



CALIFORNIA CONTRACT CITIES ASSOCIATION

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EXECUTIVE BOARD MEETING MINUTES – June 8, 2019 8:00AM

Location: Commercial Bank of California

915 Wilshire Blvd. Suite 1000, Los Angeles, CA 90017

Call To Order: 8:28AM

Members Present: President Sandra Armenta, Vice President Mark Waronek, Secretary/Treasurer Lindsey Horvath, Immediate Past President Jorge Morales, Director-At-Large Jeff Wood, Director-At-Large Michael Davitt, Ambassadors Chair Rick Rodriguez, Associate Members Chair Frank Zerunyan, Associate Member Co-Chair Steven Ly, Bylaws Chair Liz Reilly, City Managers Chair Gloria Molleda, Legal Contracts Chair Dana Reed, Legislative Chair Gustavo Camacho, Selections Committee Chair Nanette Fish, Director-At-Large Ali Taj, Budget & Audit Chair Nancy Tragarz, Marketing Chair Jose Gonzalez

Absent: Director-At-Large Ana Maria Quintana, Resolutions Chair Vartan Gharpetian, and Special Events Chair James Bozajian

Others Present: Executive Director Marcel Rodarte, Ryder Smith (Tripepi Smith) Saara Lampwalla (Tripepi Smith), Michael Vuong and Kelli Lofing, and Mayra Bonilla

Quorum: YES

Meeting Proceedings

- The meeting Minutes of May 2019 were presented by Secretary/Treasurer Lindsey Horvath. Motion to approve minutes was made by Jeff Wood and seconded by Liz Reilly. No abstentions. Motion was approved unanimously.
- The Treasurer's Report for the month of May 2019 was presented by Secretary/Treasurer Lindsey Horvath. The following questions were presented:
 - Secretary/Treasurer Lindsey Horvath asked for a list of all open bank accounts with balances. Executive Director Marcel Rodarte agreed to provide to her.
 - Secretary/Treasurer Lindsey Horvath inquired about the amount of bank accounts that were open and if they were necessary. Executive Director Marcel Rodarte explained that they are all used for different purposes including gaining interest for money not regularly used.
 - Nancy Tragarz asked why there such a high balance in the checking account that was not being used and not gaining interest. She asked if this money could be moved to a different type of account in order to make money off interest. Executive Director Marcel Rodarte inquired with Commercial Bank of California representative, Alyssa Rizo, and confirmed that the money could be put into a money market account to

withdraw as needed yet make money off interest. He will follow up with Alyssa to work on this option.

- Secretary/Treasurer Lindsey Horvath asked why the final numbers for AMS as well as SLOT were not accurate. Executive Director Marcel Rodarte explained that there is a new accountant working on the financials, and she is aware and working on finalizing those numbers.
- Secretary/Treasurer Lindsey Horvath asked why there was no budget line for the City Managers Summit. E.D. Marcel explained that this summit as well as Local Advocacy Day were not included as they were new projects, but will be on our budget going forward, as we will continue to work on having them.
- Secretary/Treasurer Lindsey Horvath asked why there were different lines for Travel Budget. E.D. Marcel Rodarte explained that he categorized travel expenses by, local, legislative, and conference, in order to have an accurate account of each expense.
- Secretary/Treasurer Lindsey Horvath asked if the budget is reallocated based on actuals or if left as is. E.D. Marcel Rodarte confirmed that the budget is adjusted annually by actuals.
- Secretary/Treasurer Lindsey Horvath asked who approved monthly expenses and what is provided for approval. E.D. Marcel Rodarte explained that the expenses are approved by the entire Executive Board and individual receipts are attached to each expense for justification.
- Nancy Tragarz asked for clarification on Coffee Cups expense for AMS. E.D. Marcel Rodarte explained those were sleeves that were purchased with CCCA logo for attendees to use over their coffee cups at the conference.

Motion was made by Liz Reilly and seconded by Mark Waronek to approve the Treasurer's Report. No Abstentions. Motion was approved unanimously.

- Secretary/Treasurer Lindsey Horvath asked for some time during the meeting to review each item on the disbursements list and to add up each of the totals. A recess was called by President Sandra Armenta at 8:58AM. Meeting was called back to order by President Sandra Armenta at 12:52PM. Authorize payment of the disbursements for the month of June was presented by Secretary/Treasurer Lindsey Horvath. Motion to approve was made by Gustavo Camacho and seconded by Jeff Wood. No Abstentions. Motion was approved unanimously.

Reports

President's Report- President Sandra Armenta

- President Armenta asked for roundtable introductions by all those present.
- President Armenta thanks everyone who was able to join the emergency meeting call after AMS. She said she was very happy to see so many people respond in such a positive manner.
- President Armenta also mentioned that there has been progress with the previous issue with Sheriff Villanueva and both sides are working together for the benefit of the cities.
- President Sandra Armenta mentioned she is interested in showcasing cities and places within their cities for upcoming Executive Board and Board of Directors meetings.

Executive Director's Report

- Executive Director Marcel Rodarte gave an update regarding the press and their stories after the incident by two councilmembers from the same city after hours on the same property AMS was held at. He mentioned he has been receiving positive feedback from members after CCCA took a stance against the violent actions by these two councilmembers and membership to their city was suspended until further notice.
- Executive Director Marcel Rodarte asked if anyone had a place in their city that they would like to hold the July Board of Directors meeting. Jeff Wood mentioned that the CSU Chancellor's office is looking for the opportunity to host.

ADJOURNMENT: There being no further business to conduct, or actions required, President Sandra Armenta adjourned the June 8, 2019 Executive Board meeting at 1:04 PM.

Recorded by: Mayra Bonilla, Administrative Assistant

Lindsey Horvath
Secretary/Treasurer