



CALIFORNIA CONTRACT CITIES ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES – May 2, 2018

Location: The Palm Restaurant
1100 South Flower Street
Los Angeles, CA 90015

Call To Order: 12:33 PM

Members Present: President Michael Davitt, Vice President Jorge Morales, Director At Large Lindsey Horvath, Director-At-Large Ana Maria Quintana, Past President Lou La Monte, Associate Members Chair Frank Zerunyan, Bylaws Chair Liz Reilly (via phone), Budget & Audit Chair Nancy Tragarz (via phone), Special Events Co Chair Gustavo Camacho and Special Events Chair James Bozajian (via phone)

Absent: Secretary/Treasurer Sandra Armenta, Director At Large Mark Waronek, Director-At-Large Ali Taj, Ambassadors Chair Jeff Wood, City Managers Chair Mark Alexander, Selection Chair Amy Howorth, Budget & Audit Chair Nancy Tragarz, Special Events Co Chair Gustavo Camacho and Resolution Chair Mitch Englander.

Others Present: Executive Director Marcel Rodarte, Kelli Lofing, Cristina Shore and Auditor Kiyomi Shiota.

Quorum: Yes

Meeting Proceedings:

- The meeting Minutes of April 2018 were presented by President Davitt. Motion to approve minutes was made by Lou La Monte and seconded by Michael Davitt. Motion approved unanimously.
- The Treasurer's Report for the month of April 2018 was presented by President Davitt. Motion was made by Gustavo Camacho and seconded by Lindsey Horvath to approve the Treasurer's Report. Motion approved unanimously.
- Authorize payment of the disbursements for the month of April 2018 was presented by President Davitt. Motion to approve was made by Lindsey Horvath and seconded by Lou La Monte. Motion approved unanimously.

Reports:

President's Report- Michael Davitt

- President Davitt encouraged everyone to attend the Past President reception slated to be held at the Annual Municipal Seminar in Indian Wells.
- President Davitt commented on how quickly his year as President went by and how relieved he was to pass the torch. President Davitt thanked all Executive Board members for all their hard work and dedication throughout the year.

Executive Director Report- Marcel Rodarte

- Executive Director Rodarte presented the newly elected mentoring program draft and encouraged everyone to attend the newly elected breakfast that will be held at the Annual Municipal Seminar in Indian Wells.
- Executive Director Rodarte informed those in attendance that the League was seeking our partnership regarding AB1920. In addition, the League is asking for their annual CitiPac Sponsorship.
- Director Rodarte gave a brief overview of the rapidly approaching Annual Municipal Seminar.

Legislative Committee- Chair Lindsey Horvath

- Chair Horvath provided a recap of the committee's last meeting and their current legislative positions.

Bylaws Committee- Chair Liz Reilly

- Chair Reilly presented the updated bylaws draft. Ana Maria Quintana agreed to review the draft and make any changes or suggestions necessary.

New Business:

Special Presentation

Auditor, Kiyomi Shiota, CPA – LSL CPA's and Advisors

Ms. Shiota presented the 2016-2017 Final Year End Audit report and answered any questions or concerns the board had. President Davitt asked for a motion to receive and file the audit report. Moved by Ana Maria Quintana, seconded by Gustavo Camacho. The motion was approved unanimously.

PAC Meeting:

President Davitt reported that the Executive Board meeting was recessed at 1:30pm and the PAC meeting convened. Executive Director Rodarte reported that we had received a request from the League to sponsor their Annual CitiPac in the amount of \$5k. The board discussed the sponsorship options.

Motion: to approve \$1,000 sponsorship to the League Annual CitiPac

Moved: Michael Davitt

Seconded: Gustavo Camacho

Action: Approved unanimously without objection.

The PAC meeting was adjourned at 1:48 pm, and the Executive Board meeting reconvened.

ADJOURNMENT: There being no further business to conduct, or actions required, President Michael Davitt adjourned the May 2, 2018 Executive Board meeting at 1:49 PM.

Recorded by: Cristina Shore, Management Analyst
Kelli Lofing, Executive Assistant

Sandra Armenta
Secretary/Treasurer