



EXECUTIVE BOARD OF DIRECTORS MEETING AGENDA
FRIDAY, AUGUST 7, 2020 | 3:35 PM or immediately following closed session
[VIRTUAL MEETING VIA ZOOM](#)

Livestream available here: [Youtube.com → Cities Association of Santa Clara County Channel](#)

https://us02web.zoom.us/webinar/register/WN_UoF_earkSY2HM5kAgJhbug

An email address and a name is required to register. Your email address will not be disclosed to the public. After registering, you will receive a confirmation email with instructions on how to connect to the meeting.

Please note: Executive Board Members will receive specific login instructions.

Public will be allowed to give testimony on each topic and also on those items not on the agenda.

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 received after registering for the meeting.

Public is encouraged to send written comments to executive_director@citiesassociation.org prior to the meeting for distribution to the Executive Board.

1. Call to order 3:35 PM
2. Roll Call (Klein)
3. Report out from Executive Board of Directors Closed Session of any action taken.
4. Consent agenda:
 - Executive Board Meeting Minutes: June 5, 2020
 - Executive Board Meeting Minutes: June 25, 2020
5. Discussion and update on ongoing projects: 3:40 PM
 - Planning Collaborative – next steps in funding the collaborative (Jordan)
 - SCSC Roundtable – discussion of adopted budget of roundtable and Roundtable’s action to reduce legal counsel and public engagement (website).
6. Consideration of correspondence to ABAG regarding Plan Bay Area (prepared by members of SCCAPO and the Planning Collaborative). 3:50 PM
7. Cities Association of Santa Clara County organizational status (Koplow, Jordan) – shall the Cities Association of Santa Clara County determine whether to dissolve or remain an unincorporated organization that will restructure to a JPA or 501c4? 4:00 PM

8. Discussion of Racial Injustice Survey and next steps. 4:30 PM
9. Establish Board of Directors meeting agenda which may include these possible topics: 4:40 PM
- *Legislative Action Committee – 6 PM*
 - *CSC – ABAG appointments - 6:40 PM*
 - Committee Reports to the Board:
 - Legislative Action Committee
 - Transportation
 - Economist presentation
 - SV Bike Coalition
 - Cut the Commute Pledge
 - Racial Injustice Survey
 - Executive Board of Directors Resignation – discussion to reappoint or not.
 - Roundtable update
 - Planning Collaborative Update
 - Organizational Status (action)
 - Covid 19 updates
 - CalTrain
 - Other items may be considered
- 10 Public Comment
- 11 Executive Director Report
- 12 Adjourn. 5:00 PM



EXECUTIVE BOARD OF DIRECTORS MEETING DRAFT MINUTES
FRIDAY, JUNE 5, 2020 | 3 PM
VIRTUAL MEETING VIA ZOOM

1. Mayor Larry Klein (Sunnyvale) called the meeting to order at 3PM.

Attending:

Mayor Larry Klein (Sunnyvale)
Councilmember Manny Cappello (Saratoga)
Councilmember Marico Sayoc (Los Gatos)
Vice Mayor Chappie Jones (San José)
Mayor Margaret Abe-Koga (Mountain View)
Vice Mayor Neysa Fligor (Los Altos)
Kent Steffens, City Manager/SCCCMA (Sunnyvale)
Andi Jordan, Executive Director
Chantene Koplow, Attorney
Vice Mayor Mary-Lynne Bernald (Saratoga) & SCSC Roundtable Chair

Members of the public:

Councilmember Anita Enander
Councilmember Lisa Matichak
And another member of public

2. Consent Agenda - action:

- Executive Board Meeting Minutes May 8, 2020
- Financial Reports – May 2020 (if available)
- SCSC Roundtable – Environmental Science Associates April 2020 invoice
April invoice: \$11,782.50
Spent to date 66,084.17 of \$125,000.00 for 6-month contract

Motion by Cappello

Second by Sayoc

Motion passes 6-0-0-0

AYES: 6 – Fligor (Los Altos), Sayoc (Los Gatos), Abe-Koga (Mountain View), Jones (San José), Cappello (Saratoga), Klein (Sunnyvale)

NAYES: 0

ABSTENTIONS: 0

ABSENT: 0

3. SCSC Roundtable: discussion of budgetary impacts from Covid-19 on membership and operating budget, and the role of the Cities Association as a fiscal agent - information/action (SCSC Roundtable Chair Vice Mayor Bernald, Jordan)

The Executive Board requested a 6 month check in (January) which is not a hard deadline on the following items:

- The Executive Board would like a plan for the SCSC Roundtable independence from Cities Association or identify a new fiscal agent (and project manager if needed).
- Revisit by-laws/MOU with updated changes to become independent.

Motion by Jones (San José)
Second by Fligor (Los Altos)

AYES: 6 – Fligor (Los Altos), Sayoc (Los Gatos), Abe-Koga (Mountain View), Jones (San José), Cappello (Saratoga), Klein (Sunnyvale)

NAYES: 0

ABSTENTIONS: 0

ABSENT: 0

4. Organizational status update: discussion of what type of entity will serve the organization to enhance our ability to function: 501(C)(3), 501(C)(4), 501(C)(6) or possibly a JPA (Joint Powers Association) – information/action (Jordan, Chantene Koplav, Esq., Rolf Poprowski, EA)

No action taken.

5. Consideration and review of administrative assistant position - information/action

No action taken.

6. Discussion to establish May 14th Agenda

- Legislative Action Committee – 6PM
- Committee Updates:
 - Legislative Action Committee
 - Transportation
 - ABAG General Assembly
- Possible items for discussion:
 - COVID 19 updates
 - Social Justice/Black Lives Matter – protests, looting, etc
 - SEWA

5. Executive Director Report

No action taken.

6. Public Comment

No Public comment was received.

7. Meeting adjourned at 4:52 pm and will meet August 7, 2020

Respectfully submitted,
Andi Jordan
Executive Director

Approved on DATE

Motion
Second

AYES:
NAYES:
ABSTENTIONS:
ABSENT:

DRAFT



EXECUTIVE BOARD OF DIRECTORS MEETING MINUTES– CLOSED SESSION
FRIDAY, JUNE 26, 2020 | 2:30 PM
VIRTUAL MEETING VIA ZOOM

1. Call to order
2. Present:
 - Mayor Larry Klein (Sunnyvale)
 - Councilmember Manny Cappello (Saratoga)
 - Councilmember Marico Sayoc (Los Gatos)
 - Mayor Margaret Abe-Koga (Mountain View)
 - Vice Mayor Neysa Fligor (Los Altos)
 - Kent Steffens, City Manager/SCCCMA (Sunnyvale)
 - Andi Jordan, Executive Director
3. No public comment was received
4. Executive Director Performance Review Pursuant to Government Code Section 54957(b) and 54957.6
5. Adjourn closed session.

EXECUTIVE BOARD OF DIRECTORS MEETING MINUTES
FRIDAY, JUNE 26, 2020 | 3:30 PM or immediately following closed session
Virtual Meeting via Zoom

1. Call to order
2. Roll Call
 - Mayor Larry Klein (Sunnyvale)
 - Councilmember Manny Cappello (Saratoga)
 - Councilmember Marico Sayoc (Los Gatos)
 - Mayor Margaret Abe-Koga (Mountain View)
 - Vice Mayor Neysa Fligor (Los Altos)
 - Kent Steffens, City Manager/SCCCMA (Sunnyvale)
 - Vice Mayor Chappie Jones, (San José) (4PM)
 - Andi Jordan, Executive Director
 - Kent Steffens, SCCMA/CM of Sunnyvale
 - Vice Mayor Mary-Lynne Bernald & SCSC Roundtable Chair

3. Report out from Executive Board of Directors Closed Session of any action taken.
No Action was taken.
4. Discussion of previous Executive Board Direction to SCSC Roundtable to report back in 6 months with a plan to become independent; and consideration of Scope of Work and extension of ESA Contract.

No action taken.
5. Public Comment

No public comment received.
6. Adjourn at 4:03 PM.

Respectfully submitted,
Andi Jordan
Executive Director

Approved on DATE

Motion
Second

AYES:
NAYES:
ABSTENTIONS:
ABSENT: