



## **Cities Association of Santa Clara County– 2019 Q&A**

**What is the Cities Association of Santa Clara County (CASCC)?** The CASCC was established in 1990 as an unincorporated association to replace separate meetings of which many of the same people were attending (Mayors meetings, City Selection Committee, and a meeting with the County/Cities). CASCC has collected dues since that time and has hired an executive director to coordinate these activities. The goal of the organization has remained to work collaboratively on issues of regional importance.

Since the founding of the Cities Association, each city of the association has an equal voice and vote and collaboratively work to provide a unified voice. Our guiding principle remains to promote cooperation among the cities and advocate for positive action to enhance the quality of life for the people of our county.

Our success includes the formation of clean choice energy/Silicon Valley Clean Energy, minimum wage policies, age friendly communities, single use bags, healthy cities initiatives, and more recently the formation of a RHNA Subregion and an Aircraft Noise Roundtable.

**When does the Board of Directors meet?** Typically, the Board meets on the 2<sup>nd</sup> Thursday of the month at 7PM. Exceptions are:

- May: Annual General Membership meeting on Friday, May 10<sup>th</sup>
- July: no meeting
- December: Annual General Membership Holiday Dinner on Friday, December 6<sup>th</sup>

**Who sets the Agenda?** The agenda is set by the Executive Board. If there is a topic you and your city would like to be discussed, please contact Andi Jordan, Executive Director &/or President Manny Cappello (Mayor, City of Saratoga). The Executive Board will discuss at the next opportunity. Items must be received preferably a week before the executive board meeting so that it may be agendaized according to the Brown Act.

**Does the Cities Association abide by the “Brown Act”?** Yes, the Cities Association abides by the Brown Act as its members and financing come from the 15 cities (public agencies) of Santa Clara County. The Cities Association Brown Act Committees are noticed at the location site and the Cities Association website. Cities Association Board of Directors, Executive Board of Directors, Cities Selection Committee, Legislative Action Committee follow the Brown Act.

**Does the Cities Association comply with Public Records Act?** Yes, the Cities Association must comply with public records request. Using your city email address for communications is recommended.

**Who can attend Cities Association Meetings?** Cities Association Meetings (Executive Board Meetings, Board of Directors Meetings, Cities Selection Committee Meetings, Legislative Actions Committee Meetings or any other Brown Act committee) are open to the public. If there are 8 or more cities represented on a committee, the committee is a “Brown Act Committee”.

**Can one or more member of the same jurisdiction attend the Executive Board, Board of Directors, Cities Selection Committee, Legislative Action Committee meetings?** Yes, the meetings are open to the public. However, only one member may participate and vote for the jurisdiction. Public comments are allowed.

**What is the City Selection Committee (CSC)?**

The CSC is a standing committee of the Cities Association and is also created by California government code 50270 statute. In any county in which two or more cities are incorporated there is a city selection committee for the purpose of appointing city representatives to boards, commissions, and agencies as required by law. The membership of each such city selection committee shall consist of the mayor or the mayor’s designee of each city within the county.

The CSC meets prior to the CASC Board of Directors Meetings as needed.

**What is the Legislative Action Committee (LAC)?** LAC is a standing committee of the Cities Association and reviews legislation and makes recommendations to the CASC Board of Directors. LAC Meetings are held as needed prior to the Board of Directors Meetings.

**Who decides membership on the Board of Directors, City Selection Committee, & Legislative Action Committee?** Each city should appoint one member and one alternate to the Board of Directors, City Selection Committee, Legislative Action Committee. In many of the cities, the Mayor makes the appointments annually.

**Who decides membership on the Executive Board?** Per the Association by-laws, the Executive Board is elected yearly (in November) by the Board of Directors.

**Who sets the priorities of the Association and yearly committees?** The Board of Directors sets goals and priorities for the year, typically at the January meeting. Input is given by Santa Clara County City Managers Association (SCCCMA).