



# Board of Directors Meeting Agenda

April 13, 2023 7:00 PM

Mountain View City Hall Plaza Conference Room  
500 Castro Street, Mountain View, CA 94041

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## Meeting Information:

- Members of the public register for Zoom webinar [\[HERE\]](#)  
(NOTE: This link is for members of the public ONLY; Board members will attend in-person unless otherwise noticed in advance of the meeting to the Executive Director and/or the Board President)
  - Meeting also livestreamed on YouTube [\[LINK\]](#)
  - More info on public comment and accessibility given at the end of the agenda
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## WELCOME AND ROLL CALL – (Abe-Koga, 7:00 PM)

### ORAL COMMUNICATIONS FROM THE PUBLIC ON NONAGENDIZED ITEMS

*This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. State law prohibits the Board from discussing and/or acting on nonagenda items.*

## OPEN SESSION

<b>1.</b>	<b>Consent Agenda</b>
1a.	Approve minutes from the Board of Directors meeting March 9, 2023
1b.	Receive February 2023 financial reports
<b>2.</b>	<b>President's Update (Abe-Koga)</b>
<b>3.</b>	<b>Guest Speaker: Assemblymember Marc Berman (Assembly District 23)</b>
<b>4.</b>	<b>Guest Speaker: SCC Supervisor Joe Simitian (Supervisory District 5)</b>
<b>5.</b>	<b>June Membership Meeting (Abe-Koga)</b>
5a.	Action Item: Change Date of June Membership Meeting
<b>6.</b>	<b>Membership Dues 2023-24 and 2024-25 (Sirkay)</b>
6a.	2023-24 Membership Dues Proposal (Action)
6b.	2024-25 Membership Dues Update (Discussion)
<b>7.</b>	<b>Legislative Action Committee Update (Abe-Koga)</b>
<b>8.</b>	<b>Santa Clara County City Managers Association Update (McCarthy)</b>
<b>9.</b>	<b>Executive Director Update (Sirkay)</b>
9a.	Hiring new office assistant/clerk)
<b>10.</b>	<b>Joys and Challenges</b>

## ADJOURNMENT

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## **PUBLIC COMMENT**

Members of the public wishing to comment on an item on the agenda may do so in the following ways:

1. Email comments to [audin@citiesassociation.org](mailto:audin@citiesassociation.org)
  - Emails will be forwarded to the Board of Directors
  - **IMPORTANT:** identify the Agenda Item number in the subject line of your email. All emails received will be entered into the record for the meeting.
2. Provide oral public comments in-person during the meeting
3. Provide oral public comments virtually during the meeting
  - When the Chair announces the item on which you wish to speak, click the “raise hand” feature in Zoom. Speakers will be notified shortly before they are called to speak.
  - When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair).
  - Phone participants:
    - \*6 - Toggle mute/unmute
    - \*9 - Raise hand

## **ACCESSIBILITY**

We strive for our meetings and materials to be accessible to all members of the public, and welcome feedback and requests for accommodations. Please submit requests for accommodations to [audin@citiesassociation.org](mailto:audin@citiesassociation.org) at least 72 hours in advance of the meeting to allow us to best meet your request. Closed captioning will be enabled for this meeting. For instructions on how to view the closed captioning, please refer [to this Zoom help page.](#)

**Bio: Asm. Marc Berman**

Marc Berman was first elected to the California State Assembly in November 2016. He represents the 23rd Assembly District, which includes southern San Mateo County and northern Santa Clara County, spanning from the heart of Silicon Valley over the hill to the beautiful Coastsides.

Marc chairs the Assembly Business and Professions Committee, which oversees health care professional licensing and regulation, occupational licensing and regulation, vocational education, and regulation of the legal cannabis industry. Until late 2021, Marc chaired the Assembly Elections Committee, where he was a leader on protecting voting rights, shielding voters from deceptive elections practices, making election information more accessible, and improving election cybersecurity and campaign finance disclosure. He also chairs the Select Committee on the Master Plan for Higher Education in California, which is conducting a methodical review of California's higher education policies to make sure they meet the needs of current and future students.

Marc has had one of the highest rates of success in the Legislature, having sent 73 bills to the Governor in his first six years in office. Most recently, he championed legislation that requires elections officials to mail voters a ballot before every election. He wrote the law to phase out the sale of new gas-powered landscape equipment statewide and authored landmark legislation to reform the college transfer process from a student perspective. In addition, Marc wrote legislation to make it easier for Californians to cancel their subscriptions online.

In previous years, Marc authored bills to establish the first-in-the-nation firearm violence prevention training program for physicians, provide suicide prevention training for middle and high school students and staff, crack down on nefarious political and pornographic deepfakes, and create a Sexual Assault Survivors' Bill of Rights. In addition to chairing the Business and Professions Committee, Marc also serves on the Assembly Governmental Organization; Insurance; and Transportation committees. Prior to the 2020 Census, Marc led the Assembly's efforts to prepare for the federal population count as chair of the Assembly Select Committee on the Census.

Marc previously served on the Palo Alto City Council, where he was a leader on infrastructure improvement and financial transparency. While serving on the Palo Alto City Council, Marc worked for the Silicon Valley Education Foundation, a non-profit focused on increasing access to high quality STEM education and closing the achievement gap in Bay Area public schools.

Prior to his work in the non-profit sector, Marc was an attorney with Latham & Watkins LLP and Merino Yebri, LLP. Marc successfully represented pro bono clients seeking protection under the Violence Against Women Act and asylum in the United States due to political persecution in the Democratic Republic of the Congo. He also served as pro bono counsel to Spark, a national youth development non-profit.

Marc was born in Dallas, Texas, and raised in Palo Alto. He earned a degree in Political Science from Georgetown University and went on to graduate from law school at the University of Southern California, where he was elected president of the Student Bar Association and served for two years on the Southern California Law Review.

Marc lives in Menlo Park with his wife Aimee Gildea and their puppy Maven.



Agenda Item No: \_\_\_\_5\_\_\_\_

Meeting Date: April 13, 2023

## Cities Association of Santa Clara County Agenda Report

To: BOARD OF DIRECTORS

Prepared by: Shali Sirkay, Executive Director

**TOPIC:** CASCC June Membership Meeting

**SUBJECT:** Vote to Change Date of June Membership Meeting to Thursday, June 15, 2023

### **RECOMMENDATION:**

Approve the change in date so that Silicon Valley Clean Energy CEO Girish Balachandran can attend event

### **BACKGROUND:**

Typically, the CASCC Board meets on the second Thursday of the month in the evening, and the Annual Membership Meeting holds to this pattern. This year Silicon Valley Clean Energy (SVCE) and Joint Venture Silicon Valley (JV) are co-sponsoring our event. SVCE CEO has a conflict on our regularly scheduled date of June 8, 2023. Therefore, a request was made to change the date.

June 15 was chosen as the date of choice because it is not too far into summer, when we would lose attendance. Mr. Balachandran does not have any conflicts on June 15<sup>th</sup>. There are no other conflicting meetings. ABAG was checked as there was a question about a potential conflict with its Executive Board meeting, but Fred Castro (Clerk) at ABAG confirmed that there is no meeting scheduled for June 15<sup>th</sup>.

### **FISCAL IMPACT:**

There is no fiscal impact to changing the date of this event from June 8 to June 15, 2023. CASCC saves money on holding this event because we have co-sponsors.

### **OPTIONS:**

The Board of Directors has the following options to consider on this matter:

1. Staff's recommended action to approve the date change.
2. Direct staff to find alternate dates other than June 8 and June 15, which may result in planning delays as June approaches.
3. Take no action, which may result in keeping the Annual Membership Meeting date as June 8<sup>th</sup>, which could potentially cause our sponsors to decide not to co-sponsor this event with CASCC.

### **RECOMMENDED ACTION:**

Approve the Annual Membership Meeting change in date to June 15, 2023.



Agenda Item No: \_\_\_\_6a\_\_\_\_

Meeting Date: April 13, 2023

## Cities Association of Santa Clara County Agenda Report

To: BOARD OF DIRECTORS

Prepared by: Shali Sirkay, Executive Director

**TOPIC:** CASCC 2023-24 Membership Dues  
**SUBJECT:** Vote on 2023-24 Membership Dues

### RECOMMENDATION:

Approve keeping the CASCC membership dues the same in 2023-24 as they were in 2022-23.

### BACKGROUND:

CASCC staff is currently working on developing a membership dues structure for the potential CASCC JPA which would take effect in the 2024-25 fiscal year. While staff is thus engaged, staff is recommending that CASCC *not change* the current dues for one more fiscal year (2023-24). The current dues are as follows:

City	Dues
Campbell	\$ 11,215.00
Cupertino	\$ 15,785.00
Gilroy	\$ 14,609.00
Los Altos	\$ 8,698.00
Los Altos Hills	\$ 6,523.00
Los Gatos	\$ 8,698.00
Milpitas	\$ 19,665.00
Monte Sereno	\$ 6,523.00
Morgan Hill	\$ 11,693.00
Mountain View	\$ 21,415.00
Palo Alto	\$ 18,314.00
San Jose	\$ 55,231.00
Santa Clara	\$ 34,044.00
Saratoga	\$ 8,698.00
Sunnyvale	\$ 40,292.00

**RATIONALE:**

Extending the same dues schedule for one more fiscal year would:

- Allow Staff to focus on developing a thoughtful, appropriate and equitable membership dues formula.
- Minimize the disruptions caused by changing the dues twice in two consecutive years.
- Align with the budget process that the cities undertake, which starts at the end of the calendar year for many cities.
- Give CASC board members ample time to discuss the proposed JPA dues structure with their city councilmembers and city staff.

**FISCAL IMPACT:**

Staff has confirmed with CASC bookkeeper that CASC will have enough money to operate for another year if the dues remain the same. Thus, there should be minimal fiscal impact on the CASC budget. Staff will present the budget for 2023-24 at the May 11, 2023 board meeting.

**OPTIONS:**

The Board of Directors has the following options to consider on this matter:

1. Staff's recommended action to approve keeping the dues the same in 2023-24.
2. Direct staff to return with more information.
3. Take no action, which would mean that the dues will be voted upon at the May 11, 2023 board meeting at the same time as the budget.

**RECOMMENDED ACTION:**

Approve keeping the CASC membership dues the same in 2023-24 as they were in 2022-23.





Agenda Item No: \_\_\_\_6b\_\_\_\_

Meeting Date: April 13, 2023

**Cities Association of Santa Clara County Agenda Report**

**To: BOARD OF DIRECTORS**

**Prepared by: Shali Sirkay, Executive Director**

**TOPIC: 2024-25 JPA Dues Structure**

**SUBJECT: Update on Research**

**RECOMMENDATION:**

None- this item is informational only.

**BACKGROUND RESEARCH:**

CASCC staff was tasked with developing a membership dues structure for the potential JPA which would take effect in the 2024-25 fiscal year. In order to develop a thoughtful, appropriate and equitable membership dues formula, staff has been researching how various other JPAs structure their dues.

According to former CASCC Acting Executive Director Joanne Benjamin, the current dues that CASCC members are assessed is a hybrid between a population-based approach and what the prior Executive Director used the prior year. Staff is going through old staff reports to understand this formula.

First the League of California Cities (Cal Cities) was contacted. They reported that they do not remember what formula they used to initially assess their dues; they only vote to increase the dues by a certain percentage every year. When asked what other county has a similar mix of very large and very small cities as Santa Clara County, the gentleman at Cal Cities suggested that staff look at Orange County.

Staff then contacted both the Orange County Association of Cities (OCAC) and the Orange County Council of Governments (OCCG). Both use a two-part formula that is comprised of a base rate that all cities are equally assessed added to a population-based calculation. However, both organizations did not recall the exact formula they used. Over the course of further research, CASCC staff found a spreadsheet for OCCG where 2/3 of each city's assessed dues were weighted dues (using per cent of population) and 1/3 was the base rate.

Now that CASCC has retained RPLG as legal counsel, where there is expertise in setting up JPAs, staff will now be able to gather more data around appropriate dues formulas.

Membership Dues Comparison Table

*In previous CASCC dues tables, population numbers were provided from LAFCO. Other organizations, such as the Orange County Association of Cities (a JPA), uses data from the CA State Dept. of Finance (DOF). The two data sets are not far off from each other. Once the final dues structure/formula is approved, the board can decide whether to use the LAFCO data or the DOF data.*

*In the table below, LAFCO population data was used to calculate current CASCC dues.*

City	2022 Population as per LAFCO	CASCC 2021-22 Dues (\$)	CASCC 2022-23 Dues (\$)	League of Cal Cities 2022 Dues (\$)
Campbell	42,696	8,698	11,215	16,477
Cupertino	60,091	10,857	15,785	20,859
Gilroy	55,615	10,857	14,609	18,980
Los Altos	31,361	8,698	8,8698	13,543
Los Altos Hills	8,568	6,523	6,523	5,264
Los Gatos	30,601	8,698	8,698	13,543
Milpitas	74,865	10,857	19,665	21,912
Monte Sereno	3,630	6,523	6,523	2,705
Morgan Hill	44,513	8,698	11,693	16,477
Mountain View	81,527	10,857	21,415	23,357
Palo Alto	69,271	10,857	18,314	20,859
San Jose	1,051,316	13,046	55,231	115,947
Santa Clara	129,604	13,046	34,044	32,122
Saratoga	31,435	8,698	8,698	13,543
Sunnyvale	153,389	13,046	40,292	36,507

**RATIONALE:**

Given that Santa Clara County has cities on both ends of the population spectrum, from very small to very large, CASCC staff's guiding principle is that the dues formula be equitable and straightforward for all of Santa Clara County's cities. Thus, staff is in favor of a formula that is a combination of a base rate added to a population-based calculation.

### Population Data Comparison Table

*\*Using population data from DOF*

City	Population Estimate as of Jan 1, 2022	% of Incorporated SCC Population	% of Total SCC Population
Campbell	42,833	2.37	2.26
Cupertino	59,610	3.29	3.15
Gilroy	59,269	3.27	3.13
Los Altos	31,526	1.74	1.66
Los Altos Hills	8,400	0.46	.44
Los Gatos	33,062	1.83	1.74
Milpitas	80,839	4.47	4.27
Monte Sereno	3,488	0.19	.18
Morgan Hill	46,451	2.57	2.45
Mountain View	83,864	4.63	4.43
Palo Alto	67,473	3.73	3.56
San Jose	976,482	53.94	51.54
Santa Clara	130,127	7.19	6.87
Saratoga	30,667	1.69	1.62
Sunnyvale	156,234	8.63	8.25

### Santa Clara County Population By DOF Data

TOTAL Santa Clara County Population: 1,894,783  
 INCORPORATED Santa Clara County Population: 1,810,325  
 UNINCORPORATED Santa Clara County Population: 84,458 (= 4.46% total SCC population)

### **A FEW QUESTIONS UNDER CONSIDERATION:**

1. Equitably handling unincorporated Santa Clara County:
  - a. Should the County pay dues, given the large number of unincorporated residents?
    - i. If the County pays dues, then do they get a vote on the board?
  - b. If the County does not pay dues, then are the cities comfortable with absorbing the cost of the unincorporated areas of SCC?
2. Do all cities pay the same base rate or should base rate tranches be utilized?
  - a. If base rate tranches are utilized, what should the population-based increments be (for example, increments of 5,000 residents? 10,000 residents?)?
3. Is there a “maximum; not to exceed” amount for CASC membership dues (for example, not to exceed League of CA Cities dues)

**PROPOSED TIMELINE:**

April to September 2023

- Staff will continue working on the membership dues formula

September/October 2023:

- Several draft membership dues formula options will be brought before the board
- CASCC board members will have time to discuss the dues with their own councilmembers and provide feedback to CASCC staff
- Draft of the dues formula will be shared with the City Managers via the Santa Clara County City Managers Association to gather input from the city managers

October/November 2023

- CASCC board to vote on the JPA membership dues formula/structure

November/December 2023

- Cities begin developing their budgets for the next fiscal year and will have the final version of the JPA dues structure to utilize in their budget calculations.

**NEXT STEPS FOR FALL 2023:**

1. Determine which data set the board would like to use for population data
2. Once the board has adopted a membership dues formula, CASCC should determine how it will either:
  - Increase the dues by a certain COLA percentage each year; AND/OR
  - In Census years (every 10 years) use the formula to re-calculate the dues based on new census data

# League of California Cities 2022 Dues Schedule

For cities having a population of:				2021 Dues	2022 Increase	2022 Dues
1	to	500	...	\$81	\$2	\$83
501	to	600	...	214	6	220
601	to	700	...	427	13	440
701	to	800	...	467	14	481
801	to	900	...	560	17	577
901	to	1,000	...	657	20	676
1,001	to	1,250	...	820	25	845
1,251	to	1,500	...	985	30	1,014
1,501	to	1,750	...	1,148	34	1,183
1,751	to	2,000	...	1,313	39	1,352
2,001	to	2,250	...	1,477	44	1,521
2,251	to	2,500	...	1,643	49	1,692
2,501	to	2,750	...	1,805	54	1,859
2,751	to	3,000	...	1,970	59	2,029
3,001	to	4,000	...	2,626	79	2,705
4,001	to	5,000	...	3,282	98	3,380
5,001	to	7,500	...	4,429	133	4,562
7,501	to	10,000	...	5,111	153	5,264
10,001	to	15,000	...	6,170	185	6,355
15,001	to	20,000	...	7,105	213	7,319
20,001	to	25,000	...	8,896	267	9,163
25,001	to	30,000	...	10,682	320	11,002
30,001	to	40,000	...	13,149	394	13,543
40,001	to	50,000	...	15,997	480	16,477
50,001	to	60,000	...	18,427	553	18,980
60,001	to	70,000	...	20,252	608	20,859
70,001	to	80,000	...	21,274	638	21,912
80,001	to	90,000	...	22,676	680	23,357
90,001	to	100,000	...	24,841	745	25,586
100,001	to	125,000	...	28,332	850	29,182
125,001	to	150,000	...	31,187	936	32,122
150,001	to	200,000	...	35,444	1,063	36,507
200,001	to	500,000	...	37,219	1,117	38,335
<i>Plus</i>				1,776	53	1,829
<i>per each full 10,000 of population over 200,001</i>						
500,001	to	640,000		90,343	2,710	93,054
<i>Plus</i>				1,641	49	1,691
<i>per each full 10,000 of population over 500,001</i>						
Over		640,000		112,570	3,377	115,947

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