REGULAR MEETING
BOARD OF DIRECTORS

North Bay Conference Room (Room 145)
Sunnyvale City Hall
456 W. Olive Avenue
Sunnyvale, CA 94086

SEPTEMBER 11, 2025
7:00 PM

Meeting Information:

- *Board meetings are open to the public at the location shown above.*
- *Members of the public* may use the information below to join the webinar:

  Webinar ID: 835 1075 6481

  Passcode: 519682
- *Meeting also livestreamed on YouTube:* ***https://www.youtube.com/@citiesassoc***
- *More information on public comment and accessibility is given at the end of the agenda.*

WELCOME & CALL TO ORDER – (Klein)

ROLL CALL (Sirkay)

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 nonagendized items.

AGENDA

1. Consent Agenda (Klein)
    a. Approve Minutes from Board of Directors Meeting on August 14, 2025
    b. Amendment to the Cities Association Conflict of Interest Code
2. President Update (Klein)
3. Santa Clara County Suicide Messaging Workshop (Klein)
    a. Jay Donoghue, Santa Clara County Department of Behavioral Health
4. Build the Future Affordable Childcare Update (Klein)
    a. Jaria Jaug, Associate Director of Care Policy, Working Partnerships USA
5. Review of Fiscal Year 2024-2025 Budget: Discussion and Possible Action (Scozzola)
6. Announcement of Nominating Committee for 2026 Executive Committee Member Candidates (Klein)
7. Possible Date Change for October 9, 2025 Board of Directors meeting: Discussion and Possible Action (Klein)
8. Reports from Regional Appointed Representatives
    a. Vice Mayor Vicki Veenker, Bay Area Air District (BAAD)
9. Legislative Action Committee Update (Fruen)

    Potential list of bills for consideration by the Board of Directors, including, but not limited to, the following:

    a. AB 670 (Quirk-Silva) - planning and zoning: housing element: converted affordable housing units
    b. AB 726 (Avila Farias) - planning and zoning: annual report: rehabilitated units
    c. AB 476 (Gonzalez) – metal theft
    d. SB 346 (Durazo) - transient occupancy taxes: short-term rental facilitator
10. Santa Clara County Update (Preminger)
11. Santa Clara County City Managers Association Update (Kirby)

12. Executive Director Update (Sirkay)
13. Joys and Challenges (All)

INFORMATION ITEMS

1. Legislative Action Committee (LAC) Letter in Support of AB 650 (Papan)

ADJOURN (Klein)

PUBLIC PARTICIPATION OPTIONS

Online Participation:

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ACCESSIBILITY

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REGULAR MEETING
BOARD OF DIRECTORS

North Bay Conference Room (Room 145)
Sunnyvale City Hall
456 W. Olive Avenue
Sunnyvale, CA 94086

AUGUST 14, 2025
7:00 PM

AGENDA IN BLACK/MINUTES IN RED

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Mayor Matthew Hudes will attend via teleconference from 350 Pleasant Valley Way, West Orange, NJ 07052. This teleconference location is open to the public and any member of the public may address the Board of Directors members from the teleconference location.

DRAFT

WELCOME & CALL TO ORDER – (Klein)

Meeting called to order at 7:09 PM

ROLL CALL (Sirkay)

Board Members Present (12):

Campbell	Anne Bybee
Cupertino	Kitty Moore
Gilroy	Greg Bozzo
Los Altos	Neysa Fligor
Los Gatos	Matthew Hudes (left 7:45 PM)
Los Gatos	Rob Moore (arrived 7:45 PM)
Milpitas	Carmen Montano
Morgan Hill	Mark Turner
Mountain View	Ellen Kamei
Palo Alto	Ed Lauing
San Jose	Rosemary Kamei
Saratoga	Tina Walia
Sunnyvale	Larry Klein

Board Members Absent: (3)

Los Altos Hills	Kavita Tankha
Monte Sereno	Lon Allan
Santa Clara	Kelly Cox

Staff Present (2):

Shali Sirkay	Executive Director
Tim Kirby	City Manager, Sunnyvale

Members of the Public Present (9):

Margaret Abe-Koga	SCC Supervisor, District 5
J.R. Fruen	Councilmember, Cupertino
Terry Hines	Councilmember, Campbell
Victoria Ketell	City Manager's Office, Sunnyvale
Otto Lee	President, SCC Board of Supervisors
Steve Preminger	Director, Community & Civic Engagement for SCC
Jannie Quinn	CASCC Co-Legal Counsel, Renne Public Law Group
Emily Ramos	Vice Mayor, Mountain View
Marico Sayoc	Chief of Staff, Office of Supervisor Margaret Abe-Koga

DRAFT

ORAL COMMUNICATIONS FROM THE PUBLIC ON NONAGENDIZED ITEMS

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None

AGENDA

1. Consent Agenda (Klein)
    a. Approve minutes from Board of Directors meeting on May 8, 2025
    b. Approve minutes from Board of Directors special meeting on June 12, 2025

    Motion to *approve the minutes from the May 8, 2025 Regular Meeting of the Board of Directors and the June 12, 2025 Special Meeting of the Board of Directors* was made by Turner

    Second by R. Kamei

    AYES: 11

    NAYS: 0

    ABSTENTIONS: 0

    ABSENT: 4 (Tankha, Allan, Hudes, Cox)

    Motion passes 11-0-0-4

    Mayor Matthew Hudes left at 7:12 PM

    Mayor Matthew Hudes rejoined at 7:17 PM
2. President Update(Klein)
3. Website Committee Update: Discussion and Possible Action (Klein)

    Mayor Matthew Hudes left at 7:32 PM

    Mayor Matthew Hudes rejoined at 7:35 PM
4. Fiscal Year 2024 Audit: Discussion and Possible Action (Scozzola & Sirkay)

    Motion to *accept the fiscal year 2024 audit results and direct staff to file audit with all appropriate entities* was made by Turner

    Second by R. Kamei

    AYES: 11

    NAYS: 0

    ABSTENTIONS: 0

    ABSENT: 4 (Tankha, Allan, Montano, Cox)

DRAFT

5. Reports from Regional Appointed Representatives
    a. Neysa Fligor, Association of Bay Area Governments (ABAG)

Mayor Matthew Hudes left at 7:45 PM. His Zoom room was left open for members of the public.

Vice Mayor Rob Moore joined the meeting at 7:45 PM.

6. Santa Clara County Update (Preminger)

Board of Supervisors President Otto Lee and Supervisor Margaret Abe-Koga joined Steve Preminger for the County Update.

7. Legislative Action Committee Update: Discussion and Possible Action (Fruen)

Potential list of bills for consideration by the Board of Directors, including, but not limited to, the following:

    a. AB 736 (Wicks) – Affordable Housing Bond Act of 2026
    b. SB 326 (Becker) – California Wildfire Mitigation Strategic Planning Act
    c. AB 632 (Hart) – Administrative fines and penalties – judgments
    d. AB 906 (Gonzalez) – Housing Elements – affirmatively furthering fair housing – zoning
    e. AB 66 (Tangipa) – CEQA exemption for fire safety egress route projects

Motion to *approve the recommendations of the Legislative Action Committee as follows*

SB 326 (Becker)- take position of support and submit letter accordingly

AB 632 (Hart)- take position of support and submit letter accordingly

AB 906 (Gonzalez)- take position of opposition and submit letter accordingly

by Turner

Second by Walia

AYES: 10

NAYS: 0

ABSTENTIONS: 2 (Fligor, E. Kamei)

Motion passes 10-0-2-3 (Tankha, Allan, Cox)

Legislative Action Committee recommended taking a watch position for AB 736 (Wicks) and AB 66 (Tangipa). No vote was taken by the Board as there was no action to be undertaken.

8. Santa Clara County City Managers Association Update (Kirby)
9. Executive Director Update (Sirkay)
10. Joys and Challenges (All)

DRAFT

ADJOURN (Klein)

Meeting adjourned at 8:54 PM

Respectfully submitted on September 11, 2025,

Vaishali Sirkay

Vaishali Sirkay
Executive Director
Cities Association of Santa Clara County

DRAFT

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DRAFT

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITIES ASSOCIATION OF SANTA CLARA COUNTY JOINT POWERS AGENCY AD AMENDING THE CONFLICT OF INTEREST CODE

WHEREAS, pursuant to the California Political Reform Act of 1974, Government Code Section 87303, the Cities Association of Santa Clara County Joint Powers Agency ("Cities Association") adopted a conflict of interest code; and

WHEREAS, the conflict of interest code also incorporates the provisions of Title 2 of the California Code of Regulations Section 18730, as may be amended from time to time; and

WHEREAS, the Cities Association desires to amend the conflict of interest code to add a new designated position; and

WHEREAS, the following amendment of the conflict of interest code must also be approved by the Santa Clara County Board of Supervisors as the Cities Association's code reviewing body pursuant to Government Code Section 82011.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITIES ASSOCIATION THAT:

1. The terms of the standard conflict of interest code provisions set forth in Title 2 of the California Code of Regulations Section 18730, as may be amended from time to time, are hereby adopted, incorporated by reference and shall serve, together with the Appendices attached hereto, as the Conflict of Interest Code for the Cities Association.

2. The list of designated positions attached hereto as Appendix A is hereby amended.

3. The list of disclosure categories is attached hereto as Appendix B.

4. Persons holding a designated position listed in Appendix A must file their Statement of Economic Interests ("Form 700") with the Cities Association's filing official. If a statement is received in signed paper format, the filing official shall make and retain a copy and forward the original of this statement to the filing officer, the County of Santa Clara Clerk of the Board of Supervisors. If a statement is electronically filed using the County of Santa Clara's Form 700 e-filing system, both the filing official and the County of Santa Clara Clerk of the Board of Supervisors will receive access to the e-filed statement simultaneously. The Cities Association shall make the statements available for public inspection and retain them for at least seven years, pursuant to Government Code sections 81008-09.

5. The amended Conflict of Interest Code of the Cities Association shall become effective upon the date of its approval by the Santa Clara County Board of Supervisors, the Cities Association's code reviewing body.

ADOPTED this 11th day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTION:

ATTEST:

_____
Vaishali Sirkay, Executive Director

APPROVED:

_____
Larry Klein, Chair of the Board of Directors

APPENDIX A

Designated Positions

Designated Position	Disclosure Category
Member of the Board of Directors	1
Alternate Member of the Board of Directors	1
Executive Committee Member	1
Consultant[1]	2
Newly Created Position	*

[1] This includes, but is not limited to, any individual serving in the role of Executive Director or General Counsel through contract with the Cities Association.

APPENDIX B

Disclosure Categories

Category 1:

Persons in this category shall disclose:

(a) investments, business positions, and income, including gifts, loans, and travel payments, in or from sources which are located in, doing business in, planning to do business in, or has done business during the previous two years in Santa Clara County; and
(b) interests in real property located entirely or partly within Santa Clara County or within two miles of the borders of Santa Clara County, or within two miles of any land owned or used by the Cities Association.

Category 2:

Consultants, as defined under the Political Reform Act, shall disclose pursuant to disclosure category 1 subject to the following limitation: The Executive Director in consultation with the General Counsel may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to file according to the broadest disclosure category, but should instead comply with more tailored disclosure requirements specific to that consultant's duties. Such a determination shall include a description of the consultant's duties and, based upon that description, a statement of the appropriate extent of disclosure requirements. All such determinations shall be made using the Fair Political Practices Commission Form 805, are public records, and shall be retained for public inspection along with this conflict of interest code.[2]

* Newly Created Positions

If the Cities Association has a newly created position that must file statements of economic interests, the newly created position shall disclose pursuant to disclosure category 1 subject to the following limitation: The Executive Director in consultation with the General Counsel may determine in writing that a particular newly created position, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to file according to the broadest disclosure category, but should instead comply with more tailored disclosure requirements specific to that newly created position's duties. Such a determination shall include a description of the newly created position's duties and, based upon that description, a

[2] Notwithstanding this process, the individuals serving in the role of Executive Director or General Counsel shall disclose their financial interests under disclosure category 1.

statement of the appropriate extent of disclosure requirements. All such determinations shall be made using the Fair Political Practices Commission Form 804, are public records, and shall be retained for public inspection along with this conflict of interest code.

When the Cities Association has a newly created position that must file statements of economic interests, the Cities Association filing official shall contact the County of Santa Clara Clerk of the Board of Supervisors Form 700 division to notify it of the new position title to be added in the County's electronic Form 700 record management system, known as eDisclosure. Upon this notification, the Clerk's office shall enter the actual position title of the newly created position into eDisclosure and the Cities Association's filing official shall ensure that the name of any individual(s) holding the newly created position is entered under that position title in eDisclosure.

Additionally, within 90 days of the creation of a newly created position that must file Statements of Economic Interests, the Cities Association shall update this conflict-of-interest code to add the actual position title in its list of designated positions, and submit the amended conflict of interest code to the County of Santa Clara Office of the County Counsel for code-reviewing body approval by the County Board of Supervisors. (Gov. Code Sec. 87306.)

CITIES ASSOCIATION
OF SANTA CLARA COUNTY

Agenda Item No: ____1b_____

Meeting Date: September 11, 2025

Cities Association of Santa Clara County Joint Powers Agency Agenda Report

To: BOARD OF DIRECTORS

Prepared by: Jannie Quinn, Co-General Counsel

TOPIC: **Conflict of Interest Code**
SUBJECT: **Consideration of Amendment to Conflict of Interest Code**

RECOMMENDATION:

1. Adopt a Resolution Amending the Conflict of Interest Code for the Santa Clara County Cities Association Joint Powers Agency ("Cities Association")

BACKGROUND:

Under the Political Reform Act ("PRA"), Gov't Code §§ 87100, et seq., public officers and employees who have decision-making authority should file Statements of Economic Interests (also known as "Form 700s") that disclose their financial interests and potential conflicts.

The PRA requires public agencies to adopt Conflict of Interest Codes that designate the public officials required to file a Form 700 and the scope of those disclosures. (*See* Gov't Code §§ 87300, et seq.) The Cities Association adopted its Conflict of Interest Code on May 9, 2024.

Currently, the Conflict of Interest Code applies to Board members (including alternates), the Executive Director, and the Co-General Counsel and requires each of these individuals to file a Form 700. A situation has arisen that was not anticipated at the time the Conflict of Interest Code was originally drafted and approved. Articles 10 and 11 of the Bylaws permit an individual to be elected by the Board and serve as an Officer on the Executive Committee even if he or she is not a Board member. The existing Conflict of Interest Code does not apply to these individuals. Given the role of members of the Executive Committee, it is in the best interest of the Cities Association that the Conflict of Interest Code also apply to these individuals. Accordingly, an amendment has been prepared to add Executive Committee members as individuals designated under the Conflict of Interest Code to file a Form 700. A resolution and amended Conflict of Interest Code are attached to this agenda report.

Pursuant to Government Code Section 87303, public agencies such as the Cities Association must submit any proposed amendments to the Conflict of Interest Code to its "code reviewing body". The code reviewing body for the Cities Association is the Santa Clara County Board of Supervisors, since our jurisdiction lies wholly within this county. (Gov't Code § 82011(b).)

The draft amendment to the Conflict of Interest Code has been reviewed and approved by the Santa Clara County Counsel's Office. Upon adoption of the Resolution Approving the Amendment of the Conflict of Interest Code, the Cities Association will submit its Conflict of Interest to the Board of Supervisors for review and approval.

CONCLUSION:
The proposed amendment to the Conflict of Interest Code for the Board's is submitted for consideration and approval.

FISCAL IMPACT:
None.

OPTIONS:
The Board of Directors has the following options:

1. Review and approve the proposed amendment to the Conflict of Interest Code through the attached Resolution.
2. Direct General Counsel to make additional edits to the Conflict of Interest Code, verify those changes with the Santa Clara County Counsel's Office and return to the Board at a future meeting.

ATTACHMENT:

1. Proposed Resolution Amending the Conflict of Interest Code for the Santa Clara County Cities Association.

Preventing Suicides: Safe Messaging & Responsible Reporting

Jay Donoghue, MPH
Communications Manager
Prevention Services Division

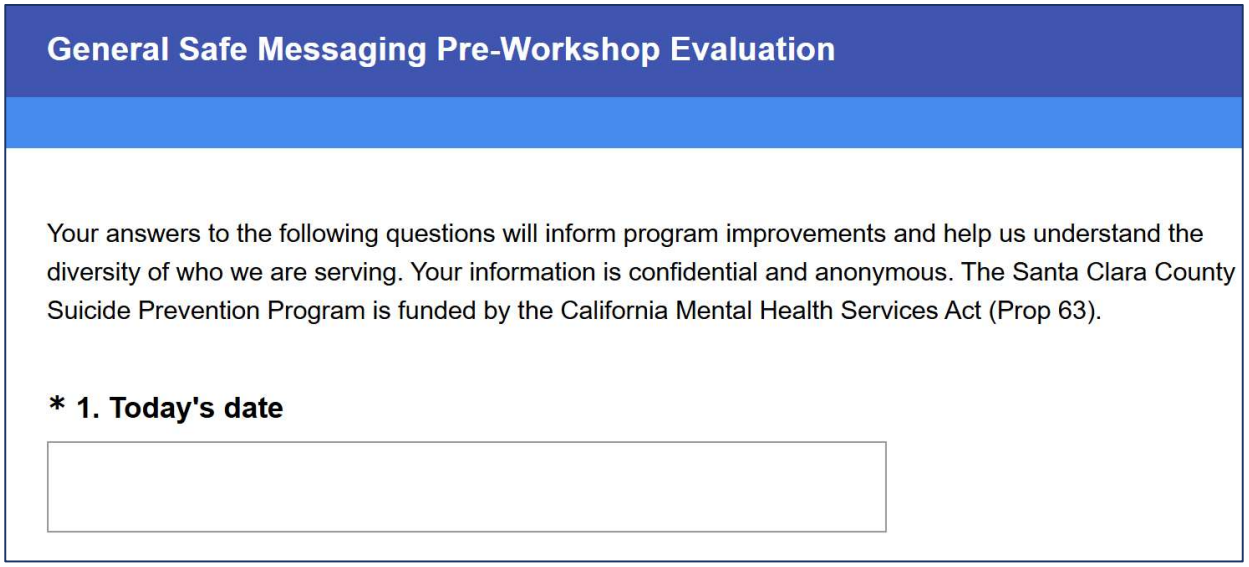
Vicki Alexander
Management Analyst
Prevention Services Division

COUNTY OF SANTA CLARA
Behavioral Health Services

Pre-Workshop Survey

Please complete the pre-workshop evaluation survey.

https://www.surveymonkey.com/r/GeneralSMPre



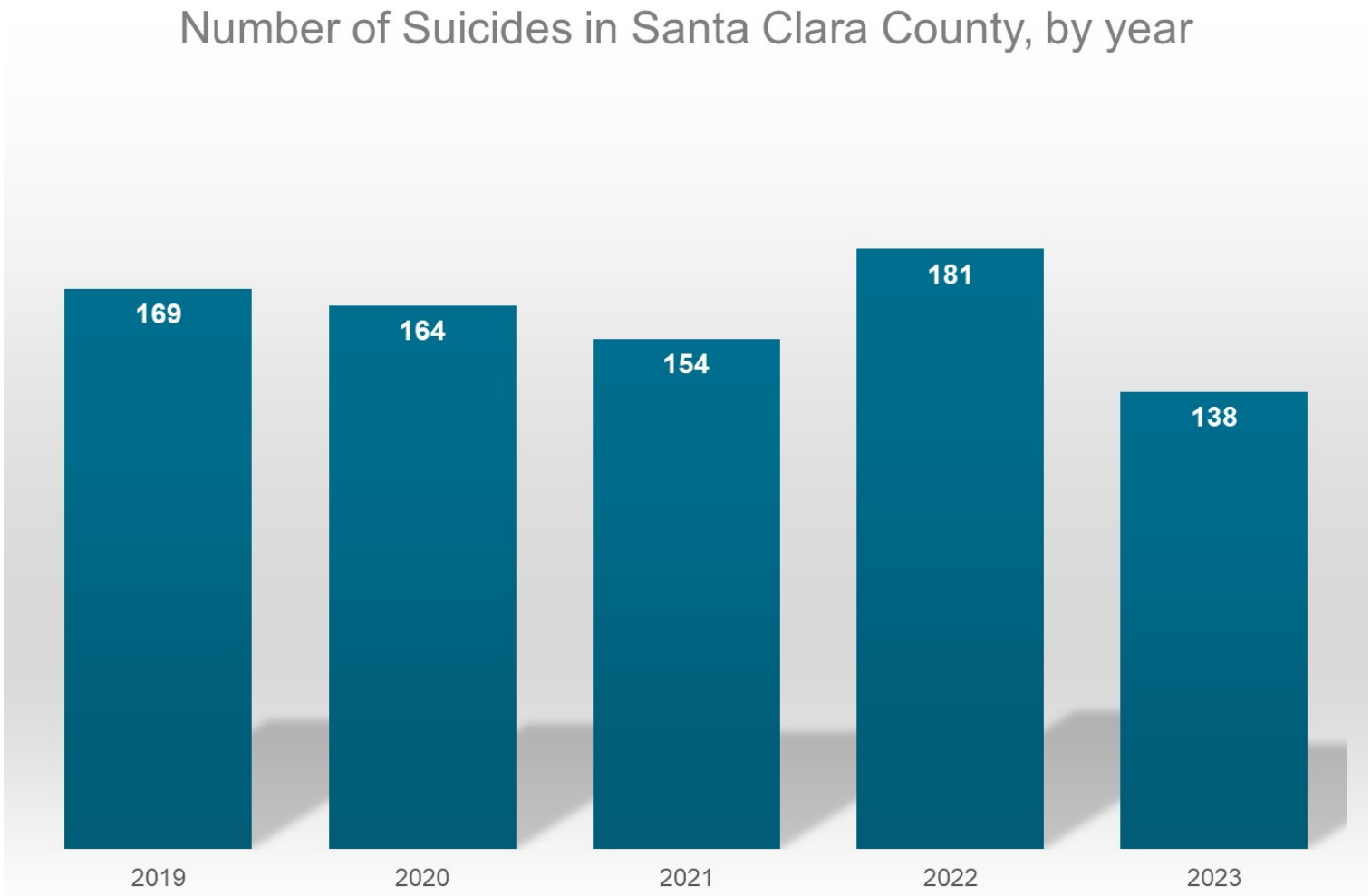
General Safe Messaging Pre-Workshop Evaluation

Your answers to the following questions will inform program improvements and help us understand the diversity of who we are serving. Your information is confidential and anonymous. The Santa Clara County Suicide Prevention Program is funded by the California Mental Health Services Act (Prop 63).

*** 1. Today's date**

COUNTY OF SANTA CLARA
Behavioral Health Services

Suicide in Santa Clara County

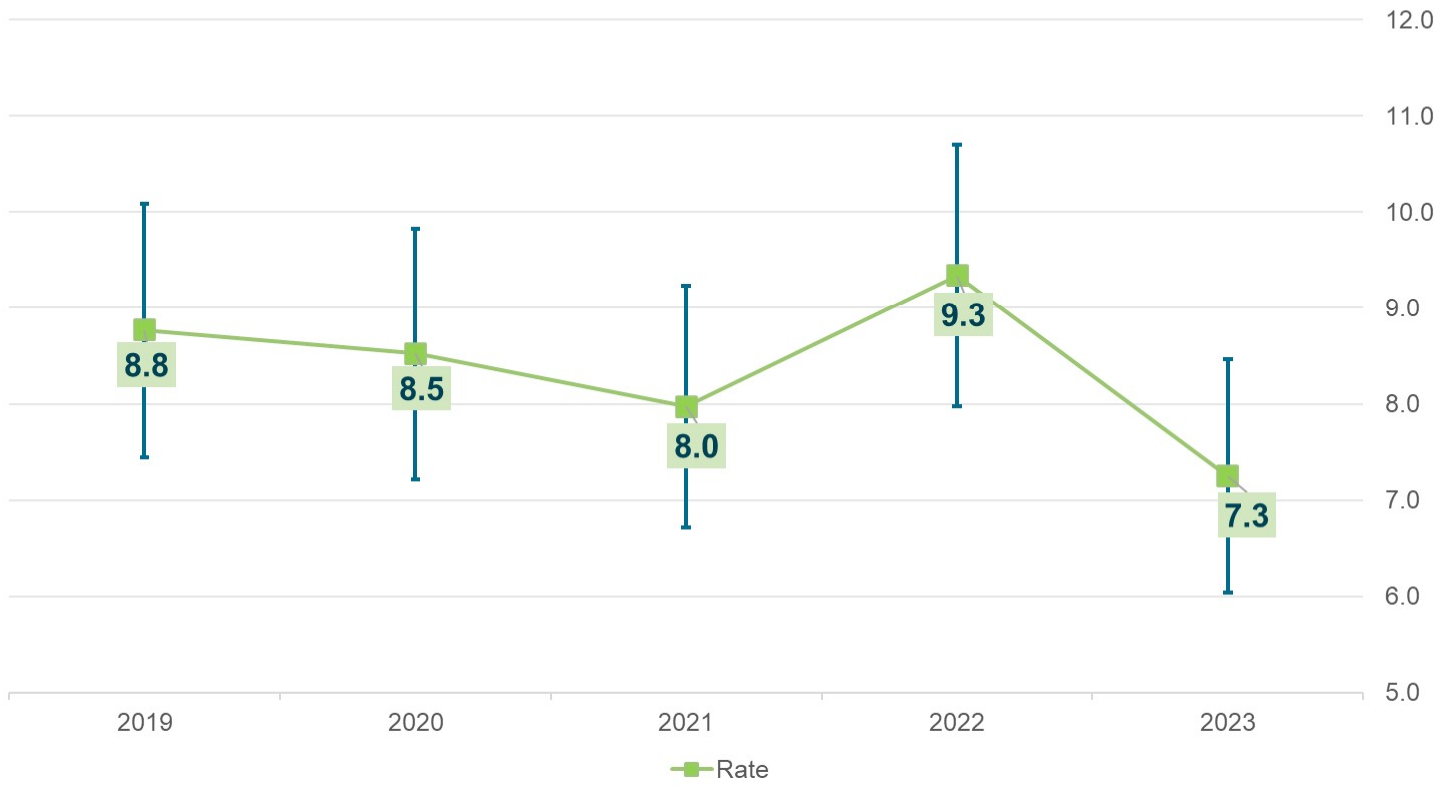


Sources: *County of Santa Clara Medical Examiner-Coroner's Office; U.S. Census Bureau, American Community Survey 5-Year Estimates*

COUNTY OF SANTA CLARA
Behavioral Health Services

Suicide in Santa Clara County

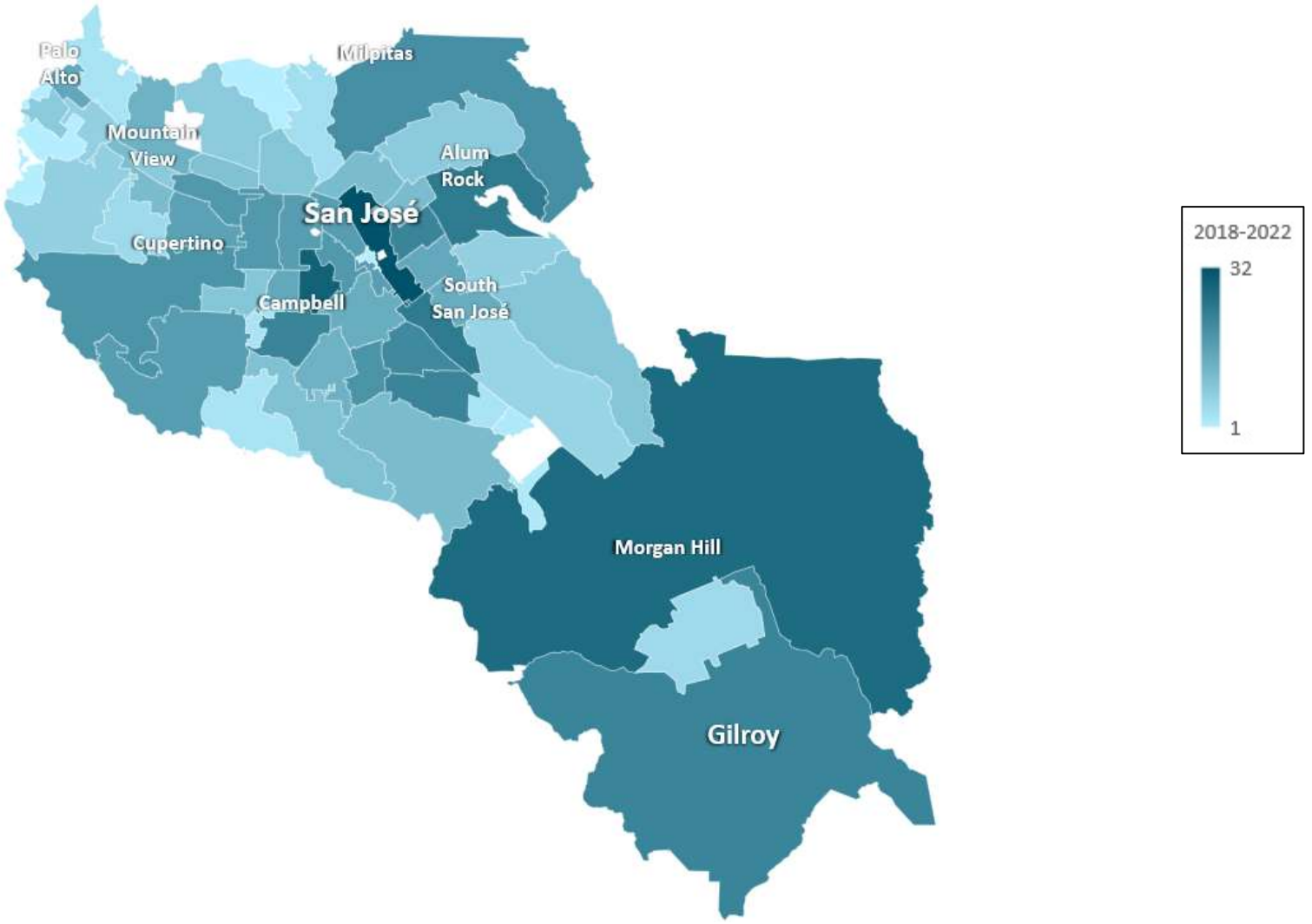
Suicide Rate per 100,000 in Santa Clara County, by Year



Sources: *County of Santa Clara Medical Examiner-Coroner's Office; U.S. Census Bureau, American Community Survey 5-Year Estimates*

COUNTY OF SANTA CLARA
Behavioral Health Services

Suicide in Santa Clara County



COUNTY OF SANTA CLARA
Behavioral Health Services

Why Safe Reporting Matters

WHO identified media reporting as a priority suicide prevention strategy.

- Early identification & treatment
- Training of health workers
- Follow-up care & community support
- Restricting access to means
- **Responsible media reporting**
- Introducing alcohol policies
- Researching tech-based solutions

COUNTY OF SANTA CLARA
Behavioral Health Services

Why Safe Reporting Matters

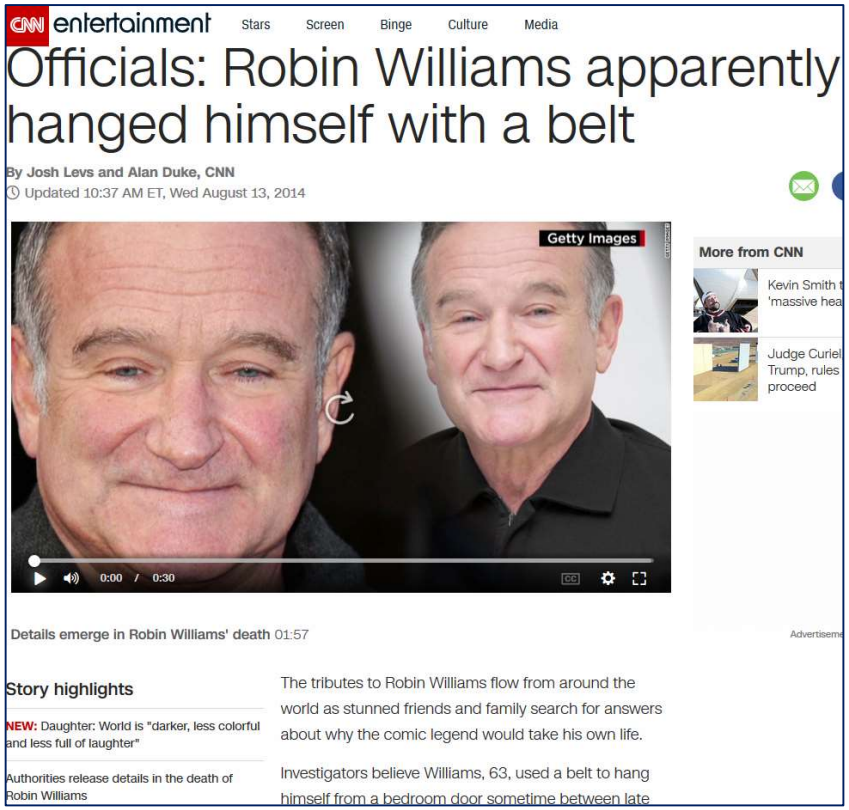
- Research studies worldwide found that **certain types of news coverage can increase the likelihood of suicide** in vulnerable individuals.

- Reporting on suicide involves the **risk of contagion**: suicidal behavior that spreads quickly through a group after exposure to reports or portrayals of suicide. **Adolescents** are at greater risk, with about 13% of adolescent suicides happening in clusters. Contagion is **not a US phenomenon**. Studies have been done in Austria, Australia, Germany, Hungary & Japan.

- Risk increases when the story explicitly describes the **method**; uses **dramatic/graphic headlines** or images; and the death is **sensationalized or glamorized**. Other contributing factors: **frequency** of reports and the **placement** of stories.

COUNTY OF SANTA CLARA
Behavioral Health Services

Why Safe Reporting Matters



CNN entertainment Stars Screen Binge Culture Media

Officials: Robin Williams apparently hanged himself with a belt

By Josh Levs and Alan Duke, CNN

Updated 10:37 AM ET, Wed August 13, 2014

Getty Images

0:00 / 0:30

More from CNN

Kevin Smith t 'massive hea

Judge Curiel Trump, rules proceed

Details emerge in Robin Williams' death 01:57

Story highlights

NEW: Daughter: World is "darker, less colorful and less full of laughter"

Authorities release details in the death of Robin Williams

The tributes to Robin Williams flow from around the world as stunned friends and family search for answers about why the comic legend would take his own life.

Investigators believe Williams, 63, used a belt to hang himself from a bedroom door sometime between late

COUNTY OF SANTA CLARA
Behavioral Health Services

Why Safe Reporting Matters

Providing information on suicide *carefully* can:

- Change public **misperceptions** and **correct myths**.
- Promote awareness of **resources** and the **preventability** of suicide.
- Reduce the risk of **contagion**.

COUNTY OF SANTA CLARA
Behavioral Health Services

Recommendations for Safe Messaging & Reporting

COUNTY OF SANTA CLARA
Behavioral Health Services

Recommendations: Framing

- **Avoid an overly SIMPLISTIC explanation for suicide.** Suicides are complex and can rarely be attributed to a single cause.
- Instead, **use the opportunity to explain the COMPLEXITY** of suicide.

www.reportingonsuicide.org

Recommendations developed in collaboration with: American Association of Suicidology, American Foundation for Suicide Prevention, Annenber Public Policy Center, Associated Press Managing Editors, Canterbury Suicide Project-University of Otago, Christchurch Ne Zealand, Columbia University Department of Psychiatry, ConnectSafely.org, Emotion Technology, International Association for Suicide Prevention Task Force on Media and Suicide, Medical University of Vienna, National Alliance on Mental Illness, National Institute of Mental Health, National Press Photographers Association, New York State Psychiatric Institute, Substance Abuse and Mental Health Services Administration, Suicide Awareness Voices of Education, Suicide Prevention Resource Center, The Centers for Disease Control and Prevention (CDC) and UCLA School of Public Health, Community Health Sciences, Community Health Sciences.

COUNTY OF SANTA CLARA
Behavioral Health Services

Recommendations: Circumstances

1. **Avoid describing suicide as INEXPLICABLE or Without Warning.** Describing that a suicide had no cause may incorrectly reinforce the belief that suicide is normal and cannot be prevented. Most people who die by suicide exhibited warning signs.
   - **Instead: Include suicide warning signs** if communication is needed. Know the signs at www.suicideispreventable.org

2. **Avoid relaying the METHOD, LOCATION or details about the person who died by suicide.** These types of descriptions may lead to copycats.
   - **Instead: Limit the details** to the facts the audience needs to know.

3. **Avoid SPECULATION.** We don't know and may never know.
   - **Instead: Use the opportunity to explain the complexity** of suicide.

COUNTY OF SANTA CLARA
Behavioral Health Services

Recommendations: Language

Avoid using STIGMATIZING LANGUAGE.

Avoid	Instead
Referring to suicide as "successful" or "unsuccessful" or using the phrase "committed suicide"	Use phrases like "died by suicide" or "killed him/herself"
Describing suicide as an "epidemic" or other strong words like "skyrocketing"	Research the best available data and use words like "increase" or "decrease" or "rise" or "fallen"
Reporting on suicide as a crime	Report on suicide as a public health issue

COUNTY OF SANTA CLARA
Behavioral Health Services

Recommendations: Suicide Note & Resources

DO NOT SHARE the contents of a suicide note. Suicide notes contain sensitive information and may describe details that a vulnerable person would identify with.

INSTEAD, share that a note was found, excluding the details.

And always share **RESOURCES**.

COUNTY OF SANTA CLARA
Behavioral Health Services

Applying the Recommendations

COUNTY OF SANTA CLARA
Behavioral Health Services

Applying the Recommendations

Activity:

1. Review article

2. Consider safe reporting practices
   - Which recommendations were followed?
   - Which weren't?

3. Discuss observations
   - On the recommendations?
   - Did anything else stand out?

COUNTY OF SANTA CLARA
Behavioral Health Services

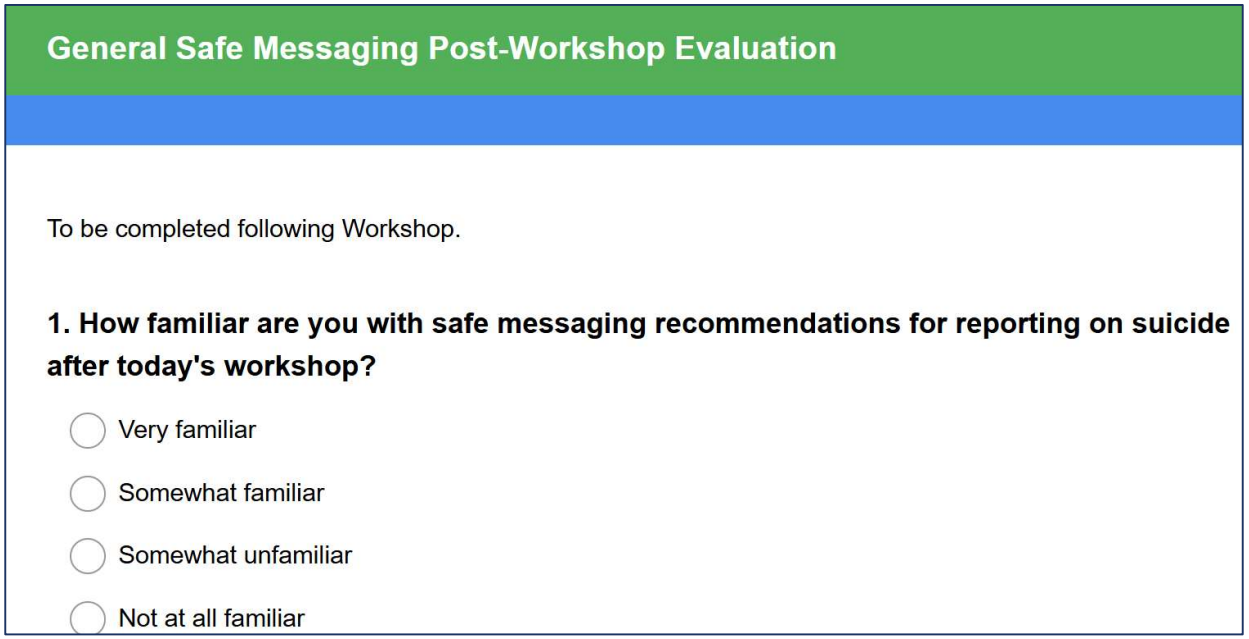
QUESTIONS? COMMENTS?

COUNTY OF SANTA CLARA
Behavioral Health Services

Workshop Evaluation Survey

Please complete the post-workshop evaluation survey.

https://www.surveymonkey.com/r/GeneralSMPost



General Safe Messaging Post-Workshop Evaluation

To be completed following Workshop.

1. How familiar are you with safe messaging recommendations for reporting on suicide after today's workshop?

- ◯ Very familiar
- ◯ Somewhat familiar
- ◯ Somewhat unfamiliar
- ◯ Not at all familiar

COUNTY OF SANTA CLARA
Behavioral Health Services

Student commits suicide with gun at Concord's Second Start Alternative High School

CONCORD — A 17-year-old student died after he used a gun to commit suicide inside the Second Start Alternative High School Wednesday morning, police said.

While there were other students in the 450 North State St. building at the time, no one was injured and they were not near where the suicide took place, Deputy Chief John Thomas said in a news conference Wednesday afternoon. Police were called to the school just before 10 a.m.

“He died with a single gun shot wound to himself,” he said.

Police did not release the identity of the student Wednesday afternoon.

“At this time, we are still investigating the incident,” Thomas said. He declined to say where the suicide took place in the school or what kind of gun was used.

All students were evacuated to a different location and never in harm’s way, Thomas said. It is unknown how many students were in the building, but the school enrolls about 32 students, according to its website.

“Nobody was injured, which is very fortunate. Anytime a gun is located in a school, you know as well as I do, anything could happen,” Thomas said.

For several hours, police closed a section of North State Street and detoured drivers as law enforcement investigated. Around 12:30 p.m., a school bus driver embraced several adults as they left the building and got on the bus.

Second Start Executive Director Jim Snodgrass wrote a statement saying “tragedy struck our beloved school.”

“We are shocked and saddened beyond words,” he said. “We will face the coming days by supporting each other and we will have counselors available for our students and staff. We will communicate directly with our school community as to what the next steps will be moving forward.”

The last gun to be fired in a Concord school happened in 1986 at Concord High School, according to police.

Started in 1979, Second Start offers an Alternative High School Program for adolescents who have previously been unable to succeed in a traditional high school setting, according to its website. The organization operates other locations for other age groups.

Gov. Chris Sununu released a statement saying the state is in close contact with local law enforcement.

“I have spoken with Police Chief Osgood and informed him all state resources are at the Concord Police Department’s disposal,” he said. “The state will remain on the scene and investigate the situation. I would like to thank the first responders who were on the scene immediately.”

Much of the area around the Second Start Alternative School was closed off most of the day Wednesday after a student took his life at the school.

Several area school districts bring students to the alternative school, according to Frank Bass, interim superintendent for Concord schools. All students were released to their parents.

Counselors from the district's crisis team were on hand.

"We are working closely with Second Start to offer support and services to students, staff and families over the next several days," Bass said. "Concord School District mourns the loss of any of our students wherever they may be, and to that end, we will do all we can to offer support and counseling to the family and those affected by this very unfortunate tragedy."

Concord Police received help from the Concord Fire Department, Homeland Security, New Hampshire State Police and the Attorney General's office.

build the future

Co-Hosted By

SVCF

CHILDCARE & HOUSING POLICY SYMPOSIUM

FRI, SEPT 26
10AM - 1PM

Redwood City Library
1044 Middlefield Rd,
Redwood City, CA 94063

About the Event

We warmly invite you to join us for Build the Future's Childcare and Housing Symposium. During the event, you will learn about how City Leaders can improve childcare and housing access in your city.

RSVP: bit.ly/btfpolicy

Event Highlights

- Learn from a Panel of Childcare Providers and Housing Developers
- Tour of Co-Located Childcare and Housing Sites
- Hear from city leaders in Santa Clara County & San Mateo County
- Light Breakfast and Lunch is Provided

Contact us
jaria.jaug@wpusa.org

Website
buildthefuturescc.org

Sponsored by Stanford University

Agenda Item No: _____5_____

Meeting Date: September 11, 2025

Cities Association of Santa Clara County Agenda Report

To: BOARD OF DIRECTORS

Prepared by: Shali Sirkay, Executive Director

TOPIC: **Fiscal Year 2024-2025 (FY25) Cities Association of Santa Clara County (CASCC) Budget**
SUBJECT: **Review of Budget vs. Actual Expenditures of Cities Association of Santa Clara County General Fund Budget**

RECOMMENDATION:

Staff is seeking direction from the Board regarding the handling of the $36,723 surplus funds.

BACKGROUND:

The CASCC Board of Directors approved the fiscal year 2025 (covering the period from July 1, 2024 through June 30, 2025) at the April 11, 2024 Board of Directors meeting. Staff had been tracking expenditures against the approved budget for the time period July 1, 2024 through June 30, 2025.

EXPLANATION OF VARIANCE BETWEEN BUDGETED AND ACTUAL FIGURES: HIGHLIGHTS ONLY

Please refer to the attached document *Fiscal Year 2024-2025 Budget vs Actuals*. All figures in the "ACTUAL" column are based on invoices received and paid by the Executive Director.

Revenue

The membership dues line item increased by $14,609 because the City of Gilroy rejoined the Cities Association in January 2025. The membership dues for Gilroy were $14,609. The membership dues for the remaining cities and towns did not increase from FY24 to FY25.

The annual holiday party held on December 8, 2024 brought in more ticket sales than were anticipated. The figure used in the "Budget" column for the annual holiday party is a historical number that has been used yearly when developing the budget.

The figure used in the "Budget" column for the Summer Member Event is a historical number that has been used yearly when developing the budget. It assumes that the summer member event is a ticketed event. In FY25, it was decided that this event would be a free event for councilmembers, city managers and executive city staff from Cities Association member cities. Non-members would need to purchase tickets to attend. The figure in the "Actual" column, $450, reflects six tickets that were sold at $75 per ticket to non-member cities (Pacifica and Redwood City) and agencies (Stanford University Local Government Affairs and Silicon Valley At Home).

Expenses

Professional Services

All figures in the "Actual" column are based on invoices received. The position for the Clerk/IT Specialist was unfilled in FY25. The figure in the "Budget" column ($12,000) for the Certified Public Account (CPA) is the "not to exceed" amount approved by the Board of Directors when they approved the FY25 budget. It includes the audit for the five months in FY24 that the Cities Association was a joint powers agency (February 2024 through June 2024) and the audit for all twelve months of FY25. To date, the CPA firm has invoiced the Cities Association only for the completed FY24 audit.

Office

The storage unit was closed in March 2025. The budgeted amount assumed twelve months of rental. Therefore the actual amount is lower than the budgeted amount.

Very few office supplies needed to be purchased in FY25. The amount in the "Miscellaneous" column reflects sundry items needed for the monthly Board dinner (water, plates, etc.) and the name badges that were printed for the summer member event. The cost of *food* for the Board dinners is accounted for under "Refreshments BOD monthly mtgs" in the Hospitality section.

The Executive Director did not attend any conferences or other educational events in FY25.

Hospitality & Special Events

The amounts budgeted for the summer membership event and the annual holiday party are historical numbers that have been used yearly when developing the budget. Staff was given these numbers by the previous Acting Executive Director and the explanation was that these two events were not intended to raise funds for the Cities Association. However, the costs for these events have risen along with the cost of living, especially since the majority of the cost is catering. The budgeted amounts are no longer practical.

Technology & Software

The numbers in the "ACTUAL" column are based on invoices received- staff has found that the budgeted figures, taken from a previous budget, were not accurate.

FISCAL IMPACT:

For the year as a whole, the Cities Association underspent from the budgeted amount by $36,723.

OPTIONS:

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

1. Treat $36,723 as a safeguard against unexpected costs and direct staff to keep the $36,723 surplus in the Cities Association bank account. Funds in the bank account are easily accessible and immediately available.
2. Treat $36,723 as reserve funds and direct staff to transfer $36,723 to the Cities Association Local Agency Investment Fund (LAIF). Funds in the LAIF account are accessible, but not as easily as the bank account and not available immediately.
3. Split $36,723 between safeguard and reserve in amounts that the Board decides.

ATTACHMENTS:

1. Fiscal Year 2025 Budget vs Actuals

Fiscal Year 2024-2025 Budget vs Actuals
Period Covered: July 1, 2024 – June 30, 2025

	BUDGET	ACTUAL
REVENUE		
Membership Dues	$266,794.00	$281,403.00
Holiday Party Ticket Sales (Dec 2024)	$3,000.00	$3,682.29
Summer Member Event Ticket Sales (June 2025)	$3,000.00	$450.00
TOTAL REVENUE	**$272,794.00**	**$285,535.29**
EXPENSES		
Professional Services		
Executive Director	$120,000.00	$115,882.00
Clerk & IT Support	$6,000.00	$0.00
Bookkeeper	$4,800.00	$3,961.25
Legal Counsel	$61,200.00	$44,534.72
Certified Public Accountant	$12,000.00	$5,000.00
TOTAL LABOR	**$204,000.00**	**$169,377.97**
Office		
Insurance- General Liability	$7,500.00	$3,296.09
Gusto (payroll service)	$1,560.00	$1,020.00
US Bank Fees	$36.00	$0.00
Peninsula Storage Center	$1,800.00	$1,350.00
Verizon (Google Voice office phone)	$364.00	$364.00
PO Box	$216.00	$216.00
Miscellaneous	$500.00	$81.16
Conferences & Education for Exec Dir	$500.00	$0.00
TOTAL OFFICE	**$12,476.00**	**$6,327.25**
Memberships		
California Special Districts Association (CSDA)	$1,281.00	$788.08
TOTAL MEMBERSHIPS	**$1,281.00**	$788.08
Hospitality & Special Events		
Refreshments BOD monthly mtgs	$1,800.00	$1,534.79
Summer Membership Event	$3,000.00	$5,094.48
December Holiday Party	$3,000.00	$9,543.28
TOTAL HOSPITALITY	**$7,800.00**	**$16,172.55**
Technology & Software		

Adobe (PDF tools)	$306.00	$575.76
Canva (graphics and templates)	$117.00	$155.40
Intuit (Quickbooks Online)	$945.00	$415
Microsoft	$242.00	$450.00
Proud City- CASCC Website	$600.00	$600
Proud City- SCSC Round Table Website	$600.00	$600
Zoom	$1,022.00	$1518.80
TOTAL TECHNOLOGY	**$3,832.00**	**$4,314.96**
TOTAL EXPENSES	**$229,389.00**	**$192,665.85**

TOTAL REVENUE MINUS TOTAL EXPENSES: $36,723.15
LOCAL AGENCY INVESTMENT FUND (LAIF): $27,466.95

CITIES ASSOCIATION
OF SANTA CLARA COUNTY

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

July 15, 2025

The Honorable Diane Papan
California State Capitol
1021 O Street
Sacramento, CA 95814

Re: AB 650 Notice of Support

Dear Assembly Member Papan:

This Letter serves to notice the support of the Cities Association of Santa Clara County JPA for your measure, Assembly Bill 650.

The Cities Association of Santa Clara County is an interjurisdictional body whose members comprise all 15 municipal corporations in Santa Clara County: Campbell, Cupertino, Gilroy, Los Altos, Los Altos Hills, Los Gatos, Milpitas, Monte Sereno, Morgan Hill, Mountain View, Palo Alto, San Jose, Santa Clara, Saratoga, and Sunnyvale. A key element of our mission is to act as a collective voice for our cities toward our representatives in Sacramento with respect to our legislative needs. AB 650 answers specific needs our member cities broadly share.

All of our cities underwent significant challenges throughout the development of the 6th RHNA Cycle Housing Element update. AB 650 would assist local governments, such as our members', in updating their Housing Element a year earlier than present law facilitates, provide significantly greater certainty in the Housing Element review process, and ensure that local governments have adequate time to respond to the California Department of Housing and Community Development's (HCD) review letters, and improve the opportunity for jurisdictions to enter into RHNA subregions.

As you are aware, since 1969, California's local governments have planned and selected sites for housing at all income levels through the Housing Element of said local government's General Plan. Currently, every five to eight years, local governments are required to adopt an updated Housing Element laying out where and how project applicants are encouraged to build residential developments within their respective communities based on a regionally assigned fair-share allocation and obtain certification from HCD. The process is complex. Recent legislation has increased this complexity as the Legislature strives to help cities plan for some 2.5 million new homes statewide.

During the 6th RHNA cycle, our member cities experienced various challenges in obtaining certification from HCD. Some of the challenges include a short timeline for completing these complex documents and responding to HCD's feedback, a lack of clarity regarding what the state expects from local governments when reviewing additional housing element drafts, and the introduction of new requirements late in the review process. These challenges created a bottleneck in the availability of

qualified consultants to help cities with this planning process. That bottleneck exacerbated all points in the update process. Numerous cities, as a result, adopted their revised Housing Elements late, resulting in uncertainty for the development community, and exposure to the "builder's remedy" of the Housing Accountability Act for many.

AB 650 would address these issues by *allowing* our member cities to begin updating their Housing Element six months earlier. The bill would also require HCD to provide specific text and analysis that must be included to resolve deficiencies HCD identifies, reducing the potential for cities to be penalized, while simultaneously serving the goal of achieving timely adoption of a certified Housing Element.

Sincerely,

Larry Klein
President, Cities Association of Santa Clara
Mayor, City of Sunnyvale

J.R. Fruen
Chair, CASCC Legislative Action Committee
Councilmember, City of Cupertino

Cc:
Asm. Marc Berman
Asm. Alex Lee
Asm. Evan Low
Asm. Ash Kalra
Asm. Gail Pellerin
Asm. Robert Rivas
Sen. Josh Becker
Sen. Dave Cortese
Sen. Aisha Wahab