



Board of Directors Meeting

AGENDA

June 19, 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, Mark Jimenez, Anissa Livas, Christina Nguyen, 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**

- *April 17, 2025*
- *May 15, 2025*

- 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***
- 16. *ANNOUNCEMENTS / GOOD OF THE ORDER***
- 17. *ADJOURNMENT***



Board of Directors Meeting

Minutes

April 17, 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

- 3:02 PM

2. ROLL CALL

Present

- President, Jonathan Royas – Excused Absence
- Vice President, Joseph Cisneros
- Director of Communications, Kirsten Graham
- Director of Finance, Rebecca Bernstorff
- Director of Programming, Nicole Tibbet
- Director of Membership, Alyssa Palma – Excused Absence
- Immediate Past President, Greg Kwolek – Excused Absence
- Region 1 Co-Chairs, Shannon Kirn, Brendan Pringle
- Region 2 Co-Chairs, Mary Haddad
- Region 3 Chairs, Andres Coronel
- Region 4 Co-Chairs, Mollie Kortsen
- Region 5 Co-Chairs, Mark Jimenez
- Region 6 Co-Chairs, Alexa Davis, Dia Turner
- Region 7 Co-Chairs, Elsa Robinson, Michelle Kresan
- Region 8 Co-Chairs, Absent
- CalCities Representative, Absent
- ICMA Representative, Pat Martel
- Institute for Local Government Representative, Absent
- MMANC Representative, Absent
- Executive Director, Kevin Kilkenny

3. APPROVAL OF MINUTES

- *Motion by Andres Coronel, Second by Director of Finance Bernstorff. The motion was approved unanimously, with no abstentions or opposition.*

4. PRESIDENT'S REPORT

- None, excused.

5. VICE PRESIDENT'S REPORT

- Spring Forward Forum was held in Diamond Bar, thank you to Mark, Tiara and Greg.
- Upcoming events Summer Session July 10, Women's Leadership Summit (WLS) at the Queen Mary, September 25th, Annual Conference Indian Wells, November 12-14.
- Bylaws and Elections Committee notice was sent with the bylaw updates to allow Executive and Board of Directors to make updates to the bylaws as needed instead of just at the Annual Conference Business meeting. New noticing period, feedback period, and vote. Reach out to committee with any questions about the new process. Potential changes: removing "monthly" from bylaws for board meetings, typically monthly but may be held as needed, and Letter of Commitment update for board members.
- Membership Survey in progress.

6. DIRECTOR OF COMMUNICATIONS' REPORT

- Handed out swag to regions at Spring Forward Forum, please reach out if you were not in attendance or need additional items.
- Updates to brochure.

7. DIRECTOR OF FINANCE'S REPORT

- Checking account and membership dues status.
- Women's Leadership Summit (WLS) updates: graphics have been made public, September 25th. Registration to open in May/June.

8. DIRECTOR OF PROGRAMMING'S REPORT

- Contact for Basecamp access/needs.
- Attended SGVCMA – Region 5's event.
- Annual conference call for speakers is open, looking for breakout sessions topics/speakers. There are two separate links this year one for Keynote Speakers and one for Concurrent/Breakout speakers.

9. DIRECTOR OF MEMBERSHIP'S REPORT

- None, excused. Vice President Cisneros, shared report numbers.
- 33 new members added in March, regional member list was shared.

10. IMMEDIATE PAST PRESIDENT'S REPORT

- None, excused.

11. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- Shannon Kirn and Brendan Pringle – Second Coastal Connections held in Santa Barbara, March 27th
- Circulating survey for future events.
- Outreach for Coastal Connection events included new people that have not been engaged in MMASC in the past.

B. CHANNEL ISLANDS (REGION 2)

- Mary Haddad – First social to be held Brewing Connections, Thursday April 24th.

- Region is helping with Summer Session, July 10th Lean Sigma 101 training in Agoura Hills.

C. DESERT (REGION 3)

- Andres Coronel - Event held Let's Talk Tuesday, April 15th Speaker Samuel Thompson, Director of Indian Wells Tourism

D. INLAND EMPIRE (REGION 4)

- Mollie Kortsen – Event held on March 27th at Don Orange in Redlands.
- Planning City Manager's luncheon in July in Chino Hills.

E. NORTH LOS ANGELES COUNTY (REGION 5)

- Mark Jimenez – Networking event held at Spring Forward Forum event, Annual SGVCMA Luncheon held, upcoming event June 18th with SGVCMA.

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- Alexa Davis and Dia Turner – Upcoming Top Golf event May 8th and in June a City Manager's Lunch with the South Bay Cities Council of Governments in Rancho Palos Verdes, working on an online lunch and learn fall event professional development event.
- Met with some potential new board members.

G. ORANGE COUNTY (REGION 7)

- Elsa Robinson – Finalizing OCCMA Networking Lunch, Wednesday, May 7th in Tustin. Finalizing summer event with a potential Angels Game and professional development lunch.

H. SAN DIEGO COUNTY (REGION 8)

- Absent.

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

- IMCA Representative Pat Martel – Invitation to free Town Hall meeting April 22nd 12:30 – 2:00 pm addressing the rise of instability.
- ICMA call for volunteers' deadline is tomorrow. Apply for committees and taskforces.
- Now accepting Distinguished service award submittals, must be retired for at least 2 years.
- West coast regional vice president interviews held. New VP is Katie Pester City Manager of Juneau, Alaska.

13. EXECUTIVE DIRECTOR'S REPORT

- Attended Spring Forward Forum, issues with credit card processing has been resolved.

14. UNFINISHED BUSINESS

15. NEW BUSINESS

16. ANNOUNCEMENTS / GOOD OF THE ORDER

17. ADJOURNMENT - 3:42 PM



Board of Directors Meeting

Minutes

May 15, 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**

- **3:04 PM**

2. **ROLL CALL**

Present

- President, Jonathan Royas
- Vice President, Joseph Cisneros
- Director of Communications, Excused Absence
- Director of Finance, Rebecca Bernstorff
- Director of Programming, Excused Absence
- Director of Membership, Alyssa Palma
- Immediate Past President, Greg Kwolek, Excused Absence
- Region 1 Co-Chairs, Shannon Kirn, Brendan Pringle
- Region 2 Co-Chairs, Mary Haddad, Arely Venegas
- Region 3 Chairs, Erick Becerril, Andres Coronel
- Region 4 Co-Chairs, Mollie Kortsen, Caleb Zaldaña, Antonio Martinez, Victor Gomez
- Region 5 Co-Chairs, Mark Jimnez,
- Region 6 Co-Chairs, Alexa Davis, Dia Turner
- Region 7 Co-Chairs, Elsa Robinson, Tiara Solorzano
- Region 8 Co-Chairs, London Adams
- CalCities Representative, Absent
- ICMA Representative, Absent
- Institute for Local Government Representative, Absent
- MMANC Representative, Absent
- Executive Director, Kevin Kilkenny

3. **APPROVAL OF MINUTES**

- *No minutes, to be approved at the next meeting.*

4. PRESIDENT'S REPORT

- Working with Corporate Partners on renewals and new partnerships (Onetera, Mainstar, Schneider Electric, etc.).
- Affiliate agreements forthcoming with AmeriCorps.
- Partner PPI will assist with process improvement for CGL with MMASC, MMANC, and ICMA.
- Summer Session July 10, Agoura Hills, draft program is out.

5. VICE PRESIDENT'S REPORT

- Annual Conference Indian Wells, November 12-14, expecting registration mid-June or early July. Pricing \$279 a night for hotel, \$500-\$600 for registration for members for the Early Bird rate. Email annualconf@mmasc.org with any questions.
- Bylaws and Elections Committee updates, end of the agenda packet includes changes. Bylaws were updated at the Annual Conference, new procedures are on the website, you can submit proposed changes to the committee, the committee submits it to the membership and when it will be discussed at the Board of Directors meeting, the Executive Board reviews, approves and then it goes to the full Board of Directors for vote/approval. Email elections@mmasc.org with any questions. Bylaw changes include cleaning up letter of commitment language, and eliminating specification of monthly meetings.
- Vote – Roll Call Vote: Ayes - President, Vice President, Finance, Membership, Region 1, Region 2, Region 3, Region 4, Region 5, Region 6, Region 7, Region 7, Region 8. Absent Director of Communications and Programming. Approved unanimously. Updates will be added to the website.

6. DIRECTOR OF COMMUNICATIONS' REPORT

- Absent.

7. DIRECTOR OF FINANCE'S REPORT

- Finance updates, membership and event expenditures and revenues.
- Women's Leadership Summit (WLS) updates: to be held at the Queen Mary in Long Beach on September 25th. Registration to opens June 1. All registration will open at once, including group registration for groups of five, limited to one per agency and capped at 25 agencies.

8. DIRECTOR OF PROGRAMMING'S REPORT

- Absent.

9. DIRECTOR OF MEMBERSHIP'S REPORT

- 1139 members
- 9 new members, 8 full and one business member.
- Working with Kevin on new member emails and renewals.
- Annual conference marketing and communications brainstorming more to come.

10. IMMEDIATE PAST PRESIDENT'S REPORT

- None, excused.

11. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- Brendan Pringle and Shannon Kirn – Virtual lunch and learn planned for July, how to start a volunteer program and an in person Economic Development panel in October.

B. CHANNEL ISLANDS (REGION 2)

- *Mary Haddad and Arely Venegas – Brewing Connections networking event held Thursday April 24th.*
- *Request to regions to promote Summer Session, July 10th Lean Sigma 101 training in Agoura Hills. If you need any information or templates on what the training is reach out to Mary.*

C. DESERT (REGION 3)

- *Erick Becerril and Andres Coronel – Working with the board to plan special events for the Annual Conference. City Managers Luncheon is forthcoming.*

D. INLAND EMPIRE (REGION 4)

- *Mollie Kortsen, Caleb Zaldaña, Antonio Martinez, Victor Gomez – Hosting City Manager’s luncheon on July 17th in Chino Hills.*

E. NORTH LOS ANGELES COUNTY (REGION 5)

- *Mark Jimenez – Upcoming networking mixer with SGVCMA June 18th at CalPoly Pomona.*

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- *Alexa Davis and Dia Turner – Top Golf event held May 8th with about 25 attendees.*
- *Upcoming City Manager’s Lunch with the South Bay Cities Council of Governments in Rancho Palos Verdes, on June 18th.*
- *Working on fall professional development webinar.*
- *Two new co-chairs Moises Mata and Jose Marquez.*

G. ORANGE COUNTY (REGION 7)

- *Elsa Robinson – OCCMA Networking Lunch, held on Wednesday, May 7th in Tustin over 50 combined participants.*
- *Finalizing summer programming, stay tuned.*

H. SAN DIEGO COUNTY (REGION 8)

- *London Adams – Finalizing Padres Game vs. Dodgers, August 22nd.*

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

- *None.*

13. EXECUTIVE DIRECTOR’S REPORT

- *Summer Session program information is on the website.*

14. UNFINISHED BUSINESS

15. NEW BUSINESS

16. ANNOUNCEMENTS / GOOD OF THE ORDER

17. ADJOURNMENT - 3:38 PM

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 19, 2025

To: Board of Directors

From: Kirsten Graham, Director of Communications

Subject: DIRECTOR OF COMMUNICATIONS UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Regional Marketing Materials Support

Updated banner designs are in progress and will be ready for Summer Session. Additional marketing materials have been requested by regions based on needs for speakers and smaller giveaways, we will be ordering some additional items, if you have any specific requests for region events, please let me know. New pins will also be available at upcoming events.

General Marketing Requests

Thanks to all who have coordinated upcoming signature event marketing, this has allowed our team to evenly distribute and share information as it becomes available. ICMA Scholarship application information will be shared in the coming weeks with a deadline of August 6, the Executive Board should expect to review and confirm awardees by August 8.

Annual Conference

The annual conference committee chairs continue to meet weekly in preparation for the annual conference. A larger conference committee meeting will be held to update all committee members in addition to a site visit secured by the logistics team.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 12, 2025

To: Board of Directors

From: Rebecca Bernstorff, Director of Finance

Subject: DIRECTOR OF FINANCE – JUNE 2025 REPORT

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Account Status and Activity

As of June 12, 2025, the MMASC accounts had the following bank balances:

- Checking: \$70,119.09
- Savings (reserve): \$95,461.44

Highlights FYTD include:

- Annual Conference 2025: 25% deposit - \$47,500 (*hasn't hit accounts yet*)
- Membership Dues: \$45,418.78
- Partnership Donations: \$46,662.65
- All Regional Events Revenue: \$13,420.24
- All Regional Events Expenditures: \$25,223.64
- 2025 Summer Session Expenditures: \$3,688
- 2025 Summer Session Revenue: \$4,417.94

WLS Planning (Co-Chairing with Director of Membership)

- September 25, Queen Mary, Long Beach
 - Uncharted Waters, Unwavering Queens
- All registration tiers opened on June 1
 - Two weeks post open, we are halfway full, don't forget to register and spread the word!

- Programming, speakers, and activities will be shared soon

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 5, 2025

To: Executive Board of Directors

From: Nicole Tibbet, Director of Programming

Subject: DIRECTOR OF PROGRAMMING UPDATES

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

The HDL – LGSJ Scholarship has been awarded to Salem Afeworki!

Programming is continuing strong in all of the regions. I will be conducting a mid-year check-in with the regions to ensure they are on track to complete their events by the end of the board year.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 19, 2025

To:	Board of Directors
From:	Region #2
Subject :	REGION #2 UPDATES

RECOMMENDATION

Receive and File.


BACKGROUND AND DISCUSSION

This past month, Region 2 has been busy planning and promoting our **2025 Summer Session**, set to take place on **Wednesday, July 10th in Agoura Hills**.

Our main focus has been coordinating all event logistics including securing sponsors. The Summer Session will feature a **Lean 101 training workshop**, designed to equip attendees with practical tools and strategies for process improvement within the public sector. Following the training, we'll host an **outdoor networking mixer**, providing a relaxed atmosphere for participants to connect with colleagues from across the region.

We've been actively managing venue and speaker arrangements and executing our outreach strategy. We're anticipating a strong turnout for what promises to be a valuable event, seamlessly blending professional development with peer networking opportunities.

Registration is still open! We encourage all members to sign up and join us.

You can find more information and registration details at:  <https://www.mmasc.org/424/2025-Summer-Session>

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: 06/19/2025

To: Board of Directors

From: Region #4

Subject: REGION #4 UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Region 4 is excited to announce our upcoming City Managers Luncheon, scheduled for Thursday, July 17, at Lucille's Smokehouse Bar-B-Que in Chino Hills. This event aims to bring together City Managers and MMASC members from across the region for an afternoon of meaningful networking, collaborative dialogue, and shared learning.

The luncheon will offer a valuable opportunity for attendees to connect in an informal setting, exchange ideas and best practices, and engage in meaningful dialogue around the key issues and trends impacting our communities.

In addition, Region 4 is in the planning stages for two more exciting events. More details will be shared soon, so please stay tuned for future announcements.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: JUNE 2025

To: Board of Directors

From: Region 6

Subject: REGION 6 UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Upcoming events:

Summer –

Wednesday, June 18 Lunch with the CMs
Ladera Linda Community Center, 32201 Forrestal Dr, Rancho Palos Verdes
\$20 Member; \$35 Nonmember

Coordinated with the CM group of South Bay Cities Council of Governments

12:00pm – 12:30 Lunch/networking

12:30 - Welcome & Introductions

12:50pm – 1:20pm Program – CM sharing/prepared questions and open Q&A

Fall –

Webinar Professional Development, topic TBD

Completed event:

Spring – COMPLETE

May 8 TopGolf in El Segundo

Attendees: 25

Sponsors: Tripepi Smith, West Coast Arborist, TransTech, ZacTax

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 19, 2025

To: Board of Directors

From: Region 7

Subject: REGION 7 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Region 7 is actively exploring a potential new event focused on marketing, branding, and digital media in local government. The City of Brea is partnering with Adobe Inc., a global leader in creative software, to host a training for their staff, and Brea has extended the invitation to this training to MMASC Region 7, as well. The Region 7 Board is currently collaborating with the City of Brea to develop potential session topics and an outline of the event. If finalized, the event is tentatively scheduled for the morning of August 6 in Brea, with more details to follow. This would be a great opportunity for Region 7 members to sharpen their digital media skills, connect with peers, and learn directly from Adobe's experts on tools that can transform how we engage with our communities.

Additionally, future event programming is being determined. The Board is considering utilizing its funds to possibly subsidize group ticket costs to a sporting event in the late Fall. However, other events will be considered once responses are received from the survey to Region 7 membership. The survey has been finalized, and the Region 7 Board is ready to move forward with releasing that survey at the convenience of the Executive Board.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: June 2025

To: Board of Directors

From: Region 8

Subject: REGION 8 UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND & DISCUSSION

- **Padres vs. Dodgers Game** – Scheduled for August 22
- **Tentative Fall Event** – Potential event in October (details to be confirmed)
- **Workshop & Tour Opportunity** – Consider hosting at the newly renovated *Encinitas Pacific View Arts Center* (suggested by Carter)

FOLLOW-UP & NEXT STEPS

- **Next Meeting Agenda:**
 - Finalize marketing materials
 - Confirm and secure event sponsors