



CALIFORNIA CONTRACT CITIES ASSOCIATION

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EXECUTIVE BOARD MEETING MINUTES – December 4, 2019 6:00PM

Location: Herbalife Mark Hugues Board Room

800 West Olympic Blvd Suite 406 Los Angeles, CA 90015

Call to Order: 6:41 PM

Members Present: President Sandra Armenta, Vice President Mark Waronek, Immediate Past President Jorge Morales, Director-At-Large Jeff Wood, Associate Members Chair Frank Zerunyan, Legislative Chair Gustavo Camacho, , Director-At-Large Ali Taj, Budget & Audit Chair Nancy Tragarz, Marketing Chair Jose Gonzalez, Special Events Chair James Bozajian, Director-At-Large Michael Davitt, and Associate Member Co-Chair Steven Ly

Absent: Secretary/Treasurer Lindsey Horvath, Ambassadors Chair Rick Rodriguez, Director-At-Large Ana Maria Quintana, Bylaws Chair Liz Reilly, City Managers Chair Gloria Molleda, Legal Contracts Chair Dana Reed and Resolutions Chair Vartan Gharpetian, Selections Committee Chair Nanette Fish

Others Present: Executive Director Marcel Rodarte, Michael Vuong, and Mayra Bonilla, Alma Marquez (WELL), Tyrone Bland and Kimberly Caceres (Herbalife)

Quorum: YES

Meeting Proceedings

- The meeting Minutes of November 2019 were presented by Vice President Mark Waronek. Motion to approve minutes was made by Jose Gonzalez and seconded by Mike Davitt. No abstentions. Motion was approved unanimously.
- Vice President presented September and October's Financials for approval. A motion to approve was made by Jeff Wood, and seconded by Frank Zerunyan. No abstentions. Motion was approved unanimously.
- The Treasurer's Report for the month of November was presented by Vice President Mark Waronek. A motion to approve was made by Jeff Wood, and seconded by Frank Zerunyan. No abstentions. Motion was approved unanimously. The following remarks were made regarding the Treasurer's report:
 - Executive Director Marcel Rodarte went over questions that were presented through email over the financial report.
 - Nancy Tragarz asked about bill for 27K to Engagifi. Marcel explained that was previously approved for the transition of the website and registration platform.

- Nancy also made mention that on the financials the net income and balance should always match. Novembers financials matched, however September and October's showed discrepancies. Marcel confirmed that he would review them and have them corrected by the next meeting. He explained that was still due to the changes in QuickBooks.
- Vice President Mark Waronek presented the December disbursements. Motion to approve disbursements was made by Mike Davitt and seconded by Frank Zerunyan. No abstentions. Motion was approved unanimously.

Reports

President's Report - President Sandra Armenta

- President Armenta thanked Ty Bland from Herbalife for hosting the December EB meeting. Ty Bland gave a brief welcome to the Herbalife facility and explained who they were and what they did as a company.
- President Armenta welcomed Alma Marquez, ED for WELL. Alma invited board to be participate in their upcoming conference.
- President Armenta welcome board and thanked them for their contribution to the association and wished them a Happy Holiday season.
- President Armenta asked Frank Zerunyan to give an update on the City Managers' Summit. Frank gave a brief rundown of the speakers and day's event. He explained in detail the reason why Edison decided to back off from their sponsorship.
- President Armenta also asked that a time would be set up to ensure that the association is fulfilling the goals that were set at the strategic planning session.

Executive Director's Report

- Executive Director Marcel Rodarte went over the net revenue for the City Managers Meeting.
- Executive Director Rodarte also gave an update on SLOT registrations and asked the EB who they wished to have participate in Sunday's Dinner prior to the conference.

New Business

- ED Marcel Rodarte discussed the protocol for conference travel for him as Executive Director of CCCA, and what the expectation was from the EB.
- Vice President Mark Waronek discussed his idea for a new award to be presented during AMS. After several options were given, a final vote was taken on the John Todd Award. A motion to approve was made by Jeff Wood and seconded by Frank Zerunyan. No abstentions. Motion was approved unanimously.

ADJOURNMENT: There being no further business to conduct, or actions required, President Sandra Armenta adjourned the December 4th, 2019 Executive Board meeting at 8:04 PM.

Recorded by: Mayra Bonilla Operations Manager,

Lindsey Horvath
Secretary/Treasurer