

**AGENDA FOR THE REGULAR MEETING OF THE  
LA MIRADA COMMUNITY FOUNDATION**

**JUNE 26, 2019**

**6:30 P.M. - CITY HALL- CONFERENCE ROOM 1**

**13700 LA MIRADA BOULEVARD,**

**LA MIRADA, CALIFORNIA 90638**

*"The Foundation improves the quality of life in La Mirada by supporting services and programs meeting the needs of the community."*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office at (562) 943-0131. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Citizens are invited to speak on any item listed on the agenda following the staff report on the matter and prior to Community Foundation vote. Comments on matters not on the agenda will be heard during the Public Comment period. The policy of the Community Foundation is that individual presentations not exceed five minutes.

**CALL TO ORDER**

The meeting will be called to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Members: Pete Dames  
John Grotz  
Russell Hall  
David Harbaugh  
Michelle Lynch  
Hal Malkin  
Martin Nava  
Jim Zoellner  
Lesley Watkins – Vice President  
Michael Lord – President

**PUBLIC COMMENT** *(The speaker is requested, but is not required, to orally state or register his or her name and/or address on the sheet located at the podium, for purposes of recording the information accurately in the minutes. Any information or materials provided are recorded in the minutes and are subject to public disclosure under the Public Records Act. No action will be taken on matters not listed on the agenda. Please observe a five-minute limit to communications.)*

**APPROVAL OF MINUTES**

**1. MINUTES OF THE REGULAR MEETING OF MAY 22-** It is recommended the Foundation approve the minutes of the regular meeting of May 22.

## **FINANCIAL REPORTS**

2. **REVIEW OF FINANCIAL/INVESTMENT REPORT** – It is recommended the Foundation approve the Foundation's financial/investment report for the month of May 2019.
3. **TRANSFER OF FUNDS** – It is recommended the Foundation approve the transfer of funds to various programs.

## **DISCUSSION ITEMS**

4. **DISCUSSION REGARDING THE FOUNDATION'S 20<sup>TH</sup> ANNIVERSARY** – It is recommended the Foundation discuss plans for its 20<sup>th</sup> Anniversary.
5. **DISCUSSION REGARDING THE FIREWORKS COMMITTEE UPDATE** – It is recommended the Community Foundation discuss the Fireworks Committee update.

## **NEW BUSINESS**

6. **REORGANIZATION OF THE COMMUNITY FOUNDATION** – It is recommended the Secretary initiate the procedure for the reorganization of the Community Foundation.

## **FOUNDATION MEMBERS ANNOUNCEMENTS**

### **STAFF ANNOUNCEMENTS**

### **ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated this 21<sup>st</sup> day of June 2019.

  
\_\_\_\_\_  
Leticia Revilla, Foundation Secretary

**MINUTES OF THE REGULAR MEETING OF  
THE LA MIRADA COMMUNITY FOUNDATION  
OF THE CITY OF LA MIRADA**

**MAY 22, 2019**

**CALL TO ORDER**

The regular meeting of the La Mirada Community Foundation was called to order at 6:30 p.m. by President Lord in Conference Room 1 at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

Present:

Member Pete Dames  
Member John Grotz  
Member Russell Hall  
Member Michelle Lynch  
Member Hal Malkin  
Member Martin Nava  
Member Jim Zoellner  
Vice President Lesley Watkins  
President Michael Lord

Absent

Member Dave Harbaugh

Staff:

Leticia Revilla, Foundation Secretary

**PUBLIC COMMENT**

There were no public comments.

**APPROVAL OF MINUTES**

**1. MINUTES OF THE REGULAR MEETING OF MARCH 27 AND SPECIAL MEETING OF MAY 7**

**Member Malkin moved and Vice President Watkins seconded to approve the minutes of the regular meeting of March 27.**

**Motion carried 9-0.**

**Member Hall moved and Member Grotz seconded to approve the minutes of the special meeting of May 7.**

**Motion carried 7-0.**

**President Lord and Member Dames abstained.**

**FINANCIAL REPORTS**

**2. REVIEW OF FINANCIAL/INVESTMENT REPORTS**

Foundation Secretary Revilla discussed the Financial/Investment Report for the month of April 2019.

**Member Malkin moved and Member Dames seconded to approve the financial report for the month of April 2019.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Members Dames, Grotz, Hall, Lynch, Malkin, Nava, Zoellner, Vice President Watkins, President Lord**  
**NOES: None**  
**ABSENT: Member Harbaugh**  
**ABSTAIN: None**

**DISCUSSION ITEMS**

**4. DISCUSSION REGARDING THE FOUNDATION'S EQUIPMENT**

Member Malkin said he prepared an inventory list of the Foundation's equipment and provided a copy to City staff. He said the City has expressed an interest in purchasing some of the Foundation's equipment. Member Malkin proposed the value of the equipment at \$6,346. He said the amount includes a depreciated value of 30 percent. Foundation Secretary Revilla renegotiated the price of the Foundation's equipment in the amount of \$6,000. Foundation Members agreed to the new price. Member Malkin said there is some additional equipment that the City expressed no interest in taking. However, he said he would give the remainder of the equipment to the City at no additional charge.

**Member Dames moved and Vice President Watkins seconded to approve the sale of the Foundation's equipment in the amount of \$6,000 to the City of La Mirada.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Members Dames, Grotz, Hall, Lynch, Malkin, Nava, Zoellner, Vice President Watkins, President Lord**  
**NOES: None**  
**ABSENT: Member Harbaugh**  
**ABSTAIN: None**

**5. DISCUSSION REGARDING THE FOUNDATION'S 20<sup>TH</sup> ANNIVERSARY**

Foundation Members continue to discuss its planning for the 20<sup>th</sup> anniversary celebration. Vice President Watkins asked if an article could be featured in the next La Mirada Living to include the Foundation's 20<sup>th</sup> anniversary. Foundation Secretary Revilla said she would inquire with City staff. Foundation Members also discussed purchasing marketing material to commemorate its 20<sup>th</sup> anniversary.

**Member Dames moved and Member Zoellner seconded to approve the purchase of marketing material in the amount not to exceed \$1,000 to commemorate the Foundation's 20<sup>th</sup> anniversary.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Members Dames, Grotz, Hall, Lynch, Malkin, Nava, Zoellner, Vice President Watkins, President Lord**  
**NOES: None**  
**ABSENT: Member Harbaugh**  
**ABSTAIN: None**

**6. DISCUSSION REGARDING THE FIREWORKS COMMITTEE UPDATE**

Member Malkin provided a fireworks update. He said a fireworks meeting and demonstration would be held on June 14 at the La Mirada Resource Center. He said TNT Fireworks, City staff, and the groups participating in the sale of fireworks were invited to attend. He also expressed his concerns about La Mirada High School's fireworks application from the various groups.

**FOUNDATION MEMBER ANNOUNCEMENTS**

Member Malkin encouraged Foundation Members to attend the Olive Lawn Memorial Service on Monday, May 27 at 11 a.m.

Member Grotz reported on the scholarship program. He said he attended the May 11 City Council meeting to recognize the scholarship winners.

Member Hall said he plans to attend the La Mirada High School Senior Tea on Thursday, May 23 at 2:30 p.m. to present certificates to the scholarship winners.

Member Zoellner said he attended the Love La Mirada event and the Relay for Life and he said both events went well.

**STAFF ANNOUNCEMENTS**

No staff announcements.

**ADJOURNMENT**

There being no further business to come before the Foundation, the Community Foundation adjourned the meeting at 7:52 p.m.

Submitted:

Attest:

\_\_\_\_\_  
Leticia Revilla, Foundation Secretary

\_\_\_\_\_  
Michael Lord, Foundation President

**FINANCIAL REPORTS**

**Community Foundation  
June 26, 2019**

**TO:** Foundation Board of Directors  
**FROM:** Judy Quiñonez, Chief Financial Officer  
**SUBJECT:** **FINANCIAL/INVESTMENT REPORT**

**BACKGROUND**

The Community Foundation receives funds from a variety of private and public sources and conducts various fundraising activities. The Board of Directors subsequently distributes funds to a variety of non-profit community organizations.

**FINDINGS**

A financial accounting is provided to the Board so that it may monitor Foundation funds. The report was prepared for the Board to review.

Attached is the financial report for the month ending in May 2019. Staff is available to discuss the current financial/investment reports and other related items.

**RECOMMENDED ACTION**

It is recommended the Community Foundation approve the Financial/Investment Report for the month of May.

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**LA MIRADA COMMUNITY FOUNDATION**

**MONTHLY FINANCIAL REPORTS**

**FISCAL YEAR 2018-2019**

**For the Month Ending May 31, 2019**

**LA MIRADA COMMUNITY FOUNDATION**  
**Summary Statement of Revenues and Expenditures**  
For the eleventh month ended May 31, 2019  
Fiscal Year 2018 - 2019

	<u>BEGINNING BALANCE</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>BANK ACCOUNT BALANCE</u>	<u>INVESTMENT BALANCE</u>	<u>ENDING BALANCE</u>
Aquatics Assistance	-	-	-	-	-	-
Aquatics Center	-	-	-	-	-	-
Bob Jenkins Scholarship Fund	11,737.85	883.00	7,500.00	5,120.85	-	5,120.85
Community Events	8,991.90	9,388.08	17,689.90	700.08	-	700.08
Community Programs	240.00	2,500.00	2,500.00	240.00	-	240.00
Edison STEM Scholarship	-	-	-	-	-	-
Fireworks	1,603.98	4,377.28	1,283.33	4,697.93	-	4,697.93
Historical Preservation	6,263.70	6,531.91	-	-	12,795.81	12,795.81
Isehara	500.00	2,250.10	2,750.10	-	-	-
La Mirada Athletic Council	1,843.11	420.00	638.44	1,624.67	-	1,624.67
La Mirada High School Scoreboard	1,917.00	-	-	1,917.00	-	1,917.00
La Mirada Tennis Tournament	2,054.25	976.00	2,030.00	1,000.25	-	1,000.25
Ray Haugh Vocational Scholarship Fund	1,117.22	-	-	1,117.22	-	1,117.22
Rotary Scholarship Fund	-	3,000.00	3,000.00	-	-	-
Senior Programs	6,861.66	-	-	-	6,861.66	6,861.66
Senior Net Learning Center	1,014.25	-	-	-	1,014.25	1,014.25
Undesignated/Other	58,969.57	4,068.07	8,233.73	12,523.02	42,280.89	54,803.91
<b>TOTAL</b>	<b>\$ 103,114.49</b>	<b>\$ 34,404.42</b>	<b>\$ 45,625.50</b>	<b>\$ 28,941.00</b>	<b>\$ 62,952.41</b>	<b>\$ 91,883.41</b>



**CITY OF LA MIRADA  
COMMUNITY FOUNDATION**

DATE	DESCRIPTION	PROGRAM	CHECK #	REVENUES	EXPENSES	BALANCE
<b>BEGINNING BALANCE AT JULY 1, 2018</b>						<b>103,114.49</b>
7/2/2018	City of La Mirada	Community Events	1628		5,980.00	97,154.49
7/2/2018	EBX Insurance Services	Fireworks	1627		1,283.33	95,871.16
7/2/2018	Pete Dames Insurance	Tennis Tournament	1628		830.00	95,241.16
7/3/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		95,246.16
7/3/2018	Donation	Community Events		1,000.00		96,246.16
7/3/2018	Donation	Community Events		1,000.00		97,246.16
7/3/2018	Booth Insurance	Fireworks		4,009.95		101,256.11
7/12/2018	Investment Interest	Other - Undesignated		292.09		101,548.20
8/8/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		101,553.20
8/8/2018	Tennis Tournament Registration and Donations	La Mirada Tennis Tournament		978.00		102,529.20
8/8/2018	EBX Insurance Services - return premium	Fireworks		267.33		102,796.53
8/8/2018	EBX Insurance Services - donation	Fireworks		100.00		102,896.53
8/8/2018	Donation	Isehara		450.00		103,346.53
8/8/2018	Donation	Isehara		500.00		103,846.53
8/13/2018	Business Owner Insurance Policy renewal	Other - Undesignated	1629		1,184.00	102,662.53
8/30/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		102,667.53
8/30/2018	Donation	Isehara		463.49		103,131.02
8/31/2018	Transfer out to Isehara	Other - Undesignated			350.00	102,781.02
8/31/2018	Transfer in from Undesignated	Isehara		350.00		103,131.02
8/31/2018	Transfer out to Isehara	Athletic Council			486.61	102,644.41
8/31/2018	Transfer in from Athletic Council	Isehara		486.61		103,131.02
9/4/2018	Pete Dames - Reimbursement	Isehara	1630		2,750.10	100,380.92
9/12/2018	City of La Mirada	Community Events	1631		4,546.70	95,834.22
9/18/2018	City of La Mirada - Relay for Life & Lobster and Laugh Contribution	Other - Undesignated	1632		2,280.00	93,554.22
9/19/2018	MacKenzie Eaton - Reissue	Bob Jenkins Scholarship	1633		500.00	93,054.22
9/19/2018	MacKenzie Eaton - Void Check #1614	Bob Jenkins Scholarship		500.00		93,554.22
9/27/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		93,559.22
9/27/2018	Donation	Community Programs		1,000.00		94,559.22
9/27/2018	Donation	Community Events		1,060.00		95,619.22
10/15/2018	Investment Interest	Other - Undesignated		336.04		95,955.26
10/29/2018	City of La Mirada - retreat supplies reimbursement	Other - Undesignated	1634		298.97	95,656.29
10/29/2018	America's Printer - Chili Holiday photo holders	Other - Undesignated	1635		322.17	95,334.12
10/29/2018	Insurance Policy Renewal - Policy #PHSD1382194	Other - Undesignated	1637		1,111.00	94,223.12
11/7/2018	Michael Lord - domain & website reimbursement	Other - Undesignated	1639		273.36	93,949.76
11/9/2018	Secretary of State - filing fee	Other - Undesignated	1640		20.00	93,929.76
11/9/2018	Attorney General Registry - annual renewal fee	Other - Undesignated	1641		25.00	93,904.76
11/9/2018	Franchise Tax Board - tax filing fee	Other - Undesignated	1642		10.00	93,894.76
11/29/2018	Daniel Thompson - Chili Holiday Event Santa Service	Other - Undesignated	1643		500.00	93,394.76
12/4/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		93,399.76
12/4/2018	Chili Holiday Photo Booth	Bob Jenkins Scholarship		383.00		93,782.76
12/4/2018	Chili Holiday Chili, Cookies, Cocos, & Coffee	Community Events		623.20		94,405.96
12/5/2018	Biola University	La Mirada Tennis Tournament	1644		1,000.00	93,405.96
12/5/2018	La Mirada High School Tennis Booster Club	La Mirada Tennis Tournament	1645		400.00	93,005.96
12/5/2018	City of La Mirada	Community Events	1646		1,060.00	91,945.96
12/5/2018	City of La Mirada	Community Programs	1646		1,000.00	90,945.96
1/4/2019	Pete Dames - lunch reimbursement	La Mirada Athletic Council	1647		151.83	90,794.13
1/15/2019	Investment Interest	Other - Undesignated		375.77		91,169.90
1/24/2019	Giving Donation - City Payroll	Other - Undesignated		5.00		91,174.90
1/24/2019	Donation	La Mirada Athletic Council		420.00		91,594.90
1/24/2019	Donation	Other - Undesignated		100.00		91,694.90
1/28/2019	Buena Park Plaque & Trophy - name badges	Other - Undesignated	1648		33.40	91,661.50
2/1/2019	Giving Donation - City Payroll	Other - Undesignated		5.00		91,666.50
2/25/2019	Vadeal Print - Foundation member polo shirts	Other - Undesignated	1649		48.83	91,617.67
2/26/2019	Donation	Other - Undesignated		2,311.74		93,931.41
2/28/19	Donation	Community Events		5,500.00		99,431.41
2/28/2019	Donation	Community Programs		1,500.00		100,931.41
3/4/2019	City of La Mirada	Community Events	1650		623.20	100,308.21
3/7/2019	Barbara Trejo - Foundation brochure design	Other - Undesignated	1651		500.00	99,808.21
3/7/2019	Secretary of State - filing fee	Other - Undesignated	1652		20.00	99,788.21
3/7/2019	Secretary of State - filing fee - void	Other - Undesignated		20.00		99,808.21
3/25/2019	America's Printer - Foundation brochure	Other - Undesignated	1653		139.00	99,669.21
4/3/2019	City of La Mirada	Community Events	1654		5,500.00	94,169.21
4/3/2019	City of La Mirada	Community Programs	1654		1,500.00	92,669.21
4/4/2019	Giving Donation - City Payroll	Other - Undesignated		10.00		92,679.21
4/4/2019	Donation	Other - Undesignated		99.00		92,778.21
4/4/2019	Donation	Historical Preservation		6,531.91		99,310.12
4/15/2019	Investment Interest	Other - Undesignated		392.43		99,702.55
5/9/2019	Laura Freeman	Bob Jenkins Scholarship (STEM)	1655		1,000.00	98,702.55
5/9/2019	Ariana Oropeza	Bob Jenkins Scholarship (STEM)	1656		1,000.00	97,702.55
5/9/2019	Samuel Belancourt	Bob Jenkins Scholarship	1658		1,000.00	96,702.55
5/9/2019	Annalise Maldonado	Bob Jenkins Scholarship	1659		1,000.00	95,702.55
5/9/2019	Adriana Perez	Bob Jenkins Scholarship	1660		1,000.00	94,702.55
5/9/2019	Rayna Rangel	Bob Jenkins Scholarship	1662		1,000.00	93,702.55
5/9/2019	Alejandra Vaca	Bob Jenkins Scholarship	1663		1,000.00	92,702.55
5/23/2019	Ariana Oropeza	Rotary Scholarship	1666		1,000.00	91,702.55
5/23/2019	Alejandra Vaca	Rotary Scholarship	1667		1,000.00	90,702.55
5/23/2019	Alan Nguyen	Rotary Scholarship	1668		1,000.00	89,702.55
5/30/2019	City of La Mirada - Relay for Life showmobile	Other - Undesignated	1669		1,140.00	88,562.55
5/30/2019	Giving Donation - City Payroll	Other - Undesignated		15.00		88,577.55
5/30/2019	Donation	Rotary Scholarship		3,000.00		91,577.55
5/30/2019	Donation	Other - Undesignated		101.00		91,678.55
5/30/2019	Donation	Community Events		214.86		91,893.41

**FINANCIAL REPORTS**

**Community Foundation  
June 26, 2019**

**TO:** Foundation Board of Directors  
**FROM:** Judy Quiñonez, Chief Financial Officer  
**SUBJECT:** **TRANSFER OF FUNDS**

**BACKGROUND**

Over the years, the Foundation has approved and transferred funds from various accounts to specific programs.

**FINDINGS**

Staff is recommending the Foundation transfer funds to the designated programs.

The following funds may be considered for transferring to a specific program:

<b>Transfer From</b>	<b>Transfer To</b>	<b>Transfer Amount</b>
Community Events	City Events	\$214.86
	<b>Total</b>	<b>\$241.86</b>

**RECOMMENDED ACTION**

It is recommended the Community Foundation approve the transfer of funds.

**Agenda No. 3**

LA MIRADA COMMUNITY FOUNDATION  
TRANSFERS DETAIL  
6/26/2019

<u>AMOUNT</u>	<u>TRANSFER FROM</u>	<u>TRANSFER TO</u>	<u>DONATION/PAYMENT</u>	<u>PURPOSE</u>
214.86	COMMUNITY EVENTS	CITY EVENTS	HOT DOG ON A STICK (HDOS) ACQUISITION, LLC	HALLOWEEN FEST
<u>214.86</u>	TOTAL TRANSFERS			

## **NEW BUSINESS**

**Community Foundation  
June 26, 2019**

**TO:** Foundation Board of Directors  
**FROM:** Anne Haraksin, Assistant City Manager  
**SUBJECT:** REORGANIZATION OF THE FOUNDATION

### **BACKGROUND**

The La Mirada Community Services Foundation is a nonprofit public benefit corporation for charitable and public purposes. The purpose of the Foundation is to receive contributions to support local charitable, educational and cultural purposes permitted under Section 501 (c) (3) of the Internal Revenue Code.

In accordance with the provisions stated in the Foundation's Bylaws, members of the Foundation may select a President and Vice President to represent the Foundation. Officers are chosen by the Board of Directors, with the consent of the La Mirada City Council. The President serves a four year terms while the Vice

### **PROCEDURE FOR REORGANIZATION**

1. The Secretary declares a motion is in order to nominate a member of Community Foundation to serve as President for the upcoming year and calls for the motion;
2. The motion receives a second;
3. The Secretary completes a roll call vote;
4. The results of the motion are declared and the new President takes the gavel.

The newly elected President presides over the election of the Vice President in the same manner as outlined for the selection of President.

### **RECOMMENDATIONS**

It is recommended the Secretary initiate the procedure for the reorganization of the Community Foundation.