

CRMP

California Residential Mitigation Program A Joint Powers Authority

Date of Notice: Friday, November 20, 2020

PUBLIC NOTICE

**A PUBLIC MEETING
OF THE GOVERNING BOARD OF THE
CALIFORNIA RESIDENTIAL MITIGATION PROGRAM**

NOTICE IS HEREBY GIVEN that the Governing Board of the **California Residential Mitigation Program (CRMP)** will **conduct a remote teleconference meeting** on Tuesday, December 8, 2020 at 1:00 pm PST. There will be no physical meeting location. The Bagley-Keene Open Meeting Act applies generally to meetings of the Governing Board, and this meeting is open to the public—public participation, comments, and questions will be welcome for each agenda item. All items are appropriate for action if the Governing Board wishes to take action. Agenda items may be taken out of order.

Pursuant to the Executive Order N-29-20, issued March 17, 2020, certain provisions of the Bagley-Keene Open Meeting Act are suspended or waived during the declared State of Emergency in response to the COVID-19 pandemic. Consistent with that Executive Order, and in compliance with guidance from the California Department of Public Health, to promote social distancing and combat the spread of COVID-19, this meeting will be conducted by teleconferencing only. None of the locations from which Governing Board members will participate will be open to the public. All members of the public shall have the right to observe and participate in this meeting and offer comment at this public meeting as described in this Notice.

DATE: Tuesday, December 8, 2020

TIME: 1:00pm

TELECONFERENCE ACCESS: *

Dial-in-Number: [+1 323-886-4439](tel:+13238864439) United States, Los Angeles (Toll)
Enter Conference ID Number: 848 807 326#

Public Participation: The telephone lines of members of the public who dial into the meeting to observe and comment will initially be muted to prevent background noise from disrupting the meeting. Public phone lines will be unmuted during all portions of the meeting that are appropriate for public comment, to allow members of the public to comment. Please see additional instructions below regarding Public Participation Procedures.

*CRMP is not responsible for unforeseen technical difficulties that may occur with respect to the platform's audio feed of this meeting.

PUBLIC PARTICIPATION PROCEDURES: All members of the public shall have the right to observe the meeting and offer comment during this meeting as outlined below. The acting Chair of the Governing Board will indicate when a portion of the meeting is to be opened for public comment. As indicated below, please register in order to provide comment. When it is your turn to comment, unmute your line, introduce yourself and proceed with your comment. The Chair of the meeting reserves the right to limit the time for comment. Members of the public should be prepared to complete their comments within approximately 3 minutes, but more or less time may be allotted by the Chair.

- **If you wish to provide a public comment, please register with Jacqueline Ball at 916-661-5607 or via email at jball@calquake.com at least one hour prior to the start of the meeting to ensure your participation.**
 - Any submitted email requesting to speak during public comment should include reference in the subject line of the email referencing this meeting, and the body of the email should specify if the comment is or is not regarding a specific agenda item.

ACCESSIBILITY ACCOMMODATIONS: Persons who need assistance in order to participate in this meeting should, prior to the meeting, contact Jacqueline Ball at 916-661-5607 or via email at jball@calquake.com. We would appreciate hearing from you at least five (5) days before the meeting date to best allow us to meet your needs.

AGENDA:

1. Call to order and member roll call:

Mitch Ziemer – Chair, Insurance and Claim Director, CEA
Alex Pal, Chief Legal Counsel, Cal OES
Christina Curry – Vice Chair, Deputy Director, California Office of Emergency Services
Dan Dyce – Consultant, CEA

Establishment of a quorum

2. Consideration and approval of the minutes of the September 15, 2020 Governing Board meeting.
3. CRMP Executive Director Janiele Maffei will present her executive report.
4. CRMP Treasurer Benjamin Kirwan will review the CRMP financial statements as of October 31, 2020.
5. CRMP Treasurer Benjamin Kirwan will present to the governing board the 2021 proposed program and operational budget, for approval.
6. CRMP Managing Director Annde Ewertzen will present the CRMP Mitigation (Earthquake Brace + Bolt) update.
7. CRMP Managing Director Annde Ewertzen will present to the governing board the second amendment to the contract between CRMP and Plante & Moran, PLLC, for approval.
8. CRMP Managing Director Annde Ewertzen will present to the governing board the proposed 2021 CRMP Governing Board meeting schedule, for approval.
9. Public comment on items that do not appear on this agenda and public requests that

10. Adjournment.

Inquiries/General Information:

Jacqueline Ball
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Toll free (877)797-4300
jball@calquake.com

To view this notice on the CRMP website, please visit www.quakeretrofits.com

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Persons with disabilities may request special accommodations at this or any future CRMP governing board meeting or may request the accommodation necessary to receive agendas or materials prepared for its board meetings.

Please contact Jacqueline Ball by telephone at (916) 661-5607 or by email at jball@calquake.com. We would appreciate hearing from you at least five days before the meeting date to best allow us to meet your needs.

NOTE: You might have received this notice because your name, or that of your organization, appears on a public-notice list maintained by the California Earthquake Authority. If, in the future, you do not wish to receive public notices pertaining to the California Residential Mitigation Program, please send your request by email to info@californiarresidentialmitigationprogram.com.



Draft Meeting Minutes
are not available.

Please see CRMP Governing
Board Meeting
Approved Minutes.

CRMP Governing Board Memorandum

December 8, 2020

Agenda Item 3: Executive Report by Executive Director Janiele Maffei

Recommended Action: No Action Necessary

Background:

Executive Director Janiele Maffei will provide an update on the CRMP and CEA mitigation interests and projects.

Recommendation:

No action necessary.

Governing Board Memorandum

December 8, 2020

Agenda Item #4: Treasurer's Financial Update

Recommended Action: No Action Necessary

Background:

CRMP Treasurer, Ben Kirwan, will review the CRMP financial statements as of October 31, 2020.

Recommendation:

No action is necessary.

California Residential Mitigation Program
(CRMP)

FINANCIAL
REPORT

BOARD MEETING
Tuesday, December 8, 2020

California Residential Mitigation Program
Balance Sheet
As of October 31, 2020

Assets

Cash and cash equivalents	\$ 3,785,242
Accounts receivable	<u>2,600,801</u>
Total assets	<u><u>6,386,043</u></u>

Liabilities and Fund Balance

Liabilities:

Accounts payable and accrued expenses	<u>44,000</u>
Total liabilities	<u>44,000</u>

Fund Balance:

Unassigned	<u>6,342,043</u>
Total fund balance	<u>6,342,043</u>
Total liabilities and fund balance	<u><u>\$ 6,386,043</u></u>

Unaudited

**California Residential Mitigation Program
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Ten Months Ended October 31, 2020**

Revenues:	
Contributions from members	\$ 4,000,000
Contributions from other governments	9,257,214
	13,257,214
Total revenues	13,257,214
Expenditures:	
Administration and office expenses	2,394
Audit services	34,900
Board services	1,005
Grants to homeowners	9,481,011
Inspection services	117,420
Insurance	27,033
IT administrative support	18,605
Legal services	24,862
Marketing services	353,193
Program education	26,308
Program support	4,472
Travel	1,042
	10,092,245
Total expenditures	10,092,245
Net change in fund balance	3,164,969
Fund balance, beginning of year	3,177,074
Fund balance, end of year to date	\$ 6,342,043

Unaudited

**California Residential Mitigation Program
Budgeted Expenditures and Actual Expenditures
2020 Budget Year
as of October 31, 2020**

	Approved 2020 Budget 1/1/2020	Adjustments ^A	Augmentations ^B	2020 Budget after Augmentations and Adjustments	Actual Revenues and Expenditures	Augmented & Adjusted Approved Budget vs. Actual	Percentage used of Augmented & Adjusted 2020 Budget
Revenue							
Contribution from Members ¹	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ -	100.00%
FEMA - 4308 ²	-	-	2,198,941	2,198,941	2,198,941	-	100.00%
FEMA - 4344 ²	-	-	7,058,273	7,058,273	7,058,273	-	100.00%
Total Revenue	\$ -	\$ -	\$ 13,257,214	\$ 13,257,214	\$ 13,257,214	\$ -	100.00%
CRMP Administration Expenses							
Travel	\$ 17,000	\$ -	\$ (15,000)	\$ 2,000	\$ 1,042	\$ 958	52.10%
Professional Dues and Memberships	800	-	-	800	-	800	0.00%
Board Services	1,700	-	-	1,700	1,005	695	59.12%
Administration & Office	15,000	-	-	15,000	2,394	12,606	15.96%
Insurance	30,000	-	-	30,000	27,033	2,967	90.11%
Financial Audit	34,900	-	-	34,900	34,900	-	100.00%
Legal Services	100,000	(50,000)	-	50,000	24,862	25,138	49.72%
Total Administration Expenses	199,400	(50,000)	(15,000)	134,400	91,236	43,164	67.88%
EBB Program Expenses							
Software/Information Technology	34,900	-	-	34,900	18,605	16,295	53.31%
Call Center	6,000	-	-	6,000	4,472	1,528	74.53%
Home Inspection Services	190,000	-	-	190,000	117,420	72,580	61.80%
EBB Marketing / Program Education	475,000	50,000	-	525,000	379,501	145,499	72.29%
Grants to Homeowners - EBB	270,000	-	-	270,000	223,797	46,203	82.89%
Grants to Homeowners - FEMA 4308	1,950,000	164,941	-	2,114,941	2,198,941	(84,000)	103.97%
Grants to Homeowners - FEMA 4344	19,800,000	(164,941)	(8,635,059)	11,000,000	7,058,273	3,941,727	64.17%
Total EBB Program Expenses	22,725,900	50,000	(8,635,059)	14,140,841	10,001,009	4,139,832	70.72%
Total Administrative and Program Expenses	\$ 22,925,300	\$ -	\$ (8,650,059)	\$ 14,275,241	\$ 10,092,245	\$ 4,182,996	70.70%

¹ California Earthquake Authority board approved max funding of \$4,000,000 for 2020 at the CEA board meeting on December 11, 2019.

² FEMA 4308 and 4344 are reimbursement based, so revenue is adjusted monthly to match incentive payments paid.

^A Adjustments between categories to meet end of year projection estimates.

^B Augmentations to CRMP budget to meet end of year projection estimates.

Governing Board Memorandum

December 8, 2020

Agenda Item #5: 2021 CRMP Proposed Budget

Recommended Action: Board Approval Needed

Background:

CRMP annually presents its program and operational budget for approval to the governing board.

Analysis:

Staff has prepared attachment A to assist the board in reviewing the proposed 2021 budget for the CRMP. This attachment compares the 2021 proposed budget to the 2020 adjusted budget.

The significant increase in proposed expenditures is directly related to the expected increase in incentive payments for the new programs FEMA 4407 EBB and 4407 ESS and increase in the main CRMP EBB program

The financial audit increase is associated with the single audit requirement for fiscal year 2020, and additional fees to have the external auditors draft the financial statements for fiscal year 2020 (and will continue to draft going forward).

The contribution from members consists of a CEA Mitigation contribution of \$3 million. This is made up of \$1 million to cover all CRMP expenses, except for incentive payments, and \$2 million to cover a majority of the CRMP EBB main program, which is funded by CRMP directly. Existing CRMP cash reserves is expected to be sufficient to cover CRMP EBB main program incentive payments if total outlay is over \$2 million in 2021.

The revenue of \$18 million from FEMA is 100% dependent on actual incentive payments paid in 2021 from the FEMA programs as it is direct reimbursement. This revenue will be recognized monthly based on monthly incentives paid.

All other activity is consistent between 2021 and 2020.

Conclusion:

CRMP staff recommends approval of the 2021 CRMP Budget as presented.

**California Residential Mitigation Program
2021 Proposed Budget vs 2020 Adjusted Budget**

	2021 Proposed Budget	2020 Adjusted Budget	Difference
Revenue			
Contribution from Members	\$ 3,000,000	\$ 4,000,000	\$ (1,000,000)
FEMA	18,000,000	13,114,941	4,885,059
Total Revenue	\$ 21,000,000	\$ 17,114,941	\$ 3,885,059
CRMP Administration Expenses			
Travel	\$ 10,000	\$ 2,000	\$ 8,000
Professional Due and Memberships	800	800	-
Board Services	1,800	1,700	100
Administration & Office	20,000	15,000	5,000
Insurance	28,000	30,000	(2,000)
Financial Audit	65,500	34,900	30,600
Legal Services	75,000	50,000	25,000
Total Administration Expenses	201,100	134,400	66,700
EBB Program Expenses			
Software/Information Technology	53,300	34,900	18,400
Call Center	6,500	6,000	500
Home Inspection Services	190,000	190,000	-
EBB Marketing/Program Education	525,000	525,000	-
Grants to Homeowners - EBB (900 retrofits)	2,700,000	270,000	2,430,000
Grants to Homeowners - FEMA 4308 (333 retrofits)	1,000,000	2,114,941	(1,114,941)
Grants to Homeowners - FEMA 4344 (4,000 retrofits)	12,000,000	11,000,000	1,000,000
Grants to Homeowners - FEMA 4407 ESS(500 retrofits at \$5K)	2,500,000	-	2,500,000
Grants to Homeowners - FEMA 4407 EBB (833 retrofits)	2,500,000	-	2,500,000
Total EBB Program Expenses	21,474,800	14,140,841	7,333,959
Total Administrative and Program Expenses	\$ 21,675,900	\$ 14,275,241	\$ 7,400,659

Note 1: \$3 million contribution from CEA has to be approved by CEA board.

Note 2: FEMA revenue is a direct reimbursement based on total grants to homeowners from the FEMA programs. Therefore, the FEMA revenue will be adjusted monthly to reflect the actual grants paid.

Governing Board Memorandum

December 8, 2020

Agenda Item 6: California Residential Mitigation Program incentive program
(CRMP Earthquake Brace + Bolt)

Recommended Actions: No action required—information only

CRMP Earthquake Brace + Bolt Programs

EBB staff continue to work from home in an effort to slow the COVID 19 curve. While the issuance of permits and final reviews from building departments and FEMA review of applications have sped up, they continue to be slower than pre-COVID times. Since the beginning of the year, EBB has processed 3,928 applications. Each application has a minimum of 24 documents and is reviewed a minimum of five times.

EBB Program Statistics for 2020

- 3,928 completed retrofits
- 19,640 (#of apps * 5 reviews) completed reviews
- 94,272 (# of apps * 24 documents) documents reviewed

The CRMP-funded program, with 1,000 grants available, has 569 retrofits completed, 21 in-progress and no extensions. This program will remain open while there are FEMA-funded programs available to allow applicants who started work prior to approval an opportunity to receive a grant.

All permits (1,000) in the initial HMGP DR-4308 grant have been filled and approved by FEMA: 990 retrofits completed, 10 in-progress and no extensions. FEMA has approved an additional \$1M for 333 retrofits. All of those permits have been submitted to FEMA for review.

The HMGP DR-4344 program (registrations completed in 2019 and 2020), with 6,667 grants available, has 2,567 retrofits completed, 1,684 in-progress, 826 extensions and 1,493 in accepted status. An additional 97 homeowners will be invited to participate in late November or early December. The program is available in 355 ZIP Codes.

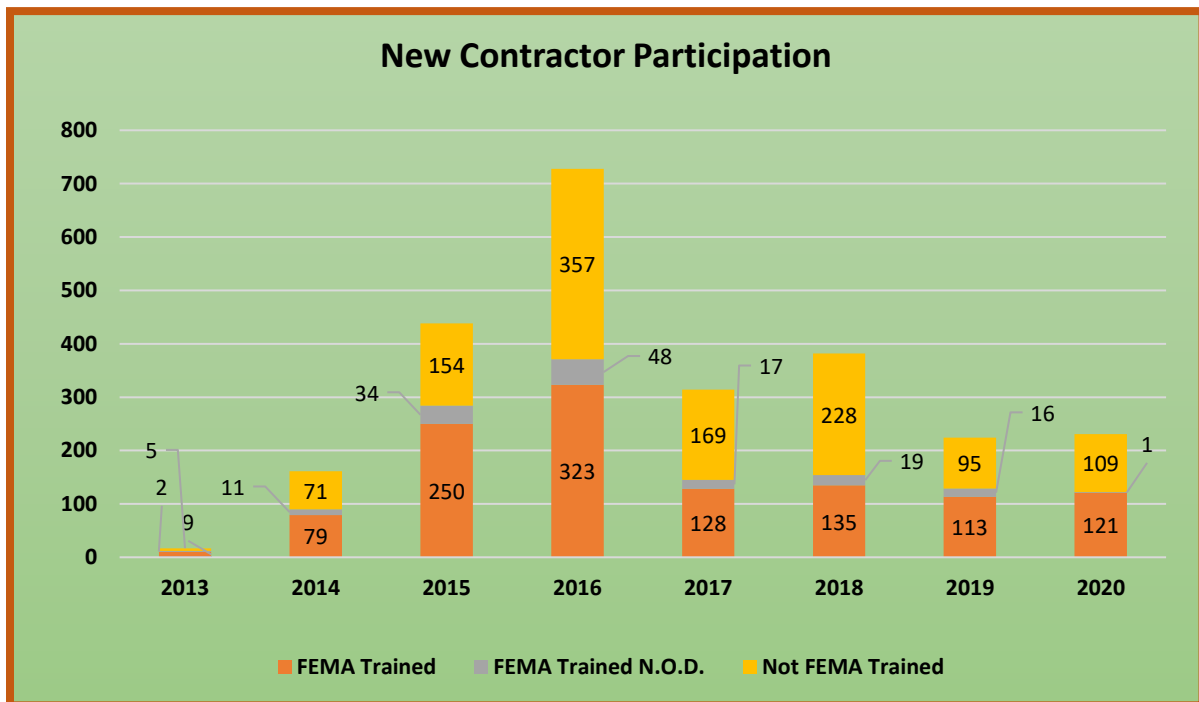
Earthquake Brace + Bolt Programs 11/13/20 (CRMP and FEMA-funded)			
Program	Completed	In Progress	Status
2014-2017 CRMP	4,285	N/A	Closed
2018 CRMP	3,350	N/A	Closed
FEMA Napa	84	N/A	Closed
2019 CRMP	570	21	985 transfers 0 extensions
FEMA – HMGP DR 4308	998	335	0 extensions
FEMA – HMGP DR 4344 (2019)	1,569	198	7 extensions
FEMA- HMGP DR 4344 (2020)	860	1,486	819 extensions
Total	11,716	2,040	Additional 1,493 accepted

EBB Program Contractors

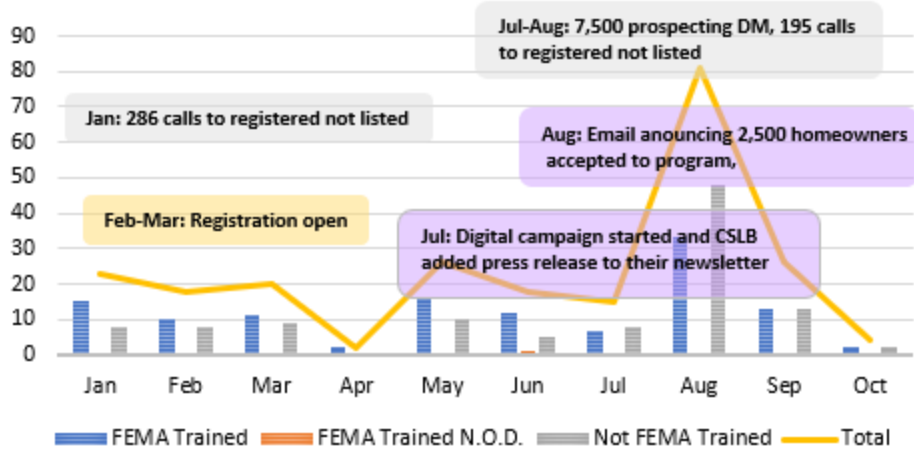
Of the contractors on the EBB Directory (Directory), 360 have completed at least one retrofit – an increase of 3 contractors since the last report and as of the last board meeting Ebb’s outreach campaign to encourage more contractors to join the Directory, which began in July and concluded in late October, successfully encouraged 130 contractors to register and an additional 8 logging back into their dormant accounts. Contractors must first register for the Directory and then must complete a FEMA training before they are listed on the Directory. As contractors withdraw from the Directory, licenses are not renewed, or a contractor has not completed the training will cause there to be a discrepancy between registered contractors and contractors on the Directory.

Contractors in EBB Directory- Range of Retrofits Paid (as of 11/15/2020 COB)										
Paid Retrofits	0	1	2-5	6-10	11-20	21-49	50-99	100-399	400+	Total
11,495	795	116	105	43	31	23	18	16	8	1,155

Contractors with 1 or more paid retrofits:	360
Average Retrofits/Contractor:	32



2020 NEW CONTRACTOR PARTICIPATION AND OUTREACH



EBB Northern and Southern Regional Differences

Retrofits in Northern California continue to be more expensive than Southern California with average costs of \$6,882 and \$4,500, respectively, in the 2020 program. Current data for 2019 and 2020 programs indicate costs are slightly lower than previous years in Northern California and slightly higher for 2019 program in Southern California. However, the variance in costs remain relatively insignificant.

Northern CA Retrofits (as of 10/31/2020 COB)					
Program Year:	2016	2017	2018	2019	2020
Total # of Retrofits:	585	828	1,172	1,525	151
Average Cost:	\$9,167	\$8,899	\$8,475	\$7,455	\$6,882
Median Cost:	\$7,500	\$7,361	\$6,661	\$6,216	\$6,421
Min Cost:	\$928	\$1,143	\$955	\$646	\$1,796
Max Cost:	\$75,465	\$54,362	\$61,430	\$48,053	\$34,228

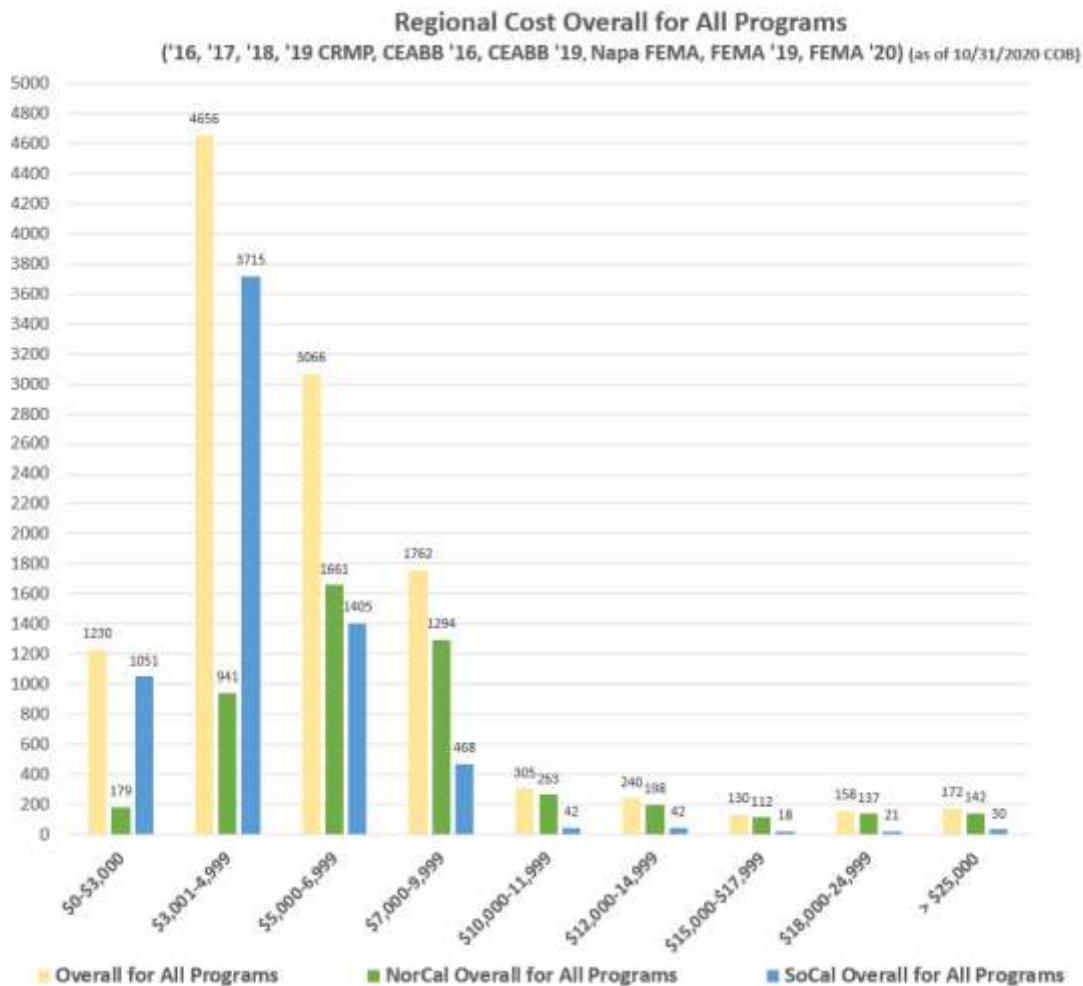
*only includes EBB 2016, EBB 2017, EBB 2018, EBB 2019 (CRMP, FEMA 4308 & 4344), FEMA 2020

Southern CA Retrofits (as of 10/31/2020 COB)					
Program Year:	2016	2017	2018	2019	2020
Total # of Retrofits:	970	1,357	2,177	1,616	506
Average Cost:	\$4,597	\$4,726	\$4,936	\$4,799	\$4,500
Median Cost:	\$3,950	\$3,934	\$4,160	\$4,200	\$4,000
Min Cost:	\$562	\$1,197	\$877	\$724	\$1,119
Max Cost:	\$46,664	\$45,390	\$54,096	\$61,684	\$10,805

*only includes EBB 2016, EBB 2017, EBB 2018, EBB 2019 (CRMP, FEMA 4308 & 4344), FEMA 2020

All Program Overall Retrofits (as of 10/31/2020 COB)	
Program Year:	2013-2020
Total # of Retrofits:	12,255
Average Cost:	\$6,144
Median Cost:	\$4,940
Min Cost:	\$562
Max Cost:	\$93,541

For all retrofits completed, 11% cost less than \$3,001. Of the completed retrofits 4% were under \$3,001 in Northern California and 15% are in Southern California. A total of 51% of the completed retrofits cost less than \$5,000. A further breakdown of this data shows 23% of completed retrofits in Northern California and 71% in Southern California fell in this category. More than 75% of all retrofits cost less than \$7,000 and 92% cost less than \$10,000.



Engineered and Non-Engineered Retrofits

Engineered retrofits continue to be substantially more than non-engineered retrofits. For the 2019 programs, as expected, engineered costs have now normalized and are no longer lower than previous years. With 34 engineered retrofits completed in the 2020 program, the average cost is low, but the data is expected to normalize as additional retrofits are completed.

Retrofits by Type (as of 10/31/20)								
Type of Retrofit	2017 Program		2018 Program		2019 Programs		2020 Program	
	Engineered	Non-Engineered	Engineered	Non-Engineered	Engineered	Non-Engineered	Engineered	Non-Engineered
Total # of Retrofits:	227	1,958	312	3,037	238	2,903	34	623
Average Cost:	\$15,335	\$5,263	\$15,187	\$5,249	\$14,027	\$5,437	\$8,096	\$4,881
Median Cost:	\$13,541	\$4,500	\$12,070	\$4,510	\$9,957	\$5,080	\$6,639	\$4,354
Min Cost:	\$1,887	\$1,143	\$1,673	\$877	\$1,540	\$646	\$3,000	\$1,119
Max Cost:	\$54,362	\$40,200	\$63,430	\$60,844	\$61,684	\$18,853	\$34,228	\$13,188

Withdrawn Applications and Completion Rates

During each program cycle, a significant number of applicants withdraw from the programs. The percentage of withdrawn homeowners for the 2019 programs, continues the expected trend and is lower in Southern California. The completion rate for the 2018 EBB program has been the highest for all program years, at 45%; the rate for the 2019 program will not be calculated until the program closes. EBB is unsure what to expect for the 2019 and 2020 FEMA-funded completion rates given the delay in accepting homeowners into the 2019 program and the current economic impact of COVID-19, but it appears that the completion rate will be lower than in 2018.

Withdrawn Homeowners (as of 10/31/2020 COB)														
Program	Bay and LA & Napa 2016		Bay and LA 2017		Bay and LA 2018		2019 FEMA (4308 & 4344)		2019 CRMP		2020 FEMA 4344		Total	
	Southern California	1,110	39%	1,435	40%	2,191	52%	1,887	38%	125	34%	1,328	46%	8,076
Northern California	1,772	61%	2,153	60%	1,989	48%	3,054	62%	242	66%	1,534	54%	10,744	57%
Total	2,882	100%	3,588	100%	4,180	100%	4,941	100%	367	100%	2,862	100%	18,820	100%

Future Funding Opportunities

Current HMGP applications include:

FEMA – Hazard Mitigation Grant Program (HMGP)

- BRIC (Building Resilient Infrastructure Communities) grant, \$50M: EBB Multi-County Soft-story Seismic Retrofit Program. Notification of Interest submitted October 5, 2020. On September 25, 2020, received Notification of Eligibility to submit sub-application. Sub-application will be submitted no later than December 3, 2020.

- BRIC (Building Resilient Infrastructure Communities) grant, \$50M: EBB SFR Soft-story Seismic Retrofit Program. Notification of Interest submitted October 5, 2020. On September 25, 2020, received Notification of Eligibility to submit sub-application. Sub-application will be submitted no later than December 3, 2020.
- HMGP DR 4558 (EBB Multi-County) \$20M. Submitted Notice of Interest on November 18, 2020. Awaiting notification of eligibility from CalOES to submit full sub-application.
- HMGP DR 4569 (EBB Multi-County) \$20M. Notice of Interest to be submitted to CalOES no later than December 30, 2020.
- HMGP DR 4407 (EBB Multi-County) \$5M was \$20M: Currently under FEMA review-expect approval – received RFI (Request for Information) from CalOES on April 23,2020, submitted response on Monday, May 11, 2020.
- HMGP DR 4407 (ESS) \$5M was \$20M: Received request for amended documents on October 23, 2020. Submitted amended documents to CalOES on October 29, 2020 before submission to FEMA for project funding.
- HMGP DR 4431 (EBB Multi-County) \$3M: Application submitted January 13, 2020 – under review – received RFI on February 13, 2020 and submitted response on March 10, 2020. Added to the wait list on 8/11.
- HMGP DR 4434 (EBB Multi-County) \$3M: Application submitted January 13, 2020 – under review – received RFI on February 21, 2020 and submitted response on March 10, 2020. Added to the wait list on 8/11.
- HMGP DR 4308 (EBB Multi-County) \$1M: Updated application requesting additional funding for 333 retrofits was approved. Received notification of funding from FEMA for additional 333 retrofits on November 12, 2020.

CEA Brace + Bolt Program

CEA’s Brace + Bolt program remains open with 760 policyholders completing a retrofit and an additional 59 in the process of completing.

CEA Brace +Bolt Program (11/16/20): CEA BB			
Program	Completed	In Progress	Status
Pilot CEA BB	98	N/A	Closed
2019 CEA BB	662	59	48,694 invited 68 accepted 52 extensions
TOTAL	760	59	N/A

Other Items of Interest

EBB has been working on upgrading database functionality, the EBB program website and user experience for more than a year. The new system was expected to rollout in mid-July, but due to outstanding programming issues, it is now expected to rollout in early January.

Governing Board Memorandum

December 8, 2020

Agenda Item #7: Independent Auditor Contract Amendment

Recommended Action: Board Approval Needed

Background:

At the December 2019 board meeting, the selection of Plante & Moran, PLLC (PM), to conduct the legally required independent annual audit of CRMP’s GASB financial statements for each of the years 2019 through 2023 was approved by the Board.

During that board meeting, it was noted that when the CRMP expends at least \$750,000 of federal funds, it will be required to have PM perform a single audit on the FEMA program. The contract that was approved at the December 2019 board meeting did not include the single audit fees, as it was not required for 2019. However, CRMP will need a single audit for 2020, and therefore an amendment to the contract is necessary.

In addition, CRMP staff believe it is cost effective and efficient to have PM draft the financial statements with all relevant notes and schedules in accordance with GAAP and GASB guidelines. Therefore, an amendment to the contract is necessary for the financial statement preparation.

Anticipated Annual Fees and Costs

PM’s fees for the services in the 2nd amendment to the contract, including out-of-pocket expenses, for each audit year through December 31, 2023:

CRMP Financial Reports			
2020	2021	2022	2023
\$9,000	\$4,000	\$4,000	\$4,000

CRMP Single Audit			
2020	2021	2022	2023
\$26,000	\$27,000	\$28,500	\$30,000

Recommendation:

1. Staff recommends the Board approve the second amendment to the contract between CRMP and Plante & Moran, PLLC, and authorize the Executive Director to execute the contract.

CRMP Governing Board Memorandum

December 8, 2020

Agenda Item 8: CRMP proposed 2021 Governing Board meeting schedule

Recommended Action: Board Approval Needed

Background:

CRMP Managing Director Annde Ewertsen will present the proposed CRMP 2021 Governing Board meeting schedule for approval.

Recommendation:

Staff recommends the Board approve the proposed CRMP 2021 Governing Board meeting schedule.

CALIFORNIA RESIDENTIAL MITIGATION PROGRAM

PROPOSED 2021 MEETING DATES

MEETING DATE	LOCATION
March 30 1:00pm	Teams Meeting (until further notice)
JUNE 29 1:00pm	Teams Meeting (until further notice)
SEPTEMBER 28 1:00pm	Teams Meeting (until further notice)
DECEMBER 14 1:00pm	Teams Meeting (until further notice)
INQUIRIES & GENERAL INFO: Jacqueline Ball 916-661-5607 (Direct) jball@calquake.com	MEDIA CONTACT: D'Anne Ousley 916-661-5524 (Direct) dousley@calquake.com

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