



**Thursday, February 27, 2020
2:00 p.m. – 4:00 p.m.
Board of Directors Teleconference Meeting**

Call-in: 16699006833
Meeting ID: 918 503 431
Join Zoom Meeting <https://zoom.us/j/918503431>

1. Introduction
 - a. Welcome/Roll Call
 - b. Additions to Agenda
2. Consent Items 2:05 p.m.
 - a. Approval of minutes from January 2020
 - b. Financial reports from January 31, 2020
 - c. Appointment to SCO Special Districts Policy and Interpretation Committee
 - d. Chapter Balance Policy
 - e. Contract Authority Policy
 - f. Disbursement Approval and Check Signer Policy
 - g. Records Retention Policy
 - h. Executive Committee Meeting Agenda
3. Discussion/Action Items 2:15 p.m.
 - a. Investment Policy (Stephen Parker)
 - b. GFOA Award Presentations (Craig Boyer)
 - c. Management Contract Ad Hoc Report (Margaret Moggia)
4. Committee Reports 3:00 p.m.
 - a. Administration (Scott Catlett)
 - b. Career Development (Laura Nomura)
 - c. Communications (Karla Romero)
 - d. Membership (Jennifer Wakeman)
 - e. Professional Standards (Jason Al-Imam)
 - f. Program (Margaret Moggia)
 - g. Recognition (Yolanda Rodriguez)

- h. Student Engagement (Craig Boyer)
 - i. Technology (Matt Pressey)
- 5. League Policy Committee Reports 3:20 p.m.
- 6. Chapter Roundtable 3:30 p.m.
- 7. Director Roundtable 3:40 p.m.
- 8. Officer Reports 3:50 p.m.
 - a. President (Steve Heide)
 - b. Past President (Joan Michaels Aguilar)
 - c. President-Elect (Marcus Pimentel)
- 10. Other Discussion Items
- 11. Future Topics
- 12. Upcoming Meeting:
Thursday, March 26, 2020, 2-4pm – Teleconference
- 13. Adjournment 4:00 p.m.



**Tuesday, January 28, 2020
1:00 p.m. – 4:00 p.m.
Board of Directors Meeting**

Steve Heide
Joan Michaels Aguilar
Marcus Pimentel
Margaret Moggia
Will Fuentes
Richard Lee
Ernie Reyna
Grace Castaneda
Stephen Parker
Carrie Guarino
Karla Romero
Jennifer Wakeman
Scott Catlett
Kate Zawadzki
Craig Boyer
Karan Reid
Jason Al-Imam

Nitish Sharma
Matt Pressey
Laura Nomura
Jesse Takahashi
June Overholt
Tyler Egerer
Debbie Rosales
Michelle Bannigan
Brad Farmer
Lori Lawrance
Vanessa Portillo
Bill Statler
Amanda Smith
Justin Lewis
Janet Salvetti
Melissa Manchester

Introduction

The California Society of Municipal Finance Officers (CSMFO) Board of Directors at the Disneyland Hotel in Anaheim on Tuesday, January 28, 2020. President Steve Heide convened the meeting and confirmed a quorum was in attendance at 1:02 p.m. There were no additions to the agenda.

Consent Calendar

The Board addressed the consent calendar, which included the minutes from the December meeting, the preliminary December 2019 financial reports, the appointment of the Administration Committee Board Liaison as the 2020 Secretary/Treasurer, the Professional Standards Committee handbook, the Student Engagement Committee framework documents, the core course instructor contracts, a contract extension for Don Maruska and an update on

the Communications Committee policies. Past President Joan Michaels Aguilar moved to approve the consent calendar; Director Richard Lee seconded. The motion passed unanimously.

Management Contract Ad Hoc Report

Margaret Moggia updated the Board on the management contract ad hoc working group, including a recommendation on potentially extending the existing contracts through the 2022 Annual Conference and conducting an RFP for management services beyond the existing contract. The ad hoc committee would conduct interviews of the leadership and staff to assist in formulating a comprehensive list of CSMFO's needs, concerns and desired levels of service. The results would be presented at the October Board meeting. Director Grace Castaneda moved to approve the recommendation and Director Ernie Reyna seconded. The motion passed unanimously.

Proposed Bylaws Amendment

Past President Aguilar shared with the Board the final proposed Bylaws amendments, as prepared by the working group. Notable changes include the composition of the Nominating Committee and allowing all members regardless of type the right to vote. Once approved by the Board, the proposed amendments will be posted to the website and be distributed to the membership for a formal electronic vote in March. Director Stephen Parker suggested a small edit to the duties of the Secretary/Treasurer. Director Reyna moved to approve the Bylaws amendment with the additional edit. Director Will Fuentes seconded and the motion passed unanimously.

Certification Program Report

Margaret Moggia shared an update on the certification program, noting the suggestions and questions which arose with regard to program content, administration and budget after the completion of Phase 1. The working group would like the Board's approval moving into Phase 2, which would necessitate an additional contract with Bill Statler for another not-to-exceed \$25,000. The group would continue pursuing the concept of a CSMFO certification program while at the same time monitoring GFOA's amendments to their own CPFO program. Director Lee moved to approve the working group's recommendation and a contract extension for Bill Statler not to exceed \$25,000. Director Parker seconded and the motion passed with one against.

PPAC Proposal

Margaret Moggia presented to the Board a proposal to formalize the Past President Advisory Council (PPAC). Director Parker moved to approve as presented, with Director Castaneda seconding. The motion passed unanimously.

2020 Strategic Plan

President Heide shared with the Board the 2020 strategic plan as drafted based on the October 2019 facilitated planning session. Director Reyna moved to approve as presented. Director Fuentes seconded the motion passed unanimously.

Committee Reports

Administration

Chair Scott Catlett shared that the committee would be meeting during the conference.

Career Development

Chair Laura Nomura shared that the core course schedule was set for 2020, and the new budget course will be launched mid year. They are working on having identified northern and southern California instructors.

Communications

Chair Karla Romero shared that the committee is working on the conference edition of the CSMFO News and increasing CSMFO's social media presence. They are also looking for new authors and committee members.

Membership

Chair Jennifer Wakeman shared that she had held her first call as chair the week prior, and reminded everyone of their CSMFO booth assignments.

Professional Standards

Chair Jason Al-Imam reported that the committee had finished its highlight on ADU, and is continuing to work on a GASB 84 White Paper on California-specific issues related to fiduciary activities.

Program

Margaret Moggia shared that the committee would be looking to see how attendees responded to this year's sessions before it begins planning for 2021.

Recognition

Craig Boyer shared that the committee reviewed 122 budget submissions and will present the Innovation Award winners at the conference.

Student Engagement

Chair Craig Boyer shared that the first meeting of this brand new committee would be held during the Thursday lunch at the conference.

Technology

Chair Matt Pressey shared that there are currently 164 threads on the Knowledge Base, with 226 responses.

Chapter Roundtable

San Gabriel Valley, Orange County, Inland Empire and Sacramento shared updates.

Director Roundtable

Directors shared information on the CSMFO app, chapter resources, potentially holding a "super chapter" meeting with Northwest and Northeast chapters, and hosting core courses.

Officer Reports

President Heide shared that the conference had closed registration with 1905 in attendance, the largest to date. The conference also included a record number of government and first-time attendees.

Past President Aguilar reported that she was continuing to work on the contracts for sharing CSMFO webinars with our partners in other states, and that the chapter chair mixer would be held on Thursday evening.

President-Elect Marcus Pimentel shared that he had already selected his host committee for 2021, and would be holding the first planning meeting on Friday after the conference debrief.

The “Other Discussion Items” on the agenda will be carried over to the February meeting.

The next meeting will be held via teleconference on Thursday, February 27 from 2:00-4:00pm.

Meeting adjourned at 3:57 p.m.

Respectfully submitted,

Melissa Manchester

SUMMARY OF APPROVED MOTIONS

The Board approved:

The appointment of the Administration Committee Board Liaison as the Secretary/Treasurer for 2020.

Contracts for the following core course instructors:

A contract extension for Don Maruska through April 2020.

The management contract ad hoc continue on its current path, interviewing leadership and staff to determine the organization’s current and future service needs.

The proposed Bylaws amendment.

A contract extension for Bill Statler regarding the certification program.

Formalizing the Past Presidents Advisory Council (PPAC).

The 2020 Strategic Plan.

California Society of Municipal Finance Officers

Statement of Net Assets

As of January 31, 2020

	Jan 31, 20	Jan 31, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1005 · Bank of America				
1050 · Chapter Fund Balances				
1050.10 · Central Coast	1,277.78	1,813.09	(535.31)	(29.53%)
1050.13 · Central Los Angeles	550.74	451.44	99.30	22.0%
1050.06 · Central Valley	367.51	561.05	(193.54)	(34.5%)
1050.11 · Channel Counties	1,611.64	3,032.07	(1,420.43)	(46.85%)
1050.18 · Coachella Valley	(1,835.16)	(2,297.87)	462.71	20.14%
1050.15 · Desert Mountain	(275.00)	(255.00)	(20.00)	(7.84%)
1050.05 · East Bay (SF)	3,042.19	2,468.92	573.27	23.22%
1050.17 · Inland Empire	909.38	10,190.72	(9,281.34)	(91.08%)
1050.08 · Monterey Bay	3,293.39	4,202.74	(909.35)	(21.64%)
1050.03 · North Coast	(664.35)	(849.35)	185.00	21.78%
1050.01 · Northwest Counties	(1,998.57)	0.00	(1,998.57)	(100.0%)
1050.02 · Northeast Counties	(467.10)	22.37	(489.47)	(2,188.06%)
1050.16 · Orange County	10,220.66	8,159.50	2,061.16	25.26%
1050.07 · Peninsula	4,700.26	151.80	4,548.46	2,996.35%
1050.04 · Sacramento Valley	3,010.67	2,678.40	332.27	12.41%
1050.19 · San Diego County	2,449.13	2,368.83	80.30	3.39%
1050.12 · San Gabriel Valley	(802.49)	(1,115.49)	313.00	28.06%
1050.14 · South Bay (LA)	2,624.54	1,251.52	1,373.02	109.71%
1050.09 · South San Joaquin	(336.55)	(113.95)	(222.60)	(195.35%)
* Total 1050 · Chapter Fund Balances	27,678.67	32,720.79	(5,042.12)	(15.41%)
1005 · Bank of America - Other	1,080,473.77	228,113.09	852,360.68	373.66%
Total 1005 · Bank of America	1,108,152.44	260,833.88	847,318.56	324.85%
1040 · Investments LAIF	658,495.20	841,123.49	(182,628.29)	(21.71%)
Total Checking/Savings	1,766,647.64	1,101,957.37	664,690.27	60.32%
Accounts Receivable				
1100 · Accounts receivable	175.00	3,000.00	(2,825.00)	(94.17%)
Total Accounts Receivable	175.00	3,000.00	(2,825.00)	(94.17%)
Other Current Assets				
1080 · Undeposited Funds	0.00	50.00	(50.00)	(100.0%)
1120 · Accounts Receivable- YM	54,650.00	16,673.00	37,977.00	227.78%
1250 · Prepaid Expense - General				
1252 · Prepaid Admin/DataBase Fees	66,530.06	89,901.84	(23,371.78)	(26.0%)
Total 1250 · Prepaid Expense - General	66,530.06	89,901.84	(23,371.78)	(26.0%)
1260 · Prepaid Expense Conference				
1262 · Facilities Deposits	67,772.00	123,453.50	(55,681.50)	(45.1%)
1264 · Conference Services	0.00	43,750.17	(43,750.17)	(100.0%)
1260 · Prepaid Expense Conference - Other	701.24	701.24	0.00	0.0%
Total 1260 · Prepaid Expense Conference	68,473.24	167,904.91	(99,431.67)	(59.22%)
Total Other Current Assets	189,653.30	274,529.75	(84,876.45)	(30.92%)
Total Current Assets	1,956,475.94	1,379,487.12	576,988.82	41.83%

California Society of Municipal Finance Officers

Statement of Net Assets

As of January 31, 2020

	Jan 31, 20	Jan 31, 19	\$ Change	% Change
Other Assets				
1500 · CSMFO/SMA Database AR	56,504.49	55,086.88	1,417.61	2.57%
Total Other Assets	56,504.49	55,086.88	1,417.61	2.57%
TOTAL ASSETS	2,012,980.43	1,434,574.00	578,406.43	40.32%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts payable	4,078.80	163,955.86	(159,877.06)	(97.51%)
Total Accounts Payable	4,078.80	163,955.86	(159,877.06)	(97.51%)
Other Current Liabilities				
2003 · A/P Other- SMA Conference	45,184.81	43,656.80	1,528.01	3.5%
2010 · Deferred Revenue - Conference	0.00	450.00	(450.00)	(100.0%)
Total Other Current Liabilities	45,184.81	44,106.80	1,078.01	2.44%
Total Current Liabilities	49,263.61	208,062.66	(158,799.05)	(76.32%)
Total Liabilities	49,263.61	208,062.66	(158,799.05)	(76.32%)
Equity				
3102 · Conference reserve	364,860.00	364,860.00	0.00	0.0%
3101 · Operating reserve	144,139.00	144,139.00	0.00	0.0%
3020 · Retained earnings	279,710.23	363,395.59	(83,685.36)	(23.03%)
3100 · Net Assets-Chapters	27,678.67	29,581.01	(1,902.34)	(6.43%)
Net Income	1,147,328.92	324,535.74	822,793.18	253.53%
Total Equity	1,963,716.82	1,226,511.34	737,205.48	60.11%
TOTAL LIABILITIES & EQUITY	2,012,980.43	1,434,574.00	578,406.43	40.32%

Chapter Balances not updated as 2019
Transactions are still coming in (holiday
* party expenses)

California Society of Municipal Finance Officers

Statement of Financial Income and Expense

January 2020

	<u>Total Chapters</u>	<u>Conference</u>	<u>Education</u>	<u>Unclassified</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
4000 · OPERATING REVENUES	0.00	0.00	0.00	162,125.51	162,125.51
Total Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>162,125.51</u>	<u>162,125.51</u>
Gross Profit	0.00	0.00	0.00	162,125.51	162,125.51
Expense					
6100 · OPERATING EXPENSES	0.00	0.00	0.00	63,546.39	63,546.39
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>63,546.39</u>	<u>63,546.39</u>
Net Ordinary Income	0.00	0.00	0.00	98,579.12	98,579.12
Other Income/Expense					
Other Income					
4501 · Chapter Income	770.00	0.00	0.00	0.00	770.00
4500 · PROGRAM REVENUES					
8000 · Conference Revenue	0.00	1,350,500.00	0.00	0.00	1,350,500.00
4504 · Education income	0.00	0.00	14,700.00	0.00	14,700.00
Total 4500 · PROGRAM REVENUE	<u>0.00</u>	<u>1,350,500.00</u>	<u>14,700.00</u>	<u>0.00</u>	<u>1,365,200.00</u>
Total Other Income	770.00	1,350,500.00	14,700.00	0.00	1,365,970.00
Other Expense					
6401 · Chapter Expenses	500.00	0.00	0.00	0.00	500.00
6400 · PROGRAM EXPENSES					
9000 · Conference Expenses	0.00	316,720.20	0.00	0.00	316,720.20
Total 6400 · PROGRAM EXPENSE	<u>0.00</u>	<u>316,720.20</u>	<u>0.00</u>	<u>0.00</u>	<u>316,720.20</u>
Total Other Expense	500.00	316,720.20	0.00	0.00	317,220.20
Net Other Income	<u>0.00</u>	<u>1,033,779.80</u>	<u>14,700.00</u>	<u>0.00</u>	<u>1,048,479.80</u>
Net Income	<u>270.00</u>	<u>1,033,779.80</u>	<u>14,700.00</u>	<u>98,579.12</u>	<u>1,147,328.92</u>

California Society of Municipal Finance Officers

Profit & Loss Budget Performance

January 2020

	Jan 20	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
Total 4000 · OPERATING REVENUES	162,125.51	264,933.33	(102,807.82)	61.2%	442,650.00
Total Income	162,125.51	264,933.33	(102,807.82)	61.2%	442,650.00
Gross Profit	162,125.51	264,933.33	(102,807.82)	61.2%	442,650.00
Expense					
6100 · OPERATING EXPENSES					
6105 · Marketing/Membership	5,138.33	5,000.00	138.33	102.77%	13,000.00
6106 · Storage Expense	0.00	83.37	(83.37)	0.0%	1,000.00
6110 · President's Expense	22.95	500.00	(477.05)	4.59%	10,400.00
6115 · Board of Directors	0.00	425.00	(425.00)	0.0%	5,100.00
6120 · Committee/Chapter Support	533.59	5,000.00	(4,466.41)	10.67%	60,000.00
6125 · Board Planning Session-Retreat	6,000.00	2,000.00	4,000.00	300.0%	45,500.00
6140 · Management Services	13,751.88	19,316.70	(5,564.82)	71.19%	231,800.00
6150 · Office Supplies	0.00	26.66	(26.66)	0.0%	320.00
6155 · Merchant Fees/Bank Chgs.	4,679.50	2,500.00	2,179.50	187.18%	30,000.00
6160 · Awards	162.32	500.00	(337.68)	32.46%	5,000.00
6165 · Printing	9,934.26	2,166.66	7,767.60	458.51%	14,000.00
6170 · Magazine	0.00	0.00	0.00	0.0%	15,000.00
6175 · Postage	0.00	250.00	(250.00)	0.0%	3,000.00
6185 · Telephone/Bridge Calls	0.00	133.00	(133.00)	0.0%	1,600.00
6190 · Web and Technology	15,250.00	2,083.37	13,166.63	731.99%	25,000.00
6200 · Travel/Staff Expenses	0.00	2,000.00	(2,000.00)	0.0%	5,000.00
6220 · Audit & Tax Filing	0.00	0.00	0.00	0.0%	9,000.00
6230 · Insurance	550.00	550.00	0.00	100.0%	2,000.00
6240 · Taxes	0.00	0.00	0.00	0.0%	40,000.00
6255 · GFOA Reception	7,523.56	0.00	7,523.56	100.0%	25,000.00
Total 6100 · OPERATING EXPENSES	63,546.39	42,534.76	21,011.63	149.4%	541,720.00
6900 · OTHER EXPENSES	0.00	0.00	0.00	0.0%	0.00
9950 · Prior Period Adjustment	0.00	0.00	0.00	0.0%	0.00
Total Expense	63,546.39	42,534.76	21,011.63	149.4%	541,720.00
Net Ordinary Income	98,579.12	222,398.57	(123,819.45)	44.33%	(99,070.00)
Other Income/Expense					
Other Income					
4501 · Chapter Income	770.00	8,333.00	(7,563.00)	9.24%	100,000.00
4500 · PROGRAM REVENUES					
8000 · Conference Revenue	1,350,500.00	1,315,505.00	34,995.00	102.66%	1,315,505.00
4504 · Education income					
4505 · Webinar	0.00	0.00	0.00	0.0%	0.00
4520 · Weekend Training	0.00	0.00	0.00	0.0%	20,200.00
4540 · Fundamentals of Rates, Fees	300.00	0.00	300.00	100.0%	0.00
4570 · Intro to Government	8,250.00	0.00	8,250.00	100.0%	13,125.00
4580 · Presentation/Fiscal Policy	0.00	325.00	(325.00)	0.0%	3,900.00

California Society of Municipal Finance Officers

Profit & Loss Budget Performance

January 2020

	Jan 20	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
4590 • Intermediate Government Acct	6,000.00	3,325.00	2,675.00	180.45%	39,900.00
4594 • CMTA/CSMFO Course	0.00	0.00	0.00	0.0%	3,000.00
4595 • Revenue Fundamentals	150.00	500.00	(350.00)	30.0%	6,000.00
4596 • Revenue Fundamentals II	0.00	500.00	(500.00)	0.0%	6,000.00
4597 • Developing Supervisory Skills	0.00	833.00	(833.00)	0.0%	10,000.00
4598 • Leadership Skills	0.00	833.00	(833.00)	0.0%	10,000.00
Total 4504 • Education income	14,700.00	6,316.00	8,384.00	232.74%	112,125.00
Total 4500 • PROGRAM REVENUES	1,365,200.00	1,321,821.00	43,379.00	103.28%	1,427,630.00
8999 • YM Import Items	0.00	0.00	0.00	0.0%	0.00
Total Other Income	1,365,970.00	1,330,154.00	35,816.00	102.69%	1,527,630.00
Other Expense					
6401 • Chapter Expenses	500.00	8,333.00	(7,833.00)	6.0%	100,000.00
6400 • PROGRAM EXPENSES					
9000 • Conference Expenses	316,720.20	1,379,297.00	(1,062,576.80)	22.96%	1,379,297.00
6404 • Education Expenses	0.00	0.00	0.00	0.0%	117,075.00
Total 6400 • PROGRAM EXPENSES	316,720.20	1,379,297.00	(1,062,576.80)	22.96%	1,496,372.00
Total Other Expense	317,220.20	1,387,630.00	(1,070,409.80)	22.86%	1,596,372.00
Net Other Income	1,048,749.80	(57,476.00)	1,106,225.80	(1,824.67%)	(68,742.00)
Net Income	1,147,328.92	164,922.57	982,406.35	695.68%	(167,812.00)

California Society of Municipal Finance Officers

Statement of Financial Income and Expense

January 2020

	Jan 20	Jan 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · OPERATING REVENUES				
4100 · Membership Dues	142,070.00	148,640.00	(6,570.00)	(4.42%)
4200 · Interest Income	4,030.51	310.09	3,720.42	1,199.79%
4302 · Magazine Advertising	1,000.00	7,027.50	(6,027.50)	(85.77%)
4303 · Job Board Post - Member	14,875.00	14,350.00	525.00	3.66%
4490 · Budget/CAFR Fees	150.00	0.00	150.00	100.0%
Total 4000 · OPERATING REVENUES	162,125.51	170,327.59	(8,202.08)	(4.82%)
Total Income	162,125.51	170,327.59	(8,202.08)	(4.82%)
Gross Profit	162,125.51	170,327.59	(8,202.08)	(4.82%)
Expense				
6100 · OPERATING EXPENSES				
6105 · Marketing/Membership	5,138.33	13,090.62	(7,952.29)	(60.75%)
6106 · Storage Expense	0.00	181.58	(181.58)	(100.0%)
6110 · President's Expense	22.95	148.18	(125.23)	(84.51%)
6115 · Board of Directors	0.00	2,544.50	(2,544.50)	(100.0%)
6120 · Committee/Chapter Support	533.59	1,840.98	(1,307.39)	(71.02%)
6125 · Board Planning Session-Retreat	6,000.00	1,919.34	4,080.66	212.61%
6140 · Management Services	13,751.88	17,286.86	(3,534.98)	(20.45%)
6155 · Merchant Fees/Bank Chgs.	4,679.50	3,659.35	1,020.15	27.88%
6160 · Awards	162.32	393.25	(230.93)	(58.72%)
6165 · Printing	9,934.26	3,134.38	6,799.88	216.95%
6175 · Postage	0.00	1,025.16	(1,025.16)	(100.0%)
6190 · Web and Technology	15,250.00	25,153.00	(9,903.00)	(39.37%)
6230 · Insurance	550.00	550.00	0.00	0.0%
6240 · Taxes	0.00	9,905.00	(9,905.00)	(100.0%)
6255 · GFOA Reception	7,523.56	8,213.00	(689.44)	(8.39%)
Total 6100 · OPERATING EXPENSES	63,546.39	89,045.20	(25,498.81)	(28.64%)
Total Expense	63,546.39	89,045.20	(25,498.81)	(28.64%)
Net Ordinary Income	98,579.12	81,282.39	17,296.73	21.28%
Other Income/Expense				
Other Income				
4501 · Chapter Income	770.00	3,440.00	(2,670.00)	(77.62%)
4500 · PROGRAM REVENUES				
8000 · Conference Revenue				
8100 · Government Registrations	530,900.00	313,905.00	216,995.00	69.13%
8200 · Commercial Registrations	166,890.00	75,350.00	91,540.00	121.49%
8300 · Pre-Conference Registrations	24,675.00	18,900.00	5,775.00	30.56%
8500 · Extra Meals	22,125.00	1,610.00	20,515.00	1,274.22%
8600 · Event Registrations	30,810.00	14,400.00	16,410.00	113.96%
8700 · Exhibitors Fees	532,600.00	526,000.00	6,600.00	1.26%
8800 · Sponsorships	42,500.00	44,000.00	(1,500.00)	(3.41%)
8900 · Conference Miscellaneous	0.00	26,809.73	(26,809.73)	(100.0%)
Total 8000 · Conference Revenue	1,350,500.00	1,020,974.73	329,525.27	32.28%

California Society of Municipal Finance Officers

Statement of Financial Income and Expense

January 2020

	Jan 20	Jan 19	\$ Change	% Change
4504 · Education income	14,700.00	11,250.00	3,450.00	30.67%
Total 4500 · PROGRAM REVENUES	1,365,200.00	1,032,224.73	332,975.27	32.26%
Total Other Income	1,365,970.00	1,035,664.73	330,305.27	31.89%
Other Expense				
6401 · Chapter Expenses				
6401.79 · Current Year Chapter Expense	500.00	0.00	500.00	100.0%
Total 6401 · Chapter Expenses	500.00	0.00	500.00	100.0%
6400 · PROGRAM EXPENSES				
9000 · Conference Expenses				
9100 · Food & Beverage	0.00	48,477.95	(48,477.95)	(100.0%)
9200 · President's Dinners	1,778.50	32,908.19	(31,129.69)	(94.6%)
9300 · Hosted Event	0.00	37,341.59	(37,341.59)	(100.0%)
9400 · Meetings and Training	65,500.00	68,928.45	(3,428.45)	(4.97%)
9450 · Comps	2,150.00	3,583.86	(1,433.86)	(40.01%)
9475 · Meetings	97,671.97	106,978.49	(9,306.52)	(8.7%)
9490 · Pre-Conference Workshop	0.00	7,793.19	(7,793.19)	(100.0%)
9500 · Exhibits	5,062.96	25,026.15	(19,963.19)	(79.77%)
9600 · Entertainment/Gifts	45,467.00	27,742.55	17,724.45	63.89%
9700 · Other Activities	28,158.70	7,750.00	20,408.70	263.34%
9800 · Administration - Conference	64,421.07	142,447.42	(78,026.35)	(54.78%)
9000 · Conference Expenses - Other	6,510.00	283,433.54	(276,923.54)	(97.7%)
Total 9000 · Conference Expenses	316,720.20	792,411.38	(475,691.18)	(60.03%)
6404 · Education Expenses	0.00	0.00	0.00	0.0%
Total 6400 · PROGRAM EXPENSES	316,720.20	792,411.38	(475,691.18)	(60.03%)
Total Other Expense	317,220.20	792,411.38	(475,191.18)	(59.97%)
Net Other Income	1,048,749.80	243,253.35	805,496.45	331.14%
Net Income	1,147,328.92	324,535.74	822,793.18	253.53%

California Society of Municipal Finance Officers

Statement of Financial Income and Expense

January 2020

	Central Los Angeles	Central Valley	Channel Counties	Coachella Valley	East Bay	Inland Empire	Monterey Bay	Orange County	Peninsula
	(Chapters)	(Chapters)	(Chapters)	(Chapters)	(Chapters)	(Chapters)	(Chapters)	(Chapters)	(Chapters)
Ordinary Income/Expense									
Income									
4000 · OPERATING REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense									
6100 · OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Ordinary Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Expense									
Other Income									
4501 · Chapter Income	0.00	0.00	0.00	0.00	0.00	120.00	0.00	200.00	0.00
4500 · PROGRAM REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00	0.00	0.00	120.00	0.00	200.00	0.00
Other Expense									
6401 · Chapter Expenses	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
6400 · PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00	(380.00)	0.00	200.00	0.00
Net Income	0.00	0.00	0.00	0.00	0.00	(380.00)	0.00	200.00	0.00

California Society of Municipal Finance Officers

Statement of Financial Income and Expense

January 2020

	San Gabriel Valley	South San Joaquin Valley	SouthBay (LA)	
	(Chapters)	(Chapters)	(Chapters)	Total Chapters
Ordinary Income/Expense				
Income				
4000 · OPERATING REVENUES	0.00	0.00	0.00	0.00
Total Income	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00
Expense				
6100 · OPERATING EXPENSES	0.00	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00	0.00
Net Ordinary Income	0.00	0.00	0.00	0.00
Other Income/Expense				
Other Income				
4501 · Chapter Income	450.00	0.00	0.00	770.00
4500 · PROGRAM REVENUES	0.00	0.00	0.00	0.00
Total Other Income	450.00	0.00	0.00	770.00
Other Expense				
6401 · Chapter Expenses	0.00	0.00	0.00	500.00
6400 · PROGRAM EXPENSES	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	500.00
Net Other Income	450.00	0.00	0.00	270.00
Net Income	450.00	0.00	0.00	270.00

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check					
		01/23/2020	Carrie Corder - V	1005 · Bank of America	
				6155 · Merchant Fees/Bank Ch	(4,664.30)
TOTAL					(4,664.30)
Check EFT					
		01/15/2020	Account Analysis Fee	1005 · Bank of America	
				6155 · Merchant Fees/Bank Ch	(15.20)
TOTAL					(15.20)
Bill Pmt -Check 6298					
		01/02/2020	Clarity Experiences	1005 · Bank of America	
Bill	2098	01/02/2020		9476 · Audio Visual and Lightir	(78,914.13)
TOTAL					(78,914.13)
Bill Pmt -Check 6303					
		01/02/2020	Smith Moore and Associates,	1005 · Bank of America	
Bill	20190608	01/02/2020		6143 · Management Services	(10,087.29)
				2003 · A/P Other- SMA Confer	(3,013.09)
				6195 · Web Site Hosting Fee	(550.14)
				1500 · CSMFO/SMA Database .	(197.50)
TOTAL					(13,848.02)
Check 6304					
		01/10/2020	Colton Joint Unified S.D.	1005 · Bank of America	
Credit Memo	YM200005073	01/08/2020		8110 · Govt Memb - Full Conf-	(510.00)
TOTAL					(510.00)
Check 6305					
		01/10/2020	Orange County Transportatio	1005 · Bank of America	
Credit Memo	200004870	01/10/2020		8115 · Conf-Gov-Full-Norm-Me	(485.00)
TOTAL					(485.00)
Bill Pmt -Check 6306					
		01/14/2020	Aaron Beanan [v]	1005 · Bank of America	
Bill		12/20/2019		6401.19 · San Diego County	(86.81)
TOTAL					(86.81)
Bill Pmt -Check 6307					
		01/14/2020	Cheryl Fyfe [v]	1005 · Bank of America	
Bill		12/23/2019		6401.08 · Monterey Bay	(244.40)
TOTAL					(244.40)
Bill Pmt -Check 6308					
		01/14/2020	Convention Connection	1005 · Bank of America	
Bill	Jeffrey Barnes	01/10/2020		9410 · Speakers-Honorarium	(3,250.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill	Steve Gross-Speaker	01/10/2020		9410 · Speakers-Honorarium	(15,000.00)
Bill	Rebecca Ryan	01/10/2020		9410 · Speakers-Honorarium	(15,000.00)
TOTAL					(33,250.00)
Bill Pmt -Check 6309					
		01/14/2020	David McPherson [v]	1005 · Bank of America	
Bill		01/10/2020		9250 · Pres Dinner-Out of Stat	(1,200.00)
TOTAL					(1,200.00)
Bill Pmt -Check 6310					
		01/14/2020	Don Maruska & Company, Inc	1005 · Bank of America	
Bill	50204	12/11/2019		6470 · Coaching Program Cons	(30,056.50)
TOTAL					(30,056.50)
Bill Pmt -Check 6311					
		01/14/2020	FEED	1005 · Bank of America	
Bill	2472	01/10/2020		9610 · Conference Gifts/Attenc	(20,720.00)
TOTAL					(20,720.00)
Bill Pmt -Check 6312					
		01/14/2020	Irwin B Bornstein, CPA	1005 · Bank of America	
Bill		12/17/2019		6480 · Intermediate Governme	(3,081.52)
TOTAL					(3,081.52)
Bill Pmt -Check 6313					
		01/14/2020	Joan Michaels Aguilar [v]	1005 · Bank of America	
Bill		12/16/2019		6110 · President's Expense	(861.23)
TOTAL					(861.23)
Bill Pmt -Check 6314					
		01/14/2020	Meeting & Association Mgmt	1005 · Bank of America	
Bill	Prep date 12.31.19	01/13/2020		9620 · Speaker/Board/Commit	(1,000.00)
				9620 · Speaker/Board/Commit	(1,000.00)
				9620 · Speaker/Board/Commit	(920.00)
				9875 · Signage	(635.96)
				9220 · Entertain-Transport-De	(205.00)
				9478 · General Session - Addl'	(467.00)
				9478 · General Session - Addl'	(599.32)
				9478 · General Session - Addl'	(104.36)
				9630 · Gift Baskets (VIPs)	(1,107.00)
TOTAL					(6,038.64)
Bill Pmt -Check 6315					
		01/14/2020	Michael Coleman {v}	1005 · Bank of America	
Bill	Oct-Dec 2019	12/31/2019		6146 · Consultants	(5,595.00)
				4501.18 · Coachella Valley	(600.00)
TOTAL					(6,195.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check 6316					
		01/14/2020	Neil Kupchin [v]	1005 · Bank of America	
Bill	1070	12/12/2019		6401.14 · South Bay (LA)	(500.00)
TOTAL					(500.00)
Bill Pmt -Check 6317					
		01/14/2020	Orange Photography	1005 · Bank of America	
Bill	11341.0	01/13/2020		9599 · Exhibits-Other	(1,735.93)
TOTAL					(1,735.93)
Bill Pmt -Check 6318					
		01/14/2020	Rich Lee [v]	1005 · Bank of America	
Bill		12/16/2019		6190 · Web and Technology	(108.65)
TOTAL					(108.65)
Bill Pmt -Check 6319					
		01/14/2020	Sacramento Convention Cent	1005 · Bank of America	
Bill	193-65-16532	01/10/2020		9485 · Convention/Hotel Other	(24,772.00)
TOTAL					(24,772.00)
Bill Pmt -Check 6320					
		01/14/2020	Sierra Office Supply & Printin	1005 · Bank of America	
Bill	3523318-0	01/10/2020		9220 · Entertain-Transport-De	(291.00)
TOTAL					(291.00)
Bill Pmt -Check 6321					
		01/14/2020	The Hartford	1005 · Bank of America	
Bill	12818331	01/10/2020		6230 · Insurance	(550.00)
TOTAL					(550.00)
Bill Pmt -Check 6323					
		01/14/2020	YourMembership	1005 · Bank of America	
Bill	1020-1000008267	12/12/2019		6191 · DataBase Expense	(1,970.64)
TOTAL					(1,970.64)
Bill Pmt -Check 6324					
		01/22/2020	Marc Bolin	1005 · Bank of America	
Bill		01/24/2020		9478 · General Session - Addl'	(150.00)
TOTAL					(150.00)
Bill Pmt -Check 6325					
		01/22/2020	Rose Doylemason	1005 · Bank of America	
Bill		01/24/2020		9478 · General Session - Addl'	(150.00)
TOTAL					(150.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check 6326		01/22/2020	Wes Hopper	1005 · Bank of America	
Bill		01/24/2020		9478 · General Session - Addl'	(150.00)
TOTAL					(150.00)
Bill Pmt -Check 6331		01/23/2020	Amber Exley [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6332		01/23/2020	Ayesha Khalid [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6333		01/23/2020	Breeza Barcena [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6336		01/23/2020	Christina Baker [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6337		01/23/2020	Cynthia Pena [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6338		01/23/2020	Humberto Zambrano, Jr.	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6340		01/23/2020	Lydia Treminio [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6341		01/23/2020	Madison King [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6342		01/23/2020	Maribel Palmer [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

	Type	Num	Date	Name	Account	Paid Amount
TOTAL						(50.00)
	Bill Pmt -Check 6343		01/23/2020	Nicholas Neidiffer [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6344		01/23/2020	Omid Vaziri [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6345		01/23/2020	Rene Chombeng	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6346		01/23/2020	Robert Ingersoll	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6347		01/23/2020	Tawny Ruiz [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6348		01/23/2020	Taylor Samuelson [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6349		01/23/2020	Amber Exley [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6350		01/23/2020	Ayesha Khalid [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6351		01/23/2020	Breeza Barcena [v]	1005 · Bank of America	
	Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL						(50.00)
	Bill Pmt -Check 6354		01/23/2020	Christina Baker [v]	1005 · Bank of America	

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6355					
		01/23/2020	Cynthia Pena [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6357					
		01/23/2020	Jorge Orozco [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6358					
		01/23/2020	Lydia Treminio [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6359					
		01/23/2020	Madison King [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6360					
		01/23/2020	Maribel Palmer [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6361					
		01/23/2020	Nicholas Neidiffer [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6362					
		01/23/2020	Omid Vaziri [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6363					
		01/23/2020	Rene Chombeng	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6364					
		01/23/2020	Robert Ingersoll	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6365					
		01/23/2020	Tawny Ruiz [v]	1005 · Bank of America	

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6366		01/23/2020	Taylor Samuelson [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6367		01/23/2020	Amber Exley [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6368		01/23/2020	Ayesha Khalid [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6369		01/23/2020	Breeza Barcena [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6372		01/23/2020	Cynthia Pena [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6374		01/23/2020	Jorge Orozco [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6375		01/23/2020	Lydia Treminio [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6376		01/23/2020	Madison King [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6377		01/23/2020	Maribel Palmer [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check 6378		01/23/2020	Nicholas Neidiffer [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6379		01/23/2020	Omid Vaziri [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6380		01/23/2020	Rene Chombeng	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6381		01/23/2020	Robert Ingersoll	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6382		01/23/2020	Tawny Ruiz [v]	1005 · Bank of America	
Bill		01/23/2020		9465 · Board Scholarships	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 6385		01/24/2020	Smith Moore and Associates,	1005 · Bank of America	
Bill	20201033	01/24/2020		9732 · Golf Tournament Expen	(8,855.99)
				9000 · Conference Expenses	(6,510.00)
				9805 · Conference Marketing	(1,351.02)
				6255 · GFOA Reception	(1,023.56)
				9732 · Golf Tournament Expen	(148.70)
				9732 · Golf Tournament Expen	(10,000.00)
				6255 · GFOA Reception	(6,500.00)
TOTAL					(34,389.27)
Bill Pmt -Check 6396		01/30/2020	City of Mountain View {v}	1005 · Bank of America	
Bill		12/31/2019		6480 · Intermediate Governme	(741.53)
TOTAL					(741.53)
Bill Pmt -Check 6398		01/30/2020	Image Masters	1005 · Bank of America	
Bill	93089-1	01/30/2020		6105 · Marketing/Membership	(5,138.33)
TOTAL					(5,138.33)
Bill Pmt -Check 6399		01/30/2020	Oxford Media Works	1005 · Bank of America	
Bill	257	01/24/2020		6192 · Web site	(2,500.00)

California Society of Municipal Finance Officers

Check Detail

January 2020

	Type	Num	Date	Name	Account	Paid Amount
TOTAL						(2,500.00)
	Bill Pmt -Check 6400		01/30/2020	Pacific Storage Company	1005 · Bank of America	
	Bill	4187088	12/31/2019		6106 · Storage Expense	(56.57)
TOTAL						(56.57)
	Bill Pmt -Check 6401		01/30/2020	The Centre for Organizaion E	1005 · Bank of America	
	Bill	TCFOE3033	12/05/2019		6401.19 · San Diego County	(500.00)
TOTAL						(500.00)
	Bill Pmt -Check 6402		01/30/2020	Town and Country Hotel	1005 · Bank of America	
	Bill	CSMFO2022-B	01/24/2020		1262 · Facilities Deposits	(10,000.00)
TOTAL						(10,000.00)
	Bill Pmt -Check 6403		01/30/2020	William C. Statler {v}	1005 · Bank of America	
	Bill	Progress #7	12/31/2019		6970 · One-Time Budgeted Ex	(1,526.25)
TOTAL						(1,526.25)
	Bill Pmt -Check 6404		01/30/2020	Classic Awards & Promotions	1005 · Bank of America	
	Bill	84088	01/30/2020		6160 · Awards	(162.32)
TOTAL						(162.32)



CSMFO BOARD REPORT

Date: February 27, 2020

FROM: Steve Heide, President

SUBJECT: Recommendations for Appointment to SCO Special District Policy and Interpretation Committee

DISCUSSION

I've received a request from the California State Controller's Office (SCO) to submit recommendations for appointment to the Special Districts Policy and Interpretation Committee. This committee assists in updating the *Special Districts Uniform Accounting and Reporting Procedures* manual.

A vacancy has arisen due to a retirement. As per the attached letter, recommended candidates should be employed in the capacity of a senior financial officer within a special district.

The committee does not have statutory meeting requirements and committee members act as vetting partners in reviewing publications and providing feedback. In regards to time commitments, the SCO suggests that committee members set aside approximately two weeks of their time when reviewing the special districts manual. Typically reviews occur once or twice a year. The SCO will inform the committee in advance as to when they can expect to review the special districts manual. Membership appointments on the committee are on an ongoing basis.

Recommendations, including resume or biography are requested no later than March 6, 2020 by the SCO. At this time, I am requesting that any special district member with an interest in being considered for recommendation contact me and provide resume or bio by no later than March 3, 2020.

RECOMMENDATION

It is recommended that the CSMFO Board of Directors receive and file this report.



BETTY T. YEE
California State Controller

February 18, 2020

Steve Heide
President
California Society of Municipal Finance Officers
700 R Street, Suite 200
Sacramento, CA 95811

SUBJECT: Special Districts Policy and Interpretation Committee Recruitment

Dear Mr. Heide:

The Local Government Advisory Committee on Financial Reporting, a seven-member committee established pursuant to Government Code section 12463.1, assists the Controller in developing complete and accurate records as they pertain to local government financial transaction reports.

The Local Government Advisory Committee on Financial Reporting and the State Controller's Office established the Special District Policy and Interpretation (SPD P&I) Committee to assist in updating the *Special Districts Uniform Accounting and Reporting Procedures* manual. The SPD P&I Committee reviews the manual prior to submission to the Local Government Advisory Committee on Financial Reporting.

A vacancy has arisen on the SPD P&I Committee due to the retirement of Mary Morris-Mayorga. The State Controller's Office formally requests your recommendations of members of your organization for appointment to the SPD P&I Committee. The recommended candidates should currently be employed in the capacity of a senior financial officer within a special district.

Please submit your recommendations, including a resume or biography that details the qualifications of each candidate, no later than March 6, 2020.

Should you have any questions, please contact the Local Government Policy Unit via email at LocalGovPolicy@sco.ca.gov, or contact Jason Narayan, Policy Analyst, at (916) 322-4554.

Sincerely,

A handwritten signature in blue ink, reading "Sandeep Singh", is located below the "Sincerely," text.

SANDEEP SINGH
Manager, Local Government Policy Section

Local Government Programs and Services Division
MAILING ADDRESS P.O. Box 942850, Sacramento, CA 94250
3301 C Street, Suite 700, Sacramento, CA 95816



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California State Controller

February 18, 2020

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Please submit your recommendations, including a resume or biography that details the qualifications of each candidate, no later than March 6, 2020.

Should you have any questions, please contact the Local Government Policy Unit via email at LocalGovPolicy@sco.ca.gov, or contact Jason Narayan, Policy Analyst, at (916) 322-4554.

Sincerely,

A handwritten signature in blue ink, reading "Sandeep Singh", is positioned above the printed name.

SANDEEP SINGH
Manager, Local Government Policy Section

Local Government Programs and Services Division
MAILING ADDRESS P.O. Box 942850, Sacramento, CA 94250
3301 C Street, Suite 700, Sacramento, CA 95816



CSMFO BOARD REPORT

DATE: January 28, 2020

FROM: Kate Zawadzki
Administration Committee Chair

SUBJECT: Chapter account balance policy

Background:

It is the intent of the CSMFO Board of Directors to support the CSMFO chapter activities. On occasion, CSMFO chapter activities may result in a negative chapter account balance. These negative balances may be a result of revenue and expense timing differences, low attendance, or special events. At the December 5, 2019 Board meeting, the Board directed the Administration Committee to develop a policy to document the negative balance resolution process.

Policy:

CSMFO will maintain an annual budget item for chapter support. Chapter Chairs will make an advance request to the CSMFO Executive Director for support in the event that they anticipate incurring a permanent deficit that will result in a negative chapter balance.

The CSMFO Executive Director will perform a chapter balance reconciliation at the end of the each fiscal year. Any negative balances that remain, that will not be resolved with time, will be supplemented from the chapter support budget to bring the balance to zero.

Recommendation:

It is recommended that the Board of Directors review and approve this policy and the addition of the policy to the Administrative Handbook.

CONTRACT APPROVAL POLICY

Policy Statement:

The primary objective of this policy is to establish procedures for approval of all CSMFO contracts to promote transparency and efficiency.

- A. Every CSMFO contract with fees in excess of \$5,000 shall be presented to the Board of Directors at a board meeting for consideration and approval. Unless otherwise stated in the board report, every CSMFO contract shall be executed by the Executive Director. In the event that the Executive Director is unavailable, the CSMFO President will execute the contract.
- B. If there is a contract that is urgent in nature where the duration of time until the next Board meeting would be detrimental to CSMFO, the Executive Director will obtain authorization from the Executive Committee to execute the contract. The Executive Director will notify the Board of Directors at the subsequent Board meeting, noting the reason for the urgency.



CSMFO BOARD REPORT

DATE: January 28, 2020

FROM: Kate Zawadzki
Administration Committee Chair

SUBJECT: Disbursement and authorized check signer policy

Background:

In 2016, the Board adopted a policy identifying the disbursement approval process and the authorized check signers. The policy simplified the task of updating signature cards annually by designating disbursement approvers as the President, President-Elect, Past President and Administration Committee Chair and the authorized check signers as the Executive Director and either the President Elect or Administration Committee Chair. Two authorized approvers must review and approve the payment and the authorized check signers must sign the check prior to the distribution.

At the October 8, 2019 Board meeting, the Board directed the Administration Committee to develop policies that document the process for check disbursement and authorized persons on bank signature cards. This proposed policy update will further define the selection of the check signer and the disbursement approval process.

Policy:

Disbursement approvers

Disbursements must be approved by no fewer than two of the following, prior to distribution: President, President-Elect, Past President and Administration Committee Chair.

Check signers

All checks require two signatures. The designated signers will be the Executive Director and another member of the Executive Committee. To alleviate the necessity of updating signature cards annually, they will be update once every three years. The President-Elect at the beginning of the three-year period will be designated as the second check signer. This duty will follow the elected official through the three-year term on the Executive Committee in their role as President-Elect, President, and Past President. Upon departure of the second signer from the

Executive Committee, new signature cards will be prepared for the incoming President-Elect. If the check signer departs the Executive Committee prior to completing the three-year cycle, new signature cards will be prepared to replace the second signer with the existing President-Elect.

Disbursement approval process

Prior to entering the distribution process, invoices related to consultant services shall be submitted to the committee overseeing the services for review. If the nature of the consultant services are not specific to any single committee function, the Administration Committee shall review the invoice. The reviewing committee will ensure that the invoice reflects services and fees that are complete and in accordance with the approved contract.

Following approval by the reviewing committee, invoices and requests for reimbursement will be submitted to disbursement approvers. A disbursement report should accompany the backup documentation submitted to the disbursement approvers.

Upon approval by the disbursement approvers, checks will be signed by the authorized signers. A monthly disbursement report should be included in the monthly Board meeting materials for Board member review.

Recommendation:

It is recommended that the Board of Directors review and approve this policy and the addition of the policy to the Administrative Handbook.

Records Retention Policy & Schedule

The purpose of records management is to ensure that information is available when needed. Efficiency in record-keeping requires identification, organization, and maintenance for the requisite number of years, and documentation when destroyed.

Disposition of records should occur routinely in accordance with the provisions of the Records Retention Schedule (Schedule). For example, if the Schedule states that certain records shall be retained for three years, records review and disposal should occur promptly at the conclusion of the three-year retention period. This ensures that file space is used efficiently and prevents active records from becoming interfiled with records that have outlived their administrative usefulness.

A listing of records to be destroyed shall be submitted by the Committee of Record to the Secretary or the Secretary's designee for review prior to destruction. The Secretary or designee will verify compliance with the Schedule and respond with authorization to proceed.

Ownership of Records

All records are the property of CSMFO and shall be delivered by outgoing consultants and volunteers to their successors.

Definitions

Disposition – The length of time a record is kept, which may be permanent

Historical Record – The retention of records that have enduring value because they reflect significant historical events or document the history and development of CSMFO

Records Retention Schedule – The document identifying the length of time a record is maintained, including disposition.

Records Retention Codes

A/E: After expiration

AU: Audit

C: Current

D/R: Destroy when no longer relevant

P: Permanent

CSMFO RECORD RETENTION SCHEDULE

Record Title	Total Retention Period	Record location	Committee Responsible for retention and disposition of record
CSMFO Administration			
Annual Report	P - Historical	SMA	SMA; if moved to Higher Logic, Administration
Audit	AU + 7 years	SMA	SMA; if moved to Higher Logic, Administration
Board packets & Minutes	P - Historical	SMA	SMA; if moved to Higher Logic, Administration
Committee Meeting Agendas	3 years	Various	Originating Committee
Contracts	P - Historical or D/R	SMA	SMA; if moved to Higher Logic, Administration
Draft Board reports	Board meeting + 6 months	Various	Originating Committee
Taxes	C + 7 years	SMA	SMA; if moved to Higher Logic, Administration
Career Development Committee			
Committee Meeting Agendas	3 years		Originating Committee
Webinars	P - Historical or D/R		Career Development
Audio Recordings	P - Historical or D/R		Career Development
CPE Information (Webinars and Core Courses)	5 Years		SMA
Class Registration and Surveys	5 Years		SMA
Communications Committee			
Committee Meeting Agendas	3 years		Originating Committee
Draft articles	Publication + 6 months		Communications
Final article content	Publication + 1 year		Communications
Printed CSMFO magazine	P - Historical		Communications
Online articles	P - Historical		Communications
Membership Committee			
Committee Meeting Agendas	3 years		Originating Committee
Board Report/Update	D/R - at least 3 years	Google Drive	Membership
Membership Information (Brochure/Outreach Letter)	C + 2 years	Google Drive	Membership
Membership Committee Meeting Summary/Minutes	D/R	Google Drive	Membership
Committee Strategic Plan Update	P - Historical or D/R	Google Drive	Membership
Data analysis (Conference Analysis/Inactive Chair)	D/R	Google Drive	Membership
Program Committee			
Recommended Conference Session Tracker	P - Historical or D/R		
Call for Session Submittals	P - Historical or D/R		
Speaker Confirmation Letter Template	D/R		
Moderator Confirmation Letter Template	D/R	currently in Dropbox/backed up regularly to external hard drive	Program
Conference Program (Event Schedule, Session Description)	C + 7 years		
Speaker Bios & Contact Information	C + 3 years		
Program Committee Meeting Agendas	3 years		
Conference Meeting Room Layouts	C + 7 years		
Moderator Bio & Contact Information	C + 3 years		
Professional Standards Committee			
Committee Highlights (Best Practices)	5 Years		Professional Standards
Recognition Committee			
Budget submission	C + 3 years	Awards Force	Recognition
Guide to Award Season	P		Recognition
Reviewer list	C + 3 years		Recognition
Award winner list	C + 10 years		Recognition
Technology Committee			
CSMFO email	C + 2 years	email server	Technology
Knowledge Base (Higher Logic)	D/R	Higher Logic	Technology/Professional Standards



CSMFO Executive Committee
Agenda
February 11, 2020

- Website Updates
- 2020 Committee Chair Calls
- 2024 Site Selection Update
- Annual Report Update
- April In-Person Board/Host Meeting - Location(s)?
- SMA/MMM/M&AMS/Ad Hoc
 - SMA Staff Support for Committees

February Board Agenda Items

- Holdover items from January
 - Chapter Balances Policy
 - Contract Signing Authority Policy
 - Disbursement and Check Signing Authority Policy
 - Records Retention Policy
 - Investment Policy



CSMFO BOARD REPORT

DATE: January 28, 2020

FROM: Administration Committee
Stephen Parker, Member

SUBJECT: Establishing CSMFO's Investment Policy

BACKGROUND:

In 2017 the Board established a reserve policy found in Section XIX of the Administrative Handbook. That policy identified that reserve funds would be invested in accordance with the Investment Policy adopted by the Board. To date, no CSMFO policy has been established, and excess funds that are not kept in CSMFO's bank account are deposited in the State of California's Local Agency Investment Fund (LAIF).

On October 8, 2019, the Board approved a series of recommendation from the CSMFO Ad Hoc Working Group that was tasked with reviewing the role and responsibilities of the subcontracted Executive Director. The 9th recommendation from the Working Group was "That the Board directs the Administration Committee to develop an Investment Policy for inclusion in the Policies and Procedures Manual."

The attached investment policy was drafted and reviewed by the Administration Committee to satisfy that recommendation. While CSMFO is a 501(c)6, our members are made of governmental finance professionals, and the strict restrictions of the California Government Code was considered a conservative starting point for allowable investment types. Investment types included in the policy all have a very low risk of loss, with a focus on safety, and are able to be sold easily on a secondary market with a focus liquidity. The options include Government Obligations, Commercial Paper, Negotiable Certificates of Deposit, Money Market Funds and Local Agency Investment Fund.

As Article II, Section H.5 of the CSMFO Bylaws designates the Secretary/Treasurer to maintain the financial records of the society, the Investment Policy assigns responsibility for all transactions undertaken and establishing a system of controls to the Secretary/Treasurer.

RECOMMENDATION:

That the Board establish the attached Investment Policy as a stand-alone document and kept on the CSMFO website under Policies and Procedures Manuals.

Attachment: CSMFO Investment Policy

CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS

INVESTMENT POLICY

1.0 POLICY:

This Statement is intended to provide guidelines for the prudent investment of California Society of Municipal Finance Officer's ("CSMFO") temporarily idle cash and to outline the policies for maximizing the efficiency of CSMFO's cash management system. The basic premise underlying CSMFO's investment philosophy is to ensure that money is always available when needed. The ultimate goal is to enhance the economic status of CSMFO while protecting its funds in accordance with the applicable local, state and federal laws.

2.0 STANDARDS OF PRUDENCE:

Authority to manage CSMFO's investment program is derived from Article III, Section H.5 of CSMFO's Bylaws which designates the Secretary Treasurer to maintain the financial records of the society. The Secretary/Treasurer shall be responsible for all transactions undertaken and for establishing a system of controls to regulate the activities of subordinate officials, and their procedures in the absence of the Secretary/Treasurer.

Those investing excess funds pursuant to this policy are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing CSMFO funds, a trustee shall act with care, skill, prudence and diligence under the circumstances then prevailing, including but not limited to, the general economic conditions and the anticipated needs of CSMFO, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of CSMFO.

3.0 INVESTMENT OBJECTIVES:

The investment of funds of CSMFO is directed to the goals of safety, liquidity and yield.

1. Safety. Safety of principal is the foremost objective of the investment program. Investments of CSMFO shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, CSMFO will operate only in those investments that are considered very safe.
2. Liquidity. The investment portfolio will remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature at the same time as cash is needed to meet anticipated demands. Additionally, since all possible cash demands cannot be anticipated, the portfolio will consist entirely of securities with active

secondary or resale markets or local government investment pools which offer same-day liquidity for short-term funds.

3. Yield. The investment portfolio shall be designed with the objective of achieving a competitive market rate of return or yield, while taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to safety and liquidity. The core investments shall be limited to low risk securities to be held to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield or target duration of the portfolio.
- The liquidity needs of the portfolio require security to be sold.

4.0 ETHICS AND CONFLICTS OF INTEREST

Officers and volunteers involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

5.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Secretary/Treasurer will maintain a list of approved financial institutions authorized to provide investment services to CSMFO in the State of California. A determination should be made to ensure that all approved broker/dealer firms and individuals covering CSMFO are reputable and trustworthy. In addition, the broker/dealer firms should have the ability to meet all of their financial obligations in dealing with CSMFO. The firms and individuals covering CSMFO should be knowledgeable and experienced in fixed income investing and the investment products involved.

6.0 AUTHORIZED AND SUITABLE INVESTMENTS

CSMFO will maintain investments in conformance with the California Government Code (CGC). Specific types of investments are defined in CGC 53635. Also, CGC 53635.2 permits the use of CGC 53601 investment instruments, therefore, both CGC 53601 et seq. and CGC 53635 et seq. are the governing sections pertaining to legal investments. Investments will only be made in authorized securities with a maturity date of five (5) years or less from the transaction settlement date.

For the purpose of these investments, the compliance with the investment percentage(s), in regards to the total investment portfolio, shall be calculated on the date the investment is acquired. If the percentage is legally compliant on the date of purchase, then compliance with the law shall have been met.

Investment	California Legal Requirements CSMFO Requirements
Government Obligations U.S. Treasury and Agency Obligations (U.S. Treasury obligations are bills, notes and bonds issued by and direct obligations of the U.S. Government. Agency obligations are notes and bonds of Federal agencies and government sponsored enterprises, although not direct obligations of the Treasury, they involve federal sponsorship or guarantees)	Authorized by CGC 53601(b), (f) 1. No limit on amount in the portfolio.
Commercial Paper (Short term, unsecured, promissory notes issued by firms in the open market. These notes are generally backed by a bank credit facility, guarantee/bond of indemnity or some other support agreement.	Authorized by CGC 53601 (h), CGC 53601.2 & CGC 53635 (a) 1. Not to exceed 270 days 2. Not to exceed 25% of portfolio 3. No more than 10% of portfolio may be invested in a single issuer 4. Must be rated P-1 by Moody's Investors Service or A-1 by Standard and Poor's
Negotiable Certificates of Deposit (Issued by commercial banks and thrift institutions against funds deposited for specified periods of time and earn specified or variable rates of interest. NCD's differ from other CD's because of their increased liquidity as they are actively traded on the secondary market. These deposits are uncollateralized promissory notes that are insured up to \$250,000 by FDIC or NCUA.	Authorized by CGC 53601 (i), GCC 53638 1. Not to exceed 30% portfolio 2. All purchases must be from institutions rated by a nationally recognized rating organization as designated by the Security and Exchange Commission.
Money Market Funds Shares of beneficial interest issued by management companies. Shares represent ownership of diversified portfolio securities, which are redeemable at their net asset value).	Authorized by CGC 53601 (l) 1. The pooled investments that comprise these funds must comply with 53601 and 53630 inclusive.
Local Agency Investment Fund (LAIF) Provides high liquidity allowing deposits to be credited to CSMFO's checking account within twenty-four (24) hours. State Pool funds are operated directly by the Office of the State Treasurer, who commingles state and local funds.	Authorized by CGC 16429.1 (b) 1. No limit on amount in the portfolio.

7.0 REVIEW OF INVESTMENT PORTFOLIO

The securities held by CSMFO must be in compliance with Section 6.0 Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 6.0 subsequent to the date of purchase the Secretary/Treasurer shall at least quarterly review the portfolio to identify those securities that do not comply. The Secretary/Treasurer shall establish procedures to report to the CSMFO Board major and critical incidences of noncompliance identified through the review of the portfolio.

Should any investment listed in Section 6.0 exceed a percentage-of-portfolio limitation due to an incident such as fluctuation in portfolio size, the affected securities may be held to maturity to avoid losses. When no loss is indicated, the Secretary/Treasurer shall consider rebalancing the portfolio after evaluating the expected length of time that it will be imbalanced.

Portfolio percentage limits are in place in order to ensure diversification of the CSMFO investment portfolio; a small temporary imbalance will not significantly impair that strategy.

8.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by CSMFO shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by a third-party custodian designated by the Secretary/Treasurer and evidenced by safekeeping receipts.

9.0 REPORTING

A report of investments shall be signed off by the Secretary/Treasurer and submitted to the Administration Committee for review quarterly. Upon their approval, it shall be provided to the Board of Directors at their next scheduled meeting.



CSMFO BOARD REPORT

Date **February 27, 2020**

FROM: Craig Boyer
 Senior Advisor, Recognition Committee

SUBJECT: GFOA Award Presentations

Background:

As the California chapter of the Government Finance Officers Association (GFOA), CSMFO has historically provided award presentations to acknowledge excellence in local government budgeting and financial reporting in California. CSMFO members provide presentations to both GFOA and CSMFO award recipients.

For GFOA award presentations, GFOA has included a page in its award package notifying award recipients that an award presentation can be made by its GFOA State Representative, which is CSMFO for California award recipients. The notification includes Recognition Committee member contact information, as the Recognition Committee is responsible for coordinating the assignment of award presenters to those local governments who request an award presentation.

CSMFO has made requests in prior years to be included on the distribution list for award recipients so that we can better prioritize our resources for award presentations. Past attempts to receive award recipient information in a timely manner have not been successful.

Change in CSMFO Responsibility:

During the CSMFO Annual Conference in Anaheim, I spoke with Chris Morrill, GFOA Executive Director. I explained to him how CSMFO had established a policy for prioritizing award presentations so that we can ensure that higher priority presentations will have an award presenter who is available to present. I asked him if GFOA could include us on the distribution list for award recipients so that CSMFO could better utilize our prioritization policy.

In e-mail correspondence with Chris Morrill subsequent to the Annual Conference, he informed me that GFOA no longer wants state representatives to make award presentations, as an award presentation was made by another state representative where the nature of the award was misrepresented. Subsequent to this incident, GFOA has not been encouraging state representatives to make award presentations. After reading the response, I reviewed the County of Alameda's last GFOA award package and noted that the page that notifies award recipients to contact state representatives for award presentations was no longer included.

Chris Morrill did offer a couple of alternatives if CSMFO wants to continue to provide the GFOA award presentation service. One is for him to record a short, personalized video that would be made available to award recipients. The other alternative is to provide a script that award presenters could read at an award presentation ceremony.

Recommendation:

The Recognition Committee supports the alternatives that Chris Morrill has provided and is seeking input from the Board. The Recognition Committee drafted a script for award presentations a couple of years ago and could submit this script to GFOA for review and approval. We also support the preparation of the video, as CSMFO does not always have enough award presenters to make all award presentations and the video would be a nice alternative when an award presenter is not available.

The Board should also keep in mind that the Recognition Committee continues to provide resources for CSMFO award presentations.

Zoom Meeting: <https://zoom.us/j/379987207> or by phone 1 669 900 6833

Meeting ID: 379 987 207

Attendees: Mary, Brad, Don, Craig, Scott, Grace Z., Zach. Grace C., Terri, Nick, Harriet, Lorena and Laura

ACTIVE DISCUSSION ITEMS

I. 2020 Strategic Goals - CDC Priority Actions

- a. Evaluate content of Introductory Course to ensure alignment with Intermediate Course (Laura/Mary) – We have reviewed the course content and have updated but in general curriculum is appropriate.
- b. Develop CSMFO Certification Program (Margaret) – Beginning discussions with GFOA to determine possibly synergies for certification program.
- c. Create easy-to-use references for members of current course offerings: (Laura/Mary)
 - i. Evaluate effectiveness of all current core courses to determine whether to continue offerings: Ongoing
 - ii. Develop a catalog of core courses with a cadre of qualified instructors – Completed and handed out at conference. Will be finalizing last few courses and will be adding to CSMFO website.

2. Webinar Program (Craig Lesner)

	2020	Subject	# of Locations	Est. # of attendees
1	Feb. 25	How do California Pensions Measure-Up Nationally?	Zach will send emails today and Mon.	180 registered so far
2	Early April	7 Habits of Highly Effective Investments – from Conference		
3	Early May	Tracking Capital Assets – need title – from Conference		
4	June, Fall or Winter	GASB Update – David Bean		
5		How to read PERS Actuarial Reports		
6	Prior to year-end accounting timeframe	Grants Accounting		
9				
10		Parking lot topics;		

		State Controller Report Changes ERP Implementation Budgeting Revenue		
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Marketing of webinars change to SMA - 3-4 weeks out, then 2 weeks out and then 1 one week out marketing for webinars.

Go-to-Webinar will be used by GFOA.

Granicus is being worked on.

3. Quick-Hits 2019 Proposed: (Brad/Pam) – To dos – figure out marketing.

a. Maze and Associates – Ransomware – Completed, On Website.

b. Ahmed Badawi on GASB 84 (Fiduciary Activities) – Brad – just received and reviewing.

c. Other Ideas being considered:

i. White Nelson Diehl Evans on recording Long-Term Debt. - Pam

ii. Pam Derby, CPS HR on resumes or hiring.

iii. 14 other vendors at conference have expressed interest.

I. Pun & Associates – Artificial Intelligence – Streamlining processes for Public Agencies.

CORE COURSE UPDATE

4. Core Course Scheduling

2020 (Planning in progress)

a. Intro to Governmental Accounting (Grace) 6 per year

1. 2/21/20-West Basin WD –Carson, CA

2. 2/25/20 – Sunnyvale, CA

3. 3/3/20 – Simi Valley, CA

4. 4/15/20 – Concord, CA

5. 6/5/20 – San Diego, CA

6. 7/1/20 – Elk Grove, CA

b. Intermediate Accounting (Terri) 6 per year

1. 3/12/20 – Oakland, CA

2. 3/26/20 – Glendora, CA

3. 4/28/20 – Escondido, CA
4. 9/15/20 – Coachella Water District – Palm Desert, CA
5. 11/5/20 – Cosummes Water District – Elk Grove
6. **TBD – San Joaquin Valley – Pam has call into Chapter Chair**
- c. Investment Accounting (Terri/Pam) So Cal 2020
 1. **TBD - City of Newport Beach**
- d. Fiscal Policy/Long-Term Financial Planning (Lorena)
 1. None in 2020.
- e. Fundamentals of Tax Revenues (Mary/Nick); South in 2020
 1. 4/14/20 – Lakewood, CA
- f. Fundamentals of Fees, Rates Charges & Land-Based Financing Tools (Mary/Nick); North in 2020
 1. **TBD – Redwood City, CA**
- g. Developing Successful Supervisory Skills (Mary/Nick); 1 per year – North in 2020
 1. 4/30/20 – Campbell, CA
- h. Successful Skills for Finance Directors – (Mary/Nick) 1 per year – South in 2020
 1. 10/15/20 – Redwood City, CA
- i. Weekend Training (Lorena); North in 2020
 1. **TBD – need to work out location/contracts – Sacramento – weekend before Thanksgiving**

5. Other Items

- i) 2020 Committee:
 - (1) Laura Nomura – Chair
 - (2) Pam Arends-King – Vice Chair
 - (3) Scott Catlett – Vice Chair
 - (4) Mary Bradley – Senior Advisor
 - (5) Grace Castaneda – Board Liaison (added) – Welcome Grace!**
 - (6) Harriet Commons – Member
 - (7) Margaret Moggia - Member
 - (8) Nick Kurns – Member
 - (9) Brad Farmer – Member
 - (10) Lorena Quijano – Member
 - (11) Terri Willoughby - Member
 - (12) Grace Zheng – Member
 - (13) Craig Lesner – GFOA
 - (14) Zach Seals – SMA
 - (15) Don Maruska – Consultant (Transition)

ii) Discuss Out-of-State Agency Webinar Participation (Scott) – Admin Committee in process of drafting Board Report and revised contracts for Out of State Agencies participation in Webinar program (contracts expired 12/31/19). He will be getting data on past usage by Out of State agencies in order to provide data to the Board in conjunction with the report.

iii) Committee Roundtable

6. **Next Meeting:** March 19, 2020



Dedicated to Excellence in Municipal Financial Management

MEMBERSHIP COMMITTEE AGENDA

Date: Thursday, January 23, 2020
Time: 9:00 a.m.
Zoom Meeting: <https://zoom.us/j/926093293> or by phone +1 669 900 6833
Meeting ID: 926 093 293

In attendance: Stephanie Reimer, Melissa Manchester, Margaret Moggia, Margaret O'Brien, Mark Petrasso, Zach Seals

Agenda Items

1. 2020 Action Items
 - a. Annual Conference
 - i. Booth Coverage
All but two spots were filled with volunteers. At the booth we will be giving away beanies, pins and brochures.
 - ii. Booth Talking Points / Give Back Box Info
Laminated copies of the booth coverage schedule and the talking point/give back box information will be available for reference.
 - b. 2020 Strategic Plan
This will be presented at the January Board meeting next week and we will begin to work on it at our February meeting.
2. Next Meeting – Thursday, February 20th at 3:30 p.m.

**MINUTES OF THE
PROFESSIONAL STANDARDS COMMITTEE
Teleconference Meeting
Thursday, February 13, 2020
2:00 p.m. – 2:30 p.m.**



Conference Call Participants

Jason Al-Imam, City of Fountain Valley (Chair)
Carrie Guarino, CVWD (Board Liaison)
Jennifer Farr, Davis Farr
Ken Pun, The Pun Group
David Alvey, Maze
Heidi Schoeppe, Webb
Tim Seufert, NBS
Heidi Schrader, City of Riverside
Deborah Harper, LSL
Terry Madsen, ClearSource Financial

1. Recently Published Committee Highlights

- New Accessory Dwelling Unit Legislation (January 2020)

2. Status Update on Committee Highlight Assignments

- Sarah Meacham is working on a Committee Highlight on AB 857 (Public Banks)
- Deborah Harper, Terry Madsen and Kelly Telford are working on a Committee Highlight on the transition from DUNS numbers to SAM managed identifiers in 2020. This Committee Highlight will be published in February.

3. Roundtable Discussion on Potential Topics of Interest for Committee Highlights

- Financial Management & Budgeting – The Committee needs to recruit additional members for this practice area.
- Accounting and Financial Reporting –
 - GASB 84 White Paper – The Committee discussed the status of the GASB 84 White Paper that is being drafted by the CalCPA's Governmental Accounting and Audit (GAA) Committee related to Fiduciary Activities. The White Paper is expected to be finalized in May 2020.
 - GFOA Blue Book – GFOA is expected to issue a new blue book in 2020. The Committee will continue to follow this.
- Retirement and Benefits Administration – The Committee discussed a potential Committee Highlight on how investment returns, mortality and inflation affect pension costs. The Committee will revisit this topic in April.
- Treasury and Investment Management – California Governor Gavin Newsom signed Assembly Bill 857 on October 2, 2019, which allows a local agency to create, or sponsor,

public banks subject to approval by the California Department of Business Oversight and Federal Deposit Insurance Corporation. Sarah Meacham (PFM) plans to draft a Committee Highlight on this topic in March.

- Capital Finance and Debt Administration – The Committee discussed the implications of a 2017 state Supreme Court ruling in the California Cannabis Coalition v. City of Upland decision that suggested (but did not explicitly declare) that a two-thirds vote requirement for special local tax increases might not apply to measures placed on the ballot initiative. This issue will continue to be monitored as it is likely going to require the state Supreme Court to clarify its ruling on this matter.

The group discussed The California Tax on Commercial and Industrial Properties for Education and Local Government Funding Initiative (or “Split-Roll” initiative), which qualified to appear on the November 3rd ballot. The “Split-Roll” initiative proposes a constitutional amendment that would require commercial and industrial properties, except those zoned as agriculture, to be taxed based on their market value, rather than their purchase price. This ballot initiative will continue to be monitored.

- Grant Management – Starting in December 2020, the DUNS number will no longer be the official identifier for doing business with the U.S. Government. The DUNS number will be phased out and replaced with a Unique Entity Identifier (UEI). The Committee plans to draft a Committee Highlight on the transition from DUNS numbers to SAM managed identifiers in 2020. A Committee Highlight on this topic will be published in February 2020.

4. Next Meeting: April 9th, 2:00PM



STUDENT ENGAGEMENT COMMITTEE AGENDA

Date: Tuesday, February 18, 2020
Time: 1:00 p.m.
Zoom Meeting: <https://zoom.us/j/358504306> or by phone +1 669 900 6833
Meeting ID: 358 504 306

1. Introductions

- a. All team members introduced themselves, their employer/affiliation, and take away from conference.

2. Recap of Prior Year Accomplishments

- a. Resources developed last year use to continue to move forward the goals of the committee
- b. Student membership brochure - Specific to students. Available for outreach events.
- c. PowerPoint template available for those making presentations in front of students.
 - i. To be used as a guideline or basic structure. Framework talking points to get started. Tailor to the needs of the audience.
- d. Enhanced student benefits – Includes, free membership. No financial barrier to entry. All they need to do is go to website and signup. Other benefits include attending chapter events and career webinars for free.
- e. Developed student website - www.csmfo.org/students
- f. Student scholarships available for the annual conference.
- g. Numerous campus events attended by ad hoc members. Continue to have a presence on college campuses this year. Identify where we want to channel our efforts to keep directly engaging with students by attending campus events.

3. Action Items

- a. Student Outreach
 - i. Chapter meetings
 - 1. What are the best ways to reach students? What are the best ways to integrate student into chapter framework? Or chapters into the student community? Chapters to coordinate with local campuses

- to have at least one chapter meeting a year on campus. Language in chapter handbook to emphasize this goal.
 - 2. Committee liaison to put chapter chairs in contact on college campuses to facilitate an on-campus meeting.
 - 3. Speakers' topics to include relevance to students.
 - ii. Campus events
 - 1. Bring it to them when we have an opportunity to do so. Facilitate meetings with student organizations on campus. Looking for volunteers to take this on 1-2 members.
 - a. David Cain offers to help in Southern California.
 - b. Ernie to volunteer for So Cal
 - c. Rui offers Dominguez Hills
 - d. Taylor at CSU Fullerton
 - e. Chu asks about logistics
 - f. **Jennifer and Chu will coordinate to set up overarching plan to incorporate those who have volunteered.**
 - 2. **GFOA coordination on student engagement**
 - b. Internship Program
 - i. Discuss and evaluate existing program
 - 1. Looking for volunteers to take lead.
 - 2. Good idea to have students involved.
 - 3. App might be a better delivery method
 - 4. **Stephanie volunteered**
 - 5. Taylor CSUF required for graduation. Reach out to programs that require internships. Present themselves as an opportunity.
 - 6. **Stephanie and Taylor work together to flush out opportunities to improve this area.**
 - c. Student Listserv
 - i. Integration with Higher Logic
 - 1. Volunteer to reach out to technology committee and generate content. Separate listing for student members.
 - 2. Goal foster community among student members. Students engage other students.
 - 3. **Amber to Volunteer to reach out to the Technology Committee to understand the mechanics of setting this up.**
 - ii. Moderator role
 - 1. Looking for moderators. Regular content. Topics to keep students engaged. Reminder of benefits, online trainings, where they are in their careers. Successes, learning opportunities, network opportunities through chapter meetings.
4. Committee Status
- a. Revised roles and responsibilities document
 - i. **Develop a committee handbook**
 - ii. **Roles of different officers**

- iii. Tasks of the committee in general
 - iv. Basic framework for the structure and what we're trying to achieve.
 - b. Proposed language for the Policy and Procedure Manual
- 5. Event Debriefs
 - a. CSUF last week. Waiting on more information from those who attended.
- 6. Upcoming Events
 - a. Cal Poly Pomona - Wednesday 3/11/20 6-8pm Meet the Firms
 - b. Cal Poly, Pomona - General meeting Thursday 4/16/20 from 12 to 1pm
 - i. David Cain to volunteer needs tablecloth
 - c. Golden Gate University Friday 2/21/20 3-5pm ELEVATE: Engage, Volunteer, Impact
 - d. Any fees to be paid by Craig and Amber to submit to SMA
- 7. Other Announcements
 - a. Craig to send out membership list
- 8. Next Meeting – Tuesday, March 17, 2020 at 1:00 p.m.

Action Items Summary:

- 1. Campus Events - Jennifer and Chu will work together to set up an overarching plan to incorporate those who have volunteered.
- 2. Internships – Stephanie and Taylor volunteered to review the current framework and suggest improvements.
- 3. Student Listserv – Amber volunteered to reach out to the Technology Committee to develop a student listserv through Higher Logic.
- 4. David Cain volunteered to attend the Cal Poly Pomona events.
- 5. Craig and Amber will address any event fees with SMA.
- 6. Craig will send out a committee membership list.

TRANSPORTATION, COMMUNICATIONS, & PUBLIC WORKS POLICY COMMITTEE

Thursday, January 23

10:00 a.m. – 3:00 p.m

Hyatt Regency, 1209 L Street, Regency D, Sacramento

A G E N D A

SPECIAL ORDER: State Budget and Issues Briefing for all policy committee members

10:00 – 10:45 a.m., Regency EF, Hyatt Regency

Upon adjournment, individual policy committee meetings will begin

- I. Welcome and Introductions**
- II. Public Comment**
- III. Overview of Parliamentary Procedures and Roberts Rules (Attachment A)** *Informational*
- IV. Committee Orientation (Attachment B)** *Informational*
- V. League Strategic Goals for 2020 (Attachment C)** *Informational*
- VI. Update of Existing Policy & Guiding Principles (Attachment D)** *Informational*
- VII. California's Transportation Infrastructure** *Informational*
 - *Speaker: Elissa Konove, Undersecretary, California State Transportation Agency*
- VIII. FCC "Small Cell" Order Litigation Update** *Informational*
 - *Speaker: Tripp May, Shareholder, Telecom Law Firm, PC*
- IX. Legislative Update (Attachment E)** *Informational*
 - *Speaker: Rony Berdugo, Legislative Representative, League of California Cities*
- X. Rule 20 Draft League Policy (Attachment F, F1, & F2)** *Action*
 - *Speaker: Caroline Cirrincione, Legislative Policy Analyst, League of California Cities*
- XI. 2020 Draft Work Program (Attachment G)** *Action*

NOTE: For all meeting materials and additional resources, please visit: www.cacities.org/TCPW

Next Meeting: Thursday, April 2, Sheraton Park Hotel, 1855 S Harbor Blvd, Anaheim

NOTE: Policy committee members should be aware that lunch is usually served at these meetings. The state's Fair Political Practices Commission takes the position that the value of the lunch should be reported on city officials' statement of economic interests form. Because of the service you provide at these meetings, the League takes the position that the value of the lunch should be reported as income (in return for your service to the committee) as opposed to a gift (note that this is not income for state or federal income tax purposes—just Political Reform Act reporting purposes). If you would prefer not to have to report the value of the lunches as income, we will let you know the amount so you may

Brown Act Reminder: The League of California Cities' Board of Directors has a policy of complying with the spirit of open meeting laws. Generally, off-agenda items may be taken up only if:

1. Two-thirds of the policy committee members find a need for immediate action exists and the need to take action came to the attention of the policy committee after the agenda was prepared (**Note:** If fewer than two-thirds of policy committee members are present, taking up an off-agenda item requires a unanimous vote); or
 2. A majority of the policy committee finds an emergency (for example: work stoppage or disaster) exists.
- A majority of a city council may not, consistent with the Brown Act, discuss specific substantive issues among themselves at League meetings. Any such discussion is subject to the Brown Act and must occur in a meeting that complies with its requirements.
- Informational Items:** Any agenda item listed for information purposes may be acted upon by the Policy Committee if the Chair determines such action is warranted and conforms with current League policy. If the committee wishes to revise League policy or adopt new policy for an item listed as informational, committees are encouraged to delay action until the next meeting to allow for preparation of a full analysis of the item.



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Parliamentary Procedure Basics Relating to League Policy Committees

(adapted from Robert's Rules of Order Newly Revised¹)

Note: This document is designed to provide practical examples of common procedural matters encountered by League policy committees. It strives to provide guidance to foster productive and efficient meetings; it is not meant to be an exhaustive or comprehensive discussion of Robert's Rules. As always, it is the role and discretion of the chair to provide helpful guidance to individuals that may digress from the appropriate form and substance related to the conduct of meetings and the presentation of motions and other procedural matters set forth below.

I. COMMON MOTIONS

1. Main Motions

Purpose: To introduce items to the committee for their consideration.

Example: "I move the staff recommendation to support AB 123."

2. Motion to Amend

Purpose: Retains the main motion under discussion, but changes it in some way.

Example: "I move to amend the (presented main) motion to support AB 123 if amended."

"Friendly" Amendments

Purpose: To offer an amendment to the main motion that is still supportive of the main motion.

Example: If there is currently a motion to support AB 123 on the floor and a committee member makes a "friendly" amendment to support AB 123 and also request that staff report back after contacting the sponsor for clarification on specific language.

Note: This is commonly mishandled procedurally. Often the individual that seeks to offer the "friendly" amendment will inquire if the maker of the original motion will "accept" the amendment, and if so the chair will treat the motion as amended. This is not the proper way to handle such an amendment. It is not the discretion of the mover of the original motion (or the chair) to accept or decline the amendment, rather it must be adopted by the committee.

However, if it appears to the chair that an amendment (or any other motion) is uncontroversial, it is proper for the chair to ask if there is "any objection" to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. If even one member objects, however, the amendment is subject to debate and vote like

¹ Additional information relating to Robert's Rules of Order is available at: www.robertsrules.com.

any other, regardless of whether its proposer calls it "friendly" and regardless of whether the maker of the original motion endorses its adoption.

3. **Substitute Motion**

Purpose: Removes the motion under discussion and replaces it with a new motion.

Example: When there is a main motion on the floor to support a bill, a substitute motion would be, "I move a substitute motion that the committee oppose AB 123."

Addressing Multiple Motions

The following examples provide guidance relating to how multiple motions are handled, and the impact failed substitute motions have on original (main motions) and any proposed amendments. The last motion presented should be considered first.

Note: Substitute motions commonly occur during policy committee meetings, yet Robert's Rules does not make a distinction between motions to amend and substitute motions. However, motions to amend must be considered prior to a main motion. Because the use of "substitute" motions is fairly widespread, the label as it is reflected in practice is used in the examples below. Rosenberg's Rules of Order² do reference substitute motions and their impact is also reflected below.

Example 1

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move that we support AB 123, if amended."

Committee Member 3: "I move a substitute motion that we oppose AB 123."

Characterizing the Motions:

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made an *amendment* to Committee Member 1's motion.

Committee Member 3 has made a *substitute* motion to Committee Member 1's motion.

Order for Consideration and the Possible Outcomes

Committee Member 3's motion is considered first. If Committee Member 3's motion *fails*, Committee Member 2's motion will be considered next. If Committee Member 2's motion *fails*, Committee Member 1's motion will be considered. If Committee Member 2's motion *passes*, there is no need to consider Committee Member 1's motion.

If Committee Member 3's motion *passes*, there is no need to consider Committee Member 1's motions because Committee Member 3's motion replaces Committee Member 1's original motion. There is also no need to consider Committee Member 2's motion since it is an amendment to Committee Member 1's motion that has been replaced by Committee Member 3's substitute motion.

² Additional information relating to Rosenberg's Rules of Order is available at:
http://www.cacities.org/resource_files/22486.ParliamentaryRevised.pdf

Example 2

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move a substitute motion that we oppose AB 123."

Committee Member 3: "I move that we oppose AB 123 unless amended."

Characterizing the Motions

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made a substitute motion to Committee Member 1's motion

Committee Member 3 has made an amendment to Committee Member 2's substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes

Committee Member 3's motion should be considered first. If the motion *fails*, Committee Member 2's motion is considered.

If Committee Member 2's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 2's motion substitutes for it.

If Committee Member 3's motion *fails*, Committee Member 2's motion is considered. If Committee Member 2's motion *fails*, the substitute motion for Committee Member 1's motion fails, and Committee Member 1's motion is considered.

If Committee Member 3's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 3's motion substitutes for it.

Example 3

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move a substitute motion that we oppose AB 123."

Committee Member 3: "I move a substitute to the substitute motion that we take no position on AB 123."

Characterizing the Motions

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made a substitute motion to Committee Member 1's motion

Committee Member 3 has attempted to make a substitute to Committee Member 2's substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes

While procedurally permissible, in an effort to avoid confusion Committee Member 3's motion should *not* be entertained by the chair until Committee Member 1 and Committee Member 2's motions have been discussed and voted upon.

Committee Member 2's motion should be considered first. If the motion *fails* Committee Member 1's motion is considered. If Committee Member 1's motion *fails*, then Committee Member 3's may make the motion to "take no position on AB 123."

If Committee Member 2's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 2's motion substitutes for it.

4. **Motion to Withdraw**

Purpose: To withdraw an item from discussion.

Making the Motion to Reconsider: Only the individual that made the initial motion can make a motion to withdraw an item from discussion. The individual may interrupt a speaker (after being recognized by the chair) to withdraw the motion under discussion at any time.

Note: This type of motion typically occurs following some debate by the committee that may provide additional information that influences the mover to reconsider continued debate on the original motion presented. Another member may subsequently make the same motion after it has been properly withdrawn.

Example: “Madame Chair, I move to withdraw my motion to support AB 123.”

5. **Motion to Reconsider**

Purpose: To revisit discussion of an issue.

Making the Motion to Reconsider: A motion to reconsider must be made by an individual that previously voted in the majority of the original motion. A motion to reconsider made by an individual that previously voted in the minority must be characterized as out of order.

Timing: A motion to reconsider must be made at the same meeting where the original motion was discussed, or the next meeting of the body. Motions for reconsideration following the next meeting are out of order.

Example: “I move to reconsider the committee’s position to support AB 123.”

6. **Motion to Table**

Purpose: This motion is often used in the attempt to "kill" a motion by setting it aside. The option is always present, however, to "take from the table," for reconsideration by the committee.

Note: This type of motion should be reserved to temporarily set an item aside if agreed upon by a majority of the committee to take up an item of immediate urgency. However, in practice it is sometimes used as an option to end debate and prevent a vote, and not typically to take up an item of immediate urgency. This is technically improper procedure (or out of order) under Robert's Rules.

Example: “I move that the committee table the motion to support AB 123.”

7. **Call for the Question**

Purpose: To refocus the committee on the agenda in the event there is sentiment that the discussion has drifted. The individual seeking to end debate must first be recognized by the Chair, make the motion and the motion must receive a second. The motion must be adopted by a 2/3 vote or unanimous consent.

Example: “I move the previous question.”

Note: The above procedure is consistent with Roberts Rules, however, in practice when an individual calls for the question a vote is not usually taken. The motion simply serves as an indicator to the chair that the debate may have drifted from the agenda, and the chair should remind the committee to return to the agenda. If there is a sense that the current discussion is productive the chair may elect to ask for a vote relating to the motion to call for the question, or the chair may propose continued discussion for some short period to allow individuals that wish to speak the opportunity.

8. Motion to Appeal

Purpose: To appeal a ruling made by the chair. A committee member may move to appeal a ruling by the Chair, but it must be seconded and receive a majority vote to be reversed.

Example: "I move to appeal the Chair's ruling that the committee approved support of AB 123."

9. Adding an Item to the Agenda for Consideration

Purpose: To have the committee discuss an item that is not on the prepared agenda before them. Because the League is committed to complying with the legal requirements and spirit of the Brown Act additional agenda items may be considered only if they fall within any of the below exceptions:

- An item may be added to the agenda by circulation to the committee members and posting on the League website at least 72 hours prior to the meeting.
- An item may be placed on the agenda at the meeting if the majority decides that it is an "emergency situation." An emergency situation includes work stoppage, crippling disaster, or any other activity that impairs public health safety or both.
- Two-thirds of the committee members present (or all of the members if less than two-thirds are present) must determine that there is a need for immediate action, and the need to take action arose subsequent to the circulation of the agenda.

If an item does not fall within one of these exceptions it may not be discussed and acted upon, but may be added to a subsequent agenda.

Note: This procedure is typically used when there is a supplemental agenda that is distributed at the meeting that was not mailed to the committee prior to the meeting.

II. OTHER ITEMS

1. Point of Privilege

Purpose: To draw attention to an item that interferes with the comfort of the meeting.

Example:

Committee Member: "Point of privilege."

Chair: "State your point."

Committee Member: "Madame Chair, may we inform the hotel staff that the room is uncomfortably hot and request that the air conditioning be adjusted."

2. **Point of Order**

Purpose: To draw attention to inappropriate conduct at the meeting.

Example:

Committee Member: "Point of order."

Chair: "State your point."

Committee Member: "Madame Chair, the motion was approved without opportunity for debate."

3. **Public Comment**

In the spirit of the Brown Act an opportunity for public comment is included on all agendas. The chair should exercise discretion in determining the appropriateness and extent of public comment during committee meetings setting reasonable limits as needed.

III. **HOW TO PRESENT A MOTION**

1. Obtain the floor by raising your hand and wait to be recognized by the chair.
2. Make your motion.
 - a. Speak clearly and concisely.
 - b. Always state a motion affirmatively. For example, "I move the staff recommendation that we support AB 123..." rather than, "I move that we do not take a position ...".
 - c. Avoid comments unrelated to the subject of the motion.
 - d. Avoid making any arguments supporting your motion at this time, simply state the motion.
3. Wait for someone to second your motion.
4. Another member will second your motion or the chair will call for a second.
5. If there is no second to your motion it is lost and no vote will be taken by the committee.
6. If there is a second to your motion the chair should re-state the motion, or ask League staff to re-state the motion.
 - a. The chair will say, "it has been moved and seconded that we ..." This places the motion before the committee for consideration and action.
 - b. The committee then either debates the motion or may move directly to a vote.
 - c. Once a motion is presented to the committee by the chair it becomes "committee property," and cannot be changed by the maker of the motion without the consent of the committee.
7. At this point the individual making the initial motion (the mover) may elect to expand on the motion. For example, this would be the appropriate time for the mover to present an argument in support of the motion.
8. The chair should always recognize the mover first.
 - a. All comments and debate must be directed to the chair.
 - b. Keep to the time limit (if any) for speaking that has been established.
 - c. The mover may speak again only after other speakers are finished, unless called upon by the chair.
9. Putting the Question to the Committee
 - a. The chair asks, "Are you ready to vote on the question?"
 - b. If there is no more discussion, a vote is taken on the motion.
 - c. If the motion passes, the committee moves on to the next item on the agenda.

- d. If the motion fails, and no other motion is on the floor, then a new motion is in order.

Note: If a motion to support AB 123 fails, this does not mean that there is opposition to AB 123 by default. A separate motion to oppose AB 123 or some other formal motion must be made and voted on by the committee.

IV. VOTING ON A MOTION

1. Voting is Conducted by Voice

The chair asks those in favor to say, "aye," those opposed to say "no." If the outcome is unclear by voice, a hand vote may be taken. Any member may move for an exact count. Following the vote, the chair should announce the outcome.

Example:

Chair: There is a motion and a second to support AB 123. All those in favor say, "aye." All those opposed say, "no." If the outcome by voice is clearly in support the chair would announce that, "The motion to support AB 123 passes." If the outcome results in opposition to the motion, the chair would announce that, "The motion to support AB 123 fails." If the outcome is unclear the chair, or another member may ask for a hand count.

V. QUORUM

1. Presumption of a Quorum

The presence of a quorum is *presumed* unless the issue is raised.

Note: It is not necessary, and is disfavored for the chair to routinely begin a meeting inquiring about the presence of a quorum.

2. Calculating the Presence of a Quorum

If the issue of whether a quorum is present is raised, a quorum consists of a majority of all appointed, voting members of a policy committee. A majority simply means more than half, not fifty percent plus one.

3. Votes Taken Prior to the Question of Whether a Quorum is Present Are Valid

If a vote(s) is taken prior to the question of whether a quorum was present is asked, and it is later determined that a quorum was not present when the vote(s) was taken, the action taken is still valid.

4. Votes Taken in the Absence of a Quorum are Advisory

A vote may be taken on matters *even if a quorum is not present*, but all votes taken by that body will be *advisory* to the League Board or the General Resolutions Committee, and the Board or the General Resolutions Committee must be advised that a quorum of the body was not present. The vote count should also be noted and communicated.

HOW LEAGUE POLICY COMMITTEES WORK

Role and Responsibility of Committee Members

The strength of the League's policy process and ability to effectively engage in the legislative process is based on the active involvement of and the expertise of city officials. We rely on your technical and policy knowledge, thoughtfulness, strategic thinking, and political savvy. Your role is to engage in thoughtful discussions at the meeting. Members should review the agenda and background material prior to the meetings, attend each meeting, and stay for the entire duration of the meeting.

The League has seven (7) policy committees, each with their own subject matter jurisdiction. Each policy committee plays a role in directing the League's engagement at the local, state, federal, and regulatory levels by adopting positions on relevant policy. These recommendations are then referred to the League's Board of Directors. Once approved, these positions are adopted as formal League policy and become part of the League's compilation of existing policy entitled, "*Summary of Existing Policy and Guiding Principles*" (Summary). This document will be updated in April 2020 and every two years thereafter. The Summary, in its entirety, is located on the League's Web site at www.cacities.org/advocacy. Individual sections are located on each policy committee's Web page, which are available at www.cacities.org/polcomm.

Policy Committee Legislative Agenda Items

League policy committees review bills or regulatory proposals on issues for which the League does not have existing policy, or for which staff members feel a policy discussion needs to occur for greater clarity or background on an issue. Staff will lobby legislation, funding proposals, or regulatory changes where existing policy provides clear direction.

Committee Recommendations on Positions on Bills

The committee's actions or positions are a recommendation to the League Board of Directors for a formal League position. Possible committee recommendations can be:

- Support
- Oppose
- Support-if-amended (as appropriate, specific amendments may be requested)
- Oppose-unless-amended (as appropriate, specific amendments may be requested)
- No position
- Neutral

There are nuanced differences between some of these positions. For example, "*support-if-amended*" sends a very different message than "*oppose-unless-amended*." Both positions might seek the same change but the support-if-amended position means that the League would be listed with the "supporters" of the bill in most legislative analysis. In addition, "*no position*" and "*neutral*" have different meanings and require different actions from staff. Selection of one or the other depends in part upon what type of message or political posture the League needs to take. Staff will advise the committee about the implications of each on a case-by-case basis.

Approval by League Board Needed for All Committee Recommendations

All committee actions are recommendations to the League Board, which has the final say on all positions. Under no circumstances are individual committee members nor the committee itself authorized to speak on behalf of the League. When a committee action is supported by a large majority (e.g., 32 to 3), the recommendation is placed on the Board's consent calendar. When the committee vote is split (e.g., 15-13), the item will be presented as an action item for the Board's discussion. Staff will also provide information about the reasons behind the committee's recommendation to the Board.

Most of the time, the Board adopts the recommendation of the policy committee. When the Board adopts a different position, staff will notify the committee members of the reason for the different position.

Some issues cut across more than one committee. When this occurs, staff will coordinate and bring a bill to more than one committee for review and recommendation. The recommendations are then forwarded to the League Board and if there is a different recommendation, the League Board resolves the difference.

Role of the Committee Chair

The chair's role is to balance the often competing needs of the membership to have a full and thoughtful discussion on the issues within the very real time constraint. The chair will often limit debate – either in the number of speakers or the amount of time each speaker has – in order to ensure that we can move ahead on our agenda and cover the items included. We ask that when you make comments on issues before the committee that you be brief and concise and that you not repeat what has already been stated. Also, if you have already spoken on an issue, the chair may ask you to hold your comments until after new speakers are able to share their comments.

Committee Schedule and Process

Committees generally meet three times a year (January in Sacramento, April in Anaheim, and So. San Francisco in June), plus an abbreviated meeting at the Annual Conference (October in Long Beach) to review resolutions if any are assigned to it. (The October meeting schedule will be announced in mid-August). Meetings begin at 10:00 a.m. and conclude by 3:00 p.m. and are scheduled on Thursdays and Fridays. **Please note that each policy committee will rotate which day it will occur on a yearly basis, so plan accordingly prior to submitting future applications.**

Agendas/Disseminating Information

A meeting notice is emailed to committee members about a month to six weeks in advance of the meeting, containing travel and logistical information. An agenda packet is emailed at least one week before a meeting and also sent via e-mail. Highlights that summarize committee actions are prepared by staff and provided to committee members about two to three weeks after the meetings. All materials are also available on the League's Website:

www.cacities.org/polcomm.

We encourage you to visit the League's Web site: www.cacities.org. In addition to containing committee materials, the Website contains information on the League's priorities and a link to track individual bills and the League's position on them. You should also subscribe to the League's electronic newsletter [CA Cities Advocate](#).

For meetings that are heavy in legislative review (generally in April and June), staff will try to find a balance between getting the agenda packet out early and the need to delay finalizing the agenda packet in order to include as many legislative items as possible and in their most current version. At some meetings, staff may use a supplemental agenda for last minute legislative issues. We will use e-mail as appropriate to send out late-breaking information or to gather committee input throughout the year. It is important that we have your preferred e-mail.

How to Get an Item on the Agenda

Because staff prepares background material in advance of the meeting, and prepares the agenda in consultation with the Chair and Vice Chair, it is difficult to add items at the last minute. In addition, the League tries to comply with the spirit of the Brown Act in its meetings. If you wish to have the committee discuss an item, you should contact staff well in advance of the meeting in order to determine the feasibility of including it on the agenda, and if so, allow staff time to prepare the appropriate background material. Because of time constraints and a full work program before the committee, it may not always be possible to respond to such requests.

Issues Should Have Statewide Impact

Although some of you may represent your division, your department, your affiliate organization, or simply yourself, we should all keep in mind that the League must address issues of statewide impact and interest. Thus, while an issue or bill may be of interest to your city or region, if it does not have broader, statewide implications, the League likely will not engage in that policy discussion or take a position. You should keep this in mind if you wish to suggest an item for discussion.

Brown Act and Roberts Rules of Order

The League tries to comply with the spirit of the Brown Act. Thus, when the committee discusses items not already on the agenda (e.g., supplemental legislative agenda), the Chair will ask for a vote of approval to add that item to the agenda. The League also follows Roberts Rules of Order and provides a brief overview of key procedural steps in Roberts Rules as they apply to committees.

Staffing for Committee

Each committee has a staff lobbyist assigned to it. This individual is your main point of contact for logistics or questions about the agenda. Generally, each lobbyist has a “main” committee and will remain with the committee throughout the meeting. Occasionally he/she may leave the meeting to make guest appearances in other committees to discuss issues or bills. Additional staff may also be present to support the committee’s work.

League Partners and Other Guests

The League Partners have the ability to appoint up to two non-voting representatives to each policy committee and are seated at the table with other committee members. In addition, city officials, other members of the League Partners Program, and interested members of the public are welcome to attend the meetings. We provide an opportunity for our League Partners and other members of the public to offer comment on items before the committee during the designated public comment period on the agenda.

Throughout the state, city leaders – urban, suburban and rural – work hard every day to improve the quality of life for their residents. To meet this commitment to our communities, city leaders come together annually and set the League of California Cities strategic priorities, to strengthen our cities as vibrant places to live, work, and play. We stand ready to work collaboratively with the Governor, the Legislature and other stakeholders to accomplish these strategic priorities in 2020.

1. **Improve the supply and affordability of housing.** Provide cities with financial tools to increase construction of housing, particularly for vulnerable populations, reform state regulatory barriers, and ensure cities retain flexibility based on the size, geography, demographics, impact mitigation and land use needs of each community.
2. **Advocate for increased funding and resources to prevent homelessness and assist individuals experiencing homelessness.** Secure additional resources and flexibility to provide navigation assistance, emergency shelters and permanent supportive housing and strengthen partnerships with stakeholders to ensure mental health, substance abuse treatment, and wraparound services are available for adults and youth at risk of – or already experiencing – homelessness in our communities.
3. **Address cities’ fiscal sustainability to deliver essential services and meet pension obligations.** Raise awareness among stakeholders about the fiscal challenges cities face and work collaboratively to secure new revenue tools and flexible prudent policies to ensure cities are able to provide essential services to their residents while maintaining their ability to meet pension obligations.
4. **Strengthen community and disaster preparedness, public safety, and resiliency.** Improve community resiliency to disasters and environmental threats, and strengthen infrastructure stability and control, through expanding partnerships, including state and federal agencies, and securing additional resources and support for climate change adaptation, planning, preparedness, response, recovery, and sustainability in our cities.
5. **Address public safety concerns of California cities.**
 - Reform recently enacted criminal justice laws — enacted by both statute and initiative — that have eroded public safety protections of California residents through the passage of the Police Chiefs/Grocer’s-sponsored criminal justice reform measure eligible for the November 2020 state ballot, or by equivalent reforms achieved through legislative action.
 - Protect public safety by reducing access to firearms by the mentally ill.
 - Support additional tools and resources to address critical community challenges such as homelessness, mental health, domestic violence, drug rehabilitation, human trafficking and workforce development for ex-offender reentry.

Transportation, Communication and Public Works

Scope of Responsibility

The Committee on Transportation, Communication and Public Works reviews both state and federal legislation as it relates to issues of transportation funding, construction, public works, telecommunications, and other related areas.

Summary of Existing Policy and Guiding Principles

Transportation

The League supports constitutional protections for transportation funding to be dedicated for transportation purposes only and opposes any efforts to reduce or eliminate transportation funding for local government.

The League supports protecting the additional funding for local transportation and other critical unmet infrastructure needs. One of the League's priorities is to protect the consistent and continuous appropriation of new monies from various sources directly to cities and counties for the preservation, maintenance and rehabilitation of the local street and road system. New and additional revenues should continue to meet the following policies:

- System Preservation and Maintenance. Given the substantial needs for all modes of transportation, a significant portion of new revenues should continue to focus on system preservation. Once the system has been brought to a state of good repair, revenues for maintenance of the system would be reduced to a level that enables sufficient recurring maintenance.
- Commitment to Efficiency. Priority should continue to be used to improve current systems. Recipients of revenues should incorporate operational improvements and new technology in projects.
- All Users Based System. New revenues should continue to be borne by all users of the system from the traditional personal vehicle that relies solely on gasoline, hybrid or electric technology, to commercial vehicles moving goods in the state, and even transit, bicyclists, and pedestrians who also benefit from the use of an integrated transportation network.
- Alternative Funding Mechanisms. Given that new technologies continue to improve the efficiency of many types of transportation methods, transportation stakeholders must be open to new alternative funding mechanisms. Further, the goal of reducing greenhouse gases is also expected to affect vehicle miles traveled, thus further reduce gasoline consumption and revenue from the existing gas tax. The existing user based fee, such as the base \$0.30 cent gas tax is a declining revenue source. Collectively, we must have the political will to push for sustainable transportation revenues.
- Unified Statewide Solution. For statewide revenues, all transportation stakeholders must stand united in the protection of new revenues. Any new statewide revenues should address the needs of the entire statewide transportation network, focused in areas where there is defensible and documented need.
- Equity. New revenues should continue to be distributed in an equitable manner, benefiting both the north and south and urban, suburban, and rural areas as well as being equally split between state and local projects.
- Flexibility. Needs vary from region to region and city to city. New revenues and revenue authority should continue to provide the flexibility for the appropriate level of government to meet the goals of the constituents.

- Accountability. All tax dollars must be spent properly, and recipients of new revenues must be held accountable to the taxpayers, whether at the state or local level.
- Education. *Through the City and County Pavement Improvement Center (CCPIC), educational opportunities to provide additional research and development, guidance, specifications, tools, and training in pavement management and engineering must be made available to local governments to help ensure local streets and roads last longer, cost less, and are more sustainable.*¹

The League supports a permanent shift of the sales tax on gasoline for transportation purposes and an allocation formula equivalent to 40/40/20 split of 40 percent to cities and counties, 40 percent to STIP and 20 percent to transit.

The League supports enhanced autonomy for local transportation decision-making and pursues transportation policy changes that move more dollars and decisions to local policy leaders. The League supports spending transportation moneys for transportation purposes. The League will seek the maximum share of available funding for local transportation programs. The League supports implementation of federal transportation funding re-authorization legislation in a manner that supports these principles.

*The League supports the preservation and expansion of transportation grant funding opportunities to help incorporate new transportation technologies and practices into local transportation networks, such as active transportation grant funding and transportation innovation grant funding.*²

*The League opposes the state pursuing any transportation policy change that would result in a reduction of revenue losses from the Highway Users Tax Account and/or the Road Maintenance and Rehabilitation Program. The League supports a requirement for the state to consult with the League of any transportation policy changes to help ensure any such strategies include funding equal to or greater than what cities already receive to maintain, operate, and rehabilitate their existing streets and roads network.*³

*The League supports the ongoing study of the Road User Charge, which aims to identify an alternative to the gas tax as a way to fund transportation infrastructure.*⁴

*The League supports efforts that streamline funding streams between the state, federal, and local governments that help reduce the amount of time and resources it takes to fund and complete transportation projects, such as NEPA delegation and the Match-Exchange Program.*⁵⁶

*The League opposes conditioning a city's share of transportation funding on housing related goals, such as planning and production, instead favoring comprehensive housing solutions for housing problems.*⁷

¹ The League formally joined into a partnership with UC Berkeley, UC David, Cal Poly Slo, Chico State, San Jose State, Cal State Long Beach, and CSAC to create the City and County Pavement Improvement Center which received seed funding from SB 1 set asides for the UC/CSU system.

² AB 2418 (Mullin, 2018) - Support

³ AB 40 (Ting, 2019) – Oppose Unless Amended

⁴ SB 1328 (Beall, 2019) – Support

⁵ AB 252 (Daly) – Support

⁶ SB 137 (Dodd, 2019) – Support

⁷ AB 1568 (McCarty, 2019) – Oppose

The League supports bicycle and pedestrian access with maximum local flexibility to prioritize this transportation need, as long as funding is available directly for it and other transportation priorities are not affected. Furthermore, this funding should not compete with preservation of the road system in light of the identified \$73 billion in unmet needs on the city and county street and road system, as identified in the California Statewide Local Streets and Roads Needs Assessment Report completed in 2016. *The League opposes any mandatory set-asides or prioritization for bicycle and pedestrian access on the state or local system using state or local maintenance and/or rehabilitation funding.*⁸

The League opposes requiring a city or parking processing agency to automatically cancel notices of parking violations, prior to a request from a vehicle owner, if the violation does not substantially match the corresponding information on the vehicle registration.

*The League opposes efforts that limit the ability for cities to remove or immobilize vehicles that chronically ignore moving and/or parking violations and/or are operating unlawfully on public roads.*⁹

The League supports the visionary effort of the High-Speed Rail project, and supports the involvement of local officials in the project planning and implementation. However, the League opposes efforts to exempt the High-Speed Rail project from the California Environmental Quality Act (CEQA) and other processes that provide an opportunity for local input. The League also supports efforts to reaffirm voters support of the project, including voter reconsideration for the bond.

The League supports the development of best practices and funding to support all modes of goods movement including ports, roadways, storage/distribution centers, rail and air. A focus should be kept on job creation and retention, economic development, and safety. The League encourages cities to actively engage their region and the state in making goods movement decisions.

The League supports efforts to improve the California Public Utilities Commission's ability to respond to and investigate significant transportation accidents in a public and timely manner to improve rail shipment, railroad, aviation, marine, highway, and pipeline safety.

The League supports efforts to expand the Caltrans Business Logo Program.

The League supports having a balanced regulatory framework over both the taxi and TNC industries and encourages the PUC to include biometric identification data from TNC drivers and to have TNC companies conduct vehicle safety inspections and a policy where both industries where they are regulated by the state's PUC, while giving cities the ability to regulate both industries when any given city finds that state regulation is insufficient for their community.

The League supports the Full Funding Grant Agreement (FFGA) process for the Federal Transit Administration's (FTA) Capitol Investment Grant (CIG) program.

Public Works

The League supports retaining maximum flexibility for timely and cost-effective completion of public works projects. The League supports innovative strategies including public private partnerships at the state and local levels to enhance public works funding.

⁸ [*SB 127 \(Wiener, 2019\) - Oppose*](#)

⁹ [*AB 516 \(Chiu, 2019\) - Oppose*](#)

The League supports efforts to divert products that contribute to decreased capacity and increased maintenance costs at wastewater treatment facilities.

The League encourages the state to adopt maximum response time for all necessary state reports, including Project Study Reports, to allow for a timely and cost-effective completion of public works projects. The League supports the certification of private firms to complete reports when state staff is unavailable.

The League supports expedited permitting when the work is necessary to ensure the integrity of gas pipelines, provided that local permitting and plan review requirements are met.

*The League opposes efforts to alter the way the Caltrans prioritizes its litter cleanup and abatement program to just the segments of highway that receive the highest number of complaints.*¹⁰

*The League supports improving the state's seismic readiness and resiliency, including tax credits for retrofitting seismically vulnerable buildings and the state conducting its own survey of buildings that are potentially vulnerable in seismic prone regions of the state. The League opposes any efforts to impose such a mandate on local governments.*¹¹¹²¹³

Mircomobility

*The League supports efforts that reassert local authority to regulate emerging transportation technologies, such as e-scooters and e-bicycles and opposes efforts to limit this authority and the city's access to meaningful data from companies operating within their jurisdiction.*¹⁴¹⁵

Vehicles

*The League supports a requirement for transit operators to provide at least one staff person in each of its fully-automated transit vehicles in the early stages of autonomous transit vehicle deployment.*¹⁶

The League opposes all efforts that allow vehicles and vehicle operators on the road that will jeopardize the integrity of the public infrastructure or the health and safety of the motoring public. The League supports all efforts to retain maximum control of the local street and road system. The League supports traffic safety enhancements such as motorcycle helmets, child restraints, seat belt and speed limit laws.

The League opposes any efforts to increase truck size or weight. The size and weight of trucks is important because it affects the stability and control of the truck, the way it interacts with other traffic, and the impact it has when colliding with other vehicles. Truck safety is particularly important because these vehicles share city streets and county roads with users — such as, motorists, pedestrians, cyclists, motorcyclists, and bus riders.

¹⁰ [AB 1395 \(Chu, 2018\) – Oppose](#)

¹¹ [AB 2681 \(Nazarian, 2018\) – Oppose](#)

¹² [AB 429 \(Nazarian, 2019\) – Support](#)

¹³ [AB 234 \(Nazarian, 2019\) – Support](#)

¹⁴ [AB 1112 \(Friedman, 2019\) – Oppose](#)

¹⁵ [AB 1286 \(Muratsuchi, 2019\) – Cosponsor \(Support\)](#)

¹⁶ [SB 336 \(Dodd, 2019\) – Support](#)

The League encourages cities to promote safe driving across California and the education of the general public about the dangers of texting while driving.

The League supports a requirement that all state rulemaking bodies consider the following factors for any proposed rule impacting vehicles: the weight added to any vehicle; the effect any added weight would have on pavement wear; and the resulting costs to state and local governments.

The League supports efforts to protect consumers from unscrupulous tow trucker companies and operators.

The League holds that increasing vehicle fines do not improve safety around school zones and encourages other efforts, such as increased police presence and additional crossing guards as better solutions to safety issues in school zones.

The League supports legislation that authorizes the testing or conducting of pilot projects for autonomous vehicles.

Contracts

The League supports maintaining maximum local flexibility in the area of contracting and contract negotiations. The League supports changes to law that allow cities options to use design-build contracting and other innovations designed to bring efficiency to public contracting. The League also supports contracting out with private entities to increase project delivery efficiency and affordability.

The League opposes efforts to shift additional legal costs and liability away from design professionals and contractors to local governments.

Telecommunications

The League supports a state tax levied on direct broadcast satellite television service providers if the proceeds are distributed to support local public safety programs consistent with a geographic distribution methodology that reflects households using this service, and provided that the tax is repealed should the revenues be diverted by the state for another purpose.

Traditional franchising at the local level has served the valuable purpose of tailoring service to unique local conditions and needs and assuring responsiveness of providers to consumers. The continued involvement of local government in any new state or federal regulatory scheme by way of locally negotiated agreements is an essential component of telecommunications regulations; best serves the needs of consumers, and is consistent with the goal of providing consumers greater choice in telecommunications options.

Any new state or federal standards must conform to the following principles:

Net Neutrality

- *Access to fast, reliable, and high quality internet is essential for the success of our collective communities.*
- *Reliable communications and data networks for essential services, such as police and fire, are necessary, especially during times of emergency.*

- *Communications and data networks are increasingly important for the relationship between local government and its residents and business.*
- *Net neutrality prevents internet service providers from blocking, throttling, degrading, or providing for paid prioritization of lawful content, applications, or services.*
- *Free and open internet can spur innovation and help close the digital divide in California.*¹⁷¹⁸

Revenue Protection

- Protect the authority of local governments to collect revenues from telecommunications providers and ensure that any future changes are revenue neutral for local governments.
- Regulatory fees and/or taxes should apply equitably to all telecommunications service providers.
- A guarantee that all existing and any new fees/taxes remain with local governments to support local public services and mitigate impacts on local rights-of-way.
- Oppose any state or federal legislation that would pre-empt or threaten local taxation authority

Rights-of-Way

- To protect the public's investment, the control of public rights-of-way must remain local.
- Local government must retain full control over the time, place and manner for the use of the public right-of-way in providing telecommunications services, including the appearance and aesthetics of equipment placed within it.

Access

- All local community residents should be provided access to all available telecommunications services.
- Telecommunications providers should be required to specify a reasonable timeframe for deployment of telecommunications services that includes a clear plan for the sequencing of the build-out of these facilities within the entire franchise area.

Public Education and Government (PEG) Support

- The resources required of new entrants should be used to meet PEG support requirements in a balanced manner in partnership with incumbent providers.
- For cities currently without PEG support revenues, a minimum percentage of required support needs to be determined.

Institutional or Fiber Network (INET)

- The authority for interested communities to establish INET services and support for educational and local government facilities should remain at the local level.

Public Safety Services

- The authority for E-911 and 911 services should remain with local government, including any compensation for the use of the right-of-way. All E-911 and 911 calls made by voice over internet protocol shall be routed to local public safety answering points (PSAPs); i.e., local dispatch centers.
- All video providers must provide local emergency notification service.

Customer Service Protection

- State consumer protection laws should continue to apply as a minimum standard and should be enforced at the local level. Local governments should retain the authority to assess penalties to improve customer service.

¹⁷ [*SB 822 \(Wiener, 2018\) – Support*](#)

¹⁸ [*AB 1699 \(Levine, 2019\) – Support*](#)

Other Issues Wireless Infrastructure

- Existing telecommunications providers and new entrants shall adhere to local city policies on public utility undergrounding.
- The League supports the authority of cities to zone and plan for the deployment of telecommunications infrastructure. The League supports the ability of cities to maintain and manage the public right-of-way and receive compensation for its use. The League supports the innovation and economic development potential of the “information superhighway” and the many possible benefits in the areas of telecommuting and productivity it promises. The League will work with the California Public Utilities Commission, the various telephone companies and federal regulatory agencies to improve telephone area code planning in California.
- *The League supports model agreements between cities and wireless communications providers for the deployment of wireless infrastructure, including small cells and macro cell towers, within their jurisdiction.*¹⁹
- *The League supports a requirement of telecommunications providers to notify the California Office of Emergency Services (CalOES) of 911 service or emergency warning outages to help ensure the most efficient deployment of emergency services in affected areas.*²⁰

Plain Old Telephone System (POTS):

The League believes the following principles in order to ensure minimum standards are met before service withdrawals of plain old telephone systems are made:

- Require that reliable communications systems are in place prior to any technology transition to ensure vital government services and public safety operations are available to communicate with citizens during emergencies.
- Telecommunications service should be technology neutral to include similar regulatory protections and obligations, such as maintenance of infrastructure, access to facilities, and provision of basic voice and broadband service.
- Ensure a transparent process for the phase out of POTS, avoiding self-certification and arbitrary timelines for CPUC review of withdrawal requests.
- Require carriers to assist local governments in a proposed service withdrawal area to determine which public services are dependent on them.
- Require the CPUC to consult with State and local agencies to verify alternative communications services that meet or exceed POTS quality, accessibility, reliability, and affordability and determine adequate transition times, especially to ensure functionality of the 911 system.
- For wireless technology alternatives, local governments must have guaranteed priority access to the 911 system.
- Ensure State enforcement and accountability over any proposed service withdrawals.
- Require that the transition to an alternative service is cost neutral for consumers, with additional costs borne by the carriers, including ancillary costs such as software and equipment, for instance.
- Require the CPUC to notify and work with cities and other local governments of proposed service withdrawals to ensure appropriate transitions.
- Carrier cost savings from any such transition should be shared with customers, including local governments through a state developed and administered financial assistance program.

¹⁹ Discussion that took place during the ongoing battle between the League and telecoms providers regarding small cell infrastructure. While the board supported the exploration of this legislation, there wasn't enough of a consensus to move forward with an actual proposal, especially with litigation happening simultaneously in federal court.

²⁰ SB 670 (McGuire, 2019) – Support

- Require that “Lifeline” rates for customers with special needs are cost and technology neutral, in the short and long term.
- Require that telecommunications companies that withdraw plain old telephone service within any given area continue to maintain the infrastructure and if no longer in use, be responsible and pay for the removal of the infrastructure.

The League opposes a deregulated framework for Voice over Internet Protocol (VoIP) technology given that VoIP is often a “communication of last resort,” as the state’s populace rapidly moves away from plain old telephone service and onto VoIP or wireless communications.²¹

Air Pollution

The League will monitor developments and the ramifications of efforts to regulate air quality and related congestion strategies as it is related to transportation.

Note: The League will review new legislation to determine how it relates to existing League policies and guiding principles. In addition, because this document is updated every two years to include policies and guiding principles adopted by the League during the previous two years, there may be new, evolving policies under consideration or adopted by the League that are not reflected in the current version of this document. However, all policies adopted by the League Board of Directors or the League’s General Assembly become League policy and are binding on the League, regardless of when they are adopted and whether they appear in the current version of “Summary of Existing Policies and Guiding Principles.”

²¹ [*AB 1366 \(Gonzalez, 2019\) – Oppose*](#)

VIII. Transportation, Communications and Public Works

IX. *Active Transportation and “Micromobility”*

AB 1336 (Smith) Child Health and Safety Fund.

Chapter 47, Statutes of 2019

This measure expands the list of child health and safety concerns that may be funded via monies deposited into the Child Health and Safety Fund. The Child Health and Safety Fund is funded by the “Have a Heart, Be a Star, Help Our Kids” license plate program and civil penalties on child daycare facility providers.

***SB 400 (Umberg) Reduction of Greenhouse Gases Emissions. Mobility Options.**

Chapter 271, Statutes of 2019

This measure adds bike sharing and electric bicycles to the statutorily defined “mobility option” within the state’s cap-and-trade funded Replace Your Ride program within the Clean Cars 4 All Program. This program offers low-income and disadvantaged community participants up to \$4,500 in “commuter bucks” for ridesharing services, carpooling, car sharing, and now bike sharing as well as electric bicycle purchases.

***SB 543 (Pan) Pedicabs.**

Chapter 280, Statutes of 2019

This measure repeals the sunset date and makes permanent existing law that allows for the consumption of alcohol on pedicabs authorized by local ordinance or resolution.

B. Broadband

AB 488 (Aguiar-Curry) California Broadband Council.

Chapter 426, Statutes of 2019

This measure adds the Secretary of Food and Agriculture, the State Librarian, and the Governor’s Tribal Advisor, or their designees, respectively, to the membership of the California Broadband Council tasked with promoting broadband deployment and adoption in unserved and underserved areas of the state.

C. Electric Vehicles, Vehicle Emissions and Vehicle Technology

AB 176 (Cervantes) California Alternative Energy and Advanced Transportation Financing Authority. Sales and Use Taxes. Exclusions.

Chapter 672, Statutes of 2019 (Urgency)

This measure requires the California Alternative Energy and Advanced Transportation Financing Authority (CAEATFA) to evaluate a project application, for a sales and use tax exclusion, for the extent to which a project will create new, or result in the loss of, permanent, full-time jobs in the state. This measure also directs the CAEATFA to

evaluate the average and minimum wage of any full-time employees proposed to be hired or not retained.

[AB 784](#) (Mullin) Sales and Use Taxes. Exemption. California Hybrid and Zero-emission Truck and Bus Voucher Incentive Project. Transit Buses.

Chapter 684, Statutes of 2019 (Urgency)

This measure provides a state-only sales and use tax exemption for any zero-emission technology medium and heavy duty transit bus vehicles eligible for the California Hybrid and Zero Emission Truck and Bus Voucher Incentive Project funded by the Air Quality Improvement program. This measure sunsets on January 1, 2024.

[AB 814](#) (Chau) Vehicles. Unlawful Access to Computer Systems.

Chapter 16, Statutes of 2019

This measure clarifies that existing law prohibits a person, business, or government agency, including a law enforcement agency, from hacking or otherwise accessing without authorization, computer data, and computer systems in a motor vehicle.

[AB 880](#) (Oberholte) Transportation Network Companies. Participating Drivers. Criminal Background Checks.

Chapter 618, Statutes of 2019

This measure prohibits a transportation network company from contracting with, employing, or retaining drivers who have been convicted of human trafficking offenses.

***[AB 1100](#) (Kamlager-Dove) Electric Vehicles. Parking Requirements.**

Chapter 819, Statutes of 2019

This measure requires existing and future parking spaces served by electric vehicle charging equipment to be counted towards compliance with local parking minimums. This measure also requires existing and future accessible parking spaces with an access aisle served by electric vehicle charging equipment to be counted as at least two standard automobile parking spaces towards compliance with local parking minimums.

[AB 1583](#) (Eggman) The California Recycling Market Development Act.

Chapter 690, Statutes of 2019

This measure extends the sunset on CAEATFA, which provides a sales and use tax exemption to projects that promote the use of advanced manufacturing. This measure sunsets on January 1, 2026.

[AB 1614](#) (Gipson) Vehicles. License Plate Pilot Program.

Chapter 319, Statutes of 2019

This measure extends for one year a pilot program conducted by the California Department of Motor Vehicles (DMV) to evaluate the use of alternatives to stickers, tabs, license plates, and registration cards. This measure also authorizes the DMV to evaluate the inclusion of participants in the Business Partner Automation Program within the scope of the pilot program. This measure sunsets on January 1, 2021.

AB 1671 (Berman) Department of Transportation. Motor Vehicle Technology Testing.

Chapter 322, Statutes of 2019

This measure extends by four years the authorization for the California Department of Transportation (Caltrans), in coordination with the California Department of Highway Patrol (CHP), to conduct testing of technologies that enable drivers to safely operate motor vehicles with less than 100 feet between each vehicle or combination of vehicles. This measure also requires Caltrans to submit an additional updated report to the Legislature by April 1, 2023, regarding its findings and any recommendations for subsequent actions for the tested technologies. This measure sunsets on January 1, 2024.

SB 44 (Skinner) Medium- and Heavy-duty Vehicles. Comprehensive Strategy.

Chapter 297, Statutes of 2019

This measure requires the California State Air Resources Board (CARB), in consultation with Caltrans, the California Energy Resources Conservation and Development Commission (CEC), and the Governor's Office of Business and Economic Development (GO-Biz), in collaboration with stakeholders, to update CARB's 2016 mobile source strategy. This update is to include a comprehensive strategy for the deployment of medium-duty and heavy-duty vehicles to bring the state into compliance with federal ambient air quality standards and to reduce medium-duty and heavy-duty vehicle sector greenhouse gas (GHG) emissions starting on January 1, 2021, and every five years thereafter. This measure also requires CARB to recommend reasonable and achievable goals to reduce emissions from medium-duty and heavy-duty vehicles by 2030 and 2050 as part of the comprehensive strategy and to align with the California Sustainable Freight Action Plan. This measure requires the updated mobile source strategy to be submitted to the Legislature.

***SB 210 (Leyva) Heavy-duty Vehicle Inspection and Maintenance Program.**

Chapter 298, Statutes of 2019

This measure requires CARB, in consultation with the Bureau of Automotive Repair, to adopt and implement regulations for a Heavy-Duty Vehicle Inspection and Maintenance Program (HDVIMP) for non-gasoline, heavy-duty, on-road motor vehicles that exceed 14,000 pounds. Zero emission vehicles, publicly owned emergency vehicles, authorized emergency vehicles, military vehicles, and new vehicles that meet stringent reduced oxides of nitrogen emission standards are exempt from this measure.

SB 676 (Bradford) Transportation Electrification. Electric Vehicles. Grid Integration.

Chapter 484, Statutes of 2019

This measure requires an existing proceeding within the California Public Utilities Commission (CPUC), starting on December 31, 2020, to establish strategies and quantifiable metrics to maximize the use of feasible and cost-effective electric vehicle grid integration by January 1, 2030. This measure requires the CPUC to consider how electric vehicle grid integration can mitigate any generation, transmission, and

distribution costs, or increase the economic, social, or environmental benefits associated with transportation electrification.

D. Parking

***[AB 833](#) (Lackey) Parking Penalties.**

Chapter 495, Statutes of 2019 (Urgency)

This measure clarifies that late fees and/or penalty assessments associated with parking violations are not to be calculated into the \$300 programmatic cap for a local entity's payment installment plan.

E. Policies Linking Transportation and Housing

***[AB 185](#) (Grayson) California Transportation Commission. Transportation and Transportation-related Policies. Joint Meetings.**

Chapter 534, Statutes of 2019

This measure adds a representative from the California Department of Housing and Community Development (HCD) to the statutorily required minimum of two joint meetings per year held by the California Transportation Commission (CTC) and CARB to coordinate their implementation of policies that affect transportation, housing, and air quality.

***[SB 211](#) (Beall) State Highways. Leases.**

Chapter 343, Statutes of 2019

This measure authorizes Caltrans to lease highway airspace and real property to a state agency, city, county, or political subdivision of a city or county for temporary emergency shelters or feeding programs. This measure requires the entity that enters into the lease to pay Caltrans \$1 per month for the lease and an annual administrative fee up to \$5,000, or the actual cost for Caltrans to administer the lease, not to exceed \$15,000. This measure authorizes Caltrans to terminate the lease at any time without penalty if needed for departmental purposes.

F. Public Works and Contracting.

***[AB 456](#) (Chiu) Public Contracts. Claim Resolution.**

Chapter 489, Statutes of 2019

This measure extends by seven years a claim resolution process that was originally established in 2017, and set to expire in 2020, for any payment dispute a contractor has against a local agency on a public works project that prescribes specific stratified methods of dispute resolution that local agencies must adhere to within specific timelines. This measure sunsets on January 1, 2027.

[AB 695](#) (Medina) Community College Facilities. Design-build Contracts.

Chapter 492, Statutes of 2019

This measure extends by five years the authorization for school districts and community college districts to procure design-build contracts for public works projects, originally set to expire in 2020. This measure prohibits design-build contractors and all of their subcontractors from being prequalified unless they commit to using a skilled and trained workforce from the building and construction trades for those aspects of the work. This measure sunsets on January 1, 2030.

[AB 1089](#) (Stone, Mark) Santa Cruz Metropolitan Transit District.

Chapter 107, Statutes of 2019

This measure increases from \$25,000 to \$50,000 the threshold for the purchase of supplies, equipment, and materials by the Santa Cruz Metropolitan Transit District to be awarded to the lowest responsible or best value bidder. This measure requires the district to obtain a minimum of three quotations for a procurement exceeding \$5,000, \$50,000 for the purchase of supplies, equipment, or materials, and \$10,000 for the construction of facilities and works.

***[AB 1768](#) (Carrillo) Prevailing Wage. Public Works.**

Chapter 719, Statutes of 2019

This measure expands the definition of public works to include work conducted during site assessment or feasibility studies. This measure also adds preconstruction work, including design, site assessment, feasibility studies, and land surveying to be part of public works, regardless of whether any further construction work is conducted for purposes of paying prevailing wage.

[SB 128](#) (Beall) Public Contracts. Best Value Construction Contracting for Counties Pilot Program.

Chapter 501, Statutes of 2019

This measure extends a pilot program originally set to expire in 2020 by five years, which authorizes the Counties of Alameda, Los Angeles, Riverside, San Bernardino, San Diego, San Mateo, and Solano, to select a bidder based on best value for construction projects in excess of \$1 million while expanding the pilot to the Counties of Santa Clara and Monterey. The pilot program authorizes these counties to use a best value construction contracting method to award individual annual contracts for up to \$3 million for repair, remodeling, or other repetitive work done according to unit prices. The pilot program requires the board of supervisors for participating counties to submit a report about projects awarded using the best value procedures to the Legislature by January 1, 2024. This measure sunsets on January 1, 2025.

***[SB 197](#) (Beall) Department of Transportation. Retention Proceeds.**

Chapter 842, Statutes of 2019

This measure makes permanent existing law originally set to expire in 2020, which prohibits Caltrans from withholding retention proceeds when making progress payments for work performed by a contractor.

SB 339 (Jones) Engineers, Land Surveyors, and Geologists and Geophysicists. Nondisclosure Agreements. Reporting. Chapter 145, Statutes of 2019

This measure specifies that a Professional Engineers Act or Professional Land Surveyors' Act licensee retained as an expert witness that enters into a nondisclosure agreement shall not be prevented from reporting violations to the Board of Professional Engineers, Land Surveyors, and Geologists.

G. Seismic Safety

***AB 548 (Rodriguez) Earthquake Brace and Bolt Program. Chapter 219, Statutes of 2019**

This measure requires the California Residential Mitigation Program (CRMP) that administers the Earthquake Brace and Bolt program to provide outreach to low-income households to increase awareness of the Earthquake Brace and Bolt program in communities where the program is offered. This measure requires the CRMP to set aside at least 10 percent of the funds available each year for the Earthquake Brace and Bolt program to provide supplemental grants to low-income homeowners selected for program grants.

SR 10 (Hertzberg) Relative to the 25th Anniversary of the Northridge Earthquake of 1994.

Adopted January 18, 2019

This measure declares that the Senate intends to continue to study, plan, prepare, support, and fund future actions that will strengthen the state's ability to anticipate, withstand, and respond to the next major earthquakes. This measure also resolves that the Senate hereby states its intent that the lessons learned from past earthquakes be applied to the State's preparedness and emergency response efforts.

H. Telecommunications

***AB 497 (Santiago) Deaf and Disabled Telecommunications Program. Chapter 287, Statutes of 2019 (Urgency)**

This measure extends a requirement originally set to expire in 2020 by five years for the CPUC to impose a surcharge up to half of one percent to subscriber intrastate telephone service to fund the Deaf and Disabled Telecommunications Program (DDTP). This measure sunsets on January 1, 2025.

AB 956 (Diep) Telecommunications. Automatic Dialing-announcing Devices. Emergency Alert Notifications. Chapter 232, Statutes of 2019

This measure allows public safety agencies to make calls using automatic dialing-announcing devices for testing basic, enhanced, Next Generation, and similar 911 telephone systems.

***[AB 1079](#) (Santiago) Telecommunications. Privacy Protections.**

Chapter 449, Statutes of 2019

This measure allows public safety agencies to test systems that respond to 911 calls and emergency communications to unpublished or unlisted phone numbers without having to get prior consent from such subscribers.

***[AB 1699](#) (Levine) Telecommunications. Mobile Internet Service Providers. First Response Agencies. Emergencies.**

Chapter 398, Statutes of 2019

This measure prohibits telecommunications providers from throttling internet traffic for first responder agencies during an emergency.

[SB 208](#) (Hueso) Consumer Call Protection Act of 2019.

Chapter 471, Statutes of 2019

This measure requires telecommunications providers to implement caller identification authentication protections by January 1, 2021, and allows the CPUC to coordinate with the Attorney General (AG) to enforce federal prohibitions on illegal robocalls in California.

***[SB 670](#) (McGuire) Telecommunications. Community Isolation Outage. Notification.**

Chapter 412, Statutes of 2019 (Urgency)

This measure requires telecommunications providers to notify the Governor's Office of Emergency Services (CalOES) whenever there is an outage limiting the ability for customers to make 911 calls or receive emergency notifications within 60 minutes of discovering the outage. This measure also requires CalOES to notify the affected county office(s) of emergency services, the sheriff of any county, and any public safety answering point affected by the outage.

I. Transit and Rail

***[AB 752](#) (Gabriel) Public Transit. Transit Stations. Lactation Rooms.**

Chapter 616, Statutes of 2019

This measure requires that there are lactation rooms open to the public in a private/secure location that include a chair, electrical outlet, and shelf or table in an enclosed space, other than a public restroom, at multimodal transit stations that begin construction or renovation on or after January 1, 2021. This measure defines a multimodal transit station that is subject to the bill's provisions as a rail station that:

- Supports intercity rail service;
- Will be part of California's high-speed rail system;
- Serves as a stop or transfer point between intercity rail or high-speed rail;
- Has a publicly accessible indoor area of at least 5,000 square feet;
- Has a public restroom; and
- Has staff during operating hours.

This measure also includes the following stations into the definition of a multimodal transit station: the Anaheim Regional Transportation Intermodal Center, Bakersfield Station, Jack London Square Station, Los Angeles Union Station, Robert J. Cabral Station, Sacramento Valley Station, Salesforce Transit Center, San Jose Diridon Station, Santa Fe Depot; and Santa Fe Passenger Depot.

For a renovation to trigger the installation of a lactation room requires more than 25 percent of the space of the indoor area of the multimodal transit station, not including train platforms, walkways, or track areas.

***[AB 1017](#) (Boerner Horvath) New or Modified Railroad Crossings. Approval.**

Chapter 233, Statutes of 2019

This measure requires the CPUC to make an engineer available from the Rail Crossings and Engineering Branch to any city or county that develops and adopts via resolution a plan to improve mobility for multimodal access for new or modified railroad crossings.

***[AB 1351](#) (Lackey) Transit Operators. Paratransit and Dial-a-ride Services.**

Assessment.

Chapter 627, Statutes of 2019

This measure requires the California State Transportation Agency (CalSTA), in consultation with public transit operators, to conduct an assessment of the procedures public transit operators use to provide dial-a-ride and paratransit services to individuals with disabilities who are visiting their service territories and are certified to use another in-state public transit operator's similar dial-a-ride and paratransit services. This measure requires CalSTA to publish the assessment online by July 1, 2021. This measure requires CalSTA to adopt a statewide program for individuals with disabilities certified by a public transit operator to use its dial-a-ride and paratransit services to use another in-state public transit operator's similar dial-a-ride and paratransit services.

***[AB 1560](#) (Friedman) California Environmental Quality Act. Transportation. Major Transit Stop.**

Chapter 631, Statutes of 2019

This measure revises the definition of "major transit stop" for purposes of qualifying for a CEQA exemption, to include a bus rapid transit station, with a frequency of service interval of 15 minutes or less during peak commute times.

***[AB 1824](#) (Committee on Natural Resources) California Environmental Quality Act. Exemption for Closure of Railroad Grade Crossing.**

Chapter 466, Statutes of 2019

This measure exempts from CEQA the closure of a railroad grade crossing by order of the California Public Utilities Commission (CPUC) if the commission finds the crossing to present a threat to public safety. This measure also makes additional technical and clarifying changes. This measure sunsets on January 1, 2025.

***[SB 397](#) (Glazer) Public Transit Operators. Passengers with Pets. Evacuation Orders.**

Chapter 702, Statutes of 2019

This measure requires CalOES and the California Department of Food and Agriculture (CDFA), in consultation with public transit operators and county emergency management officials, to develop best practices for allowing pets on public transit vehicles serving areas subject to an evacuation order. This measure requires public transit operators to allow passengers to board transit vehicles with their pets in areas under an evacuation order per the development of best practices.

[SB 742](#) (Allen) Intercity Passenger Rail Services. Motor Carrier Transportation of Passengers.

Chapter 652, Statutes of 2019

This measure authorizes Caltrans to provide funding to joint powers authorities responsible for intercity passenger rail services for the purpose of entering into a contract with Amtrak or a public or private motor carrier of passengers for intercity transportation connecting to intercity rail service.

J. Transportation – Funding, Planning, Safety and Streamlining

***[AB 252](#) (Daly) Department of Transportation. Environmental Review Process. Federal Program.**

Chapter 160, Statutes of 2019

This measure makes permanent the authority for Caltrans to carry out the National Environmental Policy Act (NEPA), which was set to expire in 2020.

[AB 285](#) (Friedman) California Transportation Plan.

Chapter 605, Statutes of 2019

This measure requires Caltrans to address how the state will attain a 40 percent reduction of greenhouse gas emissions below 1990 levels by the end of 2030 and how it will be consistent with state and national ambient air quality standards within the California Transportation Plan to be completed by December 31, 2025.

[AB 634](#) (Salas) Traffic Control Devices. Roundabouts. Memorial and Dedication Signs.

Chapter 95, Statutes of 2019

This measure adds roundabouts as a type of highway facility that may be used for memorial or dedication signing by Caltrans.

[AB 723](#) (Quirk) Transactions and Use Taxes. County of Alameda. Santa Cruz Metropolitan Transit District.

Chapter 747, Statutes of 2019

This measure provides the County of Alameda and County of Santa Cruz room under the two percent transactions and use tax cap by allowing a tax imposed by the Bay Area Rapid Transit (BART) to not count towards the cap, clarifying that a .05 percent tax

authorized by previous law does not count towards the cap in Santa Cruz County, and clarifying that a transactions and use tax imposed by the Santa Cruz County Metropolitan Transit District shall not be considered for the purposes of the two percent cap.

**AB 759 (Bigelow) Traffic Safety. Work Zones. Positive Protection Measures.
Chapter 617, Statutes of 2019**

This measure requires, by July 1, 2021, Caltrans to update guidance on the appropriate use of specified positive protection measures - including, but not limited to automated flagger assistance devices, buffer lanes, impact attenuator vehicles, and temporary barriers - with the goal of isolating workers or work zones from traffic. This measure also requires Caltrans to compensate contractors for the use of a safety device, upon request, where the updated guidance authorizes but does not require the use of that safety device.

***AB 1266 (Rivas, Robert) Traffic Control Devices. Bicycles.
Chapter 221, Statutes of 2019**

This measure requires Caltrans to develop standards for lane striping, pavement markings, and signage that would allow bicyclists to proceed straight through a dedicated right or left-hand turn lane.

**AB 1413 (Gloria) Transportation. Transactions and Use Taxes.
Chapter 758, Statutes of 2019**

This measure authorizes the Placer County Transportation Planning Agency to impose up to a one percent transactions and use tax to the entirety of or a portion of the County, excluding the Tahoe Basin, depending on voter approval. The revenues from the tax must be spent only on transportation and transit projects that benefit the portion of the County where the tax is imposed.

**AB 1633 (Grayson) Regional Transportation Plans. Traffic Signal Optimization Plans.
Chapter 633, Statutes of 2019**

This measure authorizes cities within the jurisdiction of the Metropolitan Transportation Commission (MTC) to develop and implement a traffic signal optimization plan for reducing travel times, stops, and fuel use. This measure requires Caltrans and cities that develop these plans to coordinate any adjustments required for signals owned or operated by Caltrans.

**AB 1810 (Committee on Transportation) Transportation. Omnibus Bill.
Chapter 636, Statutes of 2019**

This measure:

- Extends for one year, until 2022, the pilot program for the California Department of General Services (DGS) to test the effectiveness of the “best value” procurement method for up to \$20 million annually for purchasing and equipping heavy mobile fleet vehicles for Caltrans;

- Clarifies that the San Diego Metropolitan Transit System is a transit district, exempting the district from city and county zoning and building ordinances;
- Allows an authorized officer of a local transportation authority to sign revenue bonds issued by the authority in conjunction with a sales tax increase in lieu of the Chair or Vice-Chair of the authority;
- Authorizes the CTC to negotiate the relinquishment of the remainder of State Route 72 with the City of Whittier and Los Angeles County, except for the portion(s) located in the City of La Habra;
- Authorizes counties to maintain or remove cattle guard facilities with gas tax funds;
- Deletes the requirement for a person who operates a motorized scooter to have a motorcycle endorsement, while preserving the requirement to have a driver's license; and
- Prohibits limousine passengers and party-buses from smoking or ingesting marijuana.

***[SB 137](#) (Dodd) Federal Transportation Funds. State Exchange Programs. Chapter 639, Statutes of 2019**

This measure authorizes Caltrans to expand the existing Match-Exchange Program to regions with populations greater than 200,000, allowing Caltrans to swap up to \$100 million of its funds in a fiscal year with federal funds from local transportation projects, for purposes of reducing duplicative federal environmental review requirements for locally sponsored projects.

[SB 358](#) (Committee on Transportation) Transportation. Chapter 643, Statutes of 2019

This measure:

- Requires the California State Controller's Office (SCO) to withhold road maintenance and rehabilitation account funds from cities and counties that are unable to meet their minimum expenditure requirements instead of requiring a payback of those funds for noncompliance; and
- Makes other technical and clarifying changes to transportation related statutes.

K. Undergrounding and Utilities

[AB 1166](#) (Levine) Public Works. Protection of Underground Infrastructure. Regional Notification Center System. Electronic Positive Response. Chapter 453, Statutes of 2019

This measure requires, starting in 2021, every operator that owns, operates, or maintains a subsurface installation such as underground pipeline, conduit, duct, or wire to supply an electronic positive response (i.e. electronic ticket status updates) to the regional notification center. Regional notification centers are nonprofits or organizations of operators of subsurface installations that provide advance warning of excavations close to existing subsurface installations, before the legal start date and time of the excavation.

**SB 70 (Nielsen) Electricity. Undergrounding of Electrical Infrastructure.
Chapter 400, Statutes of 2019**

This measure requires each electrical corporation's wildfire mitigation plan to include where and how it considered undergrounding electrical distribution lines in areas with the highest wildfire risk.

**SB 560 (McGuire) Wildfire Mitigation Plans. Deenergizing Of Electrical Lines.
Notifications. Mobile Telephony Service Providers.
Chapter 410, Statutes of 2019**

This measure requires public and private utilities to notify all public safety offices, critical first responders, health care facilities, and operators of telecommunications infrastructure with premises within the footprint of potential deenergization for a given event. This measure also requires telecommunications providers to designate points of contact within the company to receive notifications from public and private utilities in anticipation of possible deenergization events and to notify stakeholders, such as public safety offices and emergency response offices, about the impacts to communications capabilities during such events.

**SJR 5 (Beall) California Transportation Infrastructure.
Resolutions Chapter 142, Statutes of 2019**

This measure urges Congress and the President of the United States (President) to enact bipartisan federal infrastructure legislation to restore California's and other states' crumbling road and freight infrastructure, respond to growing traffic congestion, and increase investment in public transportation. This measure urges Congress and the President to address the shortfall in the federal Highway Trust Fund by restoring the lost purchasing power of the federal fuel tax in order to provide the long-term funding stability necessary for California and other states.

ENVIRONMENTAL QUALITY POLICY COMMITTEE

January 2020

Rule 20A Proposed Revisions to the Summary of Existing Policy and Guiding Principles

Purpose:

The city of Rancho Palos Verdes submitted a resolution to amend the Rule 20A program by expanding the criteria for undergrounding overhead utilities to include projects in Very High Fire Hazard Severity Zones (VHFHSZ). This Resolution also proposes that the League of California Cities call upon the CPUC to increase utilities' funding allocations for Rule 20A projects.

The Environmental Quality; Transportation, Communication, and Public Works; and the General Resolutions Committee considered the resolution at the League's Annual Conference in October of 2019.

All three committees had robust discussions about the resolution, with consensus around the intent and urgency of the bill; however, some details were unclear and needed to be discussed and analyzed by staff further. The General Resolutions Committee took action to table the resolution at the Annual Conference and to defer the discussion and drafting new existing policy on this issue to the appropriate policy committees in January of 2020.

While the resolution has been included as an attachment for the committee's reference, the committee will not be considering this resolution. Pursuant to the action taken by the General Resolutions Committee, League staff is proposing adopting new existing policy that encompasses the scope and intent of this resolution.

Both the Environmental Quality and Transportation, Communications, and Public Works policy committees will discuss and debate the proposed new existing policy changes.

Background:

California Wildfires and Utilities

Over the last several years, the increasing severity and frequency of California's wildfires have prompted state and local governments to seek urgent prevention and mitigation actions. Record breaking wildfires in Northern and Southern California in both 2017 and 2018 have caused destruction and loss of life. This severe fire trend has local officials seeking solutions to combat what is now a year-round fire season exacerbated by years of drought, intense weather patterns, untamed vegetation and global warming.

These conditions create a dangerous catalyst for wildfires caused by utilities as extreme wind and weather events make downed power lines more of a risk. In response to the 2018 catastrophic wildfires, Governor Newsom established in 2019 a Strike Force

tasked with developing a “comprehensive roadmap” to address issues related to wildfires, climate change, and utilities. [The Strike Force report](#) acknowledges that measures to harden the electrical grid are critical to wildfire risk management. A key utility hardening strategy: undergrounding lines in extreme high-fire areas.

Governor Newsom’s Wildfire Strike Force program report concludes, “It’s not a question of “if” wildfire will strike, but “when.”

Very High Fire Hazard Severity Zones

California [Government Code Section 51178](#) requires the Director of the California Department of Forestry and Fire Protection (CalFIRE) to identify areas in the state as VHFHSZ based on the potential fire hazard in those areas. VHFHSZ are determined based on fuel loading, slope, fire weather, and other relevant factors. These zones are in both local responsibility areas and state responsibility areas. Maps of the statewide and county by county VHFHSZ can be found [here](#).¹

More than 25 million acres of California wildlands are classified under very high or extreme fire threat. Approximately 25 percent of the state’s population, 11 million people, live in those high-risk areas. Additionally, over 350,000 Californians live in cities that are nearly encompassed within Cal Fire’s maps of VHFHSZ. Similar to the proponents of this Resolution, City of Rancho Palos Verdes, over 75 communities have 90 percent or more of residents living in a VHFHSZ.

CPUC Rule 20 Program

The CPUC’s Rule 20 program lays out the guidelines and procedures for converting overhead electric and telecommunication facilities to underground electric facilities. Rule 20 funding and criteria is provided at four levels. Levels A, B, and C, reflect progressively diminishing ratepayer funding for undergrounding projects. Recently added Rule 20D is a relatively new program that is specific to San Diego Gas and Electric (SDG&E), which was created in response to the destructive 2007 wildfires. Each of these levels will be discussed below:

Rule 20A

The first California overhead conversion program, Rule 20A, was created in 1967 under then Governor Ronald Reagan. The program was created to provide a consistent and structured means of undergrounding utility lines throughout the state with costs covered broadly by utility ratepayers.

Each year, Investor Owned Utilities (IOUs) propose their Rule 20A allocation amounts to the CPUC during annual general rate case proceedings. In this process, IOUs propose revised utility customer rates based on expected service costs, new energy procurement and projects for the following year, including Rule 20 allocations. The CPUC then reviews, amends, and approves IOU rates. Currently, the cumulative

¹ <https://osfm.fire.ca.gov/divisions/wildfire-prevention-planning-engineering/wildland-hazards-building-codes/fire-hazard-severity-zones-maps/>

budgeted amount for Rule 20A for Pacific Gas and Electric (PG&E), Southern California Edison (SCE), and San Diego Gas and Electric (SDG&E) totals around \$95.7 million.

The funding set aside by IOUs for Rule 20A is allocated to local governments through a credit system, with each credit holding a value to be used solely for the costs of an undergrounding project. The credit system was created so that local governments and IOUs can complete undergrounding projects without municipal financing. Through Rule 20A, municipalities that have developed and received city council approval for an undergrounding plan receive annual credits from the IOU in their service area. At last count by the CPUC, over 500 local governments (cities and counties) participate in the credit system.

While these credits have no inherent monetary value, they can be traded in or banked for the conversion of overhead lines. Municipalities can choose to accumulate their credits until their credit balance is sufficient to cover these conversion projects, or choose to borrow future undergrounding allocations for a period of up to five years. Once the cumulative balance of credits is sufficient to cover the cost of a conversion project, the municipality and the utility can move forward with the undergrounding. All of the planning, design, and construction is performed by the participating utility. Upon the completion of an undergrounding project, the utility is compensated through the local government's Rule 20A credits.

At the outset of the program, the amount of allocated credits were determined by a formula which factored in the number of utility meters within a municipality in comparison to the utilities' service territory. However, in recent years the formula has changed. Credit allocations for IOUs, except for PG&E, are now determined based on the allocation a city or county received in 1990 and is then adjusted for the following factors:

- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of overhead meters in any city or unincorporated area to the total system overhead meters; and
- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of meters (which includes older homes that have overhead services, and newer homes with completely underground services) in any city or the unincorporated area to the total system meters.

As noted, PG&E has a different funding formula for their Rule 20A credit allocations as they are not tied to the 1990 base allocation. Prior to 2011, PG&E was allocating approximately five to six percent of its revenue to the Rule 20A program. The CPUC decided in 2011 that PG&E's Rule 20A allocations should be reduced by almost half in an effort to decrease the growing accumulation of credits amongst local governments. Since 2011, PG&E's annual allocations for Rule 20A have been around \$41.3 million annually, which is between two and three percent of their total revenue.

Criteria for Rule 20A Projects

For an undergrounding project to qualify for the Rule 20A program, there are several criteria that need to be met. The project must have a public benefit and:

1. Eliminate an unusually heavy concentration of overhead lines
2. Involve a street or road with a high volume of public traffic
3. Benefit a civic or public recreation area or area of unusual scenic interest,
4. Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines

Notably, fire safety is excluded from the list of criteria that favors aesthetic and other public safety projects.

Rule 20A Credit System Imbalance Threatens Program Effectiveness

Allocations are made by utilities each year for Rule 20A credits. These current budget allocations total \$95.7 million a year. Currently, the cumulative balance of credits throughout the state totals over \$1 billion dollars. The Rule 20A cumulative balances aggregated by region can be found [here](#).²

Note: The existing credit allocation formulas do not consider a municipality's need or plans for overhead conversion projects, resulting in large credit balances in some jurisdictions.

Cities and counties are, however, able to trade or sell unallocated Rule 20A credits if they will not be used to fund local undergrounding projects. There have been several cases where one agency has sold their unused credits, often for less than the full dollar value of the credits themselves to another agency.

Rule 20B

Rule 20B projects are those that do not fit the Rule 20A criteria, but do, however, involve both sides of the street for at least 600 feet. These projects are typically done in conjunction with larger developments and are mostly paid for by the developer or applicant. Additionally, the applicant is responsible for the installation.

Rule 20C

Rule 20C projects are usually small projects that involve property owners. The majority of the cost is usually borne by the applicants. Rule 20C applies when the project does not qualify for either Rule 20A or Rule 20B.

Rule 20D--Wildfire Mitigation Undergrounding Program

Rule 20D was approved by the CPUC in January of 2014 and only applies to SDG&E. The Rule 20D program was established largely in response to the destructive wildfires that occurred in San Diego in 2007 as a wildfire mitigation undergrounding program. According to SDG&E the objective of the Rule 20D undergrounding is exclusively for fire

² Program Review, California Overhead Conversion Program, Rule 20A for Years 2011-2015, "The Billion Dollar Risk," California Public Utilities Commission.
[https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_\(2014_forward\)\(1\)/PPD_Rule_20-A.pdf](https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_(2014_forward)(1)/PPD_Rule_20-A.pdf)

hardening as opposed to aesthetics. The program is limited in scope and is restricted to communities in SDG&E's Fire Threat Zone (now referred to as the [High Fire Threat District or HFTD](#)). As of this time, the program has yet to yield any projects and no projects are currently planned.

For an undergrounding project to qualify for the Rule 20D program, a minimum of three of the following criteria must be met. The project must be near, within, or impactful to:

- Critical electric infrastructure
- Remaining useful life of electric infrastructure
- Exposure to vegetation or tree contact
- Density and proximity of fuel
- Critical surrounding non-electric assets (including structures and sensitive environmental areas)
- Service to public agencies
- Accessibility for firefighters

Similar to Rule 20A, SDG&E must allocate funding each year through their general rate case proceedings to Rule 20D to be approved by the CPUC. This funding is separate from the allocations SDG&E makes for Rule 20A. However, the process of distributing this funding to localities is different. The amount of funding allocated to each city and county for Rule 20D is based on the ratio of the number of miles of overhead lines in SDG&E Fire Threat Zones in a city or county to the total miles of SDG&E overhead lines in the entire SDG&E fire zone. The Rule 20D program is administered by the utility consistent with the existing reporting, engineering, accounting, and management practices for Rule 20A.

Comments:

CPUC Currently Exploring Revisions to Rule 20

In May 2017, the CPUC issued an Order Instituting Rulemaking to Consider Revisions to Electric Rule 20 and Related Matters. The CPUC will primarily focus on revisions to Rule 20A but may make conforming changes to other parts of Rule 20. The League is a party in these proceedings will provide comments.

Beyond Rule 20A: Additional Options for Funding Undergrounding Projects

There are various ways in which cities can generate funding for undergrounding projects that fall outside of the scope of Rule 20A. At the local level, cities can choose to forgo the Rule 20A process and opt to use their own General Fund money for undergrounding. Other options are also discussed below:

Rule 20D Expansion

The City of Berkeley in a 2018 study titled "[Conceptual Study for Undergrounding Utility Wires in Berkeley](#)," found that the city could possibly qualify for Rule 20D funding if they actively pursued this opportunity in partnership with PG&E and the CPUC.

One of the study's recommendations is to advocate for release of 20D funds (now earmarked exclusively for SDG&E) to be used for more aggressive fire hardening techniques for above-ground utility poles and equipment, for undergrounding power lines, and for more aggressive utility pole and vegetation management practices in the Very High Hazard Fire Zone within Berkeley's city limits.

Franchise Surcharge Fees

Aside from Rule 20 allocations, cities can generate funding for undergrounding through franchise fee surcharges. For example, SDG&E currently operates under a 50-year City franchise that was granted in 1970. Under the franchises approved by the San Diego City Council in December 1970, SDG&E agreed to pay a franchise fee to the City equivalent to 3% of its gross receipts from the sales of both natural gas and electricity for 30 years.

These fees were renegotiated in 2000 and in 2001 an agreement was between the City of San Diego, SDG&E, and the CPUC to extend the existing franchise fee to include revenues collected from surcharges. SDG&E requested an increase of 3.88% to its existing electric franchise fee surcharge. The bulk, 3.53% of this increase is to be used for underground conversion of overhead electric wires.

Based on SDG&E's revenue projections, the increase would result in an additional surcharge revenue amount of approximately \$36.5 million per year. SDG&E estimates that this would create a monthly increase of approximately \$3.00 to a typical residential customer's electric bill. These surcharge revenues would pay for additional undergrounding projects including those that do not meet the Rule 20A criteria. The City of Santa Barbara has also adopted a similar franchise surcharge fee.

Having this funding source allows the City of San Diego to underground significantly more miles of above ground utility lines than other municipalities. However, the surcharge is currently being challenged in court, as it is argued that the City had SDG&E impose a tax without a ballot measure.

Existing League Policy:

Public Safety:

The League supports additional funding for local agencies to recoup the costs associated with fire safety in the community and timely mutual aid reimbursement for disaster response services in other jurisdictions.

The League supports the fire service mission of saving lives and protecting property through fire prevention, disaster preparedness, hazardous-materials mitigation, specialized rescue, etc., as well as cities' authority and discretion to provide all emergency services to their communities.

Transportation, Communication, and Public Works:

Existing telecommunications providers and new entrants shall adhere to local city policies on public utility undergrounding.

The League supports protecting the additional funding for local transportation and other critical unmet infrastructure needs.

The League supports innovative strategies including public private partnerships at the state and local levels to enhance public works funding.

Environmental Quality

The League opposes any legislation that interferes with local utility rate setting authority and opposes any legislation that restricts the ability of a city to transfer revenue from a utility (or other enterprise activity) to the city's general fund.

Cities should continue to have the authority to issue franchises and any program should be at least revenue neutral relative to revenue currently received from franchises.

The League is concerned about the impacts of escalating energy prices on low income residents and small businesses. The League supports energy pricing structures and other mechanisms to soften the impacts on this segment of our community.

Community Services

The League supports measures that provide resources for local governments to coordinate services to assist displaced residents and communities recover from wildfires, earthquakes and other natural disasters."

2019 Strategic Priority

Improve Disaster Preparedness, Recovery and Climate Resiliency.

- Provide resources to cities and expand partnerships to better prepare for and recover from wildfires, seismic events, erosion, mudslides and other disasters.
- Improve community preparedness and resiliency to respond to climate-related, natural and man-made disasters.

2020 Strategic Priority

Strengthen community and disaster preparedness, public safety, and resiliency.

Improve community resiliency to disasters and environmental threats, and strengthen infrastructure stability and control, through expanding partnerships, including state and federal agencies, and securing additional resources and support for climate change adaptation, planning, preparedness, response, recovery, and sustainability in our cities.

Proposed Changes:

The League supports the inclusion of wildfire mitigation as an eligible project to receive the California Public Utilities' Rule 20 funds and efforts to expand funding for Rule 20.

Staff Comments:

The proposed policy seeks to incorporate two main elements: adding wildfire mitigation as an eligible project to receive rule 20 funds; and expand funding for rule 20 projects to support those wildfire mitigation efforts.

During the discussion around the resolution, deciding on which map or designation to follow for determining what was “high risk” or “very high risk” was difficult. The proposed policy does not determine who can access these funds, instead any city in the rule 20 program would be able to use rule 20 funds for wildfire mitigation.

Staff Recommendation:

League staff recommends the committee **APPROVE** the proposed changes to League existing policy.

NOTE: This is the amended version of the resolution from the General Resolutions Committee. This document is for reference only, not for consideration.

1. RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING ON THE CALIFORNIA PUBLIC UTILITIES COMMISSION TO AMEND RULE 20A TO ADD PROJECTS IN VERY HIGH FIRE HAZARD SEVERITY ZONES TO THE LIST OF ELIGIBILITY CRITERIA AND TO INCREASE FUNDING ALLOCATIONS FOR RULE 20A PROJECTS

Source: City of Rancho Palos Verdes

Concurrence of five or more cities/city officials: Cities: Hidden Hills; La Canada Flintridge; Laguna Beach; Lakeport; Malibu; Nevada City; Moorpark; Palos Verdes Estates; Rolling Hills; Rolling Hills Estates; Ventura

Referred to: Environmental Quality and Transportation, Communication and Public Works Policy Committees

WHEREAS, the California Public Utilities Commission regulates the undergrounding conversion of overhead utilities under Electric Tariff Rule 20 and;

WHEREAS, conversion projects deemed to have a public benefit are eligible to be funded by ratepayers under Rule 20A; and

WHEREAS, the criteria under Rule 20A largely restricts eligible projects to those along streets with high volumes of public traffic; and

WHEREAS, the cost of undergrounding projects that do not meet Rule 20A criteria is left mostly or entirely to property owners under other parts of Rule 20; and

WHEREAS, California is experiencing fire seasons of worsening severity; and

WHEREAS, undergrounding overhead utilities that can spark brush fires is an important tool in preventing them and offers a public benefit; and

WHEREAS, brush fires are not restricted to starting near streets with high volumes of public traffic; and

WHEREAS, some cities would like to use private firms to design, inspect and construct Rule 20A projects; and

WHEREAS, expanding Rule 20A criteria to facilitate undergrounding projects that prevent fires, and expanding the Rule 20D program to all utility providers would help prevent fires; and

WHEREAS, expanding Rule 20A criteria as described above and increasing funding allocations for new Rule 20A projects and allowing excess funds to be

transferred between cities would lead to more undergrounding projects that help prevent fires; and now therefore let it be,

RESOLVED that the League of California Cities calls on the California Public Utilities Commission to amend Rule 20A to include projects that help prevent fires to the list of criteria for eligibility, to increase funding allocations for Rule 20A projects, to increase flexibility for cities utilizing Rule 20, and to expand the Rule 20D program to all utility providers.



January 15, 2020

Environmental Quality Policy Committee
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Dear Members of the Committee:

The City of Rancho Palos Verdes thanks you for your thoughtful consideration last October of our conference resolution regarding the expansion of California's Rule 20 program, and your constructive amendments.

We are unable to attend the January 24 meeting, but wish to restate our support for all of the revisions that were agreed upon by the policy and General Resolutions committees, which strengthened the proposed policy by broadening the language to go beyond the Rule 20A program and the Very High Fire Hazard Severity Zone designation.

We ask that you advance the proposed policy to the League's Board of Directors for consideration as a formal policy. The League already has a seat at the table in the rulemaking process with the California Public Utilities Commission, so now is the time for our cities to advocate for these changes.

We again thank you for your support and solidarity on this issue and look forward to working collaboratively to ensure a future where it is possible for more fire-prone communities to put power lines underground.

Thank you,

A handwritten signature in blue ink, appearing to read "John Cruikshank".

John Cruikshank
Mayor

cc: Derek Dolfie, Legislative Representative, League of California Cities
Jason Rhine, Assistant Legislative Director, League of California Cities
Ara Mihranian, Interim City Manager
Kit Fox, Interim Deputy City Manager
Rancho Palos Verdes City Council



TRANSPORTATION, COMMUNICATIONS, AND PUBLIC WORKS POLICY COMMITTEE

2020 Strategic Priorities and Draft TCPW Work Program

1. **Improve the supply and affordability of housing.** Provide cities with financial tools to increase construction of housing, particularly for vulnerable populations, reform state regulatory barriers, and ensure cities retain flexibility based on the size, geography, demographics, impact mitigation and land use needs of each community.
2. **Advocate for increased funding and resources to prevent homelessness and assist individuals experiencing homelessness.** Secure additional resources and flexibility to provide navigation assistance, emergency shelters and permanent supportive housing and strengthen partnerships with stakeholders to ensure mental health, substance abuse treatment, and wraparound services are available for adults and youth at risk of – or already experiencing – homelessness in our communities.
3. **Address cities' fiscal sustainability to deliver essential services and meet pension obligations.** Raise awareness among stakeholders about the fiscal challenges cities face and work collaboratively to secure new revenue tools and flexible prudent policies to ensure cities are able to provide essential services to their residents while maintaining their ability to meet pension obligations.
4. **Strengthen community and disaster preparedness, public safety, and resiliency.** Improve community resiliency to disasters and environmental threats, and strengthen infrastructure stability and control, through expanding partnerships, including state and federal agencies, and securing additional resources and support for climate change adaptation, planning, preparedness, response, recovery, and sustainability in our cities.
5. **Address public safety concerns of California cities.**
 - Reform recently enacted criminal justice laws — enacted by both statute and initiative — that have eroded public safety protections of California residents through the passage of the Police Chiefs/Grocer's-sponsored criminal justice reform measure eligible for the November 2020 state ballot, or by equivalent reforms achieved through legislative action.
 - Protect public safety by reducing access to firearms by the mentally ill.
 - Support additional tools and resources to address critical community challenges such as homelessness, mental health, domestic violence, drug rehabilitation, human trafficking and workforce development for ex-offender reentry.

In addition, the TCPW Policy Committee will focus on the following issues in 2019:

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