



## Board of Directors Meeting

AGENDA

September 18, 2025

3:00 PM

Zoom

Conference Call Phone: (669) 444-9171

### MISSION STATEMENT

MMASC's mission is to serve as a catalyst for public service excellence through the professional development of the leaders who serve our Southern California communities. We provide a forum for local government professionals to establish meaningful connections, exchange resources and stimulate innovation.

### 1. *CALL TO ORDER*

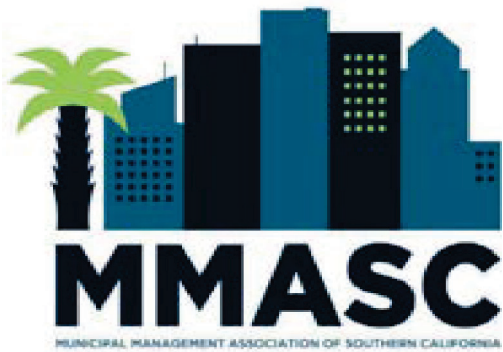
### 2. *ROLL CALL*

- President, Jonathan Royas
- Vice President, Joseph Cisneros
- Director of Communications, Kirsten Graham
- Director of Finance, Rebecca Bernstorff
- Director of Programming, Nicole Tibbet
- Director of Membership, Alyssa Palma
- Immediate Past President, Greg Kwolek
- Region 1 Co-Chair, Shannon Kirn, Brendan Pringle, and Ryan Benson
- Region 2 Co-Chairs, Mary Haddad, Debra Gallegos, Monique Martinez, and Arely Venegas
- Region 3 Chair, Maria Alvarez, Erick Becerril, Talon Burgess, Andres Coronal, Victor Gomez, and Noe Archiga
- Region 4 Co-Chairs, Salomon Abdel-Aziz, Clarence de Guzman, Samantha Greven, Mollie Kortsen, Antonio Martinez, and Caleb Zaldaña
- Region 5 Co-Chairs, Noely Allevato, Robert Bauman, Erin Beilstein, Mark Jimenez, Anissa Livas, and Tyler Pledger
- Region 6 Co-Chairs, Toni Costanzo, Alexa Davis, Jose Marquez, Moises Mata, and Dia Turner
- Region 7 Co-Chairs, Melissa Davis, Michelle Kresan, and Elsa Robinson.
- Region 8 Co-Chairs, London Adams, Carter Brown, Monica Martinez, and David Richards
- CalCities Representative, Meghan McKelvey
- ICMA Representatives, Pat Martel and Peter Pirnejad
- Institute for Local Government Representative, Melissa Kuehne
- MMANC Representative, Candice Rankin Mumby
- Executive Director, Kevin Kilkenny

### 3. *APPROVAL OF MINUTES*

- 4. PRESIDENT'S REPORT**
- 5. VICE PRESIDENT'S REPORT**
- 6. DIRECTOR OF COMMUNICATIONS' REPORT**
- 7. DIRECTOR OF FINANCE'S REPORT**
- 8. DIRECTOR OF PROGRAMMING'S REPORT**
- 9. DIRECTOR OF MEMBERSHIP'S REPORT**
- 10. IMMEDIATE PAST PRESIDENT'S REPORT**
- 11. 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)**
- 12. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT / CAL CITIES HOUSING, COMMUNITY & ECONOMIC DEVELOPMENT POLICY COMMITTEE**
- 13. EXECUTIVE DIRECTOR'S REPORT**
- 14. UNFINISHED BUSINESS**
- 15. NEW BUSINESS**
  - Proposed Bylaws Amendment**
- 16. ANNOUNCEMENTS / GOOD OF THE ORDER**
- 17. ADJOURNMENT**

Board of Directors Meeting  
AGENDA  
September 18, 2025



## Board of Directors Meeting

Minutes

August 21, 2025

3:00 PM

Zoom

Conference Call Phone: (669) 444-9171

### MISSION STATEMENT

MMASC's mission is to serve as a catalyst for public service excellence through the professional development of the leaders who serve our Southern California communities. We provide a forum for local government professionals to establish meaningful connections, exchange resources and stimulate innovation.

#### 1. **CALL TO ORDER – 3:03 PM**

#### 2. **ROLL CALL**

- President, Jonathan Royas
- Vice President, Joseph Cisneros
- Director of Communications, Kirsten Graham
- Director of Finance, Rebecca Bernstorff – Excused Absence
- Director of Programming, Nicole Tibbet
- Director of Membership, Alyssa Palma
- Immediate Past President, Greg Kwolek – Excused Absence
- Region 1 Co-Chair, Brendan Pringle
- Region 2 Co-Chairs, Arely Venegas, Debra and Monique Martinez
- Region 3 Chair, Maria Alvarez
- Region 4 Co-Chairs, Clarence de Guzman, Samantha Greven and Caleb Zaldana
- Region 5 Co-Chairs, Mark Jimenez
- Region 6 Co-Chairs, Moises Mata
- Region 7 Co-Chairs, Elsa Robinson, Robert Bauman, Erin Beilstein
- Region 8 Co-Chairs, London Adams
- CalCities Representative
- ICMA Representatives, Pat Martel
- Institute for Local Government Representative
- MMANC Representative
- Executive Director, Kevin Kilkenny

#### 3. **APPROVAL OF MINUTES**

- *Motion by Director of Programming Tibbet, Second by Director of Communications Graham, motion passed unanimously*

#### **4. PRESIDENT'S REPORT**

- *Thanks to WLS team, nominations for awards are open and Due September 1<sup>st</sup>*
- *CGL program update, partnership with MMANC and ICMA work with Partners In Public Innovation to improve program*
- *Elections upcoming communications*
- *Upcoming bylaw amendment to add retired membership category*
- *Mentorship request for committee members*

#### **5. VICE PRESIDENT'S REPORT**

- *Annual Conference updates – committee is hard at work, award nominations are open please nominate a colleague/organization*
- *Retiree membership category*

#### **6. DIRECTOR OF COMMUNICATIONS' REPORT**

- *Annual Conference updates – please continue to promote at regional events, upcoming programming and special event updates, in-person volunteer opportunities forthcoming*
- *Member resources - please continue to remind members of resources like the Listserve and Job Opportunity Posting Form*
- *Partner communications, reminder to submit to [secretary@mmasc.org](mailto:secretary@mmasc.org)*

#### **7. DIRECTOR OF FINANCE'S REPORT**

- *President reported on behalf of Finance Director*

#### **8. DIRECTOR OF PROGRAMMING'S REPORT**

- *New region 5 members*
- *New programming through summer*
- *Reminder to submit after the event forms for timely reimbursements, etc.*
- *Tentative programming schedule release date – September 2<sup>nd</sup>*
- *Annual Conference Business meeting – Friday morning showcase what the board does*

#### **9. DIRECTOR OF MEMBERSHIP'S REPORT**

- *Membership numbers update 18 new members*
- *WLS update – sold out event 350 registrants, waitlist is available, final cancellations are due September 1<sup>st</sup>, waitlist will be notified shortly after*
- *Annual Conference update – Special event graphics in progress, speaker gifts, etc.*

#### **10. IMMEDIATE PAST PRESIDENT'S REPORT**

#### **11. REGION CHAIR REPORTS**

##### **A. CENTRAL COAST (REGION 1)**

- *Brendan Pringle – Upcoming Event in Santa Maria on Thursday, October 9<sup>th</sup> from 9 – 11 AM Economic Development Lunch event*

##### **B. CHANNEL ISLANDS (REGION 2)**

- *Arely Venegas – Planning next City Managers regional event in December, and finalizing reconciliation for Summer Session, thank you to Precision Cutting and Tripepi Smith for sponsoring*

##### **C. DESERT (REGION 3)**

- *Maria Alvarez – City Manager event planning in progress, and potential for an additional event after the annual conference*

**D. INLAND EMPIRE (REGION 4)**

- *Samantha Greven, Clarence de Guzman and Caleb Zaldana – Upcoming event registration open for SB 1383 Webinar on Wednesday, September 17<sup>th</sup> at 11 am last event of the year Active Transportation Workshop*

**E. NORTH LOS ANGELES COUNTY (REGION 5)**

- *Mark Jimenez – Introduction of new board members Rober Bauman, Management Analyst with City of San Marino, Erin Beilstein, Senior Management Analyst with the City of La Verne, Noely Allevato, Management Analyst City of Santa Clarita*
- *Upcoming Spooky Scary Local Government Stories Webinar*

**F. SOUTH LOS ANGELES COUNTY (REGION 6)**

- *Moises Mata – Planning stages of upcoming event Career Growth and Talent Development, Insights from an Executive Recruiter, tentatively Wednesday October 22*

**G. ORANGE COUNTY (REGION 7)**

- *Elsa Robinson – Adobe Creative Cloud Workshop held on August 6, in partnership with the City of Brea and Adobe, planning Ducks networking event tentatively October 16*

**H. SAN DIEGO COUNTY (REGION 8)**

- *London Adams – Padres vs. Dodger Game on August 22<sup>nd</sup>, event is sold out, four sponsors for the event, WCA, EDCO, Transtech, Zactax, and Villa Civil. Tentative webinar in October, and college shirt social in December*

**12. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT / CAL CITIES HOUSING, COMMUNITY & ECONOMIC DEVELOPMENT POLICY COMMITTEE**

- *Upcoming ICMA Annual Conference in Tampa October 25-29th*
- *West Coast Region update – Governance process taskforce to review regions across the county, study identified it does not reflect the total membership, west coast is adding Utah and Arizona to the region, and regions will be renamed West Coast will become Region A, change in process they can petition (with 15 signatures) to be added to the ballot, new affiliate agreements will be forthcoming*

**13. EXECUTIVE DIRECTOR'S REPORT**

- *Will attend WLS*

**14. UNFINISHED BUSINESS**

**15. NEW BUSINESS**

**16. ANNOUNCEMENTS / GOOD OF THE ORDER**

**17. ADJOURNMENT – 3:58 PM**

# **Municipal Management Association of Southern California**

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## **BOARD COMMUNICATION**

**Date: September 18, 2025**

**To:** Board of Directors  
**From:** Jonathan Royas, President  
**Subject: PRESIDENT – SEPTEMBER REPORT**

### **RECOMMENDATION**

The Executive Board of Directors is requested to:

1. Receive and file.

### **BACKGROUND AND DISCUSSION**

#### **Corporate Partners**

Continuing to work with Executive Board on additional partners such as Raftelis and Schneider Electric. Additionally, Prema's Permaculture & Composting has signed on for a Bronze Level partnership with the organization.

Prema's Permaculture & Composting is a community-based effort that blends sustainable agriculture, waste reduction, and climate resilience. By teaching residents to recycle organic waste into nutrient-rich compost, the initiative reduces landfill use, lowers greenhouse gas emissions, and improves soil health. For local governments, programs like this support state-mandated diversion goals (such as SB 1383 in California), reduce waste management costs, and promote environmental stewardship. They also serve as a model for community partnerships that align city sustainability plans with grassroots action, helping municipalities meet climate and public health objectives while engaging residents directly in solutions.

#### **Affiliate Agreements for 2025**

Continuing to work on executing agreements with the National Forum for Black Public Administrators (NFBPA), the Local Government Hispanic Network and the National League of Cities (NLC).

## **Bylaws Amendment – Retired Members**

A later agenda item will address and discuss this item in more detail but I wanted to share some context on why it is coming before the Board.

### **Background & Rationale:**

At the 2024 Annual Conference, initial interest was expressed in exploring a more inclusive membership structure that reflects the ongoing value of our retired professionals. Many of our long-serving members, including past City Managers and municipal leaders, continue to engage in the profession through mentorship, networking, and part-time consulting.

## **Mentorship Program**

Kudos to the Mentorship Committee for their great work this year! Congratulations to our award winners:

1st Place: Tara Reyes – Free Annual Conference Registration

2nd Place: Brian Legaspi – 50% OFF Annual Conference Registration

A special shout-out to their mentors: Tony Constanzo and Joe Cisneros!

We encourage members to get involved next year—volunteer with the committee or sign up as a mentor/mentee. Special thanks to Moises Mata for joining both the Mentorship Committee and the Elections & Bylaws Committee.

## **Elections**

Nominations are now open for the 2026 MMASC Executive Board! Full Members in good standing may run for President, Vice President, Director of Communications, Finance, Programming, or Membership.

All terms begin December 1, 2025. Submit nominations by Thursday, September 25 at 4:00 PM with a 250-word statement. Forms are on the MMASC elections page, and additional nominations may be made at the Women’s Leadership Summit. Elections will follow via electronic ballot.

# **Municipal Management Association of Southern California**

## **BOARD COMMUNICATION**

**Date: September 15, 2025**

**To:** Board of Directors

**From:** Rebecca Bernstorff, Director of Finance

**Subject: DIRECTOR OF FINANCE – SEPTEMBER 2025 REPORT**

### **RECOMMENDATION**

Receive and file.

### **BACKGROUND AND DISCUSSION**

#### ***Account Status and Activity***

As of September 15, 2025, the MMASC accounts had the following bank balances:

- Checking: \$84,998.17
- Savings (reserve): \$105,463.92

Highlights FYTD include:

<b>Category</b>	<b>Revenues</b>	<b>Expenditures</b>
<b>Membership Dues</b>	\$75,077.78	N/A
<b>Partnership Donations</b>	\$78,662.65	N/A
<b>All Regional Events (1-8)</b>	\$20,228.29	\$26,091.60
<b>Summer Session</b>	\$10,422.94	\$10,319.13
<b>Women’s Leadership Summit</b>	\$61,075.30	\$58,110.20
<b>Annual Conference</b>	\$138,476.43	\$172,500

#### ***WLS Planning (Co-Chairing with Director of Membership)***

- WLS next week! Can’t wait to see you there!

# **Municipal Management Association of Southern California**

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## **BOARD COMMUNICATION**

**Date: September 16, 2025**

**To:** Board of Directors

**From:** Region 2 Board

**Subject: MONTHLY REPORT**

## **RECOMMENDATION**

Receive and File.

## **BACKGROUND AND DISCUSSION**

The Region 2 Board has continued to meet bi-weekly, with our current focus on planning the Annual Holiday Luncheon in partnership with the Ventura County City Manager's Association. The event is tentatively scheduled for December 18, 2025, at the Camarillo Public Library and will feature lunch along with a festive, holiday-themed activity to bring everyone together.

In addition, the Region 2 Board remains committed to supporting the Executive Board with promotion of the 2025 Annual Conference. We recently sent an announcement to the Region 2 listserv to encourage registration and will continue to assist with outreach and marketing efforts leading up to the conference.

# **Municipal Management Association of Southern California**

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## **BOARD COMMUNICATION**

**Date: 09/15/2025**

**To:** Board of Directors

**From:** Region #4

**Subject: REGION #4 UPDATES**

### **RECOMMENDATION**

Receive and File.

### **BACKGROUND AND DISCUSSION**

Region 4's upcoming educational webinar, "Compost, Compliance, and Community: Navigating SB 1383", is scheduled for Wednesday, September 17 at 11AM. This educational webinar aims to help public sector professionals navigate California's organics recycling law. Our expert panel will share practical strategies, compliance tips, and real-world experiences to support successful SB 1383 implementation in your community. This session will provide valuable insights and tools for local government success.

In addition, Region 4 is working on an in-person workshop in the fall focused on active transportation. More information will be shared as we finalize details, stay tuned for future announcements!

# Municipal Management Association of Southern California

## BOARD COMMUNICATION

Date: SEPTEMBER 2025

To: Board of Directors

From: Region 6

Subject: **REGION 6 UPDATES**

### **RECOMMENDATION**

Receive and File.

### **BACKGROUND AND DISCUSSION**

Upcoming events:

#### **Virtual Lunch & Learn**

##### Career Growth & Talent Development: Insights from an Executive Recruiter (Webinar)

- Wednesday, October 22 at 11:30am
- Presenter: Serena Wright- Black
- Cost: TBD
- Region 6 is finalizing a few remaining details for our upcoming webinar.

# **Municipal Management Association of Southern California**

## **BOARD COMMUNICATION**

**Date: September 18, 2025**

**To:** Board of Directors  
**From:** Region 7  
**Subject:** **REGION 7 UPDATES**

## **RECOMMENDATION**

Receive and file.

## **BACKGROUND AND DISCUSSION**

### **Fall Programming**

The Region 7 Board is preparing to host a fall event and is actively exploring several options to best serve our members. Details are expected to be finalized within the next month, with the goal of announcing the event well in advance to encourage broad participation.

### **Call for Interest - Region Board Members**

Looking ahead, Region 7 is working to expand opportunities for member involvement. A call for interest will be included in an upcoming *What's Happening Wednesday* to gauge interest from members who may want to serve on the Region 7 Board.

**September 18, 2025**

**Full Board of Directors Meeting Agenda Item**

**Proposed Bylaws Amendment**

The below proposed amendment to the MMASC Bylaws has been discussed and approved by the MMASC Executive Board at their last Executive Board meeting. It is now before the Board of Directors for ratification by the full Board. It is recommended the full Board of Directors review and approve the proposed changes to the MMASC Bylaws document. If approved, the Elections and Bylaws Committee will send notification to MMASC Full Members with information and details on the updates to the Bylaws. Additionally, the Bylaws webpage will be updated to reflect new Bylaws PDF, and a redlined version of the Bylaws PDF will be uploaded for reference on an annual basis.

## **Article IV - Membership**

- F. Honorary Membership shall be extended to the Chief Administrative Officer of all municipalities in the MMASC region and for all MMASC past presidents. Additionally, Honorary Membership can be offered, on a case by case request, by a majority approval of the Executive Board, to those who are at least 55 years of age and who are retired from the local government profession as defined by CalPERS. -Such members shall be entitled to all rights and privileges of the organization, except the right to vote or hold office. Honorary Memberships are free. Full-time employees of local governments (or other qualifying organizations) are not eligible for this membership category.**