



Board of Directors Meeting

AGENDA

April 13, 2017

3:00 PM

Conference Call Phone: (650) 479-3207

Access Code: 195 909 146

1. CALL TO ORDER

2. ROLL CALL

- ___ President, Arabo Parseghian
- ___ Vice President, Ashley Garcia
- ___ Director of Communications/Secretary, Nicholas Gonzalez
- ___ Director of Finance/Treasurer, Alex Hernandez
- ___ Director of Programming, Tanya Spiegel
- ___ Director of Membership, Izzy Murguia
- ___ Immediate Past President, Alma Janabajab
- ___ Region One Chairs, Jill McMahon & Dominique Samario
- ___ Region Two Chairs, Matthew Cuevas, Ryan Kintz & Joana Smith
- ___ Region Three Chairs, Kristen Nelson & Scott Trujillo
- ___ Region Four Chairs, Amy Chang, Lynn Kelly-Lehner & Sean McGovern
- ___ Region Five Chairs, Chris Castruita, Brittany Mello, & Tamar Sadd
- ___ Region Six Chairs, Ani Keshishian, Richard Luna & Dia Turner
- ___ Region Seven Chairs, Amber Haston, James Haston, Lori Karaguezian, & Maggie Le
- ___ Region Eight Chairs, Imelda Huerta, Mayela Manasjan, Monica I. Martinez, Samuel Merrill, Ashlee Stratakis, & Bryce Wilson
- ___ League of California Cities Representative, Meghan McKelvey
- ___ ICMA Representatives, Dave Mora & Tony Winney
- ___ Institute for Local Government Representative, Melissa Kuehne
- ___ MMANC Representative, Erin Steffen
- ___ Executive Director, Kevin Kilkenny

3. PRESIDENT'S REPORT

4. VICE PRESIDENT'S REPORT

5. SECRETARY'S REPORT

6. TREASURER'S REPORT

7. PROGRAM CHAIR'S REPORT

8. MEMBERSHIP CHAIR'S REPORT

9. IMMEDIATE PAST PRESIDENT'S REPORT

10. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

B. CHANNEL ISLANDS (REGION 2)

C. DESERT (REGION 3)

D. INLAND EMPIRE (REGION 4)

E. NORTH LOS ANGELES COUNTY (REGION 5)

F. SOUTH LOS ANGELES COUNTY (REGION 6)

G. ORANGE COUNTY (REGION 7)

H. SAN DIEGO COUNTY (REGION 8)

11. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT

12. EXECUTIVE DIRECTOR'S REPORT

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. ANNOUNCEMENTS / GOOD OF THE ORDER

16. ADJOURNMENT

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors

From: Nicholas Gonzalez, Director of Communications/Secretary

Subject: DIRECTOR OF COMMUNICATIONS/SECRETARY UPDATES

RECOMMENDATION

Receive and file

BACKGROUND AND DISCUSSION

Website Redesign: As you may have seen in yesterday's *What's Happening Wednesday* newsletter, I am very excited to announce that the new website is now live! A special thank you to James Haston, Alma Janabajab and Amber Haston for assisting with the transition to the new site and a big thank you to the Board of Directors for your support on this project. We now have a website that has a modern look and feel and is compatible for mobile, desktop and tablet use. We are still working out some kinks to the site that will be resolved shortly. I plan to give a presentation/tutorial of the website at the Mid-Year Meeting scheduled in June. After the Mid-Year Meeting the entire Board of Directors will have access to the website and will then be able to start posting your own events again to the online calendar. In the meantime, if you have any edits, questions, or comments about the new website, please let me know. The next step to the site would be to fix the Memberclicks portion which looks like the old site. We are currently working with Memberclicks on how we can adjust this page. More to come on this.

Summer Session: Amber Haston and I will be co-chairing the Summer Session, which will be held on July 20 at the Ontario Convention Center. We hope to have speakers confirmed by end of May and will begin to start marketing this event.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors
From: Alex Hernandez

Subject: TREASURER UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

As of today, the balance in our checking account is \$55,851. The savings account balance is \$60,226.40.

I am working with our accountant who is preparing our 2016 tax filing. The filing should be submitted on Friday, May 12. If more time is needed an extension will be requested. The 2015 tax filing and the 2017 adopted budget are both available on our website.

So far, sponsorships from annual corporate partners total \$22,000. The adopted budget has \$40,000 expected from sponsors this year.

As Regional Events take place in the next few weeks please let me know of any advanced payments or reimbursements that may be needed. The Event Reimbursement Form is available on Basecamp or I can email the document to you directly.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors

From: Tanya Spiegel, MMASC Director of Programming

Subject: PROGRAMMING UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Congratulations to the Women's Leadership Summit Committee for their hard work on a successful event!

Excellent job to the Website Redesign Committee for all of their time spent in the redesign of the new MMASC website. It looks fantastic!

Upcoming Region events: Region 8's Social and Networking Event is tonight from 5 PM – 7 PM at Stone Company Store (San Diego); Region 4 will be hosting "The New Environment for Economic Development" on Thursday, May 18 beginning at 3 PM at the Riverside Library (Downtown Location); Region 7 will be having a Tour of Potter's Lane on Wednesday, June 7 from 10 AM – 11 AM at American Family Housing (Midway City); Region 6 is partnering with the Gateway Cities Council of Governments for a Networking Event on Thursday, June 8 from 8:30 AM – 10 AM at the Rio Honda Event Center (Downey); Region 4's annual Temecula Valley Wine Mixer will be on Saturday, June 10 beginning at 5 PM at Wilson Creek Winery (Temecula). **Reminder!** It is recommended to advertise your events 1-2 months in advance and to submit an after event report (with attendance information) to me following the event. If you have any receipts for reimbursement, please include those in the report and I will submit to our

Director of Finance (Alex Hernandez). Don't forget to take photos! We would love to capture all of the amazing things occurring throughout the Regions this year.

I will be attending the Desert Area Utility Coordination Committee meeting on Monday, June 5 (at the Coachella Valley Water District Steve Robbins Administration Building) with Region 3 Co-Chair Kristen Nelson and President Parseghian for a MMASC presentation.

Mid-Year Meeting: I am working with President Parseghian on our upcoming Mid-Year Meeting. Please save the date for Saturday, June 24 from 8:30 AM – 2 PM in West Covina. Location and day-of details will be sent out in the coming weeks.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors

From: Izzy Murguia, Director of Membership

Subject: MEMBERSHIP REPORT: APRIL – MAY 2017

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

At the time this report was submitted, MMASC Membership stands at 738. This is an increase of 16 in membership since the previous submitted report on April 12, 2017. For this reporting period (April 1 – to date), there are 17 non-renewing members (14 in April; 3 in May). There were 20 new members for the month of April and 11 new members in May to date. These new members are from the following regions: Central Coast (1), Channel Islands (1), Desert (5), Inland Empire (2), North Los Angeles County (8), Orange County (5), San Diego County (2), South Los Angeles County (6), and Other (1).

The breakdown of the different types of members are as follows:

Member Groups	Last Report (March/Mid-April 2017)	Current Report (April/Mid-May 2017)
Full Members	580	595
Honorary members	67	68
Student members	46	45
Business members	29	30
Total members	722	738

<u>Regions</u>	<u>Last Report</u> <u>(March/Mid-April 2017)</u>	<u>Current Report</u> <u>(April/Mid-May 2017)</u>	<u>+/-</u>
Central Coast	64	64	0
Channel Islands	40	39	-1
Desert	17	22	+5
Inland Empire	102	106	+4
North Los Angeles	137	140	+3
South Los Angeles	125	128	+3
Orange	148	148	0
San Diego	76	76	0
Other	13	15	+2

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors
From: Amy Chang, Region 4 Chair
Subject: INLAND EMPIRE – REGION 4 UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Region 4 is working together on organizing several regional events for the upcoming year.

On May 18, 2017, Joseph Dieguez, Senior Vice President with Kosmont Companies, Inc., will provide a presentation on recent legal and policy developments related to local economic development in California. Despite the dissolution of redevelopment agencies (RDA's) in 2012, municipal agencies retain a variety of tools to attract and retain local businesses, improve their economies, and remain relevant in an increasingly competitive environment. Mr. Dieguez will provide an overview of the updated economic development toolkit for communities in California. The event will be held at the Riverside Library and be free for members, \$10.00 for non-members. The event details have been confirmed and an email blast was sent out to all members within Region 4. The event details are also on the MMASC Calendar and were published through "What's Happening Wednesday."

On June 10, 2017, Region 4 will host the popular Temecula Valley Winetasting and Networking event at Wilson Creek Winery. Network with your fellow MMASC members and enjoy an evening of great wine and food at the award-winning Wilson Creek Winery

in Temecula. Price includes 5 wine tastings per person and an all you-can-eat deli buffet. Board members of the region have tentatively secured a contract with the host institution.

Tentatively scheduled for August 17, 2017, Juliana de Beers from JB Whitney and Associates will discuss The Science of Successful Organizational Leadership. This leadership course combines current neuroscience with cultural anthropology to provide leaders with new techniques to be effective with all personnel. Understanding how the brain works enables participants to tap into the power of endorphins, dopamine, serotonin, and oxytocin--all four--for success with a higher percentage of employees. Fifteen behaviors are taught as the "how to" bridging the theory to application. Role-plays close the day to solidify all theory. This session will be held at the City of Ontario.

Tentatively scheduled for December 6, 2017, the Alliance for Innovation will present "The Next Big Things." What might our cities and counties look like in 2036? The Alliance for Innovation Board of Directors set out on a journey to discover the "Next Big Things" facing local governments. We challenged ourselves to look beyond the horizon and imagine what our cities and counties might look like one generation from now. In this session, we will take you back to think about what has changed over the last twenty years and challenge you to think ahead to be a future ready community. This will include an overview of the four forces and trends that should be on your radar. This event will be held at the City of Temecula.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors

From: Region 7 Co-Chairs

Subject: REGION 7 MONTHLY UPDATE

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

Members from Region 7 recently coordinated an event with American Family Housing. AFH broke ground on an innovative housing development project called Potter's Lane in Midway City. The energy-efficient and sustainable housing site will fulfill one of the community's greatest needs: permanent housing for chronically homeless veterans. There is a total of 16-unit complex will be the nation's first permanent housing for the homeless built using shipping containers. The plan calls for 10 subsidized units earmarked for single veterans. Five other units will give preference to veterans, but any homeless person can apply, and one unit will be occupied by an onsite property manager.

Each unit at Potter's Lane will be built using three 8-by-20 foot containers, with several sides removed for interior space to accommodate a bedroom/dining area, kitchen and bathroom. Floor-to-ceiling windows on two walls let in plenty of light. The container units will exceed the state's criteria for energy efficiency.

The Potter's Lane Project Tour is scheduled for Wednesday, June 7 from 10 a.m. to 11:30 a.m. The event will be at 15161 Jackson St., Midway City, CA 92655.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: May 11, 2017

To: Board of Directors

From: Region 8 Co-Chairs

Subject: REGION 8 REPORT – MAY 2017

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

The San Diego Region/Region 8 had a successful Speed Coaching with a Professional event, co-sponsored with the American Society for Public Administration (ASPA) on April 19, 2017. The event was held from 6:00 p.m. to 7:30 p.m. at San Diego State University (SDSU) (Extended Studies Center Room 206). The event was free and food was sponsored by the SDSU Online MPA Program. No reimbursement were needed or requested. There were a total of 27 attendees, including coaches. Professional coaches were Jessie Bishop, Director of Human Resources, City of Santee; Anne Boisvert, Administrative Analyst County of San Diego; Thomas Harpole, Human Resources Director, San Diego State University; Jamie Lynch, Administrative Services Director, City of El Cajon; Graham Mitchell, Assistant City Manager, City of El Cajon; Kevin Powell, Group HR Director, Land & Environment Group, County of San Diego; Gretchen Spaniol, Human Resources Manager, San Diego County Water Authority; and Judy von Kalinowski, Human Resources Director, City of San Diego. The event was well received and both MMASC Region 8 and ASPA were pleased with the turnout.

Region 8 also held a conference call on Tuesday, May 2nd. Upcoming events were discussed. On Thursday, May 11th, Region 8 will hold a social and networking event from 5:00 p.m. to 7:00 p.m. The location for the happy hour social is the Stone

Company Store at 1202 Kettner Boulevard, Suite 101, San Diego, CA 92101. There is no cost for this event and light appetizers will be served. We ask all interested participants to please register on the MMASC website for tracking purposes.

In addition, we continue to plan and finalize details for our signature San Diego Padres game event. The date has tentatively changed and more details will be available soon. Board members continue reaching out to sponsors for this event.