



**Thursday, March 25, 2021
2:00 p.m. – 4:00 p.m.
Board of Directors Teleconference Meeting**

Meeting ID: 899 0473 0371

Passcode: 485021

Join Zoom Meeting

<https://www.google.com/url?q=https://us02web.zoom.us/j/89904730371?pwd%3DM3VYUzhnMWdscWQyY2krc0RPRGZRZz09&sa=D&source=calendar&ust=1612889735398000&usg=AOvVaw2DI4IBjZp5Mn71HgDljGa9>

1. Introduction
 - a. Welcome/Roll Call
 - b. Our Mission: CSMFO serves all government finance professionals through innovation, collaboration, continuing education and professional development.
 - c. Our Quiz: According to the CSMFO Annual Report, since 1999, what year had the highest membership growth rate?
 - d. Additions to Agenda
2. Consent Items 2:10 p.m.
 - a. Approval of Minutes from February 11, 2021
 - b. Approval of February 2021 Financial Reports
 - c. Approval of Two Pilot Cohorts
 - d. Membership Counts
 - e. Executive Committee Meeting Agenda
3. Discussion/Action Items 2:15 p.m.
 - a. CSMFO Adoption of GFOA 'End the Acronym' Policy (Marcus Pimentel)
 - b. Collaborating with Colorado, Ohio and Michigan (Rich Lee)
 - c. Management Ad Hoc Committee Update (Margaret Moggia)
4. Committee Reports 2:45 p.m.
 - a. Administration (Alberto Preciado)
 - b. Career Development (Laura Nomura)
 - c. Communications (James Russell-Field)
 - d. Membership (Jennifer Wakeman)

- e. Professional Standards (Jason Al-Imam)
 - f. Program (Karan Reid)
 - g. Recognition (Michael Manno)
 - h. Student Engagement (Amber Johnson)
 - i. Technology (Gloriann Sasser)
 - j. Management Contract Ad Hoc Report (Margaret Moggia)
 - k. CalPERS Ad Hoc (Richard Lee/Debby Cherney)
5. Chapter Roundtable 3:30 p.m.
6. Director Roundtable 3:40 p.m.
8. Officer Reports 3:45 p.m.
- a. President (Marcus Pimentel)
 - b. Past President (Steve Heide)
 - c. President-Elect (Scott Catlett)
10. Other Discussion Items
11. Future Topics
12. Upcoming Meeting:
April 22, 2021
13. Adjournment 4:00 p.m.



**Thursday, February 11, 2021
2:00 p.m. – 4:00 p.m.
Board of Directors Meeting**

Marcus Pimentel
Steve Heide
Scott Catlett
Craig Boyer
Stephen Parker
Ernie Reyna
Karla Romero
Grace Castaneda
Will Fuentes
Jennifer Wakeman
Jason Al-Imam
June Overholt
Kofi Antobam
David Cain
Laura Nomura

Yolanda Rodriguez
Michael Manno
Richard Lee
Gloriann Sasser
Margaret O'Brien
Thomas Hays
Arwen Wacht
James Russell-Field
Joe Lillio
Kim Scott
Lorena Lopez
Amber Johnson
Catherine Smith
Melissa Manchester

Introduction

The California Society of Municipal Finance Officers (CSMFO) Board of Directors met via teleconference on Thursday, February 11, 2021. President Marcus Pimentel convened the meeting and confirmed a quorum was in attendance at 2:02 p.m. The meeting began with a review of the organization's mission and a quiz. There were no additions to the agenda.

Consent Calendar

The Board addressed the consent calendar, which included the minutes from the January meeting, the financial reports from January 2021, and the Executive Committee meeting agenda. Past President Steve Heide moved to approve the consent calendar; Director Ernie Reyna seconded. The motion passed unanimously.

SMA on the Move

Smith Moore & Associates (SMA) CEO Catherine Smith informed the leadership that the SMA office, and therefore the CSMFO office, would have a new address as of March 1, 2021. The new address is 808 R Street, Suite 209, Sacramento, CA 95811.

Probolsky Focus Group Report

Membership Committee Chair Jennifer Wakeman introduced contractor Adam Probolsky, who reviewed with the leadership the results of the virtual focus group held in December 2020. He shared some emerging themes included: membership in CSMFO was a 'given'; in-person meetings are preferred over virtual; trainings offered by CSMFO are a valuable resource; scheduling to attend a CSMFO event can be problematic. The overall perception of CSMFO was very positive.

Request for Staff Compensation for Virtual Conference

President Pimentel presented to the Board a request for compensation for the contracted meeting planner and to Harriet Commons for Program Committee support. The contracted meeting planner typically receives compensation from hotel commissions, which are not available for 2021. Harriet Commons' scope of service does not include dry runs for all the breakout sessions to familiarize them with the new virtual format. The request for compensation is for \$10,000 for the meeting planner and \$3,000 for Commons. Past President Heide moved to approve the request as presented. President-Elect Scott Catlett seconded, and the motion passed unanimously.

2021 Virtual Conference Update

President Pimentel provided an update on the conference, noting that both attendance and sponsorship revenues have exceeded budgeted expectations. President Pimentel expressed his gratitude for everyone involved in planning the event, and encouraged everyone to log into the platform prior to the start of the conference on Tuesday to set up their profiles.

Committee Reports

Administration

Chair Alberto Preciado shared that the first meeting of the new committee would take place on February 25.

Career Development

Chair Laura Nomura shared that the January webinar had 448 registrants, with 350 actually attending. Four Intro courses are planned for 2021, two budgeting courses and two tax revenue fundamentals.

Communications

Chair James Russell-Field shared that the committee is working on collecting content from the upcoming virtual conference for the conference edition of the magazine, and to share via social media.

Membership

Chair Wakeman shared that the committee is working on the 2021 strategic plan items, as well as planning another commercial member roundtable and implementing the cohort pilot program.

Professional Standards

Chair Jason Al-Imam shared that the committee will do a highlight on the new OMB compliance supplement of COVID-funding requirements as well as one on budgeting and investment management.

Program

Chair Karan Reid shared that dress rehearsals were being held for each of the 48 conference concurrent sessions. A training for the roundtable leaders would be held on Friday, February 12, and the preconference sessions had 84 and 79 attendees, respectively.

Recognition

Chair Michael Manno shared that the committee evaluated 106 award applications for that year, resulting in 101 recipients. There were four meritorious operating budget awards, 1 innovation award and five first-time budget awards.

Student Engagement

Chair Amber Johnson shared that the committee had participated in an event at Cal Poly Pomona.

Technology

Chair Gloriann Sasser shared with the Board that the committee has two new members, and would be talking to GFOA regarding the use of their learning management system. They plan to also evaluate the CSMFO app, and to continue working on increasing usage and familiarity of the Knowledge Base.

Management Ad Hoc

Chair Margaret Moggia shared that a stakeholder meeting was planned for March 5.

CalPERS Ad Hoc

Richard Lee shared that he had attended an employer roundtable on February 3, and that the recruitment of a new CIO was discussed.

League Policy Committee Reports

Joe Lillio on behalf of the Governance, Transparency & Labor Committee that their top priorities for the year would be COVID funding, housing funding, state/local coordination with emergency preparedness, and to protect/update critical infrastructure.

Will Fuentes reported for the Housing, Community & Economic Development Committee that they would be focusing on ensuring cities are able to retain local control regarding housing.

Ernie Reyna shared that the next Public Safety Committee meeting would be held on April 15.

Arwen Wacht shared on behalf of the Environmental Quality Committee that their first meeting entailed an introduction to policies, an orientation and a general briefing. Topics for that committee include funding for COVID relief, solid waste/recycling, emergency preparedness, local climate initiatives, energy/utilities, forest management and hazardous materials.

Chapter Roundtable

Past President Heide shared that he had held his first chapter chair meeting, and reminded everyone to attend the chapter networking event during the conference.

Kim Scott shared Desert Mountain would be holding a joint meeting with Orange County in September, and is actively looking for other joint opportunities.

Kofi Antobam shared that the Coachella Valley Chapter would be having a meeting on March 24 on property taxes, and on May 12 on uniform guidance.

Joe Lillio shared that the LA/South Bay Chapters would be having Michael Coleman present a budget update the third week of March, and would be hosting bi-monthly meetings thereafter.

Director Roundtable

Director Reyna shared that he continued to attend as many virtual chapter meetings as possible, including one on January 27 regarding cybersecurity.

Director Stephen Parker shared that June Overholt was stepping down as chair of the San Gabriel Valley Chapter, and Kyle Johnson would be taking her place. That chapter held a meeting in January on cybersecurity.

Director Fuentes congratulated everyone on the attendee and sponsor turnout for the upcoming virtual conference.

Director Grace Castaneda shared how much she was looking forward to the virtual conference.

Director Karla Romero reminded everyone to send in screenshots and other photos of themselves during the conference, for use in the conference magazine.

Director Craig Boyer shared that he was excited to engage as the Board Liaison to the Recognition Committee.

Officer Reports

President Pimentel shared that he had appointed Luke Brewer with the City/County of San Francisco as the new CDIAC representative on behalf of CSMFO, and reiterated his gratitude to everyone for their work on the conference.

Past President Heide welcomed the new Board members and committee and chapter leaders, and reminded everyone again to attend the chapter networking event.

President-Elect Scott Catlett shared that he was working on appointing his Host Committee for the 2022 Annual Conference in San Diego.

The next meeting will be held via teleconference on Thursday, March 25, 2021.

Meeting adjourned at 3:40 p.m.

Respectfully submitted,

Melissa Manchester

Summary of Action Items

The Board of Directors made the following actions:

- Approved the minutes from the January meeting
- Approved the January 2021 financial reports
- Approved the request for compensation for M&AMS and Harriet Commons for the 2021 virtual conference

California Society of Municipal Finance Officers
Statement of Net Assets
As of February 28, 2021

	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
1006 · Bank of America Checking (new)	340,384.81	0.00	340,384.81	100.0%
1005 · Bank of America				
1050 · Chapter Fund Balances				
1050.10 · Central Coast	1,277.78	1,277.78	0.00	0.0%
1050.13 · Central Los Angeles	525.74	550.74	-25.00	-4.54%
1050.06 · Central Valley	367.51	567.51	-200.00	-35.24%
1050.11 · Channel Counties	1,581.64	1,611.64	-30.00	-1.86%
1050.18 · Coachella Valley	0.00	20.00	-20.00	-100.0%
1050.15 · Desert Mountain	0.00	80.00	-80.00	-100.0%
1050.05 · East Bay (SF)	3,522.19	3,252.19	270.00	8.3%
1050.17 · Inland Empire	40.00	1,689.38	-1,649.38	-97.63%
1050.08 · Monterey Bay	2,953.99	2,953.99	0.00	0.0%
1050.16 · Orange County	4,652.24	9,419.14	-4,766.90	-50.61%
1050.07 · Peninsula	693.74	4,675.26	-3,981.52	-85.16%
1050.04 · Sacramento Valley	3,010.67	3,010.67	0.00	0.0%
1050.19 · San Diego County	1,400.07	1,485.07	-85.00	-5.72%
1050.12 · San Gabriel Valley	400.00	550.00	-150.00	-27.27%
1050.14 · South Bay (LA)	2,364.54	2,364.54	0.00	0.0%
Total 1050 · Chapter Fund Balances	22,790.11	33,507.91	-10,717.80	-31.99%
1005 · Bank of America - Other	165,427.45	888,860.41	-723,432.96	-81.39%
Total 1005 · Bank of America	188,217.56	922,368.32	-734,150.76	-79.59%
1040 · Investments LAIF	566,496.48	658,495.20	-91,998.72	-13.97%
Total Checking/Savings	1,095,098.85	1,580,863.52	-485,764.67	-30.73%
Accounts Receivable				
1100 · Accounts receivable	6,201.50	-275.00	6,476.50	2,355.09%
Total Accounts Receivable	6,201.50	-275.00	6,476.50	2,355.09%
Other Current Assets				
1080 · Undeposited Funds	0.00	110.00	-110.00	-100.0%
1120 · Accounts Receivable- YM	16,575.00	42,065.00	-25,490.00	-60.6%
1250 · Prepaid Expense - General				
1252 · Prepaid Admin/DataBase Fees	34,013.68	64,028.80	-30,015.12	-46.88%
1250 · Prepaid Expense - General - Other	6,000.00	0.00	6,000.00	100.0%
Total 1250 · Prepaid Expense - General	40,013.68	64,028.80	-24,015.12	-37.51%
1260 · Prepaid Expense Conference				
1262 · Facilities Deposits	77,544.00	72,332.00	5,212.00	7.21%
1260 · Prepaid Expense Conference - Other	18,874.29	701.24	18,173.05	2,591.56%
Total 1260 · Prepaid Expense Conference	96,418.29	73,033.24	23,385.05	32.02%
Total Other Current Assets	153,006.97	179,237.04	-26,230.07	-14.63%
Total Current Assets	1,254,307.32	1,759,825.56	-505,518.24	-28.73%
Other Assets				
1500 · CSMFO/SMA Database AR	60,969.06	57,738.06	3,231.00	5.6%

California Society of Municipal Finance Officers
Statement of Net Assets
As of February 28, 2021

	Feb 28, 21	Feb 29, 20	\$ Change	% Change
Total Other Assets	60,969.06	57,738.06	3,231.00	5.6%
TOTAL ASSETS	1,315,276.38	1,817,563.62	-502,287.24	-27.64%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts payable	0.00	2,912.23	-2,912.23	-100.0%
Total Accounts Payable	0.00	2,912.23	-2,912.23	-100.0%
Other Current Liabilities				
2003 · A/P Other- SMA Conference	41,077.20	41,077.10	0.10	0.0%
Total Other Current Liabilities	41,077.20	41,077.10	0.10	0.0%
Total Current Liabilities	41,077.20	43,989.33	-2,912.13	-6.62%
Total Liabilities	41,077.20	43,989.33	-2,912.13	-6.62%
Equity				
3102 · Conference reserve	424,264.00	424,264.00	0.00	0.0%
3101 · Operating reserve	170,380.00	170,380.00	0.00	0.0%
3020 · Retained earnings	270,576.54	181,381.76	89,194.78	49.18%
3100 · Net Assets-Chapters	22,760.11	26,288.69	-3,528.58	-13.42%
Net Income	386,218.53	971,259.84	-585,041.31	-60.24%
Total Equity	1,274,199.18	1,773,574.29	-499,375.11	-28.16%
TOTAL LIABILITIES & EQUITY	1,315,276.38	1,817,563.62	-502,287.24	-27.64%

California Society of Municipal Finance Officers

Summary of Financial Income and Expense

January through February 2021

	<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	209,735.25	209,735.25
Total Income	0.00	0.00	0.00	209,735.25	209,735.25
Gross Profit	0.00	0.00	0.00	209,735.25	209,735.25
Expense					
6100 · OPERATING EXPENSES	0.00	2,207.90	2,500.00	78,033.59	82,741.49
6900 · OTHER EXPENSES	0.00	0.00	0.00	840.00	840.00
Total Expense	0.00	2,207.90	2,500.00	78,873.59	83,581.49
Net Ordinary Income	0.00	-2,207.90	-2,500.00	130,861.66	126,153.76
Other Income/Expense					
Other Income					
4501 · Chapter Income	40.00	0.00	0.00	0.00	40.00
4500 · PROGRAM REVENUES					
8000 · Conference Revenue	0.00	423,155.00	0.00	0.00	423,155.00
4503 · Contributions and Donations	0.00	1,200.00	0.00	0.00	1,200.00
4504 · Education income	0.00	0.00	27,598.00	0.00	27,598.00
Total 4500 · PROGRAM REVENUES	0.00	424,355.00	27,598.00	0.00	451,953.00
Total Other Income	40.00	424,355.00	27,598.00	0.00	451,993.00
Other Expense					
6400 · PROGRAM EXPENSES					
9000 · Conference Expenses	0.00	191,328.23	0.00	0.00	191,328.23
6404 · Education Expenses	0.00	0.00	600.00	0.00	600.00
Total 6400 · PROGRAM EXPENSES	0.00	191,328.23	600.00	0.00	191,928.23
Total Other Expense	0.00	191,328.23	600.00	0.00	191,928.23
Net Other Income	40.00	233,026.77	26,998.00	0.00	260,064.77
Net Income	40.00	230,818.87	24,498.00	130,861.66	386,218.53

California Society of Municipal Finance Officers
Profit & Loss Budget Performance
February 2021

	<u>Feb 21</u>	<u>Jan - Feb 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense						
Income						
4000 · OPERATING REVENUES						
4100 · Membership Dues						
4110 · Dues - Municipal	31,725.00	134,505.00	149,868.00	-15,363.00	89.75%	149,868.00
4120 · Dues - Other Gov	500.00	1,950.00	2,900.00	-950.00	67.24%	2,900.00
4130 · Dues - Commercial	9,900.00	30,800.00	33,264.00	-2,464.00	92.59%	33,264.00
4140 · Dues - Retired	240.00	860.00	1,056.00	-196.00	81.44%	1,056.00
4150 · Dues - Education	0.00	0.00				
4100 · Membership Dues - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 4100 · Membership Dues	42,365.00	168,115.00	187,088.00	-18,973.00	89.86%	187,088.00
4200 · Interest Income	269.25	1,432.75	800.00	632.75	179.09%	5,000.00
4302 · Magazine Advertising	4,250.00	7,587.50	2,000.00	5,587.50	379.38%	3,000.00
4303 · Job Board Post - Member	12,975.00	30,550.00	30,000.00	550.00	101.83%	131,400.00
4306 · Web Advertising	1,000.00	1,000.00				
4490 · Budget/CAFR Fees	900.00	1,050.00	0.00	1,050.00	100.0%	15,000.00
Total 4000 · OPERATING REVENUES	61,759.25	209,735.25	219,888.00	-10,152.75	95.38%	341,488.00
Total Income	61,759.25	209,735.25	219,888.00	-10,152.75	95.38%	341,488.00
Gross Profit	61,759.25	209,735.25	219,888.00	-10,152.75	95.38%	341,488.00
Expense						
6100 · OPERATING EXPENSES						
6105 · Marketing/Membership	8,264.43	8,264.43	10,000.00	-1,735.57	82.64%	10,000.00
6106 · Storage Expense	0.00	56.01	165.00	-108.99	33.95%	1,000.00
6110 · President's Expense	0.00	0.00	12,000.00	-12,000.00	0.0%	12,000.00
6115 · Board of Directors						
6116 · Board Meeting Expenses	0.00	0.00	5,100.00	-5,100.00	0.0%	5,100.00
Total 6115 · Board of Directors	0.00	0.00	5,100.00	-5,100.00	0.0%	5,100.00
6120 · Committee/Chapter Support	0.00	0.00	20,000.00	-20,000.00	0.0%	20,000.00
6125 · Board Planning Session-Retreat	0.00	0.00	0.00	0.00	0.0%	6,000.00
6140 · Management Services						
6143 · Management Services	13,751.89	27,503.78	28,333.48	-829.70	97.07%	170,000.88
6146 · Consultants						
6146.10 · Coleman Services	0.00	0.00	4,040.00	-4,040.00	0.0%	24,040.00
6146 · Consultants - Other	0.00	6,000.00				
Total 6146 · Consultants	0.00	6,000.00	4,040.00	1,960.00	148.52%	24,040.00
6470 · Webinar Program Services	0.00	2,500.00	8,333.40	-5,833.40	30.0%	50,000.00
6140 · Management Services - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 6140 · Management Services	13,751.89	36,003.78	40,706.88	-4,703.10	88.45%	244,040.88
6150 · Office Supplies	0.00	0.00	41.70	-41.70	0.0%	250.00
6155 · Merchant Fees/Bank Chgs.	5,041.96	11,058.08	5,000.00	6,058.08	221.16%	30,000.00
6160 · Awards	0.00	745.28	5,000.00	-4,254.72	14.91%	5,000.00
6165 · Printing						
6167 · Directory	0.00	6,899.00	7,500.00	-601.00	91.99%	15,000.00
6165 · Printing - Other	0.00	0.00	333.40	-333.40	0.0%	2,000.00
Total 6165 · Printing	0.00	6,899.00	7,833.40	-934.40	88.07%	17,000.00

California Society of Municipal Finance Officers
Profit & Loss Budget Performance
February 2021

	Feb 21	Jan - Feb 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
6170 · Magazine	0.00	0.00	20,000.00	-20,000.00	0.0%	20,000.00
6175 · Postage	515.26	515.26	334.00	181.26	154.27%	2,000.00
6185 · Telephone/Bridge Calls	0.00	0.00	266.66	-266.66	0.0%	1,600.00
6190 · Web and Technology						
6192 · Web site	0.00	2,500.00				
6195 · Web Site Hosting Fee	750.00	1,500.00				
6190 · Web and Technology - Other	0.00	13,107.65	14,000.00	-892.35	93.63%	35,000.00
Total 6190 · Web and Technology	750.00	17,107.65	14,000.00	3,107.65	122.2%	35,000.00
6220 · Audit & Tax Filing	0.00	0.00	0.00	0.00	0.0%	9,500.00
6230 · Insurance	0.00	2,092.00	5,000.00	-2,908.00	41.84%	5,000.00
6240 · Taxes	0.00	0.00	0.00	0.00	0.0%	30,000.00
Total 6100 · OPERATING EXPENSES	28,323.54	82,741.49	145,447.64	-62,706.15	56.89%	453,490.88
6900 · OTHER EXPENSES						
6970 · One-Time Budgeted Expenses	0.00	840.00	30,000.00	-29,160.00	2.8%	30,000.00
Total 6900 · OTHER EXPENSES	0.00	840.00	30,000.00	-29,160.00	2.8%	30,000.00
Total Expense	28,323.54	83,581.49	175,447.64	-91,866.15	47.64%	483,490.88
Net Ordinary Income	33,435.71	126,153.76	44,440.36	81,713.40	283.87%	-142,002.88
Other Income/Expense						
Other Income						
4501 · Chapter Income						
4501.17 · Inland Empire	0.00	40.00				
4501 · Chapter Income - Other	0.00	0.00	16,666.60	-16,666.60	0.0%	100,000.00
Total 4501 · Chapter Income	0.00	40.00	16,666.60	-16,626.60	0.24%	100,000.00
4500 · PROGRAM REVENUES						
8000 · Conference Revenue						
8100 · Government Registrations						
8106 · Govt Non-Memb-Full Regular	12,750.00	37,200.00	12,500.00	24,700.00	297.6%	12,500.00
8110 · Govt Memb - Full Conf-Early	200.00	800.00				
8115 · Conf-Gov-Full-Norm-Mem	34,550.00	139,400.00	145,000.00	-5,600.00	96.14%	145,000.00
Total 8100 · Government Registrations	47,500.00	177,400.00	157,500.00	19,900.00	112.64%	157,500.00
8200 · Commercial Registrations						
8225 · Conf-Com-Exhibitor-Addn Full	2,400.00	5,200.00				
8231 · Comm Non-Memb-Full-Reg	8,250.00	14,750.00	3,750.00	11,000.00	393.33%	3,750.00
8235 · Comm Memb-Full-Early	0.00	0.00				
8236 · Comm Memb-Full-Regular	2,700.00	7,250.00	4,000.00	3,250.00	181.25%	4,000.00
8245 · Comm Memb-Daily-Early	0.00	0.00				
Total 8200 · Commercial Registrations	13,350.00	27,200.00	7,750.00	19,450.00	350.97%	7,750.00
8300 · Pre-Conference Registrations						
8371 · PreConference-Session A	2,600.00	10,920.00				
8373 · PreConference-Session B	585.00	5,135.00				
Total 8300 · Pre-Conference Registrations	3,185.00	16,055.00				
8500 · Extra Meals						
8565 · Hosted Evening Event	0.00	0.00				
Total 8500 · Extra Meals	0.00	0.00				
Total 8700 · Exhibitors Fees	15,500.00	167,500.00	129,500.00	38,000.00	129.34%	129,500.00

California Society of Municipal Finance Officers
Profit & Loss Budget Performance
February 2021

	Feb 21	Jan - Feb 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Total 8800 · Sponsorships	1,500.00	35,000.00	37,500.00	-2,500.00	93.33%	37,500.00
Total 8000 · Conference Revenue	81,035.00	423,155.00	332,250.00	90,905.00	127.36%	332,250.00
4503 · Contributions and Donations	200.00	1,200.00				
4504 · Education income						
4591 · California Local Budgeting	0.00	0.00	22,500.00	-22,500.00	0.0%	22,500.00
4505 · Webinar	0.00	2,623.00	5,156.00	-2,533.00	50.87%	5,156.00
4520 · Weekend Training	0.00	0.00	21,000.00	-21,000.00	0.0%	21,000.00
4540 · Fundamentals of Rates, Fees	150.00	2,550.00				
4570 · Intro to Government	4,200.00	11,925.00	22,000.00	-10,075.00	54.21%	22,000.00
4590 · Intermediate Government Acct	10,500.00	10,500.00	35,000.00	-24,500.00	30.0%	35,000.00
4594 · CMTA/CSMFO Course	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
4595 · Revenue Fundamentals	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
4596 · Revenue Fundamentals II	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
4597 · Developing Supervisory Skills	0.00	0.00	5,000.00	-5,000.00	0.0%	5,000.00
4598 · Leadership Skills	0.00	0.00	5,000.00	-5,000.00	0.0%	5,000.00
Total 4504 · Education income	14,850.00	27,598.00	138,156.00	-110,558.00	19.98%	138,156.00
Total 4500 · PROGRAM REVENUES	96,085.00	451,953.00	470,406.00	-18,453.00	96.08%	470,406.00
Total Other Income	96,085.00	451,993.00	487,072.60	-35,079.60	92.8%	570,406.00
Other Expense						
6401 · Chapter Expenses	0.00	0.00	100,000.00	-100,000.00	0.0%	100,000.00
6400 · PROGRAM EXPENSES						
9000 · Conference Expenses						
9300 · Hosted Event						
9310 · Event Entertainment	0.00	15,450.00				
Total 9300 · Hosted Event	0.00	15,450.00				
9400 · Meetings and Training						
9410 · Speakers-Honorarium	2,500.00	15,500.00	36,000.00	-20,500.00	43.06%	36,000.00
Total 9400 · Meetings and Training	2,500.00	15,500.00	36,000.00	-20,500.00	43.06%	36,000.00
9475 · Meetings						
9477 · Virtual Platform	6,547.50	72,769.00	145,000.00	-72,231.00	50.19%	145,000.00
9478 · General Session - Addl' product	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
9481 · Reg/Attendance Tracking	0.00	0.00	1,520.00	-1,520.00	0.0%	1,520.00
9485 · Convention/Hotel Other Costs	0.00	4,560.00				
9475 · Meetings - Other	0.00	0.00	0.00	0.00	0.0%	0.00
Total 9475 · Meetings	6,547.50	77,329.00	154,020.00	-76,691.00	50.21%	154,020.00
9490 · Pre-Conference Workshop						
9496 · Pre-Conference-Other	300.00	300.00				
Total 9490 · Pre-Conference Workshop	300.00	300.00				
9500 · Exhibits						
9545 · Exhibit hall game	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
Total 9500 · Exhibits	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
9600 · Entertainment/Gifts						
9610 · Conference Gifts/Attendees	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
9620 · Speaker/Board/Committee Memento	0.00	0.00	5,000.00	-5,000.00	0.0%	5,000.00
Total 9600 · Entertainment/Gifts	0.00	0.00	12,500.00	-12,500.00	0.0%	12,500.00

California Society of Municipal Finance Officers
Profit & Loss Budget Performance
February 2021

	<u>Feb 21</u>	<u>Jan - Feb 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
9800 · Administration - Conference						
9805 · Conference Marketing	0.00	0.00	12,500.00	-12,500.00	0.0%	12,500.00
9810 · Conference Contract Services	0.00	51,292.52	69,700.00	-18,407.48	73.59%	69,700.00
9815 · Printing/Copy/Conference Media	0.00	0.00	750.00	-750.00	0.0%	750.00
9840 · Postage & Shipping	3,662.81	3,662.81	7,500.00	-3,837.19	48.84%	7,500.00
9880 · Bank Merchant Fees	0.00	0.00	9,536.00	-9,536.00	0.0%	9,536.00
9890 · Conference Committee Expenses	0.00	1,393.90	1,400.00	-6.10	99.56%	1,400.00
9800 · Administration - Conference - Other	700.00	1,400.00				
Total 9800 · Administration - Conference	<u>4,362.81</u>	<u>57,749.23</u>	<u>101,386.00</u>	<u>-43,636.77</u>	<u>56.96%</u>	<u>101,386.00</u>
9900 · Contingency for Attrition	0.00	0.00	15,000.00	-15,000.00	0.0%	15,000.00
9000 · Conference Expenses - Other	0.00	25,000.00				
Total 9000 · Conference Expenses	<u>13,710.31</u>	<u>191,328.23</u>	<u>333,906.00</u>	<u>-142,577.77</u>	<u>57.3%</u>	<u>333,906.00</u>
6404 · Education Expenses						
6491 · CA Local Budgeting Expense	0.00	0.00	7,500.00	-7,500.00	0.0%	7,500.00
6420 · Weekend Training	0.00	0.00	0.00	0.00	0.0%	25,000.00
6430 · Intro to Government	0.00	0.00	11,000.00	-11,000.00	0.0%	11,000.00
6480 · Intermediate Governmental Acct.	0.00	0.00	18,000.00	-18,000.00	0.0%	18,000.00
6595 · Revenue Fundamental Expense	600.00	600.00	4,750.00	-4,150.00	12.63%	4,750.00
6596 · Revenue Fundamental Expense II	0.00	0.00	5,000.00	-5,000.00	0.0%	5,000.00
6597 · Developing Supervisory Skills	0.00	0.00	6,300.00	-6,300.00	0.0%	6,300.00
6598 · Leadership Skills	0.00	0.00	6,300.00	-6,300.00	0.0%	6,300.00
Total 6404 · Education Expenses	<u>600.00</u>	<u>600.00</u>	<u>58,850.00</u>	<u>-58,250.00</u>	<u>1.02%</u>	<u>83,850.00</u>
Total 6400 · PROGRAM EXPENSES	<u>14,310.31</u>	<u>191,928.23</u>	<u>392,756.00</u>	<u>-200,827.77</u>	<u>48.87%</u>	<u>417,756.00</u>
Total Other Expense	<u>14,310.31</u>	<u>191,928.23</u>	<u>492,756.00</u>	<u>-300,827.77</u>	<u>38.95%</u>	<u>517,756.00</u>
Net Other Income	<u>81,774.69</u>	<u>260,064.77</u>	<u>-5,683.40</u>	<u>265,748.17</u>	<u>-4,575.87%</u>	<u>52,650.00</u>
Net Income	<u><u>115,210.40</u></u>	<u><u>386,218.53</u></u>	<u><u>38,756.96</u></u>	<u><u>347,461.57</u></u>	<u><u>996.51%</u></u>	<u><u>-89,352.88</u></u>

California Society of Municipal Finance Officers
Statement of Financial Income and Expense
January through February 2021

	Jan - Feb 21	Jan - Feb 20	\$ Change
Ordinary Income/Expense			
Income			
4000 · OPERATING REVENUES			
4100 · Membership Dues			
4110 · Dues - Municipal	134,505.00	132,990.00	1,515.00
4120 · Dues - Other Gov	1,950.00	2,805.00	-855.00
4130 · Dues - Commercial	30,800.00	31,460.00	-660.00
4140 · Dues - Retired	860.00	780.00	80.00
4150 · Dues - Education	0.00	0.00	0.00
Total 4100 · Membership Dues	168,115.00	168,035.00	80.00
4200 · Interest Income	1,432.75	538.76	893.99
4302 · Magazine Advertising	7,587.50	1,000.00	6,587.50
4303 · Job Board Post - Member	30,550.00	25,700.00	4,850.00
4306 · Web Advertising	1,000.00	0.00	1,000.00
4490 · Budget/CAFR Fees	1,050.00	300.00	750.00
Total 4000 · OPERATING REVENUES	209,735.25	195,573.76	14,161.49
Total Income	209,735.25	195,573.76	14,161.49
Gross Profit	209,735.25	195,573.76	14,161.49
Expense			
6100 · OPERATING EXPENSES			
6105 · Marketing/Membership	8,264.43	9,336.33	-1,071.90
6106 · Storage Expense	56.01	218.07	-162.06
6110 · President's Expense			
6112 · Presidents CSMFO-Dinner	0.00	22.95	-22.95
6110 · President's Expense - Other	0.00	822.87	-822.87
Total 6110 · President's Expense	0.00	845.82	-845.82
6120 · Committee/Chapter Support			
6121 · Committee Support	0.00	573.59	-573.59
6122 · Chapter Support	0.00	6,979.22	-6,979.22
Total 6120 · Committee/Chapter Support	0.00	7,552.81	-7,552.81
6125 · Board Planning Session-Retreat	0.00	6,000.00	-6,000.00
6140 · Management Services			
6143 · Management Services	27,503.78	27,503.77	0.01
6470 · Webinar Program Services	2,500.00	0.00	2,500.00
Total 6140 · Management Services	30,003.78	27,503.77	2,500.01
6155 · Merchant Fees/Bank Chgs.	11,058.08	10,217.61	840.47
6160 · Awards	745.28	162.32	582.96
6165 · Printing			
6166 · Printing, copying, and admin	0.00	225.44	-225.44
6167 · Directory	6,899.00	9,934.26	-3,035.26
Total 6165 · Printing	6,899.00	10,159.70	-3,260.70
6175 · Postage	515.26	23.35	491.91
6185 · Telephone/Bridge Calls	0.00	55.22	-55.22
6190 · Web and Technology			
6192 · Web site	2,500.00	2,500.00	0.00
6195 · Web Site Hosting Fee	1,500.00	2,399.99	-899.99
6190 · Web and Technology - Other	13,107.65	12,000.00	1,107.65
Total 6190 · Web and Technology	17,107.65	16,899.99	207.66
6200 · Travel/Staff Expenses	0.00	1,023.56	-1,023.56
6230 · Insurance	2,092.00	1,759.00	333.00
6240 · Taxes			

California Society of Municipal Finance Officers
Statement of Financial Income and Expense
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	Jan - Feb 21	Jan - Feb 20	\$ Change
6246 · Prior Year Taxes	0.00	4,150.00	-4,150.00
Total 6240 · Taxes	0.00	4,150.00	-4,150.00
6255 · GFOA Reception	0.00	6,500.00	-6,500.00
Total 6100 · OPERATING EXPENSES	76,741.49	102,407.55	-25,666.06
6900 · OTHER EXPENSES			
6970 · One-Time Budgeted Expenses	840.00	4,136.73	-3,296.73
Total 6900 · OTHER EXPENSES	840.00	4,136.73	-3,296.73
9950 · Prior Period Adjustment	0.00	-122.55	122.55
Total Expense	77,581.49	106,421.73	-28,840.24
Net Ordinary Income	132,153.76	89,152.03	43,001.73
Other Income/Expense			
Other Income			
4501 · Chapter Income			
4501.01 · Northwest Counties	0.00	1,998.57	-1,998.57
4501.02 · Northeast Counties	0.00	467.10	-467.10
4501.03 · North Coast	0.00	664.35	-664.35
4501.05 · East Bay (SF)	0.00	210.00	-210.00
4501.06 · Central Valley	0.00	200.00	-200.00
4501.07 · Peninsula	0.00	0.00	0.00
4501.08 · Monterey Bay	0.00	0.00	0.00
4501.09 · South San Joaquin	0.00	336.55	-336.55
4501.11 · Channel Counties	0.00	0.00	0.00
4501.12 · San Gabriel Valley	0.00	1,352.49	-1,352.49
4501.13 · Central Los Angeles	0.00	0.00	0.00
4501.14 · South Bay (LA)	0.00	240.00	-240.00
4501.15 · Desert Mountain	0.00	355.00	-355.00
4501.16 · Orange County	0.00	950.00	-950.00
4501.17 · Inland Empire	40.00	1,280.00	-1,240.00
4501.18 · Coachella Valley	0.00	2,455.16	-2,455.16
4501.19 · San Diego County	0.00	360.00	-360.00
Total 4501 · Chapter Income	40.00	10,869.22	-10,829.22
4500 · PROGRAM REVENUES			
8000 · Conference Revenue			
8100 · Government Registrations			
8105 · Govt Non-Memb Full Early	0.00	33,935.00	-33,935.00
8106 · Govt Non-Memb-Full Regular	37,200.00	23,865.00	13,335.00
8108 · Govt Non-Memb Daily Early	0.00	3,780.00	-3,780.00
8109 · Govt Non-Memb-Daily-Regular	0.00	6,210.00	-6,210.00
8110 · Govt Memb - Full Conf-Early	800.00	380,650.00	-379,850.00
8115 · Conf-Gov-Full-Norm-Mem	139,400.00	61,740.00	77,660.00
8120 · Govt Memb Daily-Early	0.00	8,970.00	-8,970.00
8125 · Govt Memb-Daily Regular	0.00	3,725.00	-3,725.00
8150 · Govt Non-Memb Full Onsite	0.00	2,295.00	-2,295.00
8155 · Govt Memb-Full Regular	0.00	5,445.00	-5,445.00
Total 8100 · Government Registrations	177,400.00	530,615.00	-353,215.00
8200 · Commercial Registrations			
8225 · Conf-Com-Exhibitor-Addn Full	5,200.00	72,800.00	-67,600.00
8227 · Conf-Com-Exhibitor Daily	0.00	9,660.00	-9,660.00
8230 · Comm Non-Memb-Full-Early	0.00	13,090.00	-13,090.00
8231 · Comm Non-Memb-Full-Reg	14,750.00	18,820.00	-4,070.00
8235 · Comm Memb-Full-Early	0.00	13,070.00	-13,070.00

California Society of Municipal Finance Officers
Statement of Financial Income and Expense
January through February 2021

	Jan - Feb 21	Jan - Feb 20	\$ Change
8236 · Comm Memb-Full-Regular	7,250.00	13,140.00	-5,890.00
8245 · Comm Memb-Daily-Early	0.00	930.00	-930.00
8250 · Comm-Memb Daily-Regular	0.00	1,840.00	-1,840.00
8260 · Comm Non-Memb Daily Early	0.00	4,100.00	-4,100.00
8265 · Comm Non-Memb Daily Regular	0.00	8,570.00	-8,570.00
Total 8200 · Commercial Registrations	27,200.00	156,020.00	-128,820.00
8300 · Pre-Conference Registrations			
8376 · PreConference-Session D	0.00	4,650.00	-4,650.00
8371 · PreConference-Session A	10,920.00	8,700.00	2,220.00
8373 · PreConference-Session B	5,135.00	8,250.00	-3,115.00
8375 · PreConference-Session C	0.00	4,650.00	-4,650.00
Total 8300 · Pre-Conference Registrations	16,055.00	26,250.00	-10,195.00
8500 · Extra Meals			
8565 · Hosted Evening Event	0.00	21,625.00	-21,625.00
Total 8500 · Extra Meals	0.00	21,625.00	-21,625.00
8600 · Event Registrations			
8610 · Golf	0.00	30,700.00	-30,700.00
8630 · Tennis	0.00	1,960.00	-1,960.00
Total 8600 · Event Registrations	0.00	32,660.00	-32,660.00
8700 · Exhibitors Fees			
8707 · Deluxe Exhibitor	100,000.00	0.00	100,000.00
8704 · Premier Exhibitor	67,500.00	0.00	67,500.00
8702 · Featured Exhibitor/Sponsor	0.00	30,000.00	-30,000.00
8703 · Sapphire Exhibitor	0.00	126,000.00	-126,000.00
8715 · Gold Package	0.00	288,000.00	-288,000.00
8725 · Silver Package	0.00	31,200.00	-31,200.00
8735 · Diamond Package	0.00	72,000.00	-72,000.00
Total 8700 · Exhibitors Fees	167,500.00	547,200.00	-379,700.00
8800 · Sponsorships			
8830 · Non-Exhibitor Sponsor 8830	35,000.00	36,000.00	-1,000.00
8872 · Additional Sponsorship Monies	0.00	6,500.00	-6,500.00
Total 8800 · Sponsorships	35,000.00	42,500.00	-7,500.00
8900 · Conference Miscellaneous			
8910 · Cancellation Fees	0.00	825.00	-825.00
Total 8900 · Conference Miscellaneous	0.00	825.00	-825.00
Total 8000 · Conference Revenue	423,155.00	1,357,695.00	-934,540.00
4503 · Contributions and Donations			
4503.75 · Robert O'Dell Scholarship	0.00	167.00	-167.00
4503 · Contributions and Donations - Other	1,200.00	0.00	1,200.00
Total 4503 · Contributions and Donations	1,200.00	167.00	1,033.00
4504 · Education income			
4505 · Webinar	2,623.00	0.00	2,623.00
4540 · Fundamentals of Rates, Fees	2,550.00	0.00	2,550.00
4570 · Intro to Government	11,925.00	12,676.00	-751.00
4590 · Intermediate Government Acct	10,500.00	8,175.00	2,325.00
4595 · Revenue Fundamentals	0.00	3,150.00	-3,150.00
4597 · Developing Supervisory Skills	0.00	1,400.00	-1,400.00
Total 4504 · Education income	27,598.00	25,401.00	2,197.00
Total 4500 · PROGRAM REVENUES	451,953.00	1,383,263.00	-931,310.00
Total Other Income	451,993.00	1,394,132.22	-942,139.22
Other Expense			

California Society of Municipal Finance Officers
Statement of Financial Income and Expense
January through February 2021

	Jan - Feb 21	Jan - Feb 20	\$ Change
6401 · Chapter Expenses			
6401.79 · Current Year Chapter Expenses			
6401.16 · Orange County	0.00	1,358.59	-1,358.59
6401.17 · Inland Empire	0.00	500.00	-500.00
6401.19 · San Diego County	0.00	737.25	-737.25
Total 6401.79 · Current Year Chapter Expenses	0.00	2,595.84	-2,595.84
6401.89 · Prior Year Chapter Income/Expen			
6401.57 · Prior Period Peninsula	0.00	25.00	-25.00
6401.58 · Prior Period Monterey Bay	0.00	95.00	-95.00
Total 6401.89 · Prior Year Chapter Income/Expen	0.00	120.00	-120.00
Total 6401 · Chapter Expenses	0.00	2,715.84	-2,715.84
6400 · PROGRAM EXPENSES			
9000 · Conference Expenses			
9200 · President's Dinners			
9220 · Entertain-Transport-Decor-Favor	0.00	828.50	-828.50
9250 · Pres Dinner-Out of State Guest	0.00	5,405.10	-5,405.10
Total 9200 · President's Dinners	0.00	6,233.60	-6,233.60
9300 · Hosted Event			
9310 · Event Entertainment	15,450.00	0.00	15,450.00
Total 9300 · Hosted Event	15,450.00	0.00	15,450.00
9400 · Meetings and Training			
9410 · Speakers-Honorarium	15,500.00	75,000.00	-59,500.00
9430 · Speaker-Expenses-Transportation	0.00	741.74	-741.74
Total 9400 · Meetings and Training	15,500.00	75,741.74	-60,241.74
9450 · Comps			
9465 · Board Scholarships	0.00	1,750.00	-1,750.00
Total 9450 · Comps	0.00	1,750.00	-1,750.00
9475 · Meetings			
9476 · Audio Visual and Lighting	0.00	165,496.25	-165,496.25
9477 · Virtual Platform	72,769.00	0.00	72,769.00
9478 · General Session - Addl' product	0.00	6,480.68	-6,480.68
9481 · Reg/Attendance Tracking	0.00	34,274.32	-34,274.32
9485 · Convention/Hotel Other Costs	4,560.00	0.00	4,560.00
Total 9475 · Meetings	77,329.00	206,251.25	-128,922.25
9490 · Pre-Conference Workshop			
9496 · Pre-Conference-Other	300.00	94.91	205.09
Total 9490 · Pre-Conference Workshop	300.00	94.91	205.09
9500 · Exhibits			
9550 · Sponsor Branded Items	0.00	2,238.91	-2,238.91
9510 · Decorator Booth Fee	0.00	15,198.25	-15,198.25
9599 · Exhibits-Other	0.00	8,286.83	-8,286.83
Total 9500 · Exhibits	0.00	25,723.99	-25,723.99
9600 · Entertainment/Gifts			
9610 · Conference Gifts/Attendees	0.00	57,895.77	-57,895.77
9620 · Speaker/Board/Committee Memento	0.00	2,920.00	-2,920.00
9630 · Gift Baskets (VIPs)	0.00	1,107.00	-1,107.00
Total 9600 · Entertainment/Gifts	0.00	61,922.77	-61,922.77
9700 · Other Activities			
9732 · Golf Tournament Expenses	0.00	32,443.11	-32,443.11
9750 · Other Event Expenses	0.00	3,550.00	-3,550.00
Total 9700 · Other Activities	0.00	35,993.11	-35,993.11

California Society of Municipal Finance Officers
Statement of Financial Income and Expense
January through February 2021

	<u>Jan - Feb 21</u>	<u>Jan - Feb 20</u>	<u>\$ Change</u>
9800 · Administration - Conference			
9805 · Conference Marketing	0.00	4,851.02	-4,851.02
9810 · Conference Contract Services	51,292.52	63,092.52	-11,800.00
9815 · Printing/Copy/Conference Media	0.00	2,307.22	-2,307.22
9820 · President Expenses	0.00	188.96	-188.96
9831 · Supplies-Badges-Ribbons-Etc	0.00	666.20	-666.20
9840 · Postage & Shipping	3,662.81	11.60	3,651.21
9875 · Signage	0.00	3,967.45	-3,967.45
9890 · Conference Committee Expenses	1,393.90	8,414.83	-7,020.93
9895 · Staff Exp Inc. Lodging & Travel	0.00	5,587.40	-5,587.40
9800 · Administration - Conference - Other	1,400.00	0.00	1,400.00
Total 9800 · Administration - Conference	<u>57,749.23</u>	<u>89,087.20</u>	<u>-31,337.97</u>
9000 · Conference Expenses - Other	25,000.00	6,510.00	18,490.00
Total 9000 · Conference Expenses	<u>191,328.23</u>	<u>509,308.57</u>	<u>-317,980.34</u>
6404 · Education Expenses			
6430 · Intro to Government	0.00	0.00	0.00
6594 · CMTA/CSMFO Course Exp	0.00	0.00	0.00
6595 · Revenue Fundamental Expense	600.00	0.00	600.00
Total 6404 · Education Expenses	<u>600.00</u>	<u>0.00</u>	<u>600.00</u>
Total 6400 · PROGRAM EXPENSES	<u>191,928.23</u>	<u>509,308.57</u>	<u>-317,380.34</u>
Total Other Expense	<u>191,928.23</u>	<u>512,024.41</u>	<u>-320,096.18</u>
Net Other Income	<u>260,064.77</u>	<u>882,107.81</u>	<u>-622,043.04</u>
Net Income	<u><u>392,218.53</u></u>	<u><u>971,259.84</u></u>	<u><u>-579,041.31</u></u>

California Society of Municipal Finance Officers
Chapter Income and Expense
January through February 2021

	Inland Empire (Chapters)	Total Chapters	TOTAL
Other Income/Expense			
Other Income			
4501 - Chapter Income	40.00	40.00	40.00
Total Other Income	40.00	40.00	40.00
Net Other Income	40.00	40.00	40.00
Net Income	40.00	40.00	40.00

California Society of Municipal Finance Officers

Check Detail

February 2021

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	02/01/2021	Merchant Service	1006 · Bank of America Checking (new)	
				6155 · Merchant Fees/Bank Chgs.	(4,968.51)
TOTAL					(4,968.51)
Check	EFT	02/22/2021	Affinipay	1006 · Bank of America Checking (new)	
				6155 · Merchant Fees/Bank Chgs.	(4.00)
TOTAL					(4.00)
Check	7019	02/01/2021	Jain, Sunita	1006 · Bank of America Checking (new)	
Payment	504082015	02/01/2021	Jain, Sunita	1100 · Accounts receivable	(50.00)
TOTAL					(50.00)
Check	7021	02/09/2021	Costa Mesa Sanitary District	1006 · Bank of America Checking (new)	
Credit Memo	YM200008630	02/09/2021		8115 · Conf-Gov-Full-Norm-Mem	(200.00)
TOTAL					(200.00)
Bill Pmt -Check 7022		02/09/2021	Badawi & Associates	1006 · Bank of America Checking (new)	
Bill	1010	12/31/2020		6430 · Intro to Government	(6,000.00)
TOTAL					(6,000.00)
Bill Pmt -Check 7023		02/09/2021	Classic Awards & Promotions	1006 · Bank of America Checking (new)	
Bill	84733	01/27/2021		6160 · Awards	(217.07)
Bill	84735	01/28/2021		6160 · Awards	(173.46)
TOTAL					(390.53)
Bill Pmt -Check 7024		02/09/2021	Government Finance Officers Associ	1006 · Bank of America Checking (new)	
Bill	2996771	01/27/2021		6470 · Webinar Program Services	(2,500.00)
TOTAL					(2,500.00)
Bill Pmt -Check 7025		02/09/2021	Pathable, Inc.	1006 · Bank of America Checking (new)	
Bill	8165	01/31/2021		9477 · Virtual Platform	(6,095.00)
TOTAL					(6,095.00)
Bill Pmt -Check 7026		02/09/2021	Sierra Office Supply & Printing	1006 · Bank of America Checking (new)	
Bill	3632584-0	02/04/2021		6175 · Postage	(515.26)
TOTAL					(515.26)

California Society of Municipal Finance Officers

Check Detail

February 2021

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check 7027		02/09/2021	Smith Moore and Associates, Inc.	1006 · Bank of America Checking (new)	
Bill	20210053	12/31/2020		6185 · Telephone/Bridge Calls	(55.22)
				6195 · Web Site Hosting Fee	(64.99)
				6195 · Web Site Hosting Fee	(999.00)
				6185 · Telephone/Bridge Calls	(55.22)
				6195 · Web Site Hosting Fee	(9.50)
				6190 · Web and Technology	(62.99)
				6170 · Magazine	(45.00)
				6175 · Postage	(14.14)
				6150 · Office Supplies	(43.74)
				6155 · Merchant Fees/Bank Chgs.	(317.82)
				6160 · Awards	(8.50)
				6175 · Postage	(15.52)
				6175 · Postage	(199.25)
				6165 · Printing	(2.64)
				6150 · Office Supplies	(30.15)
				6105 · Marketing/Membership	(25.00)
				6165 · Printing	(20.75)
Bill	20210032	02/01/2021		6143 · Management Services	(11,805.92)
				2003 · A/P Other- SMA Conference	(3,526.44)
				6195 · Web Site Hosting Fee	(643.88)
				1500 · CSMFO/SMA Database AR	(231.15)
				9800 · Administration - Conference	(600.94)
TOTAL					(18,777.76)
Check 7028		02/01/2021	Prudholme-Brockington, Darrylenn	1006 · Bank of America Checking (new)	
Payment	504082015	02/01/2021	Prudholme-Brockington, Darrylenn	1100 · Accounts receivable	(50.00)
TOTAL					(50.00)
Bill Pmt -Check 7034		02/23/2021	David Cain {v}	1006 · Bank of America Checking (new)	
Bill	105	02/19/2021		6595 · Revenue Fundamental Expense	(600.00)
				9496 · Pre-Conference-Other	(300.00)
TOTAL					(900.00)
Bill Pmt -Check 7035		02/23/2021	Don Maruska & Company, Inc.	1006 · Bank of America Checking (new)	
Bill	50215	02/23/2021		9410 · Speakers-Honorarium	(2,500.00)
TOTAL					(2,500.00)
Bill Pmt -Check 7036		02/23/2021	Image Masters	1006 · Bank of America Checking (new)	
Bill	96187-1	02/11/2021		6105 · Marketing/Membership	(8,264.43)
				9840 · Postage & Shipping	(897.02)

California Society of Municipal Finance Officers

Check Detail

February 2021

	Type	Num	Date	Name	Account	Paid Amount
					9840 · Postage & Shipping	<u>(2,765.79)</u>
TOTAL						(11,927.24)
	Bill Pmt -Check 7037		02/23/2021	Pacific Storage Company	1006 · Bank of America Checking (new)	
	Bill	4197791	01/31/2021		6106 · Storage Expense	<u>(56.01)</u>
TOTAL						(56.01)
	Bill Pmt -Check 7038		02/23/2021	Pathable, Inc.	1006 · Bank of America Checking (new)	
	Bill	8206	02/05/2021		9477 · Virtual Platform	<u>(6,547.50)</u>
TOTAL						(6,547.50)



CSMFO BOARD REPORT

DATE: March 25, 2021

FROM: Jennifer Wakeman, Membership Committee Chair

SUBJECT: Request for two Pilot Cohort Groups

Background:

At their meeting on August 27, 2020, the Board approved a pilot cohort program to test and improve upon in the event that the effort would be continued. In late February 2021 a communication outlining the program was shared with members and on March 1st an application link was launched.

The response received through the March 15th deadline was impressive with 47 individuals submitting applications for the pilot cohort program. Due to the high level of interest and the potential for greater pilot program feedback, the Membership Committee proposes that two pilot cohort groups be established to run in tandem.

Recommendation:

The Membership Committee requests that the Board authorize proceeding with two pilot cohort groups for 2021.

CSMFO Membership Counts

Data shown here starts with the 2018 Your Membership database. Prior database numbers cannot be certain to be

Date Prepared: DATE

- 1) Notices Sent and Renewals Received - Provides a retention rate for the organization. Count is pulled on March 1, or

	Notices Sent	Renewals Received	Retention Rate	Variance from Prior Year
2018	2144	1691	79%	
2019	2419	2029	84%	6%
2020	2446	2041	83%	-1%
2021	2338	1672	72%	-14% *First time the renewal count was pulled before March 31st

- 2) New Members for the Year - tells us how many new members joined CSMFO between October 1 through September

	New Members
2018	499
2019	516
2020	433
2021	

- 3) Total Membership - Paid and unpaid- run on December 31st - to be used in the Annual Report.

	Total Members	Municipal	Commercial	Student	Other Gov.	Professor	Comp.	Honorary	Retired
2018	2377	1947	276	18	56	1	2	2	75
2019	2654	2120	273	75	109	3	2	3	69
2020	2474	1992	221	76	107	9	2	3	64
2021									



CSMFO Executive Committee
Agenda
March 17, 2021

- Comprehensive Annual Financial Report Acronym
- 2024 Site Selection
- New Ad Hoc Committees Per Strategic Plan
- Management Ad Hoc Committee Update

March Board Agenda Items

- Membership Counts (on consent)
- Expansion of Cohort Pilot Program
- Collaborating with Colorado, Ohio and Michigan
- Comprehensive Annual Financial Report Acronym
- New Ad Hoc Committees Per Strategic Plan
- Management Ad Hoc Committee Update

Board Meeting March 25, 2021

To: CSMFO BOARD

Date: March 19, 2021

FROM: Marcus Pimentel, President Elect

SUBJECT: Adopt GFOA policy statement as CSMFO policy statement: Proper Referencing of the Comprehensive Annual Financial Report

RECOMMENDATION

That the Board adopts as an official CSMFO policy the GFOA policy “Proper Referencing of the Comprehensive Annual Financial Report” issued on March 9, 2021 and direct staff and committees to immediately remove any use prospectively of the former acronym within CSMFO publications, documentation, and online.

Fiscal Impact *(not applicable)*

Background

On March 9, 2021, GFOA issued the attached “Proper Referencing of the Comprehensive Annual Financial Report” policy with the following summaries:

GFOA recommends referring to the report by either the full name or by using a shortened format that does not include the four-letter acronym.

This policy change is the result of a new and evolving industry understanding that the acronym, when pronounced aloud, mimics the pronunciation of a deeply derogatory term often used in other parts of the world but readily recognized among certain populations in the United States as well.

This action would extend this policy beyond all GFOA members to all CSMFO members. It would also direct staff and committees to remove the former four-letter acronym from any new documentation created on or after March 25, 2021 as well as any current online references. And, like GFOA’s practice, where appropriate, staff can provide online references to this change, such as:

As per the CSMFO policy statement on March 25, 2021, CSMFO has asked all industry affiliates and members to immediately stop using the common four-letter acronym most often associated with the Comprehensive Annual Financial Report.

When searching digital databases for documents related to the Comprehensive Annual Financial Report the formerly used acronym may appear on material dated before March 25, 2021. Materials dated after March 25, 2021, will not include this acronym.



**GFOA Policy Statement
Issued March 9, 2021**

**Proper Referencing of the Comprehensive Annual Financial Report
– An Inclusivity Concern -**

Purpose:

The purpose of this policy is to outline an intentional change in the professional standards and expectations of government finance professionals and their industry affiliates as it relates to the formal and day-to-day discussion of Comprehensive Annual Financial Reports.

Applies To:

- All GFOA members
- All GFOA employees
- Media partners, especially those covering government and financial news and analysis
- The broader national bond management and government finance community

Overview:

The Government Finance Officers Association (GFOA) is asking all industry affiliates to immediately stop using the common four-letter acronym most often associated with the Comprehensive Annual Financial Report. Instead, GFOA recommends referring to the report by either the full name or by using a shortened format that does not include the four-letter acronym. For instance, the “Annual Report” is advised, the four-letter acronym even pronounced by saying each letter individually is still not advised.

This policy change is the result of a new and evolving industry understanding that the acronym, when pronounced aloud, mimics the pronunciation of a deeply derogatory term often used in other parts of the world but readily recognized among certain populations in the United States as well.

As an organization made up of 21,000 finance professionals that serve diverse communities across the country, and a growing list of important partners around the world, GFOA believes it is the responsibility of all government finance professionals to embrace change that moves us towards becoming more thoughtful, responsible, and inclusive global citizens.

Background:

Recently it came to the attention of GFOA leadership that this four-letter acronym, frequently leveraged in the government financial accounting industry to shorten the name of the Comprehensive Annual Financial Report, is pronounced the same way as a profoundly offensive racial slur in South Africa. The offensive version of this term is most often associated with the atrocities of the apartheid regime. Separately, a similar pronunciation also has a deeply controversial meaning in Arabic for those who practice Islam.

While GFOA serves governments in the US and Canada, the organization has significant international partners, including in South Africa through the Chartered Institute of Government Finance, Audit and Risk Officers (CIGFARO).

Much of the research, best practices, and programs that GFOA produces are relevant to, and recognized by, government finance officers around the world. Through the years, GFOA has been a leading partner helping to build financial best practices in South Africa's emerging democracy.

GFOA's leadership team understands that there may always be biases and concerns of which we are unaware, but has determined, with significant member input, that when confronted with new information on how our words or actions may negatively impact a particular group, it is our collective professional responsibility to give that information serious consideration.

While GFOA recognizes that the spellings of the South African slur, the Arabic term, and the acronym are different – as are the contexts in which they are used – the organization has determined that as influential community leaders with a shared commitment to diversity, equity, and inclusion, there is a responsibility to act. While doing so, GFOA and our partners can demonstrate our values in action, become more inclusive, and create safer spaces for the important work that we conduct.

Timeline: Effective Immediately, no end-date identified

Resources:

[End the Acronym – Fact Sheet](#)
[FAQ Document](#)

CSMFO Administration Committee Agenda

February 25, 2021 10:00 am via Zoom

Present: Alberto Preciado, Melissa Manchester, Stephen Parker, John Adams, Jeannine Thrash

New Business

	Item	Status	Comment
<input checked="" type="checkbox"/>	Financials (2021.01)		<i>Is Detail available for line items, for example account 4303?</i>
<input checked="" type="checkbox"/>	Online Bill Pay – Waiting on new account		<i>Melissa to check with accounting</i>
<input checked="" type="checkbox"/>	Records Retention Policy	Approved by Board, Melissa put on server	
<input checked="" type="checkbox"/>	Policy Manual Updates: Board Proclamations	Proposed language added to Policy Manual	<i>Tabled pending Committee review of policies</i>
<input checked="" type="checkbox"/>	CPE for Out of State Participants	John to reach out to CDC	
<input checked="" type="checkbox"/>	SAS 99 Fraud Discussion		<i>No fraud knowledge or concerns from Committee</i>
<input checked="" type="checkbox"/>	Policy Manual Updates: Committee review		<i>Melissa to assign sections to committee members.</i>
<input type="checkbox"/>	Basecamp		<i>Discussed use of basecamp to store documents, work on shared assignments.</i>

2021 Action Items

Item	Due	Status
1.4 Appropriately structure staffing and operations for the next 5-10 years. “Develop RFP that includes a scope of services for projected as well as current needs” due May 2021	05/2021	<i>Ad Hoc committee has been working on RFP; need input from board; Alberto to reach out to Marcus.</i>
2.1 – Admin Comm. To receive initial docs by Aug 2021	08/2021	<i>Melissa to remind Marcus</i>
2.2 – Changes to Dues structure; target Aug 2021	08/2021	<i>Stephen to reach out to Membership re: research duties.</i>

4.5 – Incentive for membership (e.g. member vs non member pricing), Admin Comm to provide support role for Membership Comm.	08/2021	<i>Stephen to reach out to Membership.</i>
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Not on Agenda

	Item	Comment
	Admin Committee membership	<i>Alberto to reach out to Mary Bradley and Kim Sao to gauge interest in remaining on committee.</i>



MEMBERSHIP COMMITTEE MINUTES

Date: Thursday, January 21, 2021
Time: 3:30 p.m.
Zoom Meeting: <https://zoom.us/j/926093293> or by phone +1 669 900 6833
Meeting ID: 926 093 293

Agenda Items

1. 2020 Action Plan
 - a. Engage small and large agencies (Kate)
 - i. Focus group report (attached)- Do we have recommendations to take to the Board following the report presentation by Probolsky at the February meeting? *Feedback will be solicited on potential recommendations / actions based on the focus group report for incorporation in the Board report out.*
 - b. Create opportunities for one-on-one member interactions (Chu / Margaret M.)
 - i. Begin finalizing applications, marketing, and meeting agendas
 - ii. Expand the team? *Added Melissa, Kate and Jenn to the cohort subcommittee*
2. Member Retention
 - a. Virtual Member Engagement (Melissa / Stephanie)
 - i. January 2021 update *Discussed potential for virtual golf in July 2021.*
 - b. Commercial member roundtable (Mark / Stephen)
 - i. Update from 1/13/21 event
 - Had 53 participants for this event, which was highly interactive*
 - Do we need to do this more often? March? Quarterly?*
 - Commercial members want to feel more engaged*
 - solicit future topics from commercial members*
 - panel with Aneil and someone from Professional Standards?*
 - Committee engagement as a topic?*
 - March meeting paired with conference package development?*
3. 2021 Annual Conference Update - Member Benefits Session Planning
 - a. Discussion of format and resources needed
4. Other Information & Announcements

5. Next Meeting – Change to first Thursday of the month or Thursday, February 18th at 3:30 p.m.?? [Meetings changed to first Thursday of each month at 11 a.m.](#)

Items Deferred One Meeting (resume at February):

Early Career Membership Classification (Jennifer / Mark / Stephen / Allison) - Discuss how to advertise and to whom

Tabled Items:

Member retention

- CMTA methods of retaining members
- tying member account updates to job postings
- membership scholarships (harder to bring members back than to sacrifice funds upfront and keep their membership)
- cleaning up bad data
- maintaining contact with people who retire or change jobs by including a personal email in the CSMFO profile (renewals would go to professional and personal email addresses)
- advertise membership renewal directly to the agencies, in addition to the individual members

Formalize Volunteer Recognition

Mentorship Circles

**MINUTES OF THE
PROFESSIONAL STANDARDS COMMITTEE
Teleconference Meeting
Thursday, February 11, 2020
1:00 p.m. – 1:40 p.m.**



Conference Call Participants

Jason Al-Imam, City of Tustin (Chair)
Thomas Hays, Eastern Municipal Water District (Vice Chair)
Jesse Takahashi, City of Mountain View (Senior Advisor)
Donna K. Lee, City of Concord
Jennifer Farr, Davis Farr
Ken Pun, The Pun Group
Wendy Nakamura, West Basin
Sarah Meacham, PFM
Carrie Tam, City of San Carlos
Heidi Schoeppe, Webb
Tim Seufert, NBS
Heidi Schrader, City of Riverside
Deborah Harper, LSL
Kelly Telford, City of Seal Beach

1. Recently Published Committee Highlights

- AB 2107 - Securitized Limited Obligation Notes (December 2020)
- Additional Single Audit Guidance Related to COVID-19 Awards (January 2021)

2. New Committee Members

- Thomas Hays, Eastern Municipal Water District – Vice Chair
- Jesse Takahashi, City of Mountain View – Senior Advisor
- Grace Castaneda, City of Belmont – Board Liaison

3. 2021 Strategic Plan Goal Assigned to Professional Standards

- The Committee discussed Goal 1.2 - Research and identify ways to provide greater guidance for counties and special districts (targeted completion by October 2022).

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

- Financial Management and Budgeting
 - GFOA Fiscal First Aid – The Committee discussed GFOA's Fiscal First Aid, which provides various resources to deal with short-term and long-term financial challenges. Over the next few months, the Committee will consider a potential Committee Highlight on this topic.

- Accounting and Financial Reporting
 - GASB Exposure Draft on Financial Reporting Model Improvements – In March and April, GASB is holding virtual public hearings on the Exposure Draft which proposes to modify existing accounting and financial reporting requirements related to the application of the short-term financial resources measurement focus and accrual basis of accounting in governmental funds, replacing the existing current financial resources measurement focus and modified accrual basis of accounting. The Committee plans to publish a Committee Highlight on how to attend the public hearings online.
 - New Implementation Guidance - Over the next few weeks GASB is expected to issue new implementation guidance to address Frequently Asked Questions on leases, fiduciary activities and other topics. The Committee plans to issue a Committee Highlight on this once the guidance has been finalized.
- Treasury and Investment Management
 - Investment Policy Best Practices – The Committee plans to publish a Committee Highlight on best practices related to Investment Policies over the next few months.
 - Accredited Investor/Qualified Investor Definition Changes – On August 26, 2020, the SEC amended the definition of “accredited investor” to include local government within the accredited investor definition. In addition, the definition of “qualified institutional buyer” in Rule 144A was updated to include entities and any institutional investors that meet the \$100 million in securities owned and invested threshold, including government bodies. These changes provide governmental entities with greater access to private capital markets. Over the next few months, the Committee will consider a potential Committee Highlight on this topic.
- Capital Finance and Debt Administration
 - Development Impact Fee Working Group – Assembly Member Grayson is planning on introducing a “spot” bill (a holding place) with the intention of amending it to accomplish the following:
 - Establishing standards and practices for the preparation and adoption of nexus studies;
 - Tasking HCD with the development of a nexus study template;
 - Clarifying transparency requirements in AB 1483 (Grayson, 2019).

The Committee will follow this item.
- Grant Management – In December 2020, the OMB released an Addendum to the 2020 Office of Management and Budget (OMB) Compliance Supplement, which provided additional guidance for programs with expenditures of COVID-19 awards. In a Committee Highlight that was published in January 2021, the Committee highlighted the extension of the Single Audit reporting deadline for certain entities that received COVID-19 funding. The Committee plans to publish another Committee Highlight outlining certain compliance requirements associated with the new OMB guidance.

5. Next Meeting: April 8th, 2:00PM

Board Meeting March 25, 2021

To: CSMFO BOARD

Date: March 19, 2021

FROM: Marcus Pimentel, President Elect

SUBJECT: President's Officer report supplement: Ad Hoc Committees

RECOMMENDATION Accept this report

Fiscal Impact *(not applicable)*

Background

On January 14, 2021, the Board adopted the 2021 Strategic Action Plan. Included in this plan were the creation of four (4) ad-hoc committees and the continuation of one existing ad-hoc committee. Following is a brief update on the status of these committees with their Strategic Action Plan reference number:

1.1 Review or revise committees or committee structure. Lead: Board Member Will Fuentes Status: Work to start in June 2021 Committee Members: tbd – expected up to 5 members	Formed March 2021	Recommendation due Oct 2021 to Board
1.4 Appropriately structure staffing and operations for the next 5-10 years. Lead: Past President Margaret Moggia Status: Completion by May 2021 Committee Members: John Adams, Pam Arends- King, David Cain, Scott Catlett, Rich Lee, Laura Nomura, Stephen Parker	Formed August 2019	Propose draft RFP by May 2021 to Admin
2.1. Prioritize the financial health of the association Lead: Board Member Ernie Reyna Status: Appointing committee in March Committee Members: tbd – expected up to 5 members		Recommendation due Aug 2021 to Admin
3.1. Ensure success of volunteer leadership Lead: Past President Steve Heide Status: appointing committee in March Committee Members: tbd		Recommendation due Oct 2021 & Dec 2021 to Board
3.2. Provide opportunities for future leaders. Lead: Board Member Craig Boyer Status: Appoint by July 2021 Committee Members: tbd		Recommendation due June 2022 to Board

GOVERNANCE, TRANSPARENCY, AND LABOR RELATIONS POLITY COMMITTEE HIGHLIGHTS

Friday, January 15, 2021

Zoom

[Governance, Transparency, and Labor Relations Policy Committee Slides](#)

ATTENDANCE

Members: Lori Ogorchock (Chair); Rick Bonilla (Vice Chair); Michael Allawos; Gary Alpert; Dana Anderson; Bill Baber; Melanie Bagby; Darlene Berber; Lisa Blackmon; Dan Buckshi; Jennifer Cervantez; Aram Chaparyan; Richard Constantine; Katherine Cooley; Elisa Cox; Den Domer; Kerri Dorman; Leon Garcia; Raymond Hamada; Sue Higgins; Linda Hollinsworth; Peggy Huang; Randi Johl; Kathleen Kelly; Paolo Kespradit; Jelani Killings; Dawn LaBar; Joe Lillio; Sue Long; Joe Lopez; Frank Luckino; Steve Martin; Aaron Meadows; Alexandra Orologas; Cynthia Owens; Aaron Palmer; Gaudenz Panholzer; Glenn Parker; Jamie Patino; LaVonda Pearson; Karen Pinkos; Mary Ann Reiss; Daniel Sanchez; Jesse Sandoval; Reina Schwartz; Rhonda Shader; Corey Sianez; Renata Sos; Bruce Soublet; Isaac Suchil; Kim Summers; Anthony Tave; Hans Uslar; Erica Vega

League Partners: Alicia Berhow; Michael Kashiwagi

Staff: Bijan Mehryar, Legislative Representative; Johnnie Pina, Legislative Policy Analyst

I. Welcome and Introductions

Immediate Past President John Dunbar, Mayor, Yountville, welcomed everyone to the first policy committee meeting of the year and thanked members for their service to all California cities. Mayor Dunbar explained that policy committees are vitally important and are directly connected to Cal Cities' core mission of advocating for the common interests of cities. He explained that this year has been challenging for city officials, as cities are facing public health and economic challenges due to the pandemic and the shutdown of local economies. Cities are also responding to nationwide calls for equity and justice and endeavoring to root out discrimination and racism in their communities.

Mayor Dunbar emphasized that Cal Cities, now more than ever, is committed to providing resources and information to help cities make informed decisions for their communities during these challenging times. He closed by thanking everyone in attendance for their work as a policy committee member.

Mayor Dunbar then introduced Carolyn Coleman, Cal Cities Executive Director. Ms. Coleman thanked committee members for all their work. She explained that at a time when cities needed help, they have stepped up and have been problem solvers.

Ms. Coleman said that the work of the policy committees is central to Cal Cities advocacy, which is at the heart of the organization. She thanked committee members again for serving on the committee and wished them a great meeting.

Chair Lori Ogorchock, Council Member, Antioch, and Vice Chair Rick Bonilla, Council Member, San Mateo, welcomed committee members and provided an introduction.

II. Public Comment

Chair Ogorchock asked if there was any public comment. There was no public comment.

III. General Briefing

In accordance with the customary practice of convening all policy committee members for a general briefing prior to the start of policy committee meetings, the Cal Cities advocacy team compiled a [General Briefing Update Document](#), which includes the latest on legislative and budgetary matters affecting cities.

IV. Overview of Parliamentary Procedure and Robert's Rules

Cal Cities staff briefly reviewed Parliamentary Procedures and Robert's Rules. This document is designed to provide examples of common procedural matters encounter by Cal Cities policy committees. This includes how to make a motion, vote on a motion, and determine if there is a quorum. Members were directed to the informational packet for more comprehensive detail.

V. Committee Orientation

Cal Cities staff provided a brief overview of the purpose of policy committees and the appointment process. This document details key committee roles and responsibilities such as adding agenda items, taking positions on bills, and the committee schedules and processes, among other things. Members were directed to the informational packet for more comprehensive detail.

VI. Existing Policy and Guiding Principles

Cal Cities staff explained the importance of the guiding principles. This document contains Cal Cities policies that reflect positions taken by the policy committee and Cal Cities Board and is used as a reference tool for Cal Cities staff when reviewing legislation. Members were directed to the informational packet for more comprehensive detail.

VII. Cal Cities 2021 Strategic Priorities

The committee was updated on the Cal Cities 2021 strategic priorities. Cal Cities staff discussed the virtual League Leaders retreat and explained the process by which strategic priorities are established. The Cal Cities 2021 strategic priorities are as follows:

1. **Secure state and federal funding for local COVID-19 public health response and economic recovery for all.** Secure direct and flexible funding and resources for cities of all sizes so they can continue to protect residents from the pandemic, deliver essential services, support small businesses, and lead the recovery in our communities. Improve communication and coordination with regional, state, and federal governments on public health orders and programs to stimulate equitable economic recovery.
2. **Secure funding to increase the supply and affordability of housing and resources to assist individuals at risk of – or already experiencing – homelessness while preserving local decision making.** Secure additional resources to increase construction of housing, particularly affordable housing, workforce housing, and permanent supportive housing, and ensure cities retain flexibility based on the land use needs of each community. Increase flexibility and resources to provide navigation assistance and emergency shelters, and strengthen partnerships and collaboration 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. **Improve state-local coordination and planning to strengthen community disaster preparedness, resiliency, and recovery.** Pursue additional resources and support to mitigate the effects of climate change, sea level rise, catastrophic wildfires, and flooding in our communities. Promote community disaster preparedness, resiliency, and recovery in collaboration with the state and federal governments. Increase availability and access to the National Flood Insurance Program to include other natural disasters.
4. **Protect and modernize critical infrastructure.** Seek increased state and federal resources for critical and sustainable local infrastructure projects including roads, public transit, active transportation, water availability, and broadband deployment that enhance workforce and economic development and improve quality of life.

VIII. COVID-19 Roundtable Discussion

Chair Ogorchock provided an opportunity for committee members to have a COVID-19 roundtable discussion. Many committee members shared information about what their city is doing in the COVID-19 space. Specifically, members emphasized the desire to help local businesses, aid in vaccine distribution, address rent relief, and re-open schools.

IX. Adoption of 2021 Work Program

In order to produce the committee's work program, committee members were asked to respond to an online survey illustrating the top priorities for the committee to focus on in the coming year.

Cal Cities staff reviewed the results of the survey, and a discussion ensued. Committee members expressed interest in including pension modernization and elections into the work program. After a thoughtful discussion, those items were included in the work program, which was approved unanimously.

The committee adopted the following items as their work program:

1. **Pensions:** The committee will discuss engagement on the Asset Liability Management process. The committee will discuss different strategies such as pension modernization for cities to manage their obligations along with what policy recommendations should be advocated for at the state level.
2. **Labor Relations:** Staff will advocate to protect cities from unworkable mandates and unreasonable expansions of the workers' compensation system.
3. **Transparency and Technology:** Advocate for modernization of the Brown Act to enable the use of modern technology for city councils and local boards and commissions. Advocate for more resources and coordination on cybersecurity issues for local governments
4. **Elections:** The committee will engage on bills that change or alter the elections system to make sure state policymakers are aware of concerns or challenges at the local level.

X. Legislative Agenda

Cal Cities staff briefed the committee on bills that have been introduced and what they are expecting to see in this year's legislative session. Cal Cities staff discussed the following measures: [AB 37](#) (Berman) Vote-By-Mail Ballots, [AB 53](#) (Low) Election Day holiday, [SB 29](#) (Umberg) Elections: Vote by Mail Ballots, and [SB 46](#) (Stern) Contact

Tracing. Cal Cities staff also provided an update on Brown Act reform efforts. One committee member highlighted that elections with vote by mail are very expensive, and cities need additional funding to support those efforts.

XI. Budget Update

The committee was updated on the Governor's record-breaking \$227.2 billion budget proposal for the 2021-22 fiscal year. The proposed budget includes a \$164.5 billion General Fund and projects \$34 billion in total reserves and surplus. The budget significantly restores the state's rainy day fund and economic support reserves that were diminished last year. A surplus of \$15 billion, largely in one-time funds, is available for spending to address COVID-19 and support resilience and recovery. Additional information on the budget can be found in the [General Briefing document](#).

XII. CalPERS Update

Cal Cities staff then provided a CalPERS update. It was noted that CalPERS returned 4.7 percent in the fiscal year that ended June 30, 2020. Additionally, CalPERS has begun the Asset Liability Management Process whereby they will determine the discount rate for the next four year cycle. Cal Cities will prioritize providing more information on this process at the April policy committee meeting.

Committee members contributed to the CalPERS conversation. Members explained that they are having recruitment issues and that public entities need to find a way to sweeten the pot if they are to pull people away from the private sector. They explained that they would like to have a more extensive conversation about the need for skilled labor in California.

Next Virtual Meeting: Friday, April 16, 2021, 1:30 pm – 4:30 pm



STUDENT ENGAGEMENT COMMITTEE AGENDA

Date: Tuesday, March 9, 2021
Time: 12:00 p.m.
Zoom Meeting: <https://zoom.us/j/154628360> or by phone +1 669 900 6833
Meeting ID: 154 628 360
Password: 527407

1. Action Item #1 – Student Outreach – Jennifer, Chu

a. Chapter support

Jenn attended Chapter Chair Meeting

b. Classroom engagement

i. CalPoly meet the firms recap

Veronica –

- You have to open a calendar days in advance of the event on Handshake
- Veronica will develop a training document for Handshake, Amber will provide a second review of the document
- Event resulted in one meeting but it generated a meeting on Thursday 12-1 with CalPoly Association. This will provide an opportunity to introduce CSMFO and focus on benefits and student membership
- The CalPoly assoc meeting will host 15-30 students will attend (2-4 SEC members can attend). Jenn recommended using the presentation on Basecamp.
- Veronica asked David Garrison to create something that can be posted on LinkedIn. She will share so that others can post
- Veronica is trying to post the Inland Empire meetings to the student listserv
- She requested phone numbers for the students to reach out more directly

c. Other ideas for student outreach

How can we help students?

Veronica – Resume review (1 on 1), Mentors, tips, Mock Interviews

Jenn – Mentorship is on the agenda of membership and Career Development

Craig – suggested integrating this into chapter meetings

- d. Spreadsheet in Basecamp to track outreach efforts

Amber is tracking how many students are reached at events

Committee members should update following contact

- 2. Action Item #2 – Internship Program – Stephanie and Taylor

- a. Marketing plan to communicate internship platform with employers and students
– Committee to provide feedback

Get comments to Amber and Taylor by the end of the week

Amber will put the document of Base Camp

We need to bridge the communication between the students and the employers

Amber likes the cold call effort but would like to combine it with an email effort

- 3. Other Announcements:

- a. UCI Career Center opportunity

Master of Finance program requires career class attendance

Looking for a group to talk to students about government finance careers

9 am or 1 pm – Monday 4/5, 4/12, 4/19, 4/26, 5/3

David, Chui, Kate, Dan (9 am on the 12th)

- 4. Next Meeting – Tuesday, April 13 at 12pm

ON HOLD:

Action Item #3 – Student Listserv – Amber and Craig

TRANSPORTATION, COMMUNICATIONS AND PUBLIC WORKS POLICY COMMITTEE HIGHLIGHTS

Friday, January 15, 2021

Zoom

[Transportation, Communications, and Public Works Policy Committee Slides](#)

ATTENDANCE

Members: Christian Horvath (Chair); Veronica Vargas (Vice Chair); Jan Arbuckle; Newell Arnerich; Ramiro Barajas; Greg Barton; Priya Bhat-Patel; Biridiana Bishop; Debra Black; Cal Campbell; Ananda Carter; Ross Chun; Jimmy Dutra; Bob Engler; Paul Fadelli; Ben Fine; Alice Fredericks; Lakhvar Ghag; Rene Guerrero; Martha Guerrero; Patrick Harper; Kelly Honig; Ryan Johansen; Mike Johnson; Shawn Kumagai; Jeff Lee; Chin Ho Liao; Yvonne Martinez-Beltran; Tim McGallian; Kim McKinney; Linda Molina; Izzy Murguia; Jenelle Osborne; Daniel Parra; Sandy Rains; Ed Reece; Steve Salvatore; Steve Sanchez; Robert Schultz; Alyssa Silhi; John Valdivia; Steven Vargas; Mark Waronek; Dennis Wilberg; Rita Xavier; Yan Zhao

League Partners: John Burdette; Randall Hernandez

Staff: Melanie Perron, Deputy Executive Director, Advocacy and Public Affairs; Caroline Cirrincione, Legislative Policy Analyst

I. Welcome and Introductions

President Cheryl Viegas Walker, Mayor, El Centro welcomed everyone to the first policy committee meeting of the year and thanked members for their service to all California cities. Mayor Viegas Walker explained that policy committees are vitally important and are directly connected to Cal Cities' core mission of advocating for the common interests of cities. She explained that this year has been challenging for city officials, as cities are facing public health and economic challenges due to the pandemic and the shutdown of local economies. Cities are also responding to nationwide calls for equity and justice and endeavoring to root out discrimination and racism in their communities.

Mayor Viegas Walker emphasized that Cal Cities, now more than ever, is committed to providing resources and information to help cities make informed decisions for their communities during these challenging times. She closed by thanking everyone in attendance for their work as a policy committee member.

Mayor Viegas Walker then introduced Carolyn Coleman, Cal Cities Executive Director. Ms. Coleman thanked committee members for all their work. She explained that at a time when cities needed help, they have stepped up and have been problem solvers.

Ms. Coleman said that the work of the policy committees is central to Cal Cities advocacy, which is at the heart of the organization. She thanked committee members again for serving on the committee and wished them a great meeting.

Chair Christian Horvath, Council Member, Redondo Beach, and Vice Chair Veronica Vargas, Council Member, Tracy, welcomed committee members and provided an introduction.

II. Public Comment

Chair Horvath asked if there was any public comment. There was no public comment.

III. General Briefing

In accordance with the customary practice of convening all policy committee members for a general briefing prior to the start of policy committee meetings, the Cal Cities advocacy team compiled a [General Briefing Update Document](#), which includes the latest on legislative and budgetary matters affecting cities.

IV. Overview of Parliamentary Procedure and Robert's Rules

Cal Cities staff briefly reviewed Parliamentary Procedures and Robert's Rules. This document is designed to provide examples of common procedural matters encounter by Cal Cities policy committees. This includes how to make a motion, vote on a motion, and determine if there is a quorum. Members were directed to the informational packet for more comprehensive detail.

V. Committee Orientation

Cal Cities staff provided a brief overview of the purpose of policy committees and the appointment process. This document details key committee roles and responsibilities such as adding agenda items, taking positions on bills, and the committee schedules and processes, among other things. Members were directed to the informational packet for more comprehensive detail.

VI. Existing Policy and Guiding Principles

Cal Cities staff explained the importance of the guiding principles. This document contains Cal Cities policies that reflect positions taken by the policy committee and Cal Cities Board and is used as a reference tool for Cal Cities staff when reviewing legislation. Members were directed to the informational packet for more comprehensive detail.

VII. Cal Cities 2021 Strategic Priorities

The committee was updated on the Cal Cities 2021 strategic priorities. Cal Cities staff discussed the virtual League Leaders retreat and explained the process by which strategic priorities are established. The Cal Cities 2021 strategic priorities are as follows:

1. **Secure state and federal funding for local COVID-19 public health response and economic recovery for all.** Secure direct and flexible funding and resources for cities of all sizes so they can continue to protect residents from the pandemic, deliver essential services, support small businesses, and lead the recovery in our communities. Improve communication and coordination with regional, state, and federal governments on public health orders and programs to stimulate equitable economic recovery.
2. **Secure funding to increase the supply and affordability of housing and resources to assist individuals at risk of – or already experiencing – homelessness while preserving local decision making.** Secure additional resources to increase construction of housing, particularly affordable housing, workforce housing, and permanent supportive housing, and ensure cities retain flexibility based on the land use needs of each community. Increase flexibility and resources to provide navigation assistance and emergency shelters, and strengthen partnerships and collaboration 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. **Improve state-local coordination and planning to strengthen community disaster preparedness, resiliency, and recovery.** Pursue additional resources and support to mitigate the effects of climate change, sea level rise, catastrophic wildfires, and flooding in our communities. Promote community disaster preparedness, resiliency, and recovery in collaboration with the state and federal governments. Increase availability and access to the National Flood Insurance Program to include other natural disasters.
4. **Protect and modernize critical infrastructure.** Seek increased state and federal resources for critical and sustainable local infrastructure projects including roads, public transit, active transportation, water availability, and broadband deployment that enhance workforce and economic development and improve quality of life.

VIII. Budget Update

The committee was updated on the Governor's record-breaking \$227.2 billion budget proposal for the 2021-22 fiscal year. The proposed budget includes a \$164.5 billion General Fund and projects \$34 billion in total reserves and surplus. The budget significantly restores the state's rainy day fund and economic support reserves that were diminished last year. A surplus of \$15 billion, largely in one-time funds, is available for spending to address COVID-19 and support resilience and recovery. Additional information on the budget can be found in the [General Briefing document](#).

Cal Cities staff also briefed the committee on budget allocations pertinent to the TCPW Policy Committee. Specifically, funding for electric vehicle infrastructure, transit, rail, and multimodal and traffic congestion projects.

IX. Broadband Update

Cal Cities staff provided an update on broadband issues. Specifically, staff highlighted newly introduced broadband bills, including Cal Cities supported [AB 14](#) (Aguiar-Curry) and [SB 4](#) (Gonzalez). Staff also briefed the committee on attempts by the telecommunications industry to pass legislation to streamline local permitting for broadband. Nothing has been introduced yet, but Cal Cities staff anticipates several streamlining bills in the year ahead. The committee will continue to receive updates on broadband issues at upcoming meetings.

X. Legislative Wrap-up and Outlook

Cal Cities staff briefed the committee on measures from the last legislative session. Specifically, Cal Cities sponsored [AB 1286](#) (Muratsuchi) relating to shared mobility devices and [SB 865](#) (Hill) regarding excavations near subsurface installations. Both of these Cal Cities supported bills were signed by the Governor last session. Due to a consolidated legislative calendar, many bills in the TCPW portfolio did not pass.

Cal Cities staff also highlighted bills that have been introduced and what to expect in the year ahead. Broadband, electric vehicle charging infrastructure, micromobility data, and seismic safety were identified as key issues in the TCPW portfolio. Additionally, staff briefed the committee on new legislative leadership in the Assembly and Senate Transportation Committees and what that could mean for the future of SB 1 funding.

XI. Adoption of 2021 Work Program

In order to produce the committee's work program, committee members were asked to respond to an online survey illustrating the top priorities for the committee to focus on in the coming year.

Chair Horvath reviewed the results of the survey and asked the committee for feedback on the proposed work program. A committee member asked about Cal Cities' existing policy on high-speed rail and suggested reviewing and amending that policy in upcoming committee meetings. Cal Cities staff explained the policymaking process, and ultimately high-speed rail was not included in the work program.

After a robust discussion, the committee adopted the following items as their work program:

- Protecting the distribution of SB 1 revenues;
- Closing the digital divide - broadband deployment;
- Infrastructure resiliency; and
- Small cell issues (5G).

Next Virtual Meeting: Friday, April 16, 2021, 9:30 am – 12:30 pm