



EXECUTIVE COMMITTEE MEETING

August 27, 2026

4:30 PM

Linda Callon Conference Room, Saratoga City Hall
13777 Fruitvale Avenue, Saratoga, CA 95070

Tina Walia
President
City of Saratoga

J.R. Fruen
1st Vice President
City of Cupertino

Rob Moore
2nd Vice President
& LAC Chair
Town of Los Gatos

Rosemary Kamei
Secretary-Treasurer
City of San Jose

Larry Klein
Past President
City of Sunnyvale

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: 893 5184 5173**
- **Passcode: 974122**
- *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.*

DRAFT MEETING MINUTES (minutes in red)



Tina Walia
President
City of Saratoga

J.R. Fruen
1st Vice President
City of Cupertino

Rob Moore
2nd Vice President
& LAC Chair
Town of Los Gatos

Rosemary Kamei
Secretary-Treasurer
City of San Jose

Larry Klein
Past President
City of Sunnyvale

DRAFT MEETING MINUTES (minutes in red)

WELCOME & CALL TO ORDER – (WALIA)

President Walia called the meeting to order at 4:42 pm

ROLL CALL (WU)

Executive Committee Members Present (4/5):

Tina Walia (President), J.R. Fruen (First Vice President), Rob Moore (Second Vice President/ Legislative Action Committee Chair), Larry Klein (Immediate Past President)

Also Present:

Andrew Shen (Legal Counsel), Leslie Arroyo (Saratoga City Manager), Pamela Wu (Interim Executive Director)

Rosemary Kamei (Secretary/Treasurer) arrived at 4:46pm

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.

None

A. Executive Committee Meeting Minutes (Action)

Recommendation: Review and approve minutes from the July 30, 2026 Executive Committee meeting

Klein/Fruen moved to approve the minutes for the July 30, 2026 Executive Committee Meeting

Ayes: Fruen, Kamei, Klein, Moore, Walia

Noes: None, Abstentions: None, Absent: None

Motion Passed: 5:0:0:0

B. President Update (Information)



Tina Walia
President
City of Saratoga

J.R. Fruen
1st Vice President
City of Cupertino

Rob Moore
2nd Vice President
& LAC Chair
Town of Los Gatos

Rosemary Kamei
Secretary-Treasurer
City of San Jose

Larry Klein
Past President
City of Sunnyvale

Recommendation: Receive update from President Tina Walia

C. Nominating Committee (Discussion and Action)

Recommendation: Discuss formation of selection of Nominating Committee for 2027 Board Officers

Kamei/Fruen moved to recommend the following Nominating Committee:

Rosemary Kamei, Carmen Montano, Tina Walia.

Ayes: Fruen, Kamei, Klein, Moore, Walia

Noes: None, Abstentions: None, Absent: None

Motion Passed: 5:0:0:0

D. December 10, 2026 Winter Membership Event Planning (Action)

Recommendation: Discuss and finalize Winter Membership Event and report updates at the September Board meeting

No Action taken

E. Board Communications and Best Practices (Discussion)

Recommendation: Discuss best practices regarding receiving communications, responding from board members and/or members of public, speaker time protocol during public meetings, virtual attendance notification, etc. and to solicit other ideas to report to the Board

No Action taken

F. September Executive Committee Meeting Date (Action)

Recommendation: Confirm September Executive Committee meeting date for September 21, 4:30pm

Fruen/Kamei moved to cancel the September 24, 2026 Executive Committee meeting and to confirm September Executive Committee meeting date as September 21 at 4:30pm.

Ayes: Fruen, Kamei, Klein, Moore, Walia



Tina Walia
President
City of Saratoga

J.R. Fruen
1st Vice President
City of Cupertino

Rob Moore
2nd Vice President
& LAC Chair
Town of Los Gatos

Rosemary Kamei
Secretary-Treasurer
City of San Jose

Larry Klein
Past President
City of Sunnyvale

Noes: None, Abstentions: None, Absent: None

Motion Passed: 5:0:0:0

G. Update on Financial Reports to the Board: Discussion on Future Audits and Financial Reports(Discussion)

Recommendation: Discuss cadence and types of financial reports to be presented to the Board

No Action taken

H. Identify Potential Speakers and Future Meeting Topics for 2026 (Action)

Recommendation: Receive update from President Walia and provide direction on potential speakers for September 2026 Board meeting

No Action taken

I. Review September 10, 2026, Meeting Agendas (Action)

a. Attachment: Draft Legislative Action Committee agenda

b. Attachment: Draft Board of Directors agenda

Recommendation: Review and approve draft agendas for September 10, 2026, meetings.

Klein/Moore moved to approve the draft Legislative Action Committee and Board of Directors agenda as presented, subject to potential minor changes as either the LAC Chair or Board President sees fit to finalize the final agenda.

Ayes: Fruen, Kamei, Klein, Moore, Walia

Noes: None, Abstentions: None, Absent: None

J. Santa Clara County City Managers Association Update (Information)

Recommendation: Receive update from Leslie Arroyo, Saratoga City Manager

K.Executive Director Update (Information)

Recommendation: Receive update from Pamela Wu, Interim Executive Director, and provide direction.



Tina Walia
President
City of Saratoga

ADJOURN (WALIA)

President Walia adjourned the meeting at 6:01 pm

J.R. Fruen
1st Vice President
City of Cupertino

*Minutes respectfully submitted by:
Pamela Wu, Interim Executive Director, CASCC*

Rob Moore
2nd Vice President
& LAC Chair
Town of Los Gatos

Rosemary Kamei
Secretary-Treasurer
City of San Jose

Larry Klein
Past President
City of Sunnyvale



PUBLIC PARTICIPATION OPTIONS

Tina Walia
President
[City of Saratoga](#)

J.R. Fruen
1st Vice President
[City of Cupertino](#)

Rob Moore
2nd Vice President
& LAC Chair
[Town of Los Gatos](#)

Rosemary Kamei
Secretary-Treasurer
[City of San Jose](#)

Larry Klein
Past President
[City of Sunnyvale](#)

Online Participation:

Members of the public may also attend online. However, the Cities Association of Santa Clara County cannot guarantee uninterrupted access to online technology. Technical difficulties may occur from time to time. The meeting will continue even if technical difficulties prevent online participation.

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

1. Email comments to executivedirector@citiesassociation.org
 - **IMPORTANT:** identify the Agenda Item number in the subject line of your email.
 - Emails must be received at least 48 hours before meeting start day/time to 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 President/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 executivedirector@citiesassociation.org at least 48 hours in advance of the meeting to allow us to best meet your request.