



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

Mailing Address: 5750 Almaden Expressway • San Jose, California 95118 • (408) 265-2600

Santa Clara County Special Districts Association Monday, December 4, 2017 12–1:30 p.m.

Santa Clara Valley Water District Headquarters Boardroom
5700 Almaden Expressway
San Jose, CA 95118

A. Call to Order

1. Welcome and Introductions
2. Opportunity for Public Comment (3 minutes)

B. Approval of Minutes

1. Discussion and Approval of September 11, 2017, Meeting Minutes—**Page 3 (Action)**

C. Time Certain at: 12:05 p.m.

Guest Speaker: Greg Scharff, President of Cities Association of Santa Clara County—**Page 6**

D. Business

1. Financial Report—**Page 7 (Discussion and Action)**
2. 2018 Proposed Meeting Schedule—**Page 7 (Discussion and Action)**
3. 2018 SCCSDA Budget—**Page 8 (Discussion and Action)**
4. 2018 Membership Dues—**Page 8 (Discussion and Action)**
5. Upcoming Officer Election (**Information**)
6. Fall Newsletter Update—Spring articles due by April 6, 2018 (**Information**)
7. LAFCO Special District Representative Report (**Information**)
8. CSDA Annual Conference SCCSDA Representative Update (**Information**)

E. Partner Agency Reports

1. Local Agency Formation Commission—Neelima Palacherla, Executive Officer
2. League of California Cities—Nancy Hall-Bennett
3. California Special Districts Association—Colleen Haley, Bay Area Network Field Coordinator

F. Santa Clara County Special District Association Member Reports

1. Round Robin

Officers: Steve Wesolowski, Chair • Stephanie Moreno, Vice-Chair • Tony Estremera, Secretary/Treasurer

Members: Cupertino Sanitary District • El Camino Healthcare District • Guadalupe Coyote Resource Conservation District • Loma Prieta Resource Conservation District • Los Altos Hills County Fire District • Midpeninsula Regional Open Space District • Purissima Hills Water District • Rancho Rinconada Recreation & Park District • San Martin County Water District • Santa Clara County Central Fire Protection District • Santa Clara County Roads & Airports • Santa Clara Valley Open Space Authority • Santa Clara Valley Transportation Authority • Santa Clara Valley Water District • Saratoga Cemetery District • Saratoga Fire Protection District • South Santa Clara County Fire District • South Santa Clara Valley Memorial District • West Bay Sanitary District • West Valley Sanitation District of Santa Clara County



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

G. Review of Action Items and Adjournment

1. Action Item Review
2. The next meeting is scheduled for: **Monday, March 5, 2018**
3. Adjourn



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

B1. Meeting Minutes

Santa Clara County Special Districts Association
Monday, September 11, 2017
12–1:30 p.m.

Meeting Minutes

A. Call to Order

1. **Welcome and Introductions:** Chair Steve Wesolowski called the meeting to order at 12:00 p.m. and at that point there was no quorum.
2. **Opportunity for Public Comment:** None

Santa Clara County Special District Association Attendees:

- Santa Clara Valley Water District: Tony Estremera, Linda LeZotte
- Santa Clara Valley Open Space Authority: Sequoia Hall
- Midpeninsula Regional Open Space District: Joshua Hugg
- LAFCO of Santa Clara County: Neelima Palacherla
- Cupertino Sanitary District: Bill Bosworth
- Rancho Rinconada Recreation & Park District: Steve Wesolowski, Kevin Davis
- Los Altos Hills County Fire District: Jeanne Evilsizer
- South Santa Clara Valley Memorial District: Christine West
- Saratoga Fire Protection District: Joe Long
- Guadalupe Coyote Resource Conservation District: Stephanie Moreno
- Santa Clara Valley Transportation Authority: Aaron Quigley
- West Bay Sanitary: Todd Reese
- El Camino Healthcare District: Brenda Taussig

Guest Attendees:

- Colleen Haley, California Special Districts Association (CSDA)
- The Honorable Marico Sayoc, Mayor of Town of Los Gatos

Santa Clara County Special District Association (support staff): Rachael Gibson, Paul Randhawa, Leah Harnish, and Ferlina Dela Cruz

B. Discussion and Approval of Minutes

At 12:35 p.m., Chair Wesolowski declared that a quorum was present.

Chair Wesolowski moved, and Bill Bosworth seconded, to approve the minutes for the June 5, 2017, meeting. This motion carried unanimously.



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

C. Guest Speaker: Hon. Marico Sayoc, Mayor of Town of Los Gatos

Mayor Sayoc shared the Fiscal Year (FY) 2015/16 Annual Report for the Town of Los Gatos and talked about some of the things the Town has focused on this year- enhancing transparency, access to government, and community engagement. Mayor Sayoc also shared the Town's efforts in achieving a balanced budget for FY 2015/16.

D1. Financial Report

The SCCSDA's current balance is \$3,629.81 as of September 1, 2017. The financial report was approved as submitted. There was discussion regarding the check service fee of \$32. There is a monthly service fee of \$16/month if the account falls below the minimum daily balance of \$3,000. Chair Wesolowski mentioned that there are two scholarships available to cover the registration fee for attendance at the CSDA Annual Conference.

D2. LAFCO Special District Representative Report

No report.

D3. California Special Districts Association Annual Conference SCCSDA Representative Update

No report.

D4. Special District Leadership Foundation District Transparency Certificate of Excellence Renewal

The Certificate was filed by the deadline.

E1. Local Agency Formation Commission—Neelima Palacherla, Executive Director

Neelima reported that LAFCO's response to the 2016-2017 Civil Grand Jury report is on the LAFCO website.

E2. League of California Cities—Nancy Hall-Bennett was not in attendance.

E3. California Special Districts Association —Colleen Haley, Bay Area Network Field Coordinator

Colleen Haley shared information about several CSDA programs. Colleen also provided updates on other issues relevant to special districts, including a report from the Little Hoover Commission that was released on August 30, 2017.

Colleen shared information on a student video contest asking high school and college students to create a 1 minute video showing "how special districts make the difference in California." The contest is an opportunity to educate students, and the larger community on special districts.



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

F. Santa Clara County Special District Association Member Reports

SCCSDA members shared updates.

G1. Review of Action Items and Adjournment

Action Item Review—There were three action items:

1. Send invitation to special district staff members and board members/trustees for the CSDA Annual Conference & Exhibitor Showcase to be held at the Monterey Marriott and Portola Hotel in Monterey, CA (9/25/17-9/28/17). Also include that two scholarships are available to cover the registration fee for attendance at the CSDA Annual Conference.
2. Send "how special districts make the difference in California" video contest information to the membership.
3. Look into possibility of calling in for meetings.

G2. Next Meeting

The next meeting is on December 4, 2017.

G3. Adjournment

The meeting was adjourned at 1:30 p.m. The next meeting is scheduled for December 4, 2017, from 12–1:30 p.m.



Item C1

Greg Scharff, President of Cities Association of Santa Clara County



Greg Scharff was elected to the Palo Alto City Council in 2009 and first served as Mayor of Palo Alto in 2013 and now again in 2017. Council Member Scharff serves on several regional bodies involving utilities, green energy and the environment. He is a Commissioner for the Northern California Power Authority and a Commissioner for the San Francisco Bay Conservation and Development Commission. He has shown his commitment to fiscal responsibility and the environment having taken the lead in promoting a commitment to a carbon neutral electric portfolio with electric rates 25% lower than the private sector. He has also shown a strong commitment to solar energy and electric vehicle infrastructure in Palo Alto and is the proud owner of a Tesla Model S, an all-electric vehicle. A summa cum laude graduate in economics from Bowdoin College, Council Member Scharff received his law degree from Columbia University School of Law in New York City.



SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION

D1. Financial Report

Balance as of 10/01/17	\$3,629.81
Expenses	
Lunch Stop, September Meeting	\$78.12
<u>Items reimbursed to SCVWD:</u>	
Constant Contact	\$367.50
Togo's, September Meeting	\$136.62
Deposits	
<u>2017 dues @ \$100 per year:</u>	
Midpeninsula Regional Open Space District	\$100.00
Balance on hand as of 10/31/17	<u>\$3,147.57</u>

D2. 2018 Meeting Schedule

March 5, 2018—Election of Officers
June 4, 2018
September 10, 2018
December 3, 2018

Item D3 and D4: 2017 SCCSDA Budget and 2018 Membership Dues
 Santa Clara County Special Districts Association (projected 2018 budget)

Starting date

Jan-18

	Beginning	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
1 Cash on hand (beginning of month)	3,148	3,148	5,132	5,116	4,840	4,824	4,808	4,532	4,158	4,142	3,866	3,150	3,134	
CASH RECEIPTS														
4 Dues of \$100 and 20 paid memberships		2,000												2,000
5 TOTAL CASH RECEIPTS		2,000	0	0	0	0	0	0	0	0	0	0	0	2,000
6 Total cash available	3,148	5,148	5,132	5,116	4,840	4,824	4,808	4,532	4,158	4,142	3,866	3,150	3,134	
CASH PAID OUT														
9 Lunches for Meetings				260			260			260			260	1,040
10 Go Daddy Website and Email (triennial)														0
11 Constant Contact (annual)								358						358
12 Conference & Event Fees											700			700
13 Mileage and Travel Reimbursement														0
14 Banking Expenses		16	16	16	16	16	16	16	16	16	16	16	16	192
15 Miscellaneous														0
17 SUBTOTAL		16	16	276	16	16	276	374	16	276	716	16	276	2,290
18														0
19														0
20														0
21														0
22														0
23 TOTAL CASH PAID OUT		16	16	276	16	16	276	374	16	276	716	16	276	2,290
24 Cash on hand (end of month)	3,148	5,132	5,116	4,840	4,824	4,808	4,532	4,158	4,142	3,866	3,150	3,134	2,858	

	Beginning	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
25 Cash on hand (beginning of month)	3,148	3,148	5,632	5,616	5,340	5,324	5,308	5,032	4,658	4,642	4,366	3,650	3,634	
CASH RECEIPTS														
28 Dues of \$125 and 20 paid memberships		2,500												2,500
29 TOTAL CASH RECEIPTS		2,500	0	0	0	0	0	0	0	0	0	0	0	2,500
30 Total cash available	3,148	5,648	5,632	5,616	5,340	5,324	5,308	5,032	4,658	4,642	4,366	3,650	3,634	
CASH PAID OUT														
33 Lunches for Meetings				260			260			260			260	1,040
34 Go Daddy Website and Email (triennial)														0
35 Constant Contact (annual)								358						358
36 Conference & Event Fees											700			700
37 Mileage and Travel Reimbursement														0
38 Banking Expenses		16	16	16	16	16	16	16	16	16	16	16	16	192
39 Miscellaneous														0
41 SUBTOTAL		16	16	276	16	16	276	374	16	276	716	16	276	2,290
42														0
43														0
44														0
45														0
46														0
47 TOTAL CASH PAID OUT		16	16	276	16	16	276	374	16	276	716	16	276	2,290
48 Cash on hand (end of month)	3,148	5,632	5,616	5,340	5,324	5,308	5,032	4,658	4,642	4,366	3,650	3,634	3,358	

Beginning	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
-----------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	-------

	Beginning	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
49 Cash on hand (beginning of month)	3,148	3,148	6,132	6,116	5,840	5,824	5,808	5,532	5,158	5,142	4,866	4,150	4,134	
50 CASH RECEIPTS														
51 Dues of \$150 and 20 paid memberships		3,000												3,000
52 TOTAL CASH RECEIPTS		3,000	0	0	0	0	0	0	0	0	0	0	0	3,000
54 Total cash available	3,148	6,148	6,132	6,116	5,840	5,824	5,808	5,532	5,158	5,142	4,866	4,150	4,134	
55 CASH PAID OUT														
57 Lunches for Meetings				260			260			260			260	1,040
58 Go Daddy Website and Email (triennial)								358						358
59 Constant Contact (annual)										700				700
60 Conference & Event Fees														0
61 Mileage and Travel Reimbursement														0
62 Banking Expenses		16	16	16	16	16	16	16	16	16	16	16	16	192
63 Miscellaneous														0
64 SUBTOTAL		16	16	276	16	16	276	374	16	276	716	16	276	2,290
65														0
66														0
67														0
68														0
69														0
70														0
71 TOTAL CASH PAID OUT		16	16	276	16	16	276	374	16	276	716	16	276	2,290
72 Cash on hand (end of month)	3,148	6,132	6,116	5,840	5,824	5,808	5,532	5,158	5,142	4,866	4,150	4,134	3,858	