



BOARD OF DIRECTORS MEETING AGENDA

APRIL 9, 2020 | 7:00 PM

There is no physical location for this meeting.

Zoom Instructions:

<https://zoom.us/join>

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833

Webinar ID: 575 979 064

Password: 279045

In accordance with Governor Newsom's Executive Order No-29-20, this meeting will be a teleconference meeting without a physical location. Public may join via zoom or by dialing the above number. Public will be allowed to give testimony on each topic and also on those items not on the agenda. Public is encouraged to send written comments to executive_director@citiesassociation.org prior by Thursday, April 2, 2020 by 5 PM.

Discussion & action may be taken on any of the following items. Times are approximate.

1. Welcome and Roll Call (Mayor Larry Klein) 7:00 PM
2. Consent agenda
 - Board of Directors Meeting Minutes: February 13, 2020
 - March Financials
 - SCSC Roundtable Invoice January 2020 of \$21,634.41
 - SCSC Roundtable Invoice February 2020 of 18,154.61
 - Total for 39,789.02 of 125,000 budget/6-month budget.
3. Consider support for AB 3005: Expedited Dam Safety for Silicon Valley Act. (Domingo Candeles, Rachael Gibson – Valley Water) - Action 7:05 PM
4. Census 2020 Update by Santa Clara County (Monica Tong, Nicholas Kuwada) - information 7:10 PM
5. RHNA Methodology Update (Vice Mayor Fligor) - information 7:35 PM
6. Planning Collaborative Update (Vice Mayor Jones & Andi Jordan) - information 7:45 PM
7. Discussion and proposed adoption of FY 2021 Budget and membership dues adoption (Mayor Abe-Koga & Jordan) - action 7:55 PM
8. Covid-19 update (Klein) - information 8:05 PM
 - Update and status – member discussion
 - Meeting planning and changes to calendar: General Membership Meeting & Committee Meetings

- | | |
|-------------------------------------------------------------------------------------------------|---------|
| 9. Joys and Challenges – opportunity for members to discuss happenings in their jurisdictions - | 8:40 PM |
| 10. SCCMA Report (Kent Steffens, Sunnyvale) - | 8:50 PM |
| 11. Executive Director Report (Jordan) | |
| 8. Public Comment | 8:55 PM |
| 9. Adjourn until Thursday, May 14, 2020. | |



BOARD OF DIRECTORS MEETING MINUTES
February 13, 2020 | 7 PM
CITY OF SUNNYVALE | WEST CONFERENCE ROOM
456 WEST OLIVE | SUNNYVALE, CA 94088

1. Welcome and Roll Call by Cities Association 1st Vice President and Councilmember Marico Sayoc (Los Gatos):

Present:

Campbell – Resnikoff
Cupertino - Rod Sinks
Gilroy – absent
Los Altos - Neysa Fligor
Los Altos Hills - Michelle Wu
Los Gatos – Marico Sayoc
Milpitas - Carmen Montano
Monte Sereno - absent
Morgan Hill – Rich Constantine
Mountain View - Margaret Abe-Koga 7:25 PM
Palo Alto - Liz Kniss
San José – Chappie Jones
Santa Clara – Debi Davis
Saratoga – Mary-Lynne Bernald
Sunnyvale – Gustav Larsson
Executive Director – Andi Jordan
SCCCMA – Kent Steffens, Sunnyvale

Also present:

Andi Jordan, Executive Director
Kent Steffens, SCCCMA/City Manager of Sunnyvale
Brian Pascal, Office of Supervisor Joe Simitian
Domingo Candelas, Valley Water
Kathryn Kaminski, Hilary Armstrong, Ray Bramson, Santa Clara County, office of the CEO and Office of Supportive Housing
Steve Preminger, Santa Clara County, Office of the CEO

2. Consideration of approval of consent agenda:

- a. January 2020 Board of Directors Minutes
 - b. *December 2019 Financial Reports
 - c. *SCSC Roundtable | ESA Invoice:
 - o December 2019: \$15,654.22
Billing to date \$222,665.14 of total \$236,986.70
- *reviewed and approved by Secretary Treasurer and Executive Board*

Motion to approve consent agenda: Constantine (Morgan Hill)
Second: Jones (San José)

Motion approved 11-0-1-3

AYES: 11 – Resnikoff (Campbell), Sinks (Cupertino), Fligor (Los Altos), Wu (Los Altos Hills), Sayoc (Los Gatos), Montano (Milpitas), Constantine (Morgan Hill), Kniss (Palo Alto), Jones (San José), Davis (Santa Clara), Larsson (Sunnyvale)

NAYES: 0

ABSTENTIONS: 1 – Bernald (Saratoga)

ABSENT: 3 - Tucker (Gilroy), Turner (Monte Sereno), Abe-Koga (Mountain View)

3. Presentations from Community Members – no action taken during these items:

- a. Office of Santa Clara County Supervisor Joe Simitian – conversation regarding upcoming collaborative efforts and opportunities (Brian Pascal, Office of Supervisor Simitian. Consider ways in which the cities could support “*Distracted Driving Awareness Month*” and “*Keep It Clean Santa Clara County*”.
- b. Valley Water Ordinance: request to support ordinance implementation of model water efficiency standards
- c. Santa Clara Office of Supportive Housing: presentation on the *Community Plan to End Homelessness* (Kathryn Kaminski, Hilary Armstrong, SCC CEO, Ray Bramson, Destination: Home)

5. Committee Reports

- a. Legislative Action Committee – report out and consideration of recommendations from Legislative Action Committee

- **Support for ReX**

Motion to support concept of ReX: Constantine (Morgan Hill)

Second: Jones (San José)

Motion approved 13-0-0-2

AYES: 13 – Resnikoff (Campbell), Sinks (Cupertino), Fligor (Los Altos), Wu (Los Altos Hills), Sayoc (Los Gatos), Montano (Milpitas), Constantine (Morgan Hill), Abe-Koga (Mountain View), Kniss (Palo Alto), Jones (San José), Davis (Santa Clara), Bernald (Saratoga), Larsson (Sunnyvale)

NAYES: 0

ABSTENTIONS: 0

ABSENT: 2 - Tucker (Gilroy), Turner (Monte Sereno)

- **SB 378**

Motion to support SB 378: Jones (San José)

Second: Constantine (Morgan Hill)

Motion approved 13-0-0-2

AYES: 12 – Resnikoff (Campbell), Sinks (Cupertino), Fligor (Los Altos), Wu (Los Altos Hills), Sayoc (Los Gatos), Montano (Milpitas), Constantine (Morgan Hill), Abe-Koga (Mountain View), Kniss (Palo Alto), Jones (San José), Davis (Santa Clara), Bernald (Saratoga), Larsson (Sunnyvale)

NAYES: 0

ABSTENTIONS: 0

ABSENT: 2 - Tucker (Gilroy), Turner (Monte Sereno)

6. Other Business (no action taken):
 - a. Discussion of the Board of Directors priority setting and establishing committees (Sayoc)
 - b. RHNA Methodology Committee Update (Fligor)
 - c. ABAG General Assembly Meeting Update
6. Public Comment
7. SCCMA Report (Kent Steffens, City Manager, City of Sunnyvale)
7. Executive Director Report (Andi Jordan)
8. Adjourn at 8:55 PM until Thursday, March 12, 2020 at 7 PM, Sunnyvale City Hall, West Conference Room.

Respectfully submitted,
Andi Jordan
Executive Director

Approved on DATE

**MOTION
SECOND**

**AYES
NAYES
ABSTENTIONS
ABSENT**

Management Report

CITIES ASSOCIATION OF SANTA CLARA COUNTY

For the period ended March 31, 2020



Prepared by

BestBooks4U Bookkeeping & QuickBooks Consulting

Prepared on

April 3, 2020

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Profit and Loss

July 2019 - March 2020

	Total
INCOME	
4000 INCOME	
4010 Membership Dues	150,290.19
4020 Roundtable Income	124,485.00
4040 Planning Collaborative	49,999.95
Total 4000 INCOME	324,775.14
Total Income	324,775.14
GROSS PROFIT	
	324,775.14
EXPENSES	
6000 EXPENSES	
6120 Bank Service Charges	27.00
6122 Merchant QB Payment Fees	298.52
Total 6120 Bank Service Charges	325.52
6125 Directory Production	317.00
6150 Office	
6151 Conferences/Director's Expenses	148.55
6180 Insurance	1,310.48
6550 Supplies and Equipment	125.10
6610 Postage and Delivery	9.17
6611 Post Office Box	83.00
6615 Office/General Administrative Expenses	94.04
6620 Software Licenses	1,349.30
6665 Printing and Copying	744.68
6670 Recognition	392.95
Total 6150 Office	4,257.27
6160 Dues & Subscriptions	225.00
6162 Hospitality	838.30
6190 Website SOS	600.00
6300 Legal & Professional Fees	
6310 Accounting Services	2,328.75
6320 Attorney Services	1,443.00
Total 6300 Legal & Professional Fees	3,771.75
6350 Roundtable consultant and technical services	174,235.43
Total 6000 EXPENSES	184,570.27
MEETINGS	
6400 General Meeting - catering	300.00
6410 General meeting - office supplies/signage	1,251.72
Total MEETINGS	1,551.72
PAYROLL	
6565 Payroll Service Fees	405.00
6568 Workers Compensation	473.68
6575 Payroll Wages/Salary	78,333.33

	Total
6580 Payroll Taxes	6,223.51
Total PAYROLL	85,435.52
Total Expenses	271,557.51
NET OPERATING INCOME	53,217.63
OTHER INCOME	
7010 Interest Income	2,218.19
7020 Membership Dinners - Proceeds	6,911.41
Total Other Income	9,129.60
OTHER EXPENSES	
6675 Membership Dinners - Cost	7,388.96
Total Other Expenses	7,388.96
NET OTHER INCOME	1,740.64
NET INCOME	\$54,958.27

Balance Sheet

As of March 31, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
1001 Checking - Union Bank	190,913.74
Total Bank Accounts	190,913.74
Accounts Receivable	
1200 Accounts Receivable	12,819.32
Total Accounts Receivable	12,819.32
Other Current Assets	
1300 LAIF Funds	122,730.82
1310 Venue Prepaid Deposit	1,000.00
1395 Accrued Interest	44.60
Total Other Current Assets	123,775.42
Total Current Assets	327,508.48
Fixed Assets	
1500 Machinery and Equipment	2,203.41
1700 Accumulated Depreciation	-1,926.59
Total Fixed Assets	276.82
TOTAL ASSETS	\$327,785.30
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2200 First National Bank of Omaha	294.44
Total Credit Cards	294.44
Total Current Liabilities	294.44
Total Liabilities	294.44
Equity	
1110 Unrestricted Fund Balance	235,237.50
3000 Opening Bal Equity	-34.00
3010 Reserves	0.00
3013 Reserve for New Equip.	2,329.09
3014 Reserve for Operations	35,000.00
Total 3010 Reserves	37,329.09
Net Income	54,958.27
Total Equity	327,490.86
TOTAL LIABILITIES AND EQUITY	\$327,785.30

Statement of Cash Flows

July 2019 - March 2020

	Total
OPERATING ACTIVITIES	
Net Income	54,958.27
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	-12,819.32
1300 LAIF Funds	-2,218.19
2200 First National Bank of Omaha	-139.24
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-15,176.75
Net cash provided by operating activities	39,781.52
NET CASH INCREASE FOR PERIOD	39,781.52
Cash at beginning of period	151,132.22
CASH AT END OF PERIOD	\$190,913.74

Monthly Summary Expenses by VENDOR

March 2020

	Total
Adobe Software	14.99
Andi Jordan Salary	9,011.47
AP Intego workers compensation insurance	49.88
APPLE STORE back up harddrive	156.96
Best Books 4 U bookkeeping	292.50
Great American Insurance Group D&O Insurance	444.50
Gusto Payroll service	714.38
Intuit Software	95.00
Law Offices of Katharine Wellman Roundtable legal services - by aws and MOU Review	1,443.00
Microsoft Software	12.50
Union Bank image fee for checks	3.00
Zoom.us Software	14.99
TOTAL	\$12,253.17

Transaction Detail by Account

March 2020

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
1001 Checking - Union Bank									
03/03/2020	Expense		No	Gusto			6565 PAYROLL:Payroll Service Fees	-45.00	-45.00
03/03/2020	Payment		No	Santa Clara County			1200 Accounts Receivable	3,333.33	3,288.33
03/04/2020	Expense		No	Great American Insurance Groupop			6180 EXPENSES:Office:Insurance	-444.50	2,843.83
03/05/2020	Check	2837	No	Andi Jordan		reimbursement for General Membership Dinner Expenses	6410 MEETINGS:General meeting - office supplies/signage	-261.47	2,582.36
03/09/2020	Expense		No	AP Intego			6568 PAYROLL:Workers Compensation	-49.88	2,532.48
03/12/2020	Payment		No	City of Gilroy			1200 Accounts Receivable	3,333.33	5,865.81
03/12/2020	Check	2840	No	Law Offices of Katharine Wellman			6320 EXPENSES:Legal & Professional Fees:Attorney Services	-1,443.00	4,422.81
03/12/2020	Payment	PC - check #277830	No	Brian Loventhal			1200 Accounts Receivable	3,333.33	7,756.14
03/12/2020	Payment	PC 620136	No	City of Morgan Hill			1200 Accounts Receivable	3,333.33	11,089.47
03/12/2020	Payment	PC - check 5228692	No	Dave Sykes			1200 Accounts Receivable	3,333.33	14,422.80
03/12/2020	Payment	PC - check 100322680	No	Kent Steffens			1200 Accounts Receivable	3,333.33	17,756.13
03/12/2020	Payment	PC - 3055680	No	City of Palo Alto			1200 Accounts Receivable	3,333.33	21,089.46
03/16/2020	Bill Payment (Check)		No	Best Books 4 U			2000 Accounts Payable	-292.50	20,796.96
03/23/2020	Payment	#140701	No	James Lindsay			1200 Accounts Receivable	3,333.33	24,130.29
03/23/2020	Payment	#162022	No	Chris Jordan			1200 Accounts Receivable	3,333.33	27,463.62
03/23/2020	Payment	#641142	No	Deanna Santana			1200 Accounts Receivable	3,333.33	30,796.95
03/23/2020	Payment	#385829	No	City of Milpitas			1200 Accounts Receivable	3,333.33	34,130.28
03/24/2020	Transfer		No				2200 First National Bank of Omaha	-484.53	33,645.75
03/25/2020	Journal Entry	Gusto	No			Debit net pay	-Split-	-5,865.62	27,780.13
03/25/2020	Journal Entry	Gusto	No			Debit tax	-Split-	-3,553.76	24,226.37
03/31/2020	Expense		No	Union Bank			6120 EXPENSES:Bank Service Charges	-3.00	24,223.37
Total for 1001 Checking - Union Bank								\$24,223.37	
1200 Accounts Receivable									
03/03/2020	Payment		No	Santa Clara County			1001 Checking - Union Bank	-3,333.33	-3,333.33
03/12/2020	Payment	PC - 3055680	No	City of Palo Alto			1001 Checking - Union Bank	-3,333.33	-6,666.66
03/12/2020	Payment	PC - check 100322680	No	Kent Steffens			1001 Checking - Union Bank	-3,333.33	-9,999.99
03/12/2020	Payment	PC - check #277830	No	Brian Loventhal			1001 Checking - Union Bank	-3,333.33	-13,333.32
03/12/2020	Payment	PC - check 5228692	No	Dave Sykes			1001 Checking - Union Bank	-3,333.33	-16,666.65
03/12/2020	Payment	PC 620136	No	City of Morgan Hill			1001 Checking - Union Bank	-3,333.33	-19,999.98
03/12/2020	Payment		No	City of Gilroy			1001 Checking - Union Bank	-3,333.33	-23,333.31
03/23/2020	Payment	#162022	No	Chris Jordan			1001 Checking - Union Bank	-3,333.33	-26,666.64

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
03/23/2020	Payment	#641142	No	Deanna Santana			1001 Checking - Union Bank	-3,333.33	-29,999.97
03/23/2020	Payment	#385829	No	City of Milpitas			1001 Checking - Union Bank	-3,333.33	-33,333.30
03/23/2020	Payment	#140701	No	James Lindsay			1001 Checking - Union Bank	-3,333.33	-36,666.63
Total for 1200 Accounts Receivable								\$ -36,666.63	
2000 Accounts Payable									
03/12/2020	Bill		No	Best Books 4 U			6310 EXPENSES:Legal & Professional Fees:Accounting Services	292.50	292.50
03/16/2020	Bill Payment (Check)		No	Best Books 4 U			1001 Checking - Union Bank	-292.50	0.00
Total for 2000 Accounts Payable								\$0.00	
2200 First National Bank of Omaha									
03/09/2020	Expense		No	APPLE STORE		backup hard drive	6620 EXPENSES:Office:Software Licenses	156.96	156.96
03/11/2020	Expense		No	Zoom.us			6620 EXPENSES:Office:Software Licenses	14.99	171.95
03/16/2020	Expense		No	Adobe			6620 EXPENSES:Office:Software Licenses	14.99	186.94
03/16/2020	Expense		No	Intuit			6620 EXPENSES:Office:Software Licenses	25.00	211.94
03/19/2020	Expense		No	Microsoft			6620 EXPENSES:Office:Software Licenses	12.50	224.44
03/19/2020	Expense		No	Intuit			6620 EXPENSES:Office:Software Licenses	70.00	294.44
03/24/2020	Transfer		No				1001 Checking - Union Bank	-484.53	-190.09
Total for 2200 First National Bank of Omaha								\$ -190.09	
6000 EXPENSES									
6120 Bank Service Charges									
03/31/2020	Expense		No	Union Bank		CHECK IMAGE FEE CHECK IMAGE FEE	1001 Checking - Union Bank	3.00	3.00
Total for 6120 Bank Service Charges								\$3.00	
6150 Office									
6180 Insurance									
03/04/2020	Expense		No	Great American Insurance Group	CASCC	GreatAmer - Grea VENDOR P GreatAmer - Grea VENDOR PMT PPD *****6640	1001 Checking - Union Bank	444.50	444.50
Total for 6180 Insurance								\$444.50	
6620 Software Licenses									
03/09/2020	Expense		No	APPLE STORE	CASCC	backup hard drive	2200 First National Bank of Omaha	156.96	156.96
03/11/2020	Expense		No	Zoom.us	CASCC	ZOOM.US - 8887999666, CA	2200 First National Bank of Omaha	14.99	171.95
03/16/2020	Expense		No	Intuit	CASCC	Intuit *QuickBooks - 800-446-8848, CA	2200 First National Bank of Omaha	25.00	196.95

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
03/16/2020	Expense		No	Adobe	CASCC	ADOBE ACROBAT PRO - 4085366000, CA	2200 First National Bank of Omaha	14.99	211.94
03/19/2020	Expense		No	Microsoft	CASCC	MSFT * E0100AJNSU - MSBILL.INFO, WA	2200 First National Bank of Omaha	12.50	224.44
03/19/2020	Expense		No	Intuit	CASCC	Intuit *QuickBooks - 800-446-8848, CA	2200 First National Bank of Omaha	70.00	294.44
Total for 6620 Software Licenses								\$294.44	
Total for 6150 Office								\$738.94	
6300 Legal & Professional Fees									
6310 Accounting Services									
03/12/2020	Bill		No	Best Books 4 U	CASCC	February books	2000 Accounts Payable	292.50	292.50
Total for 6310 Accounting Services								\$292.50	
6320 Attorney Services									
03/12/2020	Check	2840	No	Law Offices of Katharine Wellman	Roundtable	Roundtable bylaw review	1001 Checking - Union Bank	1,443.00	1,443.00
Total for 6320 Attorney Services								\$1,443.00	
Total for 6300 Legal & Professional Fees								\$1,735.50	
Total for 6000 EXPENSES								\$2,477.44	
MEETINGS									
6410 General meeting - office supplies/signage									
03/05/2020	Check	2837	No	Andi Jordan	CASCC	reimbursement for General Membership Dinner Expenses	1001 Checking - Union Bank	261.47	261.47
Total for 6410 General meeting - office supplies/signage								\$261.47	
Total for MEETINGS								\$261.47	
PAYROLL									
6565 Payroll Service Fees									
03/03/2020	Expense		No	Gusto	CASCC	GUSTO FEE 384859 CCD 6sem GUSTO FEE 384859 CCD 6semjoar98a	1001 Checking - Union Bank	45.00	45.00
Total for 6565 Payroll Service Fees								\$45.00	
6568 Workers Compensation									
03/09/2020	Expense		No	AP Intego	CASCC	APIntego ACHTRANS CCD 581 APIntego ACHTRANS CCD 58197884	1001 Checking - Union Bank	49.88	49.88
Total for 6568 Workers Compensation								\$49.88	
6575 Payroll Wages/Salary									
03/25/2020	Journal Entry	Gusto	No		CASCC	Regular Wages	-Split-	8,750.00	8,750.00
Total for 6575 Payroll Wages/Salary								\$8,750.00	
6580 Payroll Taxes									

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
03/25/2020	Journal Entry	Gusto	No		CASCC	Employer Taxes	-Split-	669.38	669.38
Total for 6580 Payroll Taxes								\$669.38	
Total for PAYROLL								\$9,514.26	



Environmental Science Associates
 550 Kearny Street, Suite 800
 San Francisco, CA 94108
 (415) 896-5900

INVOICE

Andi Jordan
 Executive Director
 Cities Association of Santa Clara County
 PO Box 3144
 Los Altos, CA 94024

March 9, 2020
 Invoice No: 153026
 Project Manager: Steven Alverson

Project D201801353.01 SCSC Roundtable Facilitation

Professional Services from January 1, 2020 to January 31, 2020

Task 0000001 Facilitate Regular Roundtable Meetings
 Subtask 0000011 1.1 Prepare for up to 8 Roundtable Meetings

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	20.00	300.00	6,000.00
Managing Associate III Jones, Christian	1.25	205.00	256.25
Senior Associate I Wasserman, Evan	30.50	150.00	4,575.00
Totals	51.75		10,831.25
Total Labor			10,831.25
Subtotal this Subtask:			\$10,831.25

Subtask 0000012 1.2 Attend, Facilitate, and Interact with Roundtable Members

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	8.00	300.00	2,400.00
Senior Associate I Wasserman, Evan	8.00	150.00	1,200.00
Totals	16.00		3,600.00
Total Labor			3,600.00
Subtotal this Subtask:			\$3,600.00

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	1.00	300.00	300.00
Senior Associate I Wasserman, Evan	7.50	150.00	1,125.00
Totals	8.50		1,425.00
Total Labor			1,425.00
Subtotal this Subtask:			\$1,425.00

PAYMENT DUE UPON RECEIPT

TOTAL THIS TASK: \$15,856.25

Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			2,550.00
Remaining			2,550.00

TOTAL THIS TASK: 0.00

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Alverson, Steven	.50	300.00	150.00
Totals	.50		150.00
Total Labor			150.00

Billing Limits	Current	Prior	To-Date
Total Billings	150.00	0.00	150.00
Limit			25,310.00
Remaining			25,160.00

TOTAL THIS TASK: \$150.00

Task 0000004 Follow Up with FAA and SFO on the Select Committee Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			3,600.00
Remaining			3,600.00

TOTAL THIS TASK: 0.00

Task 0000005 Follow Up with FAA and SJC on the Southflow Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			3,600.00
Remaining			3,600.00

TOTAL THIS TASK: 0.00

Task 0000006 Develop an FAA Advocacy Plan

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			10,800.00
Remaining			10,800.00

TOTAL THIS TASK: 0.00

Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Alverson, Steven	5.50	300.00	1,650.00

Senior Associate I

Wasserman, Evan	10.50	150.00	1,575.00
Totals	16.00		3,225.00

Total Labor **3,225.00**

Billing Limits	Current	Prior	To-Date
Total Billings	3,225.00	0.00	3,225.00
Limit			9,410.00
Remaining			6,185.00

TOTAL THIS TASK: \$3,225.00

Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation			92.23
Travel - Lodging			255.96
Travel - Meals			22.38
Travel - Mileage			22.69
Project Materials			1,700.00
Other Misc Project Costs			9.00
Total Reimbursables		1.0 times	2,102.26

2,102.26

In-House Reimbursable Billing

Printing 8.5x11 b/w			
ARC PrintingBW 8.5X11	920.0 Pages @ 0.10		92.00
ARC PrintingBW 8.5X11	1.0 Page @ 0.10		.10
Printing 8.5x11 color			
ARC PrintingCOLOR 8.5X11	522.0 Pages @ 0.40		208.80
Total In-House Reimbursables	1.0 times		300.90

300.90

Billing Limits	Current	Prior	To-Date
Total Billings	2,403.16	0.00	2,403.16
Limit			8,080.85
Remaining			5,677.69

TOTAL THIS TASK: \$2,403.16

TOTAL INVOICE AMOUNT: \$21,634.41

Billings to Date	Current	Prior	Total
	21,634.41	0.00	21,634.41

Remit to:

E S A
P.O. Box 92170
Elk Grove, IL 60009

TIN #: 94-1698350

Billing Backup

Monday, March 9, 2020

Environmental Science Associates

Invoice 153026 Dated 3/9/2020

2:24:21 PM

Project	D201801353.01	SCSC Roundtable Facilitation		
Task	0000001	Facilitate Regular Roundtable Meetings		
Subtask	0000011	1.1 Prepare for up to 8 Roundtable Meetings		

Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Senior Director III			
1 - Alverson, Steven	1/8/2020	2.00	300.00
Prep for Jan 22, 2019 RT Meeting			600.00
1 - Alverson, Steven	1/14/2020	2.00	300.00
Prep for the Jan 22nd RT Mtg			600.00
1 - Alverson, Steven	1/15/2020	2.00	300.00
Prep for the Jan 22nd RT Mtg			600.00
1 - Alverson, Steven	1/16/2020	7.00	300.00
Prep for the Jan 22nd RT Mtg			2,100.00
1 - Alverson, Steven	1/17/2020	7.00	300.00
Prep for the Jan 22nd RT Mtg			2,100.00
Managing Associate III			
Managing Associate III			
25 - Jones, Christian	1/16/2020	1.25	205.00
Update IFP memo			256.25
Senior Associate I			
Senior Associate I			
7 - Wasserman, Evan	1/2/2020	2.00	150.00
2 hrs for review of the Strategic Plan document for edit consolidation and meeting agenda development			300.00
7 - Wasserman, Evan	1/3/2020	.50	150.00
.5 hrs for sending out email for the ANR			75.00
7 - Wasserman, Evan	1/7/2020	.50	150.00
.5 hr for correspondnece tracking and creating agenda packet.			75.00
7 - Wasserman, Evan	1/9/2020	1.00	150.00
1 hr for correspondence tracking/putting in agenda packet			150.00
7 - Wasserman, Evan	1/10/2020	1.00	150.00
1 hr for tracking correspondence			150.00
7 - Wasserman, Evan	1/14/2020	1.00	150.00
1 hr for work on the agenda, and correspondence tracking for the agenda packet			150.00
7 - Wasserman, Evan	1/15/2020	3.00	150.00
1 hr for work on the agenda, and correspondence tracking for the agenda packet; 2 hrs for communication/meeting time			450.00
7 - Wasserman, Evan	1/16/2020	2.00	150.00
2 hrs for correspondence tracking and compiling agenda packet			300.00
7 - Wasserman, Evan	1/17/2020	4.00	150.00
4 hrs for correspondence tracking and compiling agenda packet			600.00
7 - Wasserman, Evan	1/21/2020	6.00	150.00
6 hrs for prep and materials gathering for RT meeting			900.00
7 - Wasserman, Evan	1/29/2020	2.00	150.00
2 hrs for work on the edits to the Work Plan; SCSC Roundtable Action Tracking Matrix; and FAA question tracking matrix			300.00
7 - Wasserman, Evan	1/30/2020	2.50	150.00
2.5 hrs for work on the edits to the Work Plan; SCSC Roundtable Action Tracking Matrix; and FAA question tracking matrix			375.00

Project	D201801353.01	SCSC Roundtable Facilitation	Invoice	153026
7 - Wasserman, Evan	1/31/2020	5.00	150.00	750.00
5 hrs for work on the edits to the Work Plan; SCSC Roundtable Action Tracking Matrix; and FAA question tracking matrix				
Totals		51.75		10,831.25
Total Labor				10,831.25
Subtotal this Subtask:				\$10,831.25

Subtask	0000012	1.2 Attend, Facilitate, and Interact with Roundtable Members		
Professional Personnel				
		Hours	Rate	Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	1/22/2020	8.00	300.00	2,400.00
Facilitate the Jan 22 2020 RT Meeting				
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	1/22/2020	8.00	150.00	1,200.00
8 hrs for attendance and travel time to RT meeting in Santa Clara by train				
Totals		16.00		3,600.00
Total Labor				3,600.00
Subtotal this Subtask:				\$3,600.00

Subtask	0000013	1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken		
Professional Personnel				
		Hours	Rate	Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	1/23/2020	1.00	300.00	300.00
Meeting Follow-up				
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	1/2/2020	1.00	150.00	150.00
1 hr for review and edits to the meeting recap, and review of audio recording for edits to the Strategic Plan				
7 - Wasserman, Evan	1/6/2020	1.00	150.00	150.00
1 hr for compiling recap materials and posting to website				
7 - Wasserman, Evan	1/23/2020	2.00	150.00	300.00
2 hrs for review of recaps and organizing materials from meeting; begin follow up tasks from meetings				
7 - Wasserman, Evan	1/24/2020	.50	150.00	75.00
.5 hr for review of recaps and organizing materials from meeting; begin follow up tasks from meetings; communication with RT for ANR				
7 - Wasserman, Evan	1/27/2020	1.00	150.00	150.00
1 hr for edits to the meeting recap;				
7 - Wasserman, Evan	1/28/2020	2.00	150.00	300.00
2 hrs for edits to the meeting recap and				
Totals		8.50		1,425.00
Total Labor				1,425.00
Subtotal this Subtask:				\$1,425.00
TOTAL THIS TASK:				\$15,856.25

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

		Hours	Rate	Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	1/14/2020	.50	300.00	150.00
	MLB Questions Regarding the BSR Ovlay			
	Totals	.50		150.00
	Total Labor			150.00

TOTAL THIS TASK: \$150.00

Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

		Hours	Rate	Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	1/3/2020	1.00	300.00	300.00
	Articles and ANR Notice			
1 - Alverson, Steven	1/10/2020	2.00	300.00	600.00
	Articles for Posting			
1 - Alverson, Steven	1/24/2020	1.50	300.00	450.00
	News Articles for SCSC RT Website			
1 - Alverson, Steven	1/27/2020	1.00	300.00	300.00
	Website Materials for Posting			
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	1/6/2020	1.00	150.00	150.00
	1 hr for compiling materials and posting to website			
7 - Wasserman, Evan	1/7/2020	1.50	150.00	225.00
	1.5 hrs for uploading OAK Noise Forum/SFO Roundtable materials to the website, and creating a new landing page for both			
7 - Wasserman, Evan	1/9/2020	1.00	150.00	150.00
	1 hr for posting to website/articles			
7 - Wasserman, Evan	1/10/2020	1.00	150.00	150.00
	1 hr for posting materials to the website.			
7 - Wasserman, Evan	1/15/2020	.50	150.00	75.00
	.5 hr for postign articles			
7 - Wasserman, Evan	1/16/2020	.50	150.00	75.00
	.5 hr for posting article, and review of documents on website			
7 - Wasserman, Evan	1/17/2020	3.00	150.00	450.00
	1 hr for posting articles; 2 hrs for social media posts and agenda packet			
7 - Wasserman, Evan	1/24/2020	.50	150.00	75.00
	.5 for psotign articles and communications to the website			
7 - Wasserman, Evan	1/27/2020	1.00	150.00	150.00
	1 hr for updates and posts to the SCSC Roundtable website			
7 - Wasserman, Evan	1/31/2020	.50	150.00	75.00
	.5 hr for updates and posts to the SCSC Roundtable website regarding correspondence/news articles			
	Totals	16.00		3,225.00
	Total Labor			3,225.00

TOTAL THIS TASK: \$3,225.00

 Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation				
EX	000000051587	1/22/2020	Wasserman, Evan / Amtrak ticket to Santa Clara for meeting	74.00
EX	000000051587	1/22/2020	Wasserman, Evan / Lyft ride to Amtrak Station	13.23
EX	000000051533	1/22/2020	Alverson, Steven / Maid Service Tip	5.00
Travel - Lodging				
EX	000000051533	1/22/2020	Alverson, Steven / Lodging in Santa Clara	255.96
Travel - Meals				
EX	000000051587	1/22/2020	Wasserman, Evan / Breakfast	6.74
EX	000000051587	1/22/2020	Wasserman, Evan / Dinner	15.64
Travel - Mileage				
EX	000000051533	1/22/2020	Alverson, Steven / Mileage	22.69
Project Materials				
AP	144046	1/2/2020	LAMBERT-MERIDITH PUBLICATIONS, INC. / SUBSCRIPTION FOR SANTA CLARA ROUNDTABLE JAN-DEC 2020 / Invoice: 2019091, 12/2/2019	1,700.00
Other Misc Project Costs				
EX	000000051587	1/22/2020	Wasserman, Evan / Amtrak ticket to Santa Clara for meeting	9.00
Total Reimbursables			1.0 times	2,102.26

2,102.26

In-House Reimbursable Billing

Printing 8.5x11 b/w				
	ARC PrintingBW 8.5X11		920.0 Pages @ 0.10	92.00
	ARC PrintingBW 8.5X11		1.0 Page @ 0.10	.10
Printing 8.5x11 color				
	ARC PrintingCOLOR 8.5X11		522.0 Pages @ 0.40	208.80
Total In-House Reimbursables			1.0 times	300.90

300.90

TOTAL THIS TASK: \$2,403.16

Total this Project \$21,634.41

Total this Report \$21,634.41

Environmental Science AssociatesExpense Report for Invoice #000000153026 Dated 3/9/2020

Date	Person	Category	Description	Amount
01/22/2020	Alverson, Steven			\$5.00
01/22/2020	Wasserman, Evan	Parking/Toll/Cab/Rail (Ferry)		\$13.23
01/22/2020	Wasserman, Evan	Parking/Toll/Cab/Rail (Ferry)		\$74.00
Business Reason: Roundtrip Amtrak ticket to Santa Clara Station for SCSC Roundtable meeting on January 22nd to return the same day. Includes Allianz Global Assistance travel insurance in case of cancelation/delay.				
01/22/2020	Alverson, Steven			\$255.96
01/22/2020	Wasserman, Evan	Meals (Travel)		\$15.64
Business Reason: Dinner at SubHub in Santa Clara while waiting for Amtrak train				
01/22/2020	Wasserman, Evan	Meals (Travel)		\$6.74
Business Reason: Breakfast/lunch at Cramer's Bagels in Santa Clara after getting off Amtrak train, prior to attending Roundtable meeting				
01/22/2020	Alverson, Steven			\$22.69
01/22/2020	Wasserman, Evan	Insurance		\$9.00
Business Reason: Roundtrip Amtrak ticket to Santa Clara Station for SCSC Roundtable meeting on January 22nd to return the same day. Includes Allianz Global Assistance travel insurance in case of cancelation/delay.				
Total				\$402.26

Category Summary

<OTHER>	\$283.65
Insurance	\$9.00
Meals (Travel)	\$22.38
Parking/Toll/Cab/Rail (Ferry)	\$87.23



Card Activity Since Jan 20 (Closing Feb 17)

Transactions

22 Transactions

DATE	STATUS	DESCRIPTION	CARD	AMOUNT
Feb 5	Credit	ONLINE PAYMENT THANK YOU	KATHERINE ISBELL	-\$47.22
Feb 3		PRIME VIDEO*CW8579F7888-802-3080 WA	EVAN WASSERMAN	\$5.99
Feb 2		Farm Fresh To You	KATHERINE ISBELL	\$35.24
Feb 1	Credit	ONLINE PAYMENT - THANK YOU	KATHERINE ISBELL	-\$3,484.78
Feb 1		PRIME VIDEO*CP70123D888 802-3080 WA	EVAN WASSERMAN	\$5.99
Jan 30		PRIME VIDEO*7U5OY4QG888-802-3080 WA	EVAN WASSERMAN	\$5.99
Jan 30	2 Miles	Save Mart	KATHERINE ISBELL	\$23.24
Jan 29		SELLANDS BROADWAY	EVAN WASSERMAN	\$34.00
Jan 27		TST* CAPITOL GARAGE	EVAN WASSERMAN	\$52.00
Jan 26		KYOTO SUSHI BAR GRILL & RAMEN	EVAN WASSERMAN	\$30.00
Jan 26		PET SUPPLIES PLUS	EVAN WASSERMAN	\$27.14
Jan 25		OBO ITALIAN TABLE & BAR	EVAN WASSERMAN	\$60.00
Jan 24		Chipotle Mexican Grill	KATHERINE ISBELL	\$7.85
Jan 23		ADTSECURITY MYADT.CO800-238-2727 FL	EVAN WASSERMAN	\$63.99
Jan 21		ALLIANZ INSURANCE RICHMOND VA	EVAN WASSERMAN	\$9.00
Jan 21		AMTRAK INT WASHINGTON DC	EVAN WASSERMAN	\$74.00
Jan 21		PEACEMAKER PEST CONTROL	KATHERINE ISBELL	\$89.00
Jan 21		INK EATS & DRINKS	EVAN WASSERMAN	\$23.08
Jan 20		JACK RUSSELL BREWERY DOWNTOWN	EVAN WASSERMAN	\$67.00
Jan 19		CHICAGO FIRE	KATHERINE ISBELL	\$62.00
Jan 19		Farm Fresh To You	KATHERINE ISBELL	\$41.99
Jan 19		SACYARD COMMUNITY YARDHOU	KATHERINE ISBELL	\$16.80

Evan Wasserman

From: Evan Wasserman <ewass17@gmail.com>
Sent: Tuesday, January 21, 2020 10:25 AM
To: Evan Wasserman
Subject: Fwd: Amtrak: eTicket and Receipt for Your 01/22/2020 Trip - EVAN WASSERMAN
Attachments: Wasserman Evan 202001211323530894.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

FYI

----- Forwarded message -----

From: <etickets@amtrak.com>
Date: Tue, Jan 21, 2020 at 10:23 AM
Subject: Amtrak: eTicket and Receipt for Your 01/22/2020 Trip - EVAN WASSERMAN
To: <EWASS17@gmail.com>

SALES RECEIPT



Purchased: 01/21/2020 10:23 AM PT Thank you for your purchase.

1. Retain this receipt for your records.
2. Print the attached eTicket and carry during your trip.

Merchant ID 006121 Massachusetts Ave NW Washington, DC 20001800-USA-RAIL Amtrak.com

Reservation Number - 8744F6 SACRAMENTO, CA - SANTA CLARA-UNIVERSITY, CA (Round-Trip) JANUARY 21, 2020

Billing Information

EVAN WASSERMAN 4541 8TH AVE SACRAMENTO, CA 95820

American Express ending in 1019 (Purchase) Authorization Code 297450

Total \$74.00

Purchase Summary - Ticket Number 0210612553342

TRAIN 527: SACRAMENTO, CA - SANTA CLARA (TRANSIT CENTER), CA Depart 7:05 AM, Wednesday, January 22, 2020

1 UNRESERVED COACH SEAT

\$37.00

Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS

Subtotal

\$37.00

TRAIN 546: SANTA CLARA (TRANSIT CENTER), CA - SACRAMENTO, CA Depart 5:52 PM, Wednesday, January 22, 2020

1 UNRESERVED COACH SEAT

\$37.00

Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS

Subtotal

\$37.00

Total Charged by Amtrak

\$74.00

Passengers

Evan Wasserman

Important Information

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit Amtrak.com/changes.
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at Amtrak.com/terms-and-conditions.html. Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at Amtrak.com/contact or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

--

Best,

Evan

ewass17@gmail.com

Evan Wasserman

Associate - Community Development Group

ESA | Environmental Science Associates

EWasserman@esassoc.com | www.esassoc.com

Evan Wasserman

From: Evan Wasserman <ewass17@gmail.com>
Sent: Tuesday, January 21, 2020 10:27 AM
To: Evan Wasserman
Subject: Fwd: Here is your new travel insurance policy (ref:EUSP2159699621)

FYI - Travel Insurance

----- Forwarded message -----

From: Allianz Global Assistance <donotreplypolicy@allianzassistance.com>
Date: Tue, Jan 21, 2020 at 10:24 AM
Subject: Here is your new travel insurance policy (ref:EUSP2159699621)
To: <ewass17@gmail.com>

[Download your official policy documents.](#)



[How can we help?](#)

Thanks for choosing Allianz Global Assistance

Here's your important policy information.

Hi Evan,

Thanks for protecting your upcoming travel plans with us. More than 35 million U.S. customers trust Allianz Global Assistance each year — so travel confidently knowing you're in good company.

You can access your policy document [here](#), which includes your Letter of Confirmation, Certificate of Insurance/Policy, and Emergency Assistance Card. You'll want to keep it handy so download and save to your device, or print and stow it in your travel bag.

Our records indicate you may have purchased your policy for a one-way ticket. If that's the case, we recommend you update your policy with your planned departure and return dates. This can be

done quickly, easily, and free of charge by calling us or clicking the [Manage My Policy](#) button in this email. You can also increase your coverage to insure any additional travel expenses (additional charges may apply).

Please [check out our FAQs](#) or [contact us](#) if you have any questions. We're also here to help if your travel plans change and you need to update your policy or add coverage.

Thanks again for protecting your trip with us, and don't forget to [download your free TravelSmart app](#) to manage your policy on the go, find local emergency services wherever you are, and much more.

About your new policy

Policy:

Rail Trip Protector II

Policy No.:

EUSP2159699621

Total amount paid:

\$9.00

Purchase date:

January 21, 2020

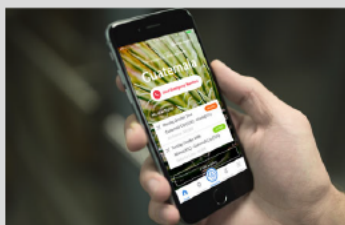
Effective date:

January 22, 2020

Travel dates:

January 22, 2020–January 22, 2020

[Manage My Policy](#)



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PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER 8744F6

RES# 8744F6-21JAN20

SAC



SCC

Round-Trip

SACRAMENTO, CA

SANTA CLARA-UNIVERSITY,

JANUARY 22, 2020

Depart

TRAIN	CAPITOL CORRIDOR	SACRAMENTO - SANTA CLARA (TRANSIT CENTER)	DEPARTS	ARRIVES (Wed Jan 22)
527	Jan 22, 2020	1 Unreserved Coach Seat	7:05 AM	9:51 AM

Return

TRAIN	CAPITOL CORRIDOR	SANTA CLARA (TRANSIT CENTER) - SACRAMENTO	DEPARTS	ARRIVES (Wed Jan 22)
546	Jan 22, 2020	1 Unreserved Coach Seat	5:52 PM	8:50 PM

PASSENGERS (1)

WASSERMAN, EVAN ADULT

AMTRAK GUEST REWARDS

8468311298 | MEMBER

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
- At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
- eTickets for **Unreserved Coach services** are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
- When should you arrive at the station? Check the recommended arrival times for your departure station at Amtrak.com/stations. Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For *Capitol Corridor* travel information please visit capitolcorridor.org, or call 1-877-974-3322 (TDD 1-510-839-2220).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at Amtrak.com/boarding).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit Amtrak.com/changes.
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at Amtrak.com/baggage.
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- **If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).**



Evan Wasserman <ewass17@gmail.com>

Receipt for Your Payment to Lyft

1 message

service@paypal.com <service@paypal.com>
To: Evan Wasserman <ewass17@gmail.com>

Wed, Jan 22, 2020 at 6:38 AM



Jan 22, 2020 06:37:48 PST
Transaction ID: OXB02530UK5929940

Hello Evan Wasserman,

You sent a payment of \$13.23 USD to Lyft
(support@lyft.com)

It may take a few moments for this transaction to appear in your account.

Merchant


Lyft
support@lyft.com

Instruction to merchant

You haven't entered any instructions.

Congrats! You've been selected to apply for the PayPal Cashback Mastercard® based on your PayPal history.

The PayPal Cashback Mastercard is issued by Synchrony Bank pursuant to a license by Mastercard International Incorporated.



[Learn More](#)

Description	Unit price	Qty	Amount
	\$13.13 USD	1	\$13.13 USD
		Subtotal	\$13.13 USD
		Tax	\$0.10 USD
		Total	\$13.23 USD
		Payment	\$13.23 USD

Charge will appear on your credit card statement as "PAYPAL *LYFT RIDE WED 6"

Payment sent to support@lyft.com

Payment sent from ewass17@gmail.com

Funding Sources Used (Total)

Visa x-0272

\$13.23 USD

Invoice ID: 29d99e8ff915abd8_1363213630631301676_59583bc9

Issues with this transaction?

You have 180 day from the date of the transaction to open a dispute in the Resolution Center

 Question ? Go to the Help Center at www.paypal.com/help

Please do not reply to this email. This mailbox is not monitored and you will not receive a response. For assistance, log in to your PayPal account and click **Help** in the top right corner of any PayPal page or please contact us toll free at 1-888-221-1161. You can receive plain text emails instead of HTML emails. To change your Notifications preferences, log in to your account, go to your Profile, and click **My settings**.

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PayPal PPX001066:1.1:cc3dcbe8e8344

Alaska Airlines Visa Platinum Plus - 0272

Balance Summary: 02/07/2020

Account Summary	Card Details	Pay This Card
Current balance: ██████████	Total credit line: ██████████	Statement balance: ██████████
Total credit available: ██████████	Cash credit line: ██████████	Payment due date: ██████████
Cash credit line available: ██████████	Amount over total credit line: \$0.00	Total minimum payment due: \$0.00
Rewards	Next closing date: ██████████	
	Last payment date: ██████████	
	Last payment: ██████████	

* Available Credit includes purchases that have been authorized but have not yet posted to your account.

Go to: ▼

Posting Date ↓	Description	Amount	Balance
Pending	██████████		██████████
Pending	██████████		██████████
02/03/2020	TST* ZOCALO - MIDTOWN SACRAMENTO CA	\$272.00	██████████
02/03/2020	SELLANDS BROADWAY SACRAMENTO CA	\$94.00	██████████
02/01/2020	COSTCO WHSE #0471 SACRAMENTO CA	\$45.84	██████████
02/01/2020	STARBUCKS STORE 27094 SACRAMENTO CA	\$58.80	██████████
01/24/2020	AMTRAK POS F&B WASHINGTON DC	\$9.00	██████████
01/23/2020	THE SUB HUB SANTA CLARA CA	\$15.64	██████████
01/23/2020	PAYPAL *LYFT RIDE WED 6 402-935-7733 CA	\$13.23	██████████
01/23/2020	SQ *CRAMER'S BAGELS Santa Clara CA	\$6.74	██████████

Beginning balance as of 01/16/2020 ██████████

Posting Date ↓	Description	Amount	Balance
01/18/2020	SAFEWAY #2684 SACRAMENTO CA	\$117.73	\$366.43

Beginning balance as of 01/16/2020

Go to: ▼

Alaska Airlines Visa Platinum Plus - 0272

Balance Summary: 02/07/2020

Account Summary	Card Details	Pay This Card	
Current balance: \$522.44	Total credit line: \$4,500.00	Statement balance: \$247.61	
Total credit available: \$3,947.10	Cash credit line: \$1,530.00	Payment due date: 02/12/2020	
Cash credit line available: \$1,530.00	Amount over total credit line: \$0.00	Total minimum payment due: \$0.00	
	Next closing date: 02/15/2020		
	Last payment date: 02/03/2020		
	Last payment: \$824.03		

Rewards

* Available Credit includes purchases that have been authorized but have not yet posted to your account.

Go to: ▼

Posting Date ↓	Description	Amount	Balance
01/13/2020	COSTCO WHSE #0464 SACRAMENTO CA	\$61.92	\$247.61
01/13/2020	COSTCO WHSE #0464 SACRAMENTO CA	\$9.34	\$185.69
01/13/2020	MASSAGE ENVY - 0304 SACRAMENTO CA	\$60.00	\$176.35
01/13/2020	SAFEWAY #2242 SACRAMENTO CA	\$14.45	\$116.35
01/11/2020	APPLE.COM/BILL 866-712-7753 CA	\$11.99	\$101.90
01/10/2020	STARBUCKS STORE 49304 SAN FRANCISCO CA	\$2.95	\$89.91
01/08/2020	UBER JUMP HELP.UBER.COM CA	\$1.35	\$86.96
01/08/2020	UBER JUMP HELP.UBER.COM CA	\$1.62	\$85.61
01/08/2020	AMTRAK .COM 0060691595676 WASHINGTON DC	\$66.00	\$83.99
01/06/2020	APPLE.COM/BILL 866-712-7753 CA	\$9.99	\$17.99
01/06/2020	FOX & GOOSE PUBLIC HOUSE SACRAMENTO CA	\$8.00	\$8.00
01/02/2020	BA ELECTRONIC PAYMENT	-\$1,817.32	\$0.00
12/31/2019	CHEVRON 0205442 SOUTH LAKE TACA	\$37.00	\$1,817.32
12/31/2019	HEAVENLY VILLAGE CINEMA SOUTH LAKE TACA	\$21.00	\$1,780.32
12/31/2019	HEAVENLY VILLAGE CINEMA SOUTH LAKE TACA	\$20.00	\$1,759.32
12/30/2019	VINNYS TAHOE PIZZERIA SOUTH LAKE TACA	\$55.00	\$1,739.32
12/30/2019	PET CLUB #12 RANCHO CORDOVA	\$15.24	\$1,684.32
12/24/2019	OLD SOUL AT 40 ACRES SACRAMENTO CA	\$16.56	\$1,669.08
12/24/2019	REI #21 SACRAMENTO SACRAMENTO CA	\$119.63	\$1,652.52
12/23/2019	WALGREENS #5374 SACRAMENTO CA	\$36.28	\$1,532.89
12/23/2019	LS *STRAPPING SACRAMENTO CA	\$53.29	\$1,496.61
12/23/2019	SQ *MIEL APOTHECARY SACRAMENTO CA	\$23.92	\$1,443.32
12/23/2019	SP * SACRAMENTO REPUB SACRAMENTO CA	\$81.57	\$1,419.40
12/23/2019	SP * DISPLAY CALIFORNI SACRAMENTO CA	\$32.63	\$1,337.83
12/23/2019	SAFEWAY #2242 SACRAMENTO CA	\$12.28	\$1,305.20
12/23/2019	UBER JUMP HELP.UBER.COM CA	\$1.62	\$1,292.92
12/21/2019	CAPRADIO HTTPS WWW.CAPRCA	\$10.00	\$1,291.30

Beginning balance as of 12/16/2019

\$1,132.73

Posting Date ↓	Description	Amount	Balance
12/19/2019	MASSAGE ENVY - 0304 SACRAMENTO CA	\$55.00	\$1,281.30
12/19/2019	TARGET 00003103 SACRAMENTO CA	\$91.40	\$1,226.30
12/16/2019	UBER JUMP HELP.UBER.COMCA	\$2.17	\$1,134.90
Beginning balance as of 12/16/2019			\$1,132.73

Go to: ▼

Steven Alverson

From: Madison Street Inn <receipts+acct_1Cpk7WCK0T1KZnM3@stripe.com>
Sent: Friday, January 17, 2020 10:53 AM
To: Steven Alverson
Subject: Your Madison Street Inn receipt [1815-1617#]



Receipt from Madison Street Inn

Receipt #1617-1815

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$255.96	January 17, 2020	VISA - 6042

SUMMARY

Madison Street Inn B&B - Reservation: 625770203364	\$255.96
Amount paid	\$255.96

Cash Maid Service Tip \$5.00

If you have any questions, contact us at
reservations@madisonstreetinn.com or call at +1 408-249-5541.

Something wrong with the email? [View it in your browser.](#)

You're receiving this email because you made a purchase at [Madison Street Inn](#), which partners with [Stripe](#) to provide invoicing and payment processing.

YOUR TRIP TO:

[421 - 699] Hamilton Ave

56 MIN | 39.5 MI 



Round trip mileage from Redwood City to Santa Clara, because I started the day in Redwood City for another project.


IRS Reimbursement: \$22.89

Trip time based on traffic conditions as of 1:45 PM on January 27, 2020. Current Traffic: Moderate




Print a full health report of your car with HUM vehicle diagnostics (800) 906-2501


 [421 - 699] Hamilton Ave

- 


1. Start out going south on Hamilton Ave toward Marshall St.

----- Then 0.03 miles ----- 0.03 total miles
- 


2. Turn left onto Marshall St.

----- Then 0.21 miles ----- 0.24 total miles
- 


3. Turn left onto Main St.

----- Then 0.13 miles ----- 0.38 total miles
- 


4. Take the 2nd right onto Veterans Blvd.

----- Then 1.13 miles ----- 1.51 total miles
- 


5. Stay straight to go onto US-101 S/CA-84 E.
Continue to follow US-101 S.

----- Then 15.27 miles ----- 16.78 total miles
- 

6. Take the San Tomas Expwy exit, EXIT 392, toward Montague Expwy.

----- Then 0.19 miles ----- 16.97 total miles
- 

7. Merge onto San Tomas Expwy/County Hwy-G4.

----- Then 1.41 miles ----- 18.38 total miles
- 

8. Turn left onto Monroe St.

----- Then 1.04 miles ----- 19.42 total miles



9. Turn right onto Warburton Ave.

Then 0.14 miles 19.57 total miles



10. 1500 WARBURTON AVE is on the **left**.



1500 Warburton Ave, Santa Clara, CA 95050-3713

This leg of your trip is:

23 minutes • 19.57 miles

Start of next leg of route



11. Start out going east on Warburton Ave toward Fillmore St.

Then 0.14 miles 19.71 total miles



12. Turn left onto Monroe St.

Then 0.99 miles 20.71 total miles



13. Turn right onto San Tomas Expy/County Hwy-G4.
Continue to follow County Hwy-G4.

Then 1.35 miles 22.06 total miles



14. Merge onto US-101 N toward **San Francisco**.

Then 15.80 miles 37.86 total miles



15. Merge onto Woodside Rd/CA-84 W via EXIT 408.

Then 0.51 miles 38.37 total miles



16. Turn right onto Veterans Blvd.

Then 0.79 miles 39.15 total miles



17. Turn slight left onto Jefferson Ave.

Then 0.05 miles 39.20 total miles



18. Turn left to stay on Jefferson Ave.

Then 0.12 miles 39.32 total miles



19. Turn right onto Bradford St.

Then 0.05 miles 39.37 total miles



20. Bradford St becomes County Ctr.

Then 0.05 miles

39.42 total miles



21. Turn **left** onto Hamilton Ave.

Then 0.04 miles

39.46 total miles




22. [421 - 699] Hamilton Ave, [421 - 699] HAMILTON AVE.



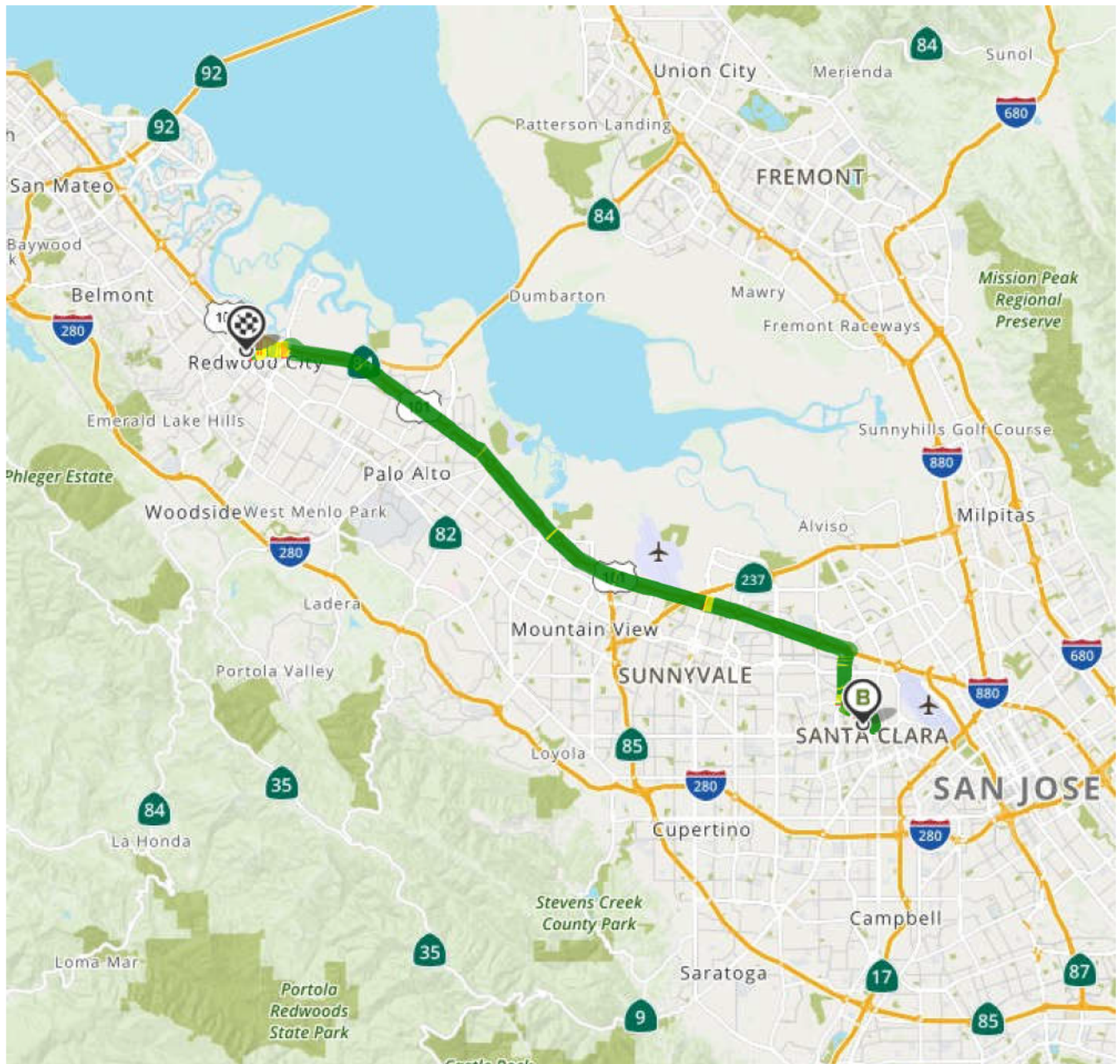
[421 - 699] Hamilton Ave

This leg of your trip is:

24 minutes · 19.89 miles

 Save to My Maps

Use of directions and maps is subject to our [Terms of Use](#). We don't guarantee accuracy, route conditions or usability. You assume all risk of use.





Sandwiches, Salads, Soups & More

THE SUB HUB
495 EL CAMINO REAL 111
SANTA CLARA, CA 95050
4089852253
<https://www.eatshub.com>

ORDER: 2
Online Order Pick Up

Cashier: Laxman A.
22-Jan-2020 4:54:23P
Transaction 009362

1 Veggie Bowl	\$9.95
Brown Rice	\$0.00
Sub Tofu	\$0.00
red curry	
1 Smoothie Deal	\$2.00
Subtotal	\$11.95
Tax	\$1.08
Total	\$13.03
Tip	\$2.61
CREDIT CARD AUTH	\$15.64
VISA 0272	

22-Jan-2020 4:55:03P
\$15.64 | Method: EMV
Visa Credit XXXXXXXXXXXXX0272
EVAN D WASSERMAN
Ref #: 002300593380 | Auth #: 07539B
MID: *****2997
AID: A0000000031010
AthNtwkNm: VISA
SIGNATURE VERIFIED

Please help us with your 5 star Reviews! Order at eatshub.com for 15% Discount!

Online: <https://clover.com/p/6AW6GCS1E0PK6>



Order T8W40S3P2ZEKJ

Cramer's Bagels

495 El Camino Real, 131
Santa Clara, CA 95050
(408) 246-7580
www.cramersbagels.com

January 22, 2020
10:40 AM

PURCHASE

Receipt: xqJy
Authorization: 07123B

Visa Credit
AID A0 00 00 00 05 10 10

Custom Amount	\$6.74
Total	\$6.74
Visa 0272 (Chip)	\$6.74

Airport Noise Report

43978 URBANCREST COURT
ASHBURN, VIRGINIA 20147
FAX: (703) 729-4528
TEL: (703) 729-4867

INVOICE NO.	2019091
DATE	12-2-2019
ACCOUNT NO.	

INVOICE

Steve Alverson
National Director
ESA Airports
2600 Capitol Ave., Suite 200
Sacramento CA 95816

DESCRIPTION	AMOUNT
Subscription renewal for Santa Clara/Santa Cruz Roundtable Jan - Dec 2020	\$1,700
<i>Bill to D181353 Jan 1 - June 30, 2020 Reimbursable Expenses task.</i>	
<i>Do not Bill to the existing job number as it ends on December 31, 2019.</i>	
PLEASE PAY FROM THIS INVOICE	

Environmental Science Associates

Unit Detail for Invoice 000000153026 Dated 3/9/2020

Project: D201801353.01-SCSC Roundtable Facilitation

Category	Date	Description	Calculation	Amount
Printing 8.5x11 b/w	01/24/2020	ARC PrintingBW 8.5X11	920.0 Pages @ 0.10	\$92.00
Printing 8.5x11 color	01/24/2020	ARC PrintingCOLOR 8.5X11	522.0 Pages @ 0.40	\$208.80
Printing 8.5x11 b/w	01/24/2020	ARC PrintingBW 8.5X11	1.0 Page @ 0.10	\$0.10
Total				\$300.90

Category Summary

Printing 8.5x11 b/w	\$92.10
Printing 8.5x11 color	\$208.80
Total	\$300.90



Environmental Science Associates
 550 Kearny Street, Suite 800
 San Francisco, CA 94108
 (415) 896-5900

INVOICE

Andi Jordan
 Executive Director
 Cities Association of Santa Clara County
 PO Box 3144
 Los Altos, CA 94024

March 20, 2020
 Invoice No: 153323
 Project Manager: Steven Alverson

Project D201801353.01 SCSC Roundtable Facilitation

Professional Services from February 1, 2020 to February 29, 2020

Task 0000001 Facilitate Regular Roundtable Meetings
 Subtask 0000011 1.1 Prepare for up to 8 Roundtable Meetings

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	4.50	300.00	1,350.00
Senior Associate I Wasserman, Evan	42.00	150.00	6,300.00
Totals	46.50		7,650.00
Total Labor			7,650.00
Subtotal this Subtask:			\$7,650.00

Subtask 0000012 1.2 Attend, Facilitate, and Interact with Roundtable Members

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	8.00	300.00	2,400.00
Senior Associate I Wasserman, Evan	10.00	150.00	1,500.00
Totals	18.00		3,900.00
Total Labor			3,900.00
Subtotal this Subtask:			\$3,900.00

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	1.50	300.00	450.00
Senior Associate I Wasserman, Evan	9.00	150.00	1,350.00
Totals	10.50		1,800.00
Total Labor			1,800.00
Subtotal this Subtask:			\$1,800.00

TOTAL THIS TASK: \$13,350.00

PAYMENT DUE UPON RECEIPT

Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			2,550.00
Remaining			2,550.00
TOTAL THIS TASK:			0.00

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	6.00	300.00	1,800.00
Totals	6.00		1,800.00
Total Labor			1,800.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,800.00	150.00	1,950.00
Limit			25,310.00
Remaining			23,360.00
TOTAL THIS TASK:			\$1,800.00

Task 0000004 Follow Up with FAA and SFO on the Select Committee Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			3,600.00
Remaining			3,600.00
TOTAL THIS TASK:			0.00

Task 0000005 Follow Up with FAA and SJC on the Southflow Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			3,600.00
Remaining			3,600.00
TOTAL THIS TASK:			0.00

Task 0000006 Develop an FAA Advocacy Plan

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			10,800.00
Remaining			10,800.00
TOTAL THIS TASK:			0.00

Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

	Hours	Rate	Amount
Senior Director III Alverson, Steven	1.00	300.00	300.00

Project	D201801353.01	SCSC Roundtable Facilitation	Invoice	153323
---------	---------------	------------------------------	---------	--------

Senior Associate I

Wasserman, Evan	13.50	150.00	2,025.00
Totals	14.50		2,325.00

Total Labor **2,325.00**

Billing Limits	Current	Prior	To-Date
Total Billings	2,325.00	3,225.00	5,550.00
Limit			9,410.00
Remaining			3,860.00

TOTAL THIS TASK: **\$2,325.00**

Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation			74.00
Travel - Meals			5.61
Project Materials			600.00

Total Reimbursables **679.61** **1.0 times**

Billing Limits	Current	Prior	To-Date
Total Billings	679.61	2,403.16	3,082.77
Limit			8,080.85
Remaining			4,998.08

TOTAL THIS TASK: **\$679.61**

TOTAL INVOICE AMOUNT: **\$18,154.61**

Outstanding Invoices

Number	Date	Balance
153026	3/9/2020	21,634.41
Total		21,634.41

Billings to Date	Current	Prior	Total
	18,154.61	21,634.41	39,789.02

Remit to:

E S A
P.O. Box 92170
Elk Grove, IL 60009

TIN #: 94-1698350

Billing Backup

Friday, March 20, 2020

Environmental Science Associates

Invoice 153323 Dated 3/20/2020

10:47:16 AM

Project	D201801353.01	SCSC Roundtable Facilitation		
Task	0000001	Facilitate Regular Roundtable Meetings		
Subtask	0000011	1.1 Prepare for up to 8 Roundtable Meetings		

Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Senior Director III			
1 - Alverson, Steven	2/7/2020	1.00	300.00
Prep for the 2/26 SCSC Roundtable Meeting			
1 - Alverson, Steven	2/12/2020	2.00	300.00
Prep for the Feb 26th Roundtable Meeting			
1 - Alverson, Steven	2/19/2020	1.00	300.00
Regular Check-in Meeting for the 2/26/20 RT Mtg			
1 - Alverson, Steven	2/19/2020	.50	300.00
FAA Conf. Call for the 2/26/20 RT Mtg			
Senior Associate I			
Senior Associate I			
7 - Wasserman, Evan	2/4/2020	4.00	150.00
4 hrs for preparing Work Plan edits and correspondence tracking			
7 - Wasserman, Evan	2/5/2020	1.00	150.00
1 hr for preparing Work Plan edits and correspondence tracking			
7 - Wasserman, Evan	2/6/2020	3.50	150.00
3.5 hrs for preparing Work Plan edits and correspondence tracking; action item tracking; FAA questions tracking			
7 - Wasserman, Evan	2/7/2020	5.00	150.00
5 hrs for preparing Work Plan edits and correspondence tracking; action item tracking; FAA questions tracking; and meeting with Steve to go over items			
7 - Wasserman, Evan	2/10/2020	2.00	150.00
2 hrs for Work Plan edits and FAA questions, correspondence, response, action tracking documents prior to Steve's review			
7 - Wasserman, Evan	2/11/2020	5.50	150.00
5.5 hrs for Work Plan edits and FAA questions, correspondence, response, action tracking documents prior to Steve's review. Includes meeting time to discuss next steps and review			
7 - Wasserman, Evan	2/12/2020	3.00	150.00
2.5 hrs for research into Select Committee Recommendations, SFO RT Recommendations, SJC Ad Hoc Advisory Committee Recommendations; .5 hr for communication regarding Santa Cruz County and Work Plan edits			
7 - Wasserman, Evan	2/13/2020	2.50	150.00
2.5 hrs for review of wrok plan edits, and communications regarding recap and Work Plan			
7 - Wasserman, Evan	2/18/2020	4.00	150.00
4 hrs for preparing agenda packet, communciation with Roundtable staff; and finalizations to Work Plan prior to posting			
7 - Wasserman, Evan	2/19/2020	4.00	150.00
4 hrs for preparing agenda packet, communciation with Roundtable staff; and finalizations to Work Plan prior to posting Also incudes meeting time/phone call.			
7 - Wasserman, Evan	2/21/2020	4.00	150.00
4 hrs for preparing agenda packet, communciation with Roundtable staff			
7 - Wasserman, Evan	2/22/2020	.50	150.00
.5 hr for updating the Work Plan and sending update to Roundtable members/FAA/Congressional Staff			

PAYMENT DUE UPON RECEIPT

Project	D201801353.01	SCSC Roundtable Facilitation	Invoice	153323
7 - Wasserman, Evan	2/24/2020	1.00	150.00	150.00
1 hr for preparing the agenda packet / update of work plan				
7 - Wasserman, Evan	2/25/2020	2.00	150.00	300.00
2 hrs for preparing the agenda packet / update of work plan				
Totals				7,650.00
Total Labor				7,650.00
Subtotal this Subtask:				\$7,650.00

Subtask	0000012	1.2 Attend, Facilitate, and Interact with Roundtable Members		
Professional Personnel				
			Hours	Rate
				Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	2/26/2020	8.00	300.00	2,400.00
Facilitate the 2/26/20 SCSC RT Meeting				
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	2/26/2020	10.00	150.00	1,500.00
10 hrs for meeting time and travel to and from meeting				
Totals			18.00	3,900.00
Total Labor				3,900.00
Subtotal this Subtask:				\$3,900.00

Subtask	0000013	1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken		
Professional Personnel				
			Hours	Rate
				Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	2/27/2020	1.50	300.00	450.00
RT Meeting Follow-up				
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	2/4/2020	1.00	150.00	150.00
1 hr for edits to meeting recap and review of video				
7 - Wasserman, Evan	2/18/2020	1.00	150.00	150.00
1 hr for posting to website and organization of items on website				
7 - Wasserman, Evan	2/19/2020	1.00	150.00	150.00
1 hr for posting articles to website				
7 - Wasserman, Evan	2/21/2020	2.00	150.00	300.00
2 hrs for posting to website and communciations regarding website posts				
7 - Wasserman, Evan	2/27/2020	3.00	150.00	450.00
3 hrs for meeting recap				
7 - Wasserman, Evan	2/28/2020	1.00	150.00	150.00
1 hr for meeting recap				
Totals			10.50	1,800.00
Total Labor				1,800.00
Subtotal this Subtask:				\$1,800.00
TOTAL THIS TASK:				\$13,350.00

Task	0000003	Provide Support for Work Not Currently Before the Roundtable
------	---------	--------------------------------------------------------------

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	2/11/2020	Revise the Draft Work Plan	3.00	300.00	900.00	
1 - Alverson, Steven	2/12/2020	Revise the Draft Work Plan	3.00	300.00	900.00	
		Totals	6.00		1,800.00	
		Total Labor				1,800.00
					TOTAL THIS TASK:	\$1,800.00

 Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	2/10/2020	Website Postings	1.00	300.00	300.00	
Senior Associate I						
Senior Associate I						
7 - Wasserman, Evan	2/4/2020	1 hr for article posting and website posting/edits	1.00	150.00	150.00	
7 - Wasserman, Evan	2/5/2020	.5 hr for article posting	.50	150.00	75.00	
7 - Wasserman, Evan	2/10/2020	1.5 hrs for posting to website and updates to document library folder	1.50	150.00	225.00	
7 - Wasserman, Evan	2/12/2020	.5 hr for website maintenance and updates to links for Select Committee Report	.50	150.00	75.00	
7 - Wasserman, Evan	2/13/2020	.5 hr for posting to website	.50	150.00	75.00	
7 - Wasserman, Evan	2/14/2020	.5 hr for communications/sendign out ANR and website updates	.50	150.00	75.00	
7 - Wasserman, Evan	2/22/2020	.5 hr for posting to the website, and social media	.50	150.00	75.00	
7 - Wasserman, Evan	2/24/2020	3.5 hrs for updating the website	3.50	150.00	525.00	
7 - Wasserman, Evan	2/25/2020	4 hrs for updating website/posting agenda materials and tracking sheets; tracking correspondence	4.00	150.00	600.00	
7 - Wasserman, Evan	2/27/2020	.5 hrs for updating website/meeting video	.50	150.00	75.00	
7 - Wasserman, Evan	2/28/2020	.5 hr for communication/ANR and webiste posting;	.50	150.00	75.00	
		Totals	14.50		2,325.00	
		Total Labor				2,325.00
					TOTAL THIS TASK:	\$2,325.00

 Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation				
EX	000000052017	2/26/2020	Wasserman, Evan / Amtrak train ticket	74.00
Travel - Meals				
EX	000000052017	2/26/2020	Wasserman, Evan / Breakfast	5.61
Project Materials				
AP	145388	2/28/2020	PROUDCITY INC. / Website Creation/Hosting Services Annual 2020 / Invoice: 1252, 2/28/2020	600.00
Total Reimbursables			1.0 times	679.61
TOTAL THIS TASK:				\$679.61
Total this Project				\$18,154.61
Total this Report				\$18,154.61

Environmental Science AssociatesExpense Report for Invoice #000000153323 Dated 3/20/2020

Date	Person	Category	Description	Amount
02/26/2020	Wasserman, Evan	Parking/Toll/Cab/Rail (Ferry)		\$74.00
	Business Reason: Amtrak ticket for travel to Santa Clara for public meeting			
02/26/2020	Wasserman, Evan	Meals (Travel)		\$5.61
	Business Reason: Breakfast during travel to Santa Clara for public meeting			
Total				\$79.61

Category Summary

Meals (Travel)	\$5.61
Parking/Toll/Cab/Rail (Ferry)	\$74.00



PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER A5F83B

RES# A5F83B-25FEB20

SAC SAC Round-Trip
SACRAMENTO, CA SANTA CLARA-UNIVERSITY, FEBRUARY 26, 2020

Depart

Table with 5 columns: TRAIN, CAPITOL CORRIDOR, SACRAMENTO - SANTA CLARA, DEPARTS, ARRIVES (Wed Feb 26). Row 1: 527, Feb 26, 2020, 1 Unreserved Coach Seat, 7:05 AM, 9:51 AM

Return

Table with 5 columns: TRAIN, CAPITOL CORRIDOR, SANTA CLARA (TRANSIT CENTER) - SACRAMENTO, DEPARTS, ARRIVES (Wed Feb 26). Row 1: 546, Feb 26, 2020, 1 Unreserved Coach Seat, 5:52 PM, 8:50 PM

PASSENGERS (1)

AMTRAK GUEST REWARDS

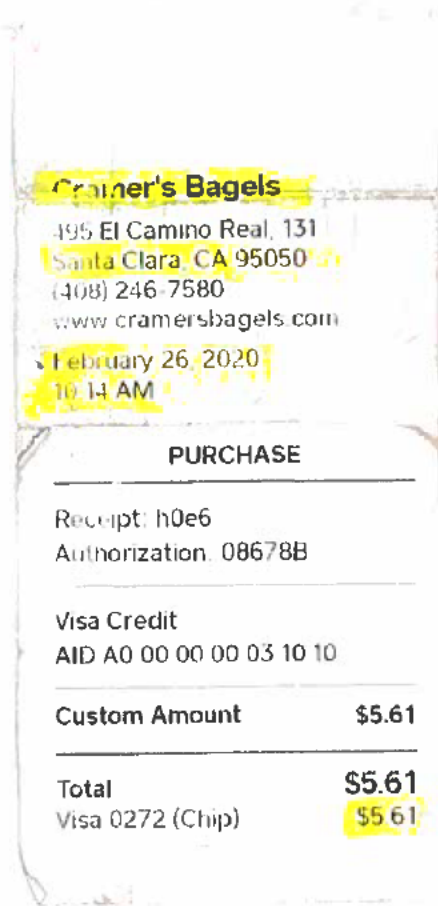
WASSERMAN, EVAN ADULT 8468311298 | MEMBER

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
• At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
• eTickets for Unreserved Coach services are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
• When should you arrive at the station? Check the recommended arrival times for your departure station at Amtrak.com/stations. Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
• Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
• For Capitol Corridor travel information please visit capitolcorridor.org, or call 1-877-974-3322 (TDD 1-510-839-2220).
• Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at Amtrak.com/boarding).
• Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit Amtrak.com/changes.
• Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. You may be charged a baggage fee or denied boarding if your items exceed these limitations. See the baggage policy at Amtrak.com/baggage.
• At most stations where checked baggage service is available for your trip, baggage check-in normally must be completed by 45 minutes prior to train departure, unless a different time limit applies to your specific station and/or train. See the baggage policy at Amtrak.com/checked-baggage for more information.
• Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.

• If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).



Alaska Airlines Visa Platinum Plus - 0272

Account Summary

Current balance: **\$9.99**
Total credit available: \$4,490.01
Cash credit line available: \$1,530.00

Rewards

[View/Redeem](#)

Card Details

Total credit line: **\$4,500.00**
Cash credit line: \$1,530.00
Amount over total credit line: \$0.00

[Request a credit line increase](#)

Next closing date: 03/15/2020
Last payment date: 03/03/2020
Last payment: \$2,501.09

Pay This Card

[View your statements](#)



Statement balance: **\$1,235.82**
Payment due date: **03/12/2020**
Total minimum payment due: **\$0.00**

[Make payment](#)

[Make transfer](#)

[Set Travel Notice](#)

Activity

Statements & Documents

Information & Services

Transfer Balance or Get Cash



ProudCity
2219 Damuth Street
Oakland, CA 94602
(510)671-0593
info@proudcity.com
proudcity.com



INVOICE

BILL TO
Steve Alverson
SCSC Roundtable

INVOICE # 1252
DATE 02/28/2020
DUE DATE 02/28/2020
TERMS Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
ProudCity Standard Plan Annual Subscription	12	50.00	600.00

Please make your check out to ProudCity Inc. and promptly send to the address at the top of the invoice.

BALANCE DUE

\$600.00

Item 3. Consider Support for AB 3005 - Anderson Dam

Attachments:

- Expedited Dam Safety for Silicon Valley Act - Valley Water
- AB 3005 Fact Sheet by Assemblymember Rivas
- Draft support letter

Expedited Dam Safety for Silicon Valley Act



BILL SUMMARY

The Leroy Anderson Dam and Reservoir, owned by the Santa Clara Valley Water District (Valley Water), has been determined by local, state, and federal officials to be at risk of an uncontrolled release of water, caused by an earthquake, that could inundate cities and rural areas from San Francisco Bay south to Monterey Bay, including much of Silicon Valley.

The Expedited Dam Safety for Silicon Valley Act will facilitate the speedy and expert construction of the Anderson Dam Seismic Retrofit Project.

Expert Construction

Authorize "best value" selection of the construction contractor and require a skilled and trained workforce for project.

Timely Court Decisions

Provide expedited judicial review of challenges to environmental documents issued in compliance with the California Environmental Quality Act (CEQA).

Faster Permitting

Require expedited processing of state permits by the Department of Fish and Wildlife and the State Water Resources Control Board, with costs covered by Valley Water, not the state.

BACKGROUND

Protects Lives & Property from Dam Failure

Built in 1950 to the safety standards of the day, Anderson Dam would not withstand the current maximum credible earthquake on the nearby Calaveras and Coyote Creek faults. A breach of the dam at full capacity would have catastrophic consequences for life and property, inundating an area extending more than 30 miles northwest to San Francisco Bay, including the cities of San José, Santa Clara, Sunnyvale, and Milpitas, and more than 40 miles southeast to Monterey Bay, including the cities of Morgan Hill, Gilroy, and Watsonville.

Reduces Flood Risk for Downstream Communities

In February 2017, a series of wet storms filled Anderson Reservoir, resulting in flows over the dam's spillway that were beyond the capacity of Coyote Creek. The creek flooded homes and businesses in economically diverse neighborhoods in

San José, including disadvantaged communities and communities of color, requiring the evacuation of 14,000 people. The dam's outlet, used to draw down the reservoir in an emergency, is too small by modern standards. In advance of the 2017 storms, the outlet had been releasing as much water as possible for over a month and still the dam spilled.

Clean, Safe Drinking Water for Silicon Valley

Anderson is the largest reservoir in Santa Clara County and it is a critical part of the region's drinking water supply. With a capacity of nearly 90,000 acre-feet, it holds enough water to supply a million people for a year. Anderson is larger than all of Valley Water's other reservoirs combined, and is a vital local source of water.

THE PROJECT

Critical Dam Safety Improvements

The Anderson Dam Seismic Retrofit Project is estimated to cost \$563 million and will remove and replace the existing earthen dam. The new dam will be constructed to modern seismic and dam safety standards, including increased capacities for the spillway and outlet to allow a rapid, controlled draw down in an emergency. These features increase dam safety and incidental flood protection. The project design is 75% complete and incorporates the best available geologic, geotechnical, and conservation biology data. The draft Environmental Impact Report (EIR) will be released in the summer of 2020 and the final EIR will be certified by April 2021 with construction to start in October 2022.



Anderson Dam spillway flow cascades into Coyote Creek behind neighborhood

SMART POLICY TO PROTECT LIVES, PROPERTY, AND JOBS

Protects and Creates Jobs for California

Silicon Valley is the world leader in technology-based job creation. Protecting this vital economic engine from inundation and flooding is of critical life safety and economic importance to California. The project will create 5,400 good-paying jobs over a period of 9 years with a multiplying effect on regional economic activity reaching far beyond the half-billion-dollar infrastructure investment.

Expert Construction for a Complex Project

The Federal Energy Regulatory Commission (FERC) independent Board of Consultants has recommended the “best value” procurement method for the Anderson Dam project due to its complex design, delivery, and installation. Other California water storage projects have been authorized to use best value procurement to choose the most qualified contractors and doing the same for Anderson is prudent for a project of this scale and importance.

Resolve Legal Challenges Quickly

Expedited judicial review of CEQA challenges has been authorized for other high-profile projects to shorten the time between the certification of the environmental impact report (EIR) and the start of construction. Sports arenas and the new state legislative office building have been authorized for this expedited judicial review process while adhering to state environmental standards. Anderson is an urgent project needed to prevent a catastrophic loss of life in one of California’s largest metropolitan areas, and the project merits expedited treatment by the state’s court system.



Maximum Flood Area from Anderson Dam Failure



Aerial view of Anderson Dam

Expedite Permits to Protect the Environment and Public Safety

The permitting of the Anderson project will require interagency cooperation at every level of government. This bill would require the Department of Fish and Wildlife to expedite streambed alteration agreements and require the State Water Resources Control Board to expedite waste discharge permits. Pre-consultation with state and federal permitting agencies has already begun, and there will be ample time to consider significant environmental impacts, mitigation, and appropriate permit conditions. The purpose is to protect our natural resources with the timely review and approval of permits, expediting the delivery of critical public safety benefits.

Costs Paid Locally, Not by the State

State permitting agencies are authorized to charge fees for permit processing. However, expedited treatment of permitting for the Anderson Dam project could result in additional state costs not contemplated in the existing fee schedules. This bill authorizes any state agency to enter an agreement with Valley Water to ensure state costs associated with expedited permitting will be covered by Valley Water, and not be borne by the state.



Assembly Member Robert Rivas, 30th Assembly District

AB 3005: Expedited Dam Safety for Silicon Valley Act

SUMMARY

The Leroy Anderson Dam and Reservoir, owned by the Santa Clara Valley Water District (Valley Water), has been determined by local, state, and federal officials to be at risk of an uncontrolled release of water, caused by an earthquake, that could inundate cities and rural areas from San Francisco Bay south to Monterey Bay, including much of Silicon Valley.

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SOLUTION

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Silicon Valley is the world leader in technology-based job creation. Protecting this vital economic engine from inundation and flooding is of critical life safety and economic importance to California. The project will create 5,400 good-paying jobs over a period of 7 to 9 years with a multiplying effect on regional economic activity reaching far beyond the half-billion-dollar infrastructure investment.

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Aerial view of Anderson Dam



Maximum Flood Area from Anderson Dam Failure

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State permitting agencies are authorized to charge fees for permit processing. However, expedited treatment of permitting for the Anderson Dam project could result in additional state costs not contemplated in the existing fee schedules. This bill authorizes any state agency to enter an agreement with Valley Water to ensure state costs associated with expedited permitting will be covered by Valley Water, and not be borne by the state.

CONTACT

Dylan Lomanto, Legislative Aide

(916) 319-2030, dylan.lomanto@asm.ca.gov



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

March 13, 2020

The Honorable Robert Rivas
Member, California State Assembly
State Capitol, Room 5158
Sacramento, CA 95814

Subject: AB 3005 (R. Rivas) Expedited Dam Safety for Silicon Valley Act -- SUPPORT

Dear Assembly Member Rivas,

On behalf of the Cities Association of Santa Clara County, I would like to express our strong support for your bill, AB 3005, which will expedite the expert removal and replacement of the Leroy Anderson Dam and Reservoir. Located in the hills above Silicon Valley, this dam has been determined by dam safety officials to be vulnerable to damage during a 6.6 magnitude earthquake and failure with a 7.25 quake. The failure of Anderson Dam at full capacity would result in catastrophic losses of life and property, inundating an area that includes several cities across Santa Clara County and cities to the south, all the way to the Monterey Bay. The social and economic costs would be felt immediately at the local and regional levels.

AB 3005 will help ensure the state does its part to expeditiously eliminate the risk of a devastating loss of life, property, and thousands of job-creating Silicon Valley businesses. The bill smartly authorizes the Anderson Dam Seismic Retrofit Project (Anderson Project) to use the "Best Value" method of contractor selection. A project of this size and importance should be awarded to the most qualified contractors offering the best value, and not necessarily to the lowest bidder. In matters of public safety, expert construction is critical.

This bill also requires expedited judicial review of challenges to environmental documents issued in compliance with the California Environmental Quality Act (CEQA). This is the same treatment afforded to selected sports arenas and the new legislative office building in Sacramento, none of which have the urgent public safety benefits of this project. Because court delays would increase the risk to public safety, it makes sense that these provisions apply to the Anderson Project.

Another critical component of delivering the Anderson Project's public safety, water supply, and flood protection benefits is the timely issuance of state permits. AB 3005 sets reasonable deadlines for state permit issuance, helping to ensure construction starts promptly after design and CEQA review are completed. Not only will the Anderson Project protect our residents and businesses from inundation and destruction, this project will create 5,400 good paying jobs with an economic impact multiplied across the California economy.



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

Cities Association of Santa Clara County thanks you for authoring AB 3005, and urges your colleagues in the Legislature to support, and Governor Newsom to sign, this critically important bill to protect Silicon Valley from the devastating impacts of dam failure during an earthquake.

Sincerely,

Larry Klein
President
Mayor, City of Sunnyvale

Neysa Fligor
Chair, Legislative Action Committee
Vice-Mayor, City of Los Altos

About: The Cities Association of Santa Clara County is a collaboration of the fifteen cities of the county and addresses pressing issues of mutual interest for our region. The Association is comprised of the elected representatives of over 1.9 million Bay Area residents. Our diverse community includes cities with a few thousand residents to a large city with a million people. Finding consensus and solutions remains our goal.

DRAFT



Agenda Item No: 7

Meeting Date: April 9, 2020

Cities Association of Santa Clara County Agenda Report

FY 2020 Budget

Prepared by: Andi Jordan
Executive Director

TOPIC: Fiscal Year 2020-2021 Budget Proposal

SUBJECT: Consideration of Cities Association of Santa Clara County General Fund Budget

EXECUTIVE SUMMARY: Per the by-laws, a budget is to be proposed in April and disseminated to the cities. The budget may be adopted in April or no later than June 2019.

This budget remains flat but proposes the addition of a part time admin (20 hours/month) that will clerk and possibly take over bookkeeping as well as the addition of legal counsel (5 hours/month) for the association.

In addition, Los Altos Hills is requesting a more proportional dues rate, asking for the billing document to include information similar to the League of California Cities.

Los Altos Hills City Manager and Town Council submitted two proposals for membership dues. (attached):

- proportional dues structure similar to the SCSC Roundtable
- League of California Cities Dues Structure

RECOMMENDATION: Approve Budget and give direction to the Executive Director regarding member dues structure.

BACKGROUND:

Cities Association of Santa Clara County Bylaws state:

BYLAWS: 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.

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.

- *Cities Association Dues in the 1989 were \$2677 per jurisdiction with a budget of \$40,000.*
- *Dues have remained relatively flat, and they actually were reduced at times because of the size of the reserves.*
- *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.*
- *The 2010 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.*
- *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.*
- *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.*
- *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).*
- *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.*

- Prior to 2018, General Membership Meetings and dinners have previously been funded by sponsors and donations. We are currently not able to take sponsorships directly.
- Article VII, Section 2 of the Cities Association Bylaws states “the dues schedule shall be revised every three (3) to four (4) years.”
- There was no increase in dues for the FY 2017-18 Proposed Budget.
- 2018-2019 The Board voted for the Executive Director a full-time position, from 30 hours to 40 hours, from \$70,000 to \$100,000.
- 2019-2020 Executive Director salary increased to \$105,000. *The Executive Director receives no benefits, no reimbursements, no stipends.*
- 2019-2020, the Board voted to increase the budget by cpi-w only for the next 3 years.
- 2020-2021 Budget proposal includes:
 - No salary increase for the Executive Director
 - Addition of Office Assistant: \$30/hr, 40 hr/ month, \$14,400/year
 - Addition of Legal Counsel: \$300/hr, 5/hr month, \$18,000/year
 - Ongoing admin cost of software, office supplies: \$1000/year
 - Computer, printer, backup hard drive, phone: \$5000
 - (would leave a \$62,592 surplus)

ANALYSIS:

The General Fund Budget does not include the planning collaborative or the SCSC Roundtable. The General Fund Budget abides by the principles set forth in the bylaws.

FISCAL IMPACT:

If there is a cost or revenue to the recommended action, so note. If the money was included in the current year’s budget or requires an additional appropriation, so note. Identify the fund or revenue source. If there is no fiscal impact, so note. This section must be approved by the Finance Director prior to City Manager approval.

OPTIONS:

- Approve the budget as presented.
- Amend the budget.

RECOMMENDED ACTION:

Approve the FY 2020-2021 budget with the addition of administrative staff a

ATTACHMENTS:

1. FY 2020 Budget Proposal
2. CASCC Dues FY 2019 & FY 2020
3. Letter from Los Altos Hills

Cities Association of Santa Clara County 2020-2021 General Budget

	2018-2019	2017-2018 Actual (through June 4)	2018-2019 Actual (through March 31, 2019)	2019-2020 adopted budget	2019-2020 estimate	2020-2021 proposed	NOTES:
REVENUE:							
projected resources:							
starting balance	40,283			37,500	70,060	95,372	this is a resource, not a revenue
::restricted						31,500	3 months operating reserve
::unrestricted						63,872	
total BFB			37,500	37,500	70,060	95,372	
Dues	144,886	87,868	144,886	149,957	150,290	150,290	increase of cpiw per board last year. (I don't know what CPI w is
Non-dues (directories)	1,000	915	300	500		0	
LAIIF interest	500	500		500	3,000	2,000	
Event Tickets (~65people x 2events)	7,475	7,250	5200+	10,400	6,911	10,400	
Revenue Totals	153,861			161,357	160,201	162,690	
Total Resources				198,857	230,261	258,062	all of revenues for the year and beginning fund balance

GENERAL EXPENSES:

Office Expenses (insurance, printing, meeting supplies, office supplies, ED expenses, software, website update, recognition, PO Box, postage, etc)	8,861	7,166	12,000	11,570	7,500	10,070	includes allowing for scanning of historical documents
Priorities for Board Directed Projects (intern for legislative activities, project)	7,000	1,000		5,000	1,000	5,000	1000.00 regional economic forum, plus \$4k for board priorities
Office: Personnel							
ED compensation	100,000	70,000	100,000	105,000	105,000	105,000	no increase in Executive Director Salary has been included
Payroll expenses	10,000	7,000	10,000	10,500	10,500	10,500	
Consultant (legal or other consultant to complete organizational status, legal)	10,000	1,069	3,000	4,000	3,500	5,000	organizational status

EVENT EXPENSES:

Membership Dinner - DECEMBER	13,000	14,000	12,769	14,000	7,389	14,000	
Membership Meeting - SPRING	5,000	4,500	6,500	11,000	0	7,500	
Expense Totals	153,861			161,070	134,889	157,070	

ending fund balance 95,372 100,992

office expenses	2019-2020	2020-2021
hospitality	1,500	2,000
software	1,680	1,680
additional software		400
website	600	600
PO Box	135	135
d&o Insurance	1,300	1,300
phone		

OPTIONS:

pt admim							
::salary					14,400	ave \$30/hr, 40 hr/ month, \$14,400 year	
::ongoing office expenses					1,000	software, office supplies,	
::one time - equipment					5,000	computer, printer, backup harddrive, phone,	
legal (250)					18,000	ave \$300/hr, 5 hr month, 18,000	
TOTAL					38,400	(would leave a \$62,592 surplus)	

Cities Association of Santa Clara County Approved Dues: 2019-2020

	Portion	Cities	2017-2018 Dues	2017-2018 Income	approved 2018 - 2019 revenue	2018-2019 Approved Dues Each City	2019-2020 Proposed Dues	2019-2020 Proposed Revenue
Large Cities	26.10%	(3) San Jose, Santa Clara, Sunnyvale	\$ 7,641	\$ 22,923	\$ 37,815.27	12,605.09	\$13,046.27	\$39,138.80
Medium Cities	36.20%	(5) Cupertino, Gilroy, Milpitas, Mountain View, Palo Alto	\$ 6,367	\$ 31,836	\$ 52,448.76	10,489.75	\$10,856.89	\$54,284.47
Small Cities	29.00%	(5) Campbell, Los Altos, Los Gatos, Morgan Hill, Saratoga	\$ 5,094	\$ 25,468	\$ 42,016.97	8,403.39	\$8,697.51	\$43,487.56
Very Small Cit	8.70%	(2) Los Altos Hills, Monte Serenio	\$ 3,820	\$ 7,640	\$ 12,605.09	6,302.54	\$6,523.13	\$13,046.27
Total Dues Income				\$ 87,866	144,886.09			149957.103

Subject: Re: Annual membership fee for Cities Association
Date: Tuesday, February 25, 2020 at 3:45:35 PM Pacific Standard Time
From: Michelle Wu
To: Andi Jordan
CC: Larry Klein
Attachments: Option 1 - Round Table Structure.xlsx, Option 2 - League of Cities Style.xlsx, Cities Association Letter re fee schedule.pdf, 2019-CA League of Cities Dues Schedule.pdf

Hi Andi,

In response to your previous email requesting proposal on fee structure changes for Cities Association, attached are two proposed options from Town of Los Altos Hills for revising the Cities Association fee structure so that it is proportional to the size of the cities. Can you please put on the next Cities Association agenda as an item pertaining to "periodic revision of dues structure"? The formulas are similar and the board could consider either one of the two options.

Option 1: uses the same methodology as the Round Table and applies it to the entire association

Option 2: is based of the League of California Cities dues schedule for 2019 (also attached as a PDF for reference)

For both options, the 2019 Adopted budget \$150,000 was used as the target.

A little background -

In 2019, Los Altos Hills City Council made its request to the Cities Association for a proportional dues structure when we sent in our payment. The Council approved letter is also attached. I would appreciate that, on behalf of the Cities Association, you follow up on our request this year before the fee is due in June.

I believe that Cities Association that has the obligation to periodically review its dues structure. Further, in Article VII, Section 2 of the Association's Bylaws state the dues schedule shall be revised every (3) to four (4) years. We certainly appreciate the opportunity to comment and recommend a revision to the dues structure before this year's fee is due.

Let me know if you have any questions.

Best regards,

- Michelle Wu

Mayor, Town of Los Altos Hills

6508149037

On Feb 10, 2020 9:35 AM, Andi Jordan <andi@citiesassociation.org> wrote:

Good morning, Michelle.

The Executive Board met Friday and discussed your email and request to review the dues structure. The Executive Board would be happy to explore alternatives to the dues structure if the Town Council of Los Altos Hills would like to propose changes.

Per the bylaws, a preliminary budget must be approved by April 15 with final adoption no later than June 15th.

See you Thursday,

~Andi

408.766.9534

From: Andi Jordan <andi@citiesassociation.org>
Date: Friday, January 31, 2020 at 10:37 AM
To: Michelle Wu <mwu@losaltoshills.ca.gov>
Cc: Larry Klein <kleincouncil@sunnyvale.ca.gov>, Carl Cahill <ccahill@losaltoshills.ca.gov>
Subject: Re: Annual membership fee for Cities Association

Hi Michelle –

I have forwarded your email to the Executive Board as this is a question for the Executive Board and Board, not me.

I have also kept the Executive Board apprised of Los Altos Hills' communications and objections to the dues structure.

Have a great weekend,

~Andi

408.766.9534

From: Michelle Wu <mwu@losaltoshills.ca.gov>
Date: Thursday, January 30, 2020 at 3:22 PM
To: Andi Jordan <andi@citiesassociation.org>
Subject: Annual membership fee for Cities Association

Hi Andi,

Attached is the invoice from League of California Cities. This invoice is much more transparent than the Cities Association annual invoice. The League of California Cities invoices cities for membership dues in proportion to population. The League membership dues for the Town are lower than Cities Association dues (\$5,111 versus \$6,523.13). Page 2 shows the billing formula. The League states their 2020 Strategic Priorities right on the invoice. They also have a mission statement. On Page 3 they even provide a customized high level return on investment report. The League provides the Town with far more benefit than the Cities Association in terms of municipal official training, policy analysis and legislative advocacy.

Would the Cities Association be able to provide a more detailed transparent invoice and develop a memberships dues structure that is more proportional in terms of population and benefits received by each Agency?

The amount of money right now is relatively small but if the Cities Association is to become more effective in carrying out its somewhat ambiguous and duplicative mission, it is probably going to need to grow its budget and dues revenue to hire some staff including a policy analyst or two and maybe some admin support staffing. It's better to address the rate structure now while the Cities Association is still small.

Best regards,

- Michelle Wu

LOSALTOS HILLS



CALIFORNIA

September 27, 2019

Honorable Manny Cappello
Board President
Cities Association of Santa Clara County
P.O. Box 1079
Los Gatos, CA, 95031

RE: Dues Schedule Revision Request

Dear Honorable Manny Cappello:

On behalf of the Los Altos Hills City Council, I would like to request that the dues schedule for the Cities Association of Santa Clara County membership fees be revised.

Article VII, Section 2 of the Association's Bylaws states: "the dues schedule shall be revised every three (3) to four (4) years." However, it is our understanding that the current dues schedule has not been changed for many years, only increasing proportionally with each annual budget.

To stay in accordance with the Association's Bylaws, the Los Altos Hills City Council recommends that the dues schedule be revised on or before June 1st of next year. In addition, we recommend that:

- a) The funding formula be based more in proportion to population like that of the League of California Cities Association (see attached fee schedule) or the Santa Clara Santa Cruz Community RoundTable. Dues tiered in this manner better represent the benefits that member cities receive from the Cities Association of Santa Clara County.
- b) The Board of Directors begin publishing an annual report that details the past year's achievements and planned goals for the coming year. A mission statement would also be helpful.

Please feel free to contact me at rspreen@losaltoshills.ca.gov or Los Altos Hills Town staff at (650) 941-7222 if you have any questions.

Sincerely,

Roger Spreen
Mayor, Los Altos Hills

League of California Cities 2019 Dues Schedule

For cities having a population of:				2018 Dues	2019 Increase	2019 Dues
1	to	500	...	\$76	\$2	\$78
501	to	600	...	203	5	208
601	to	700	...	404	10	414
701	to	800	...	443	12	454
801	to	900	...	531	13	544
901	to	1,000	...	622	15	637
1,001	to	1,250	...	777	19	796
1,251	to	1,500	...	933	23	956
1,501	to	1,750	...	1,088	27	1,115
1,751	to	2,000	...	1,244	31	1,275
2,001	to	2,250	...	1,399	35	1,434
2,251	to	2,500	...	1,555	40	1,595
2,501	to	2,750	...	1,710	42	1,752
2,751	to	3,000	...	1,866	46	1,912
3,001	to	4,000	...	2,487	63	2,550
4,001	to	5,000	...	3,108	78	3,186
5,001	to	7,500	...	4,195	105	4,300
7,501	to	10,000	...	4,841	121	4,962
10,001	to	15,000	...	5,844	146	5,990
15,001	to	20,000	...	6,730	168	6,898
20,001	to	25,000	...	8,426	211	8,637
25,001	to	30,000	...	10,118	252	10,370
30,001	to	40,000	...	12,454	312	12,766
40,001	to	50,000	...	15,152	379	15,531
50,001	to	60,000	...	17,454	436	17,890
60,001	to	70,000	...	19,182	480	19,662
70,001	to	80,000	...	20,150	504	20,654
80,001	to	90,000	...	21,479	537	22,016
90,001	to	100,000	...	23,529	588	24,117
100,001	to	125,000	...	26,836	671	27,507
125,001	to	150,000	...	29,540	738	30,278
150,001	to	200,000	...	33,572	840	34,412
200,001	to	500,000	...	35,253	882	36,135
			<i>Plus</i>	1,682	42	1,724
			<i>per each full 10,000 of population over 200,001</i>			
500,001	to	640,000	...	85,573	2,139	87,712
			<i>Plus</i>	1,555	39	1,594
			<i>per each full 10,000 of population over 500,001</i>			
	Over	640,000		106,626	2,666	109,292

A bylaws provision states that no city's dues may increase by more than \$5,000.

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	Over	640,000		106,626	2,666	109,292

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LAH: Option 1 based on Roundtable

2019-2020 Budget -- with Proposal Dues Structure Based on Population

City Name	Population used Prior to Census numbers	.5/.1	2019/20 Final Budget	What they actually paid 2019-2020	population used prior to census numbers	Change	
San Jose	1,046,079	\$ 104,607.90	\$ 30,994.63	\$ 13,046.27		(17,948)	MORE
Campbell	42,854	\$ 21,427.00	\$ 6,348.68	\$ 8,697.51		2,349	
Cupertino	59,796	\$ 29,898.00	\$ 8,858.58	\$ 10,856.89		1,998	
Gilroy	55,170	\$ 27,585.00	\$ 8,173.25	\$ 10,856.89		2,684	
Milpitas	77,604	\$ 38,802.00	\$ 11,496.77	\$ 10,856.89		(640)	MORE
Morgan Hill	43,645	\$ 21,822.50	\$ 6,465.86	\$ 8,697.51		2,232	
Mountain View	77,925	\$ 38,962.50	\$ 11,544.33	\$ 10,856.89		(687)	MORE
Palo Alto	66,932	\$ 33,466.00	\$ 9,915.75	\$ 10,856.89		941	
Santa Clara	123,983	\$ 61,991.50	\$ 18,367.67	\$ 13,046.27		(5,321)	MORE
Saratoga	30,799	\$ 15,399.50	\$ 4,562.77	\$ 8,697.51		4,135	
Sunnyvale	149,831	\$ 74,915.50	\$ 22,196.96	\$ 13,046.27		(9,151)	MORE
Los Altos	31,402	\$ 15,701.00	\$ 4,652.10	\$ 8,697.51		4,045	
Los Gatos	30,505	\$ 15,252.50	\$ 4,519.21	\$ 8,697.51		4,178	
Los Altos Hills	8,658	\$ 4,329.00	\$ 1,282.65	\$ 6,523.13		5,240	
Monte Sereno	3,900	\$ 1,950.00	\$ 577.77	\$ 6,523.13		5,945	
		\$ 506,109.90	\$ 149,957.00	\$ 149,957.07		0	

per capita fee structure	
Large City	\$ 0.50
Medium City	\$ 0.50
Small City	\$ 0.50
XL City	\$ 0.10
County	\$ 0.50

For Cities that have a Population of:			Cities	Dues per tier:	proposed CASC	Change from	population	LCC 2020 Dues
					dues Total:	current dues		
1	to	10,000	Monte Sereno	\$ 2,000.00	\$ 4,000.00	less	3900	2,626
			Los Altos Hills			less	8658	5,111
10,001	to	20,000		\$ 3,000.00				
20,001	to	30,000		\$ 4,000.00				
30,001	to	40,000	Los Altos	\$ 5,000.00	\$ 15,000.00	less	31,402	13,149
			Saratoga			less	30,799	13,149
			Los Gatos			less	30,505	13,149
40,001	to	50,000	Campbell	\$ 6,000.00	\$ 12,000.00	less	42,854	15,997
			Morgan Hill			less	43,645	15,997
50,001	to	60,000	Gilroy	\$ 7,000.00	\$ 14,000.00	less	55,170	18,427
			Cupertino			less	59,796	18,427
60,001	to	70,000	Palo Alto	\$ 8,000.00	\$ 8,000.00	less	66,932	20,252
70,001	to	80,000	Milpitas	\$ 9,000.00	\$ 18,000.00	less	77,604	21,274
			Mountain View			less	77,925	21,274
80,001	to	90,000		\$ 10,000.00				
90,001	to	100,000		\$ 11,000.00				
100,001	to	125,000	Santa Clara	\$ 20,000.00	\$ 20,000.00	more	123,983	28,332
125,001	to	150,000	Sunnyvale	\$ 25,000.00	\$ 25,000.00	more	149,831	31,187
150,001	to	175,000		\$ 30,000.00				
175,001	on...		San Jose	\$ 35,000.00	\$ 35,000.00	more	1,046,079	112,570
Total Budget:					\$ 151,000.00			\$ 350,921.00