



SANTA CRUZ/SANTA CLARA COUNTIES AIRPORT/COMMUNITY ROUNDTABLE

Recap of the Regular Meeting of the Roundtable

Thursday, November 11th, 2021 | 1:00PM – 4:00PM PDT

This meeting was conducted in accordance with State of California Executive Order N-29-20, dated March 17, 2020. All members of the Committee will participate by video conference, with no physical meeting location. A video recording of this meeting can be found on the [SCSC Roundtable website at this link](#).

Roundtable Members Present

Mary-Lynne Bernald, City of Saratoga, Chairperson
Alison Hicks, City of Mountain View
Anita Enander, City of Los Altos
Glenn Hendricks, City of Sunnyvale
Greer Stone, City of Palo Alto
Kathy Watanabe, City of Santa Clara
Liang Chao, City of Cupertino
Stan Mok, City of Los Altos Hills

Congressional Staff

Kristine Zanardi, Supervisor Simitian's Office

SCSC Roundtable Consultant Staff

Evan Wasserman, Environmental Science Associates (ESA)
Chris Jones, ESA
Kirsten Powell, Legal Counsel

1. Welcome/Review of the Meeting Format

Roundtable Facilitator Evan Wasserman welcomed the members of the public and reviewed the meeting format. He provided an overview of process for providing public comment and referred to the Governor’s Executive Order N-29-20. It was noted by Mr. Wasserman that the meeting was being recorded, with the video recording and additional resources available on the SCSC Roundtable [website](#).

2. Call to Order and Identification of Members Present (Video timestamp 00:03:24)

Chairperson Mary-Lynne Bernald called the SCSC Community Roundtable to order at 1:02 PM and called roll to identify the Roundtable members present. A quorum of the members was present with one absent, Steve Preminger.

3. Resolution No 2. Regarding Virtual Meetings (Video timestamp 00:5:15)

Summary: Legal Counsel Kirsten Powell provided an overview of the resolution regarding the continuation of virtual meetings with a staff report summarized.

Member Comments: None.

Public Comments: None.

Follow Up Member Comments: None.

Motion: Motion by Member Hendricks to adopt the resolution to hold virtual meetings was seconded by Member Watanabe and passed unanimously with one member absent.

4. Budget Presentation (Video timestamp 0:09:00)

Summary: Chairperson Bernald gave a detailed presentation of [SCSC Roundtable staff report on this agenda item](#) as prepared by SCSC Roundtable Chairperson Bernald and Legal Counsel Kirsten Powell. It was noted that the staff report is intended to be supportive information for the topic of the Budget Presentation. Background information was provided on the SCSC Roundtable as it related to passing a budget and the SCSC Roundtable bylaws, as well as the timeline of events as presented in the staff report.

Annual Funding Summary (as presented on page 3 of 4 in the agenda item 4 attachment packet) for the time period: July 1, 2020-December 31, 2021		
Budget	Expenditures	Revenue
Cities Association Staff (Exec. Director and Legal Counsel)	(\$21,054.35)	
ESA ²	(\$180,000.00)	
Legal Fees (Logan & Powell)	(\$25,512.00)	
Personnel Matter Costs (outside counsel and investigator) ³	(\$44,340.00)	
FY20-21 Membership Dues		\$187,500.00
FY22 Membership Dues to be collected ⁴		\$83,406.35

2 As noted above, there are funds sufficient to pay the remainder of the contract amount for ESA.
 3 \$25,125.50 has been expended through September 2, 2021. Cities Association staff has estimated \$19,241.50 from the remainder of the calendar year.
 4 This amount may be adjusted depending on the decision regarding Personnel Matter Costs

Member Comments: Member Enander, Member Stone, Member Hendricks, Member Chao, Chairperson Bernald, Legal Counsel Kirsten Powell, Member Watanabe, and Member Mok.

Clarification was requested regarding the hosting of SCSC Roundtable website and the overall archiving process of the materials on the website. It was noted that additional coordination would be needed to confirm that archiving process and any expense for maintaining and continuing the use of the website. In addition, members requested information on how the budget resolution would tie into the commitment of their jurisdictions to the budget process, or if the resolution is intended as a recommendation. Further members requested information on when the SCSC Roundtable would be responsible to adopt the next budget and what that might look like going forward. Members then asked specific questions regarding the various scenarios related to the resolution and approval of a budget.

Further discussion was had regarding amendments to the resolution with the approval of the SCSC Roundtable to have Legal Counsel Kirsten Powell incorporate the requested amendments to the final resolution following the conclusion of the meeting.

Public Comments: Darlene Yaplee; Jennifer Tasseff.

Follow Up Member Comments: Member Hendricks, and Chairperson Bernald.

ACTION: Motion by Member Hendricks (begins at video timestamp 0:52:41) to add text to the draft resolution as a “whereas”, that states the SCSC Roundtable is being charged for expenses that they did not authorize in advance and that the fiscal agent was not present to answer questions about when discussing prior to voting. Further, the motion by Member Hendricks includes the addition of \$3,000 to this budget resolution’s total dollar amount for annual website services (based on estimated website costs and an assumed five-year period of operation), and approve the resolution to authorize the Cities Association, as the fiscal agent, to invoice the member jurisdictions with the acknowledgement that jurisdictions are approving in protest regarding the process/expenses. Clarification was added to the motion for further breakdown of the costs in the resolution with Legal Counsel Kirsten Powell to refine the resolution based on member feedback and attach Exhibit A, and the meeting minutes, to this resolution and staff report. This motion was seconded by Member Enander and passed unanimously with one member absent (vote at video timestamp 1:28:15).

5. SCSC Roundtable Future: Staff Report (Video timestamp 1:29:35)

Summary: Legal Counsel Kirsten Powell provided an overview of the timeline of events related to the possible future SCSC Roundtable continuance, and what options could occur for the SCSC Roundtable to move forward in governing itself, and what would be required to operate, for example if a Joint Powers Authority (JPA) was established.

Member Comments: Member Hicks, Member Mok, Chairperson Bernald, and Member Stone.

Public comment: Darlene Yaplee; Jennifer Landesmann; Alastair Fyfe; Jennifer Tasseff.

Follow Up Member Comments: Member Hendricks, Member Chao, Member Enander, Member Stone, and Member Hicks.

ACTION: Motion by Member Enander (begins at video timestamp 02:22:33) for the members to approve the disbandment of the SCSC Roundtable and begin to limit work efforts, wind up business, to terminate all activity and cease operation as of December 31, 2021 (12/31/2021), and direct Legal Counsel and staff to develop the appropriate legal documents to address that termination of the SCSC Roundtable. The motion was seconded by Member Hendricks (video timestamp 02:23:13) and passed unanimously for the SCSC Roundtable to disband with two members absent.

6. Oral Communications/Public Comment (Video timestamp 02:28:10)

Public comment: Jennifer Landesmann; Darlene Yaplee; Jennifer Tasseff; Alastair Fyfe; Lydia Kou; and Bert Ganoung.

7. Roundtable Member Discussion – Chairperson Bernald (Video timestamp 02:38:39)

Summary: Members reflected on the SCSC Roundtable efforts over the years, and provided thanks to members, to the public, to congressional offices, and to staff.

Member Comments: Member Hendricks, Member Chao, Member Mok, Member Enander, Member Stone, and Chairperson Bernald.

8. Adjournment (Video timestamp 03:02:07)

Member Enander made a motion to adjourn and was seconded by Member Hicks. Chairperson Bernald adjourned the meeting at 4:04 PM.

**RESOLUTION OF THE SCSC ROUNDTABLE APPROVING THE ROUNDTABLE'S
BUDGET FOR FISCAL YEAR 2021 (JULY 1, 2021-DECEMBER 31, 2021)**

WHEREAS, pursuant to the Bylaws of the SCSC Roundtable, a budget is to be adopted by July 1st of each year; and

WHEREAS, prior to adoption of the budget, Roundtable Staff, in consultation with the Roundtable Chairperson, is required to recommend an annual funding amount for the Roundtable at least 60 days prior to the anticipated date of adoption of the budget; and

WHEREAS, because the meetings of the Roundtable were paused during the winter and spring of 2021, the Roundtable was unable to consider its budget until August 2021; and

WHEREAS, because the future of the Roundtable is uncertain due to the withdrawal of the Cities Association as the fiscal agent for the Roundtable, the Roundtable is considering a 6 month budget for the period of July 1, 2021 through December 31, 2021; and

WHEREAS, the bylaws require that expenses be included in the budget but Cities Association expended funds that were not included in an approved budget for staff time and legal and investigative services nor approved by the Roundtable; and

WHEREAS, despite the fact the Roundtable requested details on the amount of costs billed by the Cities Association without prior authorization but received no additional details and that the Cities Association, as the fiscal agent, was not present at the meeting to discuss the proposed budget, the Roundtable considered the proposed budget; and

WHEREAS, the Roundtable has reviewed and evaluated the proposed budget submitted by Roundtable staff in consultation with the Roundtable Chairperson.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED as follows:

1. The SCSC Roundtable hereby includes the expenses that were not preapproved and therefore protests these payments.
2. The SCSC Roundtable FY 2021 budget for the period of July 1, 2021 through December 31, 2021, is hereby approved as set forth in the attached Exhibit A and incorporated herein.
3. Roundtable staff is directed to send annual funding notices to the member agencies consistent with the funding model for a total amount of \$86,406.35, as shown on Exhibit A.
4. In the event there is a surplus after all expenses have been paid through December 31, 2021, Roundtable staff is directed to refund those monies to the member agencies in accordance with the funding formula.

The above and foregoing resolution was duly and regularly adopted by the Roundtable at a special meeting held on the 11th day of November 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

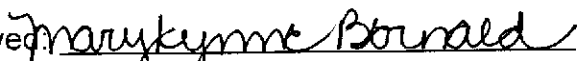
Approved: 
Mary-Lynne Bergald, Chairperson

EXHIBIT A

July 1, 2021-December 31, 2021 Budget

July 1, 2021-December 31, 2021 Budget	Expenditures	Revenue
Cities Association Staff (Exec. Director and Legal Counsel)	(\$21,054.35)	
ESA	(\$180,000.00)	
Legal Fees (Logan & Powell)	(\$25,512.00)	
Personnel Matter Costs (outside counsel and investigator)	(\$44,340.00)	
Website and Archives	(\$3000.00)	
FY22 Membership Dues to be collected ¹		\$86,406.35

Funding Formula

City Name	2010 Census Population	11/11/2021: FY 22 approved RT budget
Cupertino		\$ 8,257.06
Mountain View		\$ 10,489.64
Palo Alto		\$ 9,121.11
Santa Clara		\$ 16,494.85
Saratoga		\$ 4,238.29
Sunnyvale		\$ 19,839.06
Unincorporated Santa Clara county		\$ 12,740.64
Los Altos		\$ 4,103.74
Los Altos Hills		\$ 1,121.96
		\$ 86,406.35