

FORT ORD REUSE AUTHORITY EXECUTIVE COMMITTEE REPORT
BUSINESS ITEMS

Subject: Purchase Authorizations	
Meeting Date: June 1, 2016	ACTION
Agenda Number: 8c	

Authorize the additional \$1,305.00 annual 2016 membership in the International City/County Management Association, the American Planning Association and California Board of Accountancy.

BACKGROUND/DISCUSSION:

The Fort Ord Reuse Authority (FORA) Business Expense and Reimbursement Policy requires annual subscriptions and individual professional dues/memberships to be reviewed and authorized by the Executive Committee. Executive Committee approval is also required of all Executive Officer reimbursements/purchases exceeding \$100.

Recipient: FORA staff: Assistant Executive Officer

Purpose: ICMA is the premier organization of professional local government leaders building sustainable communities to improve lives worldwide. ICMA creates excellence in local governance by developing/fostering professional local government management worldwide. It provides technical and management assistance, training, and information resources and other topics to its members and the broader local government community. The membership fee increased from the prior year to \$1,400 (\$550 above the approved budget).

Recipient: FORA Staff: Josh Metz, Economic Development Coordinator

Purpose: The American Planning Association membership is an independent, not-for-profit educational organization that provides leadership in the development of vital communities. APA measures its success by the successes of its members and the communities they serve. Their mission is to provide leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing the tools and support necessary to meet the challenges of growth and change. It strives to develop innovative practices by developing solutions that address the emerging issues in communities and is related to the economic development of FORA.

Authorization to purchase additional memberships for Mr. Metz in the amount of \$505.00 is requested today (see **Attachment A**).

Recipient: FORA Staff: Helen Rodriguez, Controller/Finance Manager

Purpose: The California Board of Accountancy is state licensing agency for Certified Public Accountants (CPA). Their mission is to protect consumers by ensuring only qualified licensees practice public accountancy in accordance with established professional standards, including continuing education requirements. As part of keeping up to date on accounting standards that may affect FORA and a biennial State Board requirement, Mrs. Rodriguez CPA license renewal is due on July, 2016.

Authorization for license renewal fee for Mrs. Rodriguez in the amount of \$250.00 is requested today (see **Attachment A**).

Total cost for FY 16-17: \$8,855.00

Approved budget: \$7,550.00

Amount in excess of budget: \$1,305.00

REVISED

ATTACHMENT A

Organization	Budgeted Amount (approved)	Staff	Non-Budgeted Being Request
International City/County Management Assoc.	\$ 850.00	Endsley	\$ 550.00 add'l
International Economic Development Council	\$ 500.00	FORA	
American Planning Association	\$ 850.00	Brinkman/Lopez	\$ 505.00/Metz
American Society for Public Administration	\$ 175.00	Endsley	
Monterey Peninsula Chamber of Commerce	\$ 400.00	FORA	
California Special District Association	\$ 1,200.00	FORA	
Association of Defense Communities	\$ 1,500.00	FORA	
Monterey County Business Council	\$ 500.00	FORA	
National Notary Association	\$ 75.00	Buell	
American Association of Geographers	\$ 200.00	Israel	
California Society of Certified Public Accountants	\$ 500.00	Rodriguez	
Project Management Institute	\$ 175.00	Said	
California Local Economic Development Assoc.	\$ 465.00	FORA	
Government Finance Officer Association	\$ 160.00	Rodriguez	
California State Board of Accountancy		Rodriguez	\$ 250.00
	<u>\$ 7,550.00</u>		<u>\$ 8,855.00</u>

REVISIONS