General Membership Holiday Dinner
Friday, December 6, 2019 | 6-9PM
Saratoga Foothill Club Saratoga

League of California Cities

- Legislative Action Day: April 24, 2019
- Annual Conference: October 16-18 Long Beach, California

National League of Cities:

- Congressional trip: March 10-13, Washington DC
- Annual Conference: November 20-23, San Antonio, Texas