

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, April 19, 2021

4:00 PM – Special Meeting/Closed Session

5:30 PM – Regular Meeting

In response to Governor’s Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 10:00 a.m. Monday, April 19, 2021 at (916) 851-8720.

City Hall

2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/97873382021?pwd=a204MWc2bWdLQ2xnQWNjK0xtbDJJdz09>

Join the Meeting via the Zoom Phone Number

Zoom Phone Number: US: +1 669 900 6833, +1 253 215 8782, 888 475 4499 (Toll Free)

Webinar ID: 978 7338 2021

Password: 522492

Instructions to Make Public Comment

Submitting Public Comment via Email

Members of the public who wish to provide public comment via email will need to submit comments to CityClerk@cityofranhocordova.org no later than 3:00 p.m. on Monday, April 19, 2021. All comments submitted later than 3:00 p.m. will be sent to the City Council for their review and may not be read during the meeting.

During the meeting, members of the public who wish to provide verbal comments during the meeting can do so by video/teleconference. If you wish to provide verbal comments via video/teleconference, follow these instructions:

Listening to a Zoom Meeting by Zoom Video Conference

To make a public comment using the Zoom platform, please use the “raise hand” feature at the bottom center of the screen. Please make sure to enable audio controls once access has been given by the City Clerk’s office to speak. Please wait to be called upon by the City Clerk.

Listening to a Zoom Meeting by Phone Only

You can join a Zoom meeting via teleconferencing/audio conferencing using a cell phone or traditional landline phone. To request to make a public comment by phone press *9 to raise your hand. Please wait to be called upon by the City Clerk.

All public comments will be limited to three-minutes.

If you have questions related to the City Council Meeting or the use of Zoom, please contact the City Clerk’s Office at (916) 851-8720 Monday, April 19, 2021 before 3:00 p.m.

AGENDA

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood.

2. PUBLIC COMMENT

At a special meeting, citizens wishing to address the Council for any matter on the agenda may do so at the time the matter is discussed. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking action on any item not on the agenda.

3. ADJOURN TO CLOSED SESSION

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood

5. CLOSED SESSION

Council will meet in closed session to discuss the following items:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) (Two Cases).

6. OPEN SESSION - REPORT FROM CLOSED SESSION

The City Attorney will report on action taken in closed session.

7. ADJOURN TO REGULAR MEETING

Mayor Gatewood will adjourn closed session to the Regular Meeting.

8. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood.

9. METRO CABLE TV TELEVISION ANNOUNCEMENT

The Clerk will announce the meetings video recording and playback schedules.

10. PLEDGE OF ALLEGIANCE

The Mayor will call on someone in attendance to lead the Pledge.

11. INVOCATION

Lt. Hyun Kim with the Salvation Army Rancho Cordova Corps will give the invocation.

12. PRESENTATIONS

12.1. Presentation of Proclamation to Sierra Donor Services in Recognition of Donate Life Month.

12.2. Presentation of Proclamation to Outgoing Community Prosecutor Shauna Franklin and Introduction of Incoming Community Prosecutor Lauren Miller.

12.3. Presentation by the Cordova Community Council in Recognition of Arts, Culture, and Creativity Month.

12.4. Presentation of Proclamation to the Sacramento Public Library in Recognition of National Library Month.

13. PUBLIC COMMENT

Citizens wishing to address the Council for any matter not on the agenda may do so at this time via teleconference using Zoom.

If you want to make a public comment, please use the "raise hand" feature at the bottom center of the screen. If you are participating by telephone and you want to make a public comment, please press *9 to raise your hand. For those participating by Zoom or telephone, please wait to be called upon by the City Clerk.

Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

14. COUNCIL REPORTS

15. CITY MANAGER'S REPORT

16. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

16.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of April 5, 2021.

Recommendation: Adopt the Minutes.

16.2. **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the High Class Motors Project.

Recommendation: Adopt the Resolution.

- 16.3. **Subject:** A Resolution Recognizing the Independence of the Republic of Artsakh

Recommendation: Adopt the Resolution.

- 16.4. **Subject:** A Resolution Authorizing the City Manager to Execute an Agreement for the Transfer of Certain Sacramento County Water Agency (SCWA) Storm Drainage Development Fee Fund Balances to the City of Rancho Cordova.

Recommendation: Adopt the Resolution.

- 16.5. **Subject:** A Resolution of Intention to Modify the Rancho Cordova Tourism Business Improvement District.

Recommendation: Adopt the Resolution declaring the City's intention to modify the existing Rancho Cordova Tourism Business Improvement District Management District Plan.

- 16.6. **Subject:** A Resolution Authorizing the City of Rancho Cordova to Become an Additional Member of the California Statewide Communities Development Authority (CSCDA) Community Improvement Authority.

Recommendation: Adopt the Resolution.

- 16.7. **Subject:** Second Reading of an Ordinance Establishing a Special Tax No. 28 for Transit-Related Services for High Class Motors Project.

Recommendation: Waive second reading and adopt the Ordinance.

- 16.8. **Subject:** Second Reading of an Ordinance Regarding the Sunrise Douglas Community Plan Development Impact Fee Program Nexus Study Update, Revised Capital Improvement Program, and Fee Decrease.

Recommendation: Waive second reading and adopt the Ordinance.

- 16.9. **Subject:** Second Reading of an Ordinance Amending Title 23 Zoning Code, Article 3 Zoning, Districts, Allowable Uses and General Development Standards of the City of Rancho Cordova Municipal Code.

Recommendation: Waive second reading and adopt the Ordinance.

17. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 17.1. **Subject:** A Resolution to Approve the Premier Homes, LLC Montelena Village 5 Major Design Review and Adjustment; Project No. DD10046.

Recommendation: Determine the project Exempt per Section 15182, of the CEQA Guidelines; and adopt Resolution for Premier Homes, LLC, Montelena Village 5 Major Design Review and Adjustment.

- 17.2. **Subject:** 2020 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER).

Recommendation: Adopt the Resolution of the City Council of the City of Rancho Cordova to submit the 2020 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

- 17.3. **Subject:** A Resolution Declaring Results of Majority Protest Proceedings and Renewing The Rancho Cordova Business Improvement District (RCTBID) .

Recommendation: Hold a final hearing, declaring results of majority protest proceeding, and adopt the Resolution.

18. PUBLIC HEARING ITEMS

- 18.1. **Subject:** Dutch Bros Coffee - Conditional Use Permit, Minor Design Review, and Exception - Project No. DD9991 - Located at 2805 Zinfandel Drive.

Recommendation: There is no formal recommendation at this time. Staff is requesting Council insight and direction on the submitted project. The public hearing will be continued to a date certain. At that time, staff will bring back final action documents based upon Council's direction.

19. REGULAR CALENDAR ITEMS

- 19.1. **Subject:** Recommendations on the Fiscal Year 2021/2022 Community Enhancement Fund Grant Applications Received and Discuss Council Led Initiatives for Consideration.

Recommendation: Staff to provide recommendations on the Fiscal Year 2021/2022 Community Enhancement Fund grant applications and receive and discuss individual City Council requested items for Council consideration.

20. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

21. ADJOURN TO CLOSED SESSION

Mayor Gatewood will adjourn the Regular meeting to closed session.

22. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood

23. CLOSED SESSION

Council will meet in closed session to discuss the following items:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) (Two Cases).

24. OPEN SESSION - REPORT FROM CLOSED SESSION

The City Attorney will report on action taken in closed session.

25. ADJOURNMENT

ADDITIONAL INFORMATION

SPECIAL MEETINGS LISTED BELOW ARE SUBJECT TO CHANGE/CANCELLATION WITHOUT FURTHER NOTICE.

UNLESS THE COUNCIL ADOPTS A MOTION TO EXTEND THE MEETING, ANY ITEM THAT IS NOT INITIATED BEFORE 11:00 PM WILL BE CONTINUED TO THE NEXT DAY AT 5:30 PM OR SCHEDULED ON THE NEXT REGULAR MEETING AGENDA OF THE COUNCIL.

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Rancho Cordova City Hall.

The agenda items are accessible on the City's website at www.cityofranhocordova.org on Thursdays or Fridays prior to the Regular City Council Meeting.

UPCOMING MEETINGS

April 27, 2021	5:30 PM Special Meeting/Work Session
May 3, 2021	4:00 PM Special Meeting/Regular Meeting
May 11, 2021	5:30 PM Special Meeting/Work Session
May 17, 2021	5:30 PM Regular Meeting
May 25, 2021	5:30 PM Special Meeting/Work Session - (Budget)
June 7, 2021	4:00 PM Special Meeting/Regular Meeting
June 21, 2021	5:30 PM Regular Meeting
June 29, 2021	5:30 PM Special Meeting/Work Session

If you have any technical questions related to the agenda items, please contact City Hall at (916) 851-8700.

The Rancho Cordova City Council meeting will be videotaped in its entirety and will be cablecast without interruption on Metro Cable 14, the Government Affairs Channel on the Comcast, Consolidated Communications and AT&T U-Verse Systems. Closed Captioning will be available on the playback cablecast. A DVD copy is available from the City Clerk's Department and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (916) 851-8720 at least 48 hours prior to the meeting.

CERTIFICATION OF POSTING OF AGENDA

I, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the April 19, 2021 Regular Meeting of the Rancho Cordova City Council was posted and available for review on April 15, 2021 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranhocordova.org.

Signed April 15, 2021 at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

ITEM 16.1.

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, April 5, 2021

4:00 PM – Special Meeting/Closed Session

5:30 PM – Regular Meeting

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 10:00 a.m. Monday, April 5, 2021 at (916) 851-8720.

City Hall

2729 Prospect Park Drive, Rancho Cordova

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Special Meeting to order at 4:05 p.m.

Council Members Present: Budge, Terry, and Mayor Gatewood

Council Members Absent: Pulipati and Sander

Staff Members Present: Cyrus Abhar, Adam Lindgren, Stacy Leitner and Persephonie Riley

2. PUBLIC COMMENT

Mayor Gatewood opened the public comment period. Seeing no speakers. Mayor Gatewood closed the public comment period.

3. ADJOURN TO CLOSED SESSION

Mayor Gatewood adjourned the Special meeting to closed session at 4:08 p.m.

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor Gatewood called closed session to order at 4:08 p.m.

ITEM 16.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, April 5, 2021

Council Members Present: Budge, Pulipati, Sander, Terry, and Mayor Gatewood

Council Members Absent: None

Staff Members Present: Cyrus Abhar and Adam Lindgren

5. CLOSED SESSION

Council met in closed session to discuss the following items:

Mayor Gatewood recused himself from Item 5.1.

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) (One Case).

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: Property Address 2875 Kilgore Road. Assessor's Parcel Number 072-0490-024. City Negotiators: Cyrus Abhar, City Manager and Adam U. Lindgren, City Attorney. Negotiating Parties: West Taron Holdings, LLC or Assignee.

6. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney Adam Lindgren reported that staff was given direction and there was no reportable action taken in closed session.

7. ADJOURN TO REGULAR MEETING

Mayor Gatewood adjourned the Regular meeting at 5:08 p.m.

8. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Regular meeting to order in the David B. Roberts Council Chambers at 5:34 p.m.

Council Members Present: Budge, Pulipati, Sander, Terry, and Mayor Gatewood

Council Members Absent: None

Staff Members Present: Cyrus Abhar, Adam Lindgren, Stacy Leitner and Persephonie Riley

9. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

10. PLEDGE OF ALLEGIANCE

Vice Mayor Donald Terry led the pledge.

11. INVOCATION

Michael Dack with the United Methodist Church led the invocation.

12. PRESENTATIONS

12.1. Presentation by Congressman Ami Bera, M.D. Regarding the American Rescue Plan Act of 2021.

12.2. Proclamation Presented to the Folsom Cordova Community Partnership Declaring April 2021 as National Financial Literacy Month.

12.3. Council Member Linda Budge's Birthday on April 10, 2021.

13. PUBLIC COMMENT

ITEM 16.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, April 5, 2021

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted public comment via email:

1. Cathy Birch
2. Helen Whelan Bashaw
3. Mark Berry
4. Fayzah Mughal
5. Cathy Birch

Mayor Gatewood closed the public comment period.

14. COUNCIL REPORTS

Council reported on events since the last meeting.

15. CITY MANAGER'S REPORT

City Manager Cyrus Abhar gave his report.

16. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

Mayor Gatewood opened the public comment period. Seeing no speakers. Mayor Gatewood closed the public comment period.

ACTION: Motion to approve items 16.1 through 16.9 by Budge second by Terry;
Motion passed with a 5:0 vote.

- 16.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of March 15, 2021 and the Special Meeting of March 23, 2021.
Recommendation: Adopt the Minutes.
- 16.2. **Subject:** A Resolution Authorizing the City Manager to Execute Subdivision Improvement Agreement 2021-24 with MDRE Development, LLC and Approving the Final Map of Montelena Village 7 Subdivision No. RC-04-132.7.
Recommendation: Adopt the Resolution.
- 16.3. **Subject:** Approval of the Annexation Boundary Map for the High Class Motors project and Annexation to the City of Rancho Cordova Community Facilities District No. 2008-1 (Street Lighting and Road Maintenance).
Recommendation: Adopt the Resolution.
- 16.4. **Subject:** A Resolution Declaring City's Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection Systems for the High Class Motors Project.
Recommendation: Adopt the Resolution.
- 16.5. **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 2021-38 with R.E.Y. Engineers, Inc. for On-Call Engineering and Design Services in an Amount not to Exceed \$436,459.00 for the Mills Ranch/Rossmoor Neighborhood Street Rehabilitation Project.
Recommendation: Adopt the Resolution.
- 16.6. **Subject:** Second Reading of an Ordinance Establishing a Special Tax No. 27 for Transit-Related Services for Rio Del Oro (Elliott Homes Portion) Project.
Recommendation: Waive second reading and Adopt the Ordinance.
- 16.7. **Subject:** Second Reading of an Ordinance Amending Sections of Title 8 Chapter 8.01 and 8.07 of the Rancho Cordova Municipal Code Related to Potentially Dangerous and

ITEM 16.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, April 5, 2021

Vicious Animals.

Recommendation: Waive the second reading and adopt the Ordinance.

- 16.8. **Subject:** Second Reading of an Ordinance Amending Title 23 Zoning Code, Article 3 Zoning Districts, Allowable Uses and General Development Standards, Article 9 Special Use Provisions and Article 11 Definitions of the City of Rancho Cordova Municipal Code in Regard to Emergency Shelters.

Recommendation: Waive second reading and adopt the Ordinance.

- 16.9. **Subject:** A Resolution Requiring New Residential Development Projects to Record Enforceable Covenants, Conditions and Restrictions.

Recommendation: Adopt the Resolution.

17. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

Mayor Gatewood opened the public comment period. Seeing no speakers. Mayor Gatewood closed the public comment period.

ACTION: Motion to approve item 17.1 through 17.6 by Terry second by Pulipati;
Motion passed with a 4:0 vote.

AYES: Pulipati, Sander, Terry, and Gatewood

NOES: None

ABSENT: Budge

ABSTAIN: None

- 17.1. **Subject:** Public Hearing on the Sunrise Douglas Community Plan Development Impact Fee Program Nexus Study Update, Revised Capital Improvement Program, and Fee Decrease.

Recommendation: Adopt the Resolution and waive first reading and introduce Ordinance.

- 17.2. **Subject:** A Resolution Creating Special Tax Area Zone 28 and an Ordinance Establishing a Special Tax for Transit-Related Services for the High Class Motors Project.

Recommendation: Adopt the Resolution and waive the first reading and introduce the Ordinance.

- 17.3. **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the Rio Del Oro (Elliott Homes Portion) Project.

Recommendation: Adopt the Resolution.

- 17.4. **Subject:** A Resolution to Approve a Major Design Review for Elliott Homes at Rio Del Oro Parcel 67: Project No. DD10033: 47 -Foot-Wide Lots and Project No. DD10041: 62-Foot-Wide Lots.

Recommendation: Find the project is exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan; and Adopt the Resolution for Elliott Homes Rio Del Oro Specific Plan Parcel 67 Major Design Review.

- 17.5. **Subject:** An Ordinance Amending Title 23 Zoning Code, Article 3 Zoning, Districts, Allowable Uses and General Development Standards of the City of Rancho Cordova Municipal Code.

Recommendation: Waive first reading and introduce the Ordinance.

ITEM 16.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, April 5, 2021

- 17.6. **Subject:** Public Hearing to Accept a Report Prepared Pursuant to Government Code Section 53083 for an Economic Development Subsidy for a New Shopping Center Located at the Southwest Corner of Sunrise Boulevard and Douglas road, Rancho Cordova, CA 95742.

Recommendation: Conduct public hearing on a required economic subsidy report for a previously approved incentive and accept the report.

18. PUBLIC HEARING ITEMS

None.

19. REGULAR CALENDAR ITEMS

- 19.1. **Subject:** Scootershare Micro Mobility Contract with White Fox Scooters for a One-Year Pilot Program.

Recommendation: *Receive presentation, provide feedback and adopt the Resolution to direct the City Manager to execute a one-year agreement with White Fox Scooters.*

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted comment via email:

1. Fayzah Muhal
2. Donald Childs

Mayor Gatewood closed the public comment period.

ACTION: Motion to continue item 19.1. to June 7, 2021 by Budge second by Pulipati;
Motion passed with a 4:1 vote.

AYES: Budge, Pulipati, Sander, and Gatewood

NOES: Terry

ABSENT: None

ABSTAIN: None

- 19.2. **Subject:** Update on Fiscal Year 2021/2022 Community Enhancement Fund Grant Applications Received, the Legacy Fund, and Internally Led Initiatives for Council Consideration.

Recommendation: Staff to introduce and provide an update on the Fiscal Year 2021/2022 Community Enhancement Fund grant applications received, the City department led initiatives, and the Legacy Fund allocation for Council consideration.

Mayor Gatewood opened the public comment period. Seeing no speakers. Mayor Gatewood closed the public comment period.

ACTION: Input was received regarding the Update on Fiscal Year 2021/2022 Community Enhancement Fund Grant Applications Received, the Legacy Fund, and Internally Led Initiatives for Council Consideration.

- 19.3. **Subject:** South Sacramento Habitat Conservation Plan Update and Discussion

Recommendation: Receive a report on the South Sacramento Habitat Conservation Plan (SSHCP) as it relates to challenges with processing in-fill development projects. Council may direct staff to work with Plan Partners, Resources Agencies and South Sacramento Conservation Agency to come up with solutions to address the challenges.

Mayor Gatewood opened the public comment period. Seeing no speakers. Mayor Gatewood closed the public comment period.

ITEM 16.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, April 5, 2021

ACTION: Input was received regarding the South Sacramento Habitat Conservation Plan Update and Discussion.

20. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Discussion Regarding Signs

21. ADJOURNMENT

Mayor Gatewood adjourned the meeting in memory of Senator Jim Mills and renowned painter Gregory Kondos at 8:23 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 16.2.

DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director
Jeanette Cervantes, Management Technician

SUBJECT: **A RESOLUTION DECLARING A PROTEST HEARING AND
AUTHORIZING THE MAILING OF PROPERTY OWNER BALLOT
RELATING TO THE IMPOSITION OF THE ANNUAL STORMWATER
UTILITY FEE FOR THE HIGH CLASS MOTORS PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will declare the results of the property owner protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the project. The action also sets 1:30 p.m. on May 5, 2021 in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.

BACKGROUND

The Council previously approved the High Class Motors project with a condition of approval which requires that the property owner fund operation and maintenance of the storm drainage system. This condition will be satisfied by the participation in the new Stormwater Utility Fee for storm drainage and flood protection services which is the subject of tonight's action.

The property owner of the High Class Motors project has requested the City annex the project to the City's Stormwater Utility Fee pursuant to the California Health and Safety Code Section 5471 et seq. to provide the method of financing for storm drainage and flood protection services required to meet the condition.

On April 5, 2021, Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and designated April 19, 2021 at 5:30 p.m. as the time and place for hearing protests in connection

with the annual Stormwater Utility Fee for the High Class Motors project.

DISCUSSION

The property owner has submitted a petition and waiver for the City to institute the proceedings to participate in the Stormwater Utility Fee. This annexation to the Stormwater Utility Fee will include the project generally known as the High Class Motors project, Attachment 2. The maintenance services to be funded include the furnishing of services and materials for the ordinary and usual operation, maintenance, and servicing of the storm drain and flood protection systems.

Attachment 1 is the Resolution declaring the results of the property owner protest and authorizing the mailing of the property owner ballot, as required by Article XIII D of the California Constitution (also known as Proposition 218). The Resolution sets forth the tabulation of ballots on May 5, 2021 at 1:30 p.m. in the office of the City Clerk. The results of the mailed ballot election will be presented to City Council at their regularly scheduled meeting May 17, 2021 and additional actions will be recommended based the ballot results.

A “Rate Analysis Report” was approved by City Council on September 4, 2014 by Resolution 103-2014 setting Fiscal Year 2014/2015 maximum annual Stormwater Utility Fee amount for each parcel proportionate to the estimated stormwater runoff for each parcel, see Attachment 3. The maximum annual fee will increase each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics. A sample of the Stormwater Utility Fees for Fiscal Year 2021-2022 are summarized in Attachment 4.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City’s General Fund.

ATTACHMENT(S)

1. Resolution
2. Boundary Map
3. Stormwater (SWU) Rate and Analysis Report
4. Stormwater Utility Fee- Rate Sheet FY21-22

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROPERTY OWNER
PROTEST AND AUTHORIZING THE MAILING OF A PROPERTY OWNER BALLOT
RELATING TO THE IMPOSITION OF AN ANNUAL STORMWATER UTILITY FEE FOR THE
HIGH CLASS MOTORS PROJECT**

WHEREAS, this Council has received petitions and waivers from the owners of not less than 100% of the area of land proposed to be annexed into the Stormwater Utility Fee; and

WHEREAS, on April 9, 2021, the City Clerk caused a notice of the time and place of the hearing thereon and on the proposed annexation to the Stormwater Utility Fee to be published and such public hearing was opened on April 19, 2021; and

WHEREAS, the Council adopted Resolution 103-2014 approving a written report entitled, "Rate Analysis Report", dated September 4, 2014 (the "Written Report") prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee is applicable (collectively, the "Identified Parcels") and the amount of the Stormwater Utility Fee for each such Identified Parcel for Fiscal Year 2014-15. The Written Report is on file in the office of the City Clerk and is available for public inspection; and

WHEREAS, this Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and set the date of public hearing; and

WHEREAS, this Council has conducted the public hearing and all interested persons have been afforded the opportunity to be heard, and the City Council has considered all protests against the annexation to the Stormwater Utility Fee; and

WHEREAS, there was no majority protest of the owner of the Identified Parcel subject to the Proposed Stormwater Utility Fee.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that:

1. The foregoing recitals are true and correct.
2. The City Clerk is hereby authorized and directed to mail a property owner ballot in accordance with law and the Procedures.
3. The date of the ballot tabulation shall be May 5, 2021 at 1:30 pm.

ITEM 16.2.

ATTACHMENT 1

4. The date of the Council Meeting to report the results of the mailed ballot election shall be May 17, 2021 at 5:30 or as soon thereafter as the matter may be heard.

5. The City Council hereby designates Elizabeth Sparkman, Community Development Director, telephone number, (916) 851-8714 to answer inquiries regarding the ballot proceedings and procedural or technical matters.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

AYES:

NOES:

ABSENT:

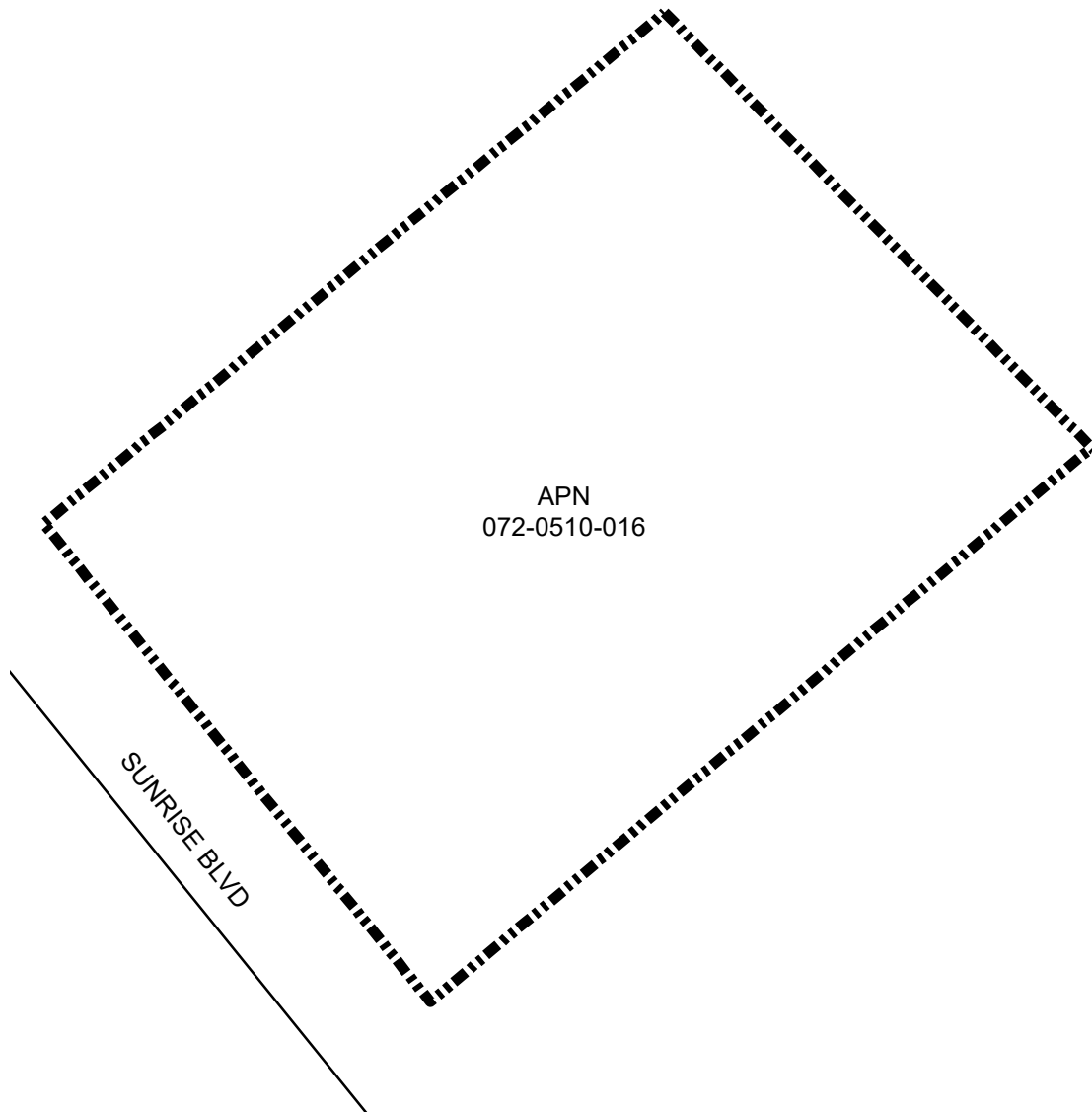
ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA
STORMWATER UTILITY FEE AREA
ANNEXATION 26
(HIGH CLASS MOTORS)

**Legend**

Annexation Boundary



Parcel Boundary



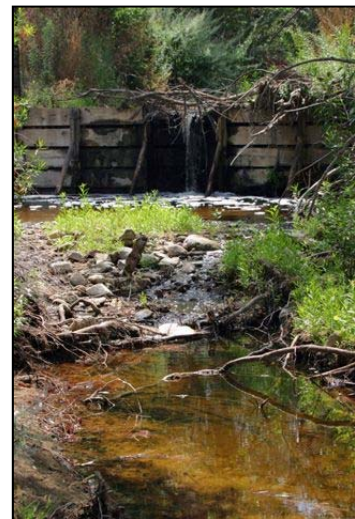
Rate Analysis Report

for the

Stormwater Utility Fee

For the

City of Rancho Cordova



August 7, 2014

Introduction

The City of Rancho Cordova (City) is detaching from the County of Sacramento fee and is creating their own Stormwater Utility Fee, which is being levied per the California Health and Safety Code Section 5471 et seq.

The purpose of this Rate Analysis Report is to:

- Review the Stormwater Utility Fee and improvements to be funded.
- Review the requirements of Article XIID of the State Constitution (Proposition 218) relating to requirements for apportioning the costs associated with the City's stormwater runoff system.
- Analyze and recommend an appropriate rate structure and provide estimated rates based on cost data information provided by the City.

Proposition 218 Requirements

This fee must comply with the provisions of Article XIID of the California Constitution (Proposition 218). Section 6 of Proposition 218 has the following requirements for all "new, extended, imposed or increased" fees and charges:

- 1) "Revenues derived from the fee or charge shall not exceed the funds required to provide the property-related service."
- 2) "Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed."
- 3) "The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel."
- 4) "No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question. Fees or charges based on potential or future use of service are not permitted. Standby charges, whether characterized as charges or assessments, shall be classified as assessments and shall not be imposed without compliance with [the assessment section of this code]."
- 5) "No fee or charge may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services where the service is available to the public at large in substantially the same manner as it is to property owners."

Background Information

In accordance with the Federal Clean Water Act of 1972, the United States Environmental Protection Agency (EPA) is required to establish regulations setting forth National Pollution Discharge Elimination System (NPDES) permit standards. The enactment of 1987 amendments to the Federal Clean Water Act (Act) of 1972 imposes permit requirements for discharge of storm waters. The Act allows the EPA to delegate its NPDES permitting authority to states with an approved environmental regulatory program. The State of California is one of the delegated states.

The responsibility for implementing various NPDES permits in the State of California has been delegated to the State Water Resources Control Board (SWRCB). The SWRCB administers NPDES authority through its nine Regional Boards. As an NPDES permittee, the City is required to manage stormwater pollution within its jurisdiction.

In order to provide for the safety of the residents of the City and protect property in the City from the damage associated with flooding and to meet the requirements of the NPDES permit, it is necessary to design, construct, operate, maintain, improve and replace storm drainage facilities which collect storm and surface water runoff and convey and treat such runoff in a safe manner to an acceptable point of discharge. It is also necessary to inspect, monitor, and take enforcement action related to illegal dumping, and illicit discharges. In order to properly fund such facilities and activities, the City has determined that it is necessary to impose on all developing properties in Rancho Cordova a user charge for storm drainage service.

Based on the 2030 General Plan and current specific plan areas, Rancho Cordova is expected to develop as shown in Table 1 below. The proposed boundary for the stormwater utility is shown in Appendix A.

Table 1 – Land Use

	Land Use/ Zoning Description	Total Acres	Total Units
Residential:			
LDR	SF (2.1-6.0 DU/AC)	2,635	13,156
	MD (6.1-12 DU/AC)	322	2,524
MDR	MD (6.1-18.0 DU/AC)	1,852	13,231
	MD (14.0-29.9 DU/AC)	60	885
HDR	HD (18.1-40.0 DU/AC)	192	4,372
	HD (30+ DU/AC)	30	825
	Residential Total	5,090	34,993
Non-Residential:			
VC	Village Commercial	202	
LTC	Local Town Center	134	
RTC	Regional Town Center	172	
BP	Business Park	158	
MP	Industrial Park	283	
Education:			
HS/MS	High School/Middle School	356	
MS	Middle School	20	
ES	Elementary School	102	
Open Space & Public:			
CP	Community Park	313	
P/QP	Public/Quasi Public	37	
NP	Neighborhood Park	194	
SWD	Storm Water Detention	186	
WP	Wetland Preserve	745	
DP	Drainage Parkway	270	
PR	Private Recreation	63	
OS	Open Space	168	
OS/P	Open Space/Preserve	279	
LC	Landscape Corridors	123	
GB	Green Belts	54	
ROW	Right-of-way	596	
BR/WP	Reservoir / Wetland Preserve	528	
S	Sewer Lift Station / Utility Substa	14	
	Vacant (unknown dev plan)	595	
	Total Non-residential	5,590	
	Total Residential & Non-Res	10,680	

A more detailed land use table by development area is shown in Appendix D.

This development is expected to require significant stormwater drainage and flood control facilities. Based on the development area and improvements that were required in four (4) recent developments

within the County of Sacramento, Table 2 summarizes the improvements that are expected once development is complete.

Table 2 – Expected Improvements

Infrastructure Type	Quantity	
Inlets	6,400	LF
Manholes	4,460	LF
66" Pipe	3,950	LF
60" Pipe	10,280	LF
54" Pipe	11,140	LF
48" Pipe	10,210	LF
42" Pipe	28,620	LF
36" Pipe	42,420	LF
30" Pipe	51,050	LF
27" Pipe	540	LF
24" Pipe	91,960	LF
21" Pipe	2,230	LF
18" Pipe	100,300	LF
15" Pipe	101,300	LF
12" Pipe	529,890	0
10" Pipe	4,170	0
Creeks and Channels	80	AC
Basins	320	AC

Services Funded

Expenditures from the revenue generated from the Stormwater Utility Fee are intended to comply with the requirements set forth in the NPDES permit. The activities and services funded by this fee include, but are not limited to:

1. Administration and oversight of the requirements set forth in the NPDES permit to City departments, developments, and local agencies.
2. Respond to and investigate incidents of illicit discharges and illegal connections to the storm drain system.
3. Periodically inspect facilities for proper handling of materials, chemicals, pollutants, garbage, waste, and debris and prevent any discharges to the storm drain system.
4. Regularly clean and maintain catch basins, the flowline, and storm drainage facilities.
5. Installation and maintenance of water quality devices required to keep pollutants out of the storm drain system.
6. Discourage illegal dumping or discharge of pollutants into the storm drain system by stenciling all City-owned catch basins with a "No Dumping" message.
7. Augment public education and outreach programs in regards to the proper use and function of the storm drainage system and the receiving waters.

8. Develop programs to promote, publicize, and facilitate public reporting of illicit discharges to the storm drain system.
9. Encourage the proper disposal of household hazardous waste (HHW) to prevent the improper disposal to the storm drain system or to the sewer system.
10. Discourage the improper disposal of litter, garden clippings, leaves, and pet waste into the street or the storm drain system.
11. Capital replacement of storm drainage and flood control improvements at the end of the expected useful life for such improvements.

Rate Structure Analysis

Section 6.b of Article XIID of the State Constitution (Proposition 218) states that:

“The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.”

and

“No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question.”

By definition, all properties that shed stormwater into the City’s stormwater drainage system use, or are served by, the City’s stormwater drainage system. The amount of use attributed to each parcel is measurable by the amount of storm runoff contributed by the property, which is directly proportional to the amount of impervious area on a parcel (such as buildings and concrete). The more impervious area on a property, the more storm runoff the property generates, the more demand placed on the storm drain system.

The amount each parcel uses the stormwater drainage system is computed by the following formula:

$$(\text{Parcel Area}) \times (\text{Impervious Percentage}) = \text{Drainage Units}$$

The typical percent impervious (% Impervious) for land uses in the City, have been applied for the purposes of estimating the runoff generated by each property. These are shown in Appendix B.

The more Drainage Units a parcel has, the more storm run-off it generates, and the more it uses and impacts the stormwater drainage system.

It is standard practice to relate other land uses to a developed single family residential (SFR) parcel, instead of working exclusively with drainage units. The median size of a SFR parcel will be approximately 0.16 acre. Therefore, it makes sense to relate all parcels to this median residential property. The runoff from a 0.16-acre SFR parcel is set equal to one Drainage Measurement Unit (DMU) and this base DMU is calculated as follows:

$$(0.16 \text{ acres of area}) \times 50\% = 0.0800 \text{ Impervious Area} = 1 \text{ DMU}$$

Single Family Residential Parcels

As a SFR property increases in size over the median parcel size, the typical percentage of impervious area decreases, as shown in Appendix B. Conversely, as a SFR parcel decreases in size below the median parcel size, the typical percentage of impervious area increases, and such increase is typically proportional to the decrease in size. Therefore, SFR properties are separated into five (5) groups. The median parcel area for each group was used and their DMUs are calculated as follows:

<u>SFR Category</u>	<u>DMU/ Formula</u>
SFR1 – SFR parcels 0.16 acres or less	1.00 DMU
SFR2 – SFR parcels 0.17 - 0.25 acres	1.10 DMUs
SFR3 – SFR parcels 0.26 – 0.33 acres	1.175 DMUs
SFR4 – SFR parcels 0.34 – 0.50 acres	1.25 DMUs
SFR5 – SFR parcels greater than 0.50 acres	$1.25 + \frac{[(\text{acres} - 0.50) \times 5\%]}{0.0800} = \text{DMUs}$

Multi-Family Residential Parcels

Multi-Family Residential (MFR) units (including condominiums) are split into categories by the density, or number of dwelling units per acre (DU/Ac) as follows:

<u>MFR Category</u>	<u>Density</u>	<u>% Impervious</u>
MFR1 - High Density	Greater than 18 DU/Ac	75%
MFR 2 - Med Density	10 – 18 DU/Ac	70%

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

Condominium unit parcel areas are calculated by dividing the total area of the condominium complex (which includes the common area) by the number of condominium units, and the total imperviousness of the entire complex is attributed to each individual condo parcel in the complex. (This divides the runoff of the entire complex to each of the individual units.) Because these condominium common areas are taken into consideration in this manner, they are exempt from the charge.

Non- Residential Parcels

All non-residential parcel DMUs will be based on the impervious area (runoff coefficient) table shown in Exhibit B, using the following formula:

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

All parcels draining into Rancho Cordova Stormwater Utility Fee-maintained drainage infrastructure are proposed to be charged the same user fee rate per DMU for stormwater runoff treatment. The Rancho Cordova Stormwater Utility Fee is proposed in perpetuity.

For the purposes of this report, City-maintained drainage infrastructure includes streets, pipes, inlets, outlets, and natural drainage courses. Parcels related to these types of property uses are exempt from the runoff charge, as they are part of the infrastructure being funded. Also exempt from the runoff charge is Caltrans right-of-way, because Caltrans handles its own runoff under a separate NPDES permit.

Drainage units may be adjusted based on appeal from the property owner. See the Appeals Process below.

Table 3, below, provides a preliminary summary of DMUs for the various land uses in Rancho Cordova.

Table 3 – Drainage Measurement Unit Summary Table

Landuse Description	Number of Units	Total Area (acres)	Impervious Area (acres)	DMUs
SINGLE FAMILY RESIDENTIAL (SFR1)	15,107	2,028		15,107.00
SINGLE FAMILY RESIDENTIAL (SFR2)	13,790	2,776		15,169.00
SINGLE FAMILY RESIDENTIAL (SFR3)	14	4		16.45
SINGLE FAMILY RESIDENTIAL (SFR4)				-
SINGLE FAMILY RESIDENTIAL (SFR5)				-
MULTI-FAMILY RESIDENTIAL (MFR1)	6,082	282		2,639.06
COMMERCIAL		666	499	6,240.00
INDUSTRIAL		283	226	2,830.00
SCHOOLS		478	239	2,985.00
PRIVATE RECREATION		63	16	195.31
PARKS/GREENBELTS		561	140	1,752.47
PUBLIC		51	15	190.13
TOTAL	34,993	7,190		47,124

Cost Estimate

Table 4 below shows the estimated costs to maintain infrastructure in the developing areas. Unit costs for maintenance were derived using budget information provided by the County, since the County currently maintains the storm drainage system. The budget information is shown in Appendix C.

Table 4 – Estimated Costs

	Estimated Quantity	Unit	Cost (\$/unit)	Frequency	Total Cost/Year
Maintenance Costs:					
Trunk Lines (larger than 24") - TV Lines	158210	LF	\$ 7.50	25 years	\$ 47,463.00
Drainage Lines 10"-24" Cleaning	829850	LF	\$ 3.00	10 years	\$ 248,955.00
Drainage Lines 10"-24" TV	829850	LF	\$ 7.50	25 years	\$ 248,955.00
Creek and Channel Maintenance and Repair	65070	LF	\$ 0.75	1 year	\$ 49,009.83
Pipe Repairs	998920	LF	\$ 0.45	1 year	\$ 451,380.43
Creeks and Channels Mowing	80	AC	\$6,825	1 year	\$ 546,000.00
Creeks and Channels Herbicides	80	AC	\$680	1 year	\$ 54,400.00
HydroMod Basin Maintenance	320	AC	\$4,830	1 year	\$ 1,545,600.00
Basin De-silt	320	AC	\$1,000	25 years	\$ 12,800.00
Basins Herbicides	320	AC	\$761	1 year	\$ 243,360.00
Replacement Costs:					
Inlets	6400	EA	\$2,000	75 years	\$170,667
Manholes	4460	EA	\$3,500	75 years	\$208,133
66" Pipe	3950	LF	\$550	100 years	\$21,725
60" Pipe	10280	LF	\$475	100 years	\$48,830
54" Pipe	11140	LF	\$400	100 years	\$44,560
48" Pipe	10210	LF	\$325	100 years	\$33,183
42" Pipe	28620	LF	\$275	100 years	\$78,705
36" Pipe	42420	LF	\$225	100 years	\$95,445
30" Pipe	51050	LF	\$175	100 years	\$89,338
27" Pipe	540	LF	\$150	100 years	\$810
24" Pipe	91960	LF	\$125	100 years	\$114,950
21" Pipe	2230	LF	\$115	100 years	\$2,565
18" Pipe	100300	LF	\$105	100 years	\$105,315
15" Pipe	101300	LF	\$95	100 years	\$96,235
12" Pipe	529890	LF	\$85	100 years	\$450,407
10" Pipe	4170	LF	\$75	100 years	\$3,128

Total: \$5,011,917

Annual Fee Administration: \$45,000

Operating (Cash Flow) Reserve (10% of Maintenance Costs): \$344,792

Estimated Total: **\$5,401,709**

Fee Calculations

The estimated annual costs for the proposed storm drain improvements are \$5,401,709 as shown in Table 4 above. Dividing that by the total number of proposed DMU's in Rancho Cordova (47,124), the maximum estimated annual Stormwater Utility Fee rate is **\$114.63 per DMU**.

This would be the proposed maximum fee rate for fiscal year 2014-15. The maximum rate will be increased each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued, as determined by the Director of Public Works).

The actual rate to be levied each year will be as approved by the City at a public hearing, after they consider an Annual Fee Report outlining the estimated annual costs of the program for the ensuing fiscal year.

Table 5 provides sample fee calculations for various land uses and parcel sizes.

Table 5 – Sample Calculations

Land Use Description	Total Area (acres)	Impervious Area (acres)	DMUs	Sample Fee
SINGLE FAMILY RESIDENTIAL (SFR1)	0.16		1.000	\$ 114.63
SINGLE FAMILY RESIDENTIAL (SFR2)	0.22		1.100	\$ 126.09
SINGLE FAMILY RESIDENTIAL (SFR3)	0.30		1.175	\$ 134.69
SINGLE FAMILY RESIDENTIAL (SFR4)	0.40		1.250	\$ 143.28
SINGLE FAMILY RESIDENTIAL (SFR5)	1.00		1.563	\$ 179.10
MULTI-FAMILY RESIDENTIAL (MFR1)	5.00	3.75	46.875	\$ 5,373.12
COMMERCIAL ¹	1.00	0.75	9.375	\$ 1,074.62
INDUSTRIAL	1.00	0.80	10.000	\$ 1,146.27
SCHOOLS	5.00	2.50	31.250	\$ 3,582.08
PRIVATE RECREATION	1.00	0.25	3.125	\$ 358.21
PARKS/GREENBELTS	2.00	0.20	2.500	\$ 286.57
PUBLIC	2.00	0.60	7.500	\$ 859.70

¹ Average of Downtown and Neighborhood Commercial as shown in Appendix B

The Preliminary Charge Roll, which is a listing of each parcel to be charged a fee and its proposed maximum fee for FY 2014-15, is on file in the office of the City Clerk.

Appeals Process

If a property owner disagrees with the calculation of his or her fee, based on the parcel area and estimated impervious percentage assigned to the property, then the property owner may appeal the calculation as follows:

- Property owner must provide written documentation explaining the reason why the charge should be changed. This documentation must include:
 - The name, phone number, mailing address, and email address, if available, of the property owner.
 - The Assessor's Parcel Number (APN) of the property in question.
- If additional documentation is required or insufficient documentation was submitted, a representative of the Department of Public Works (Staff) will notify the property owner in writing.
- Once Staff has determined that sufficient documentation has been submitted, Staff will perform the initial review. Staff will notify the property owner in writing within four (4) weeks from the time sufficient documentation was submitted as to whether or not the fee amount will be changed.
 - If the determination is to change the fee amount, then the new fee amount will be documented within the City's fee database.

- b. If the determination is that the fee should not be changed, the property owner can appeal Staff's decision to the Director of Public Works. The appeal must be made in writing and returned no later than four (4) weeks from the date of mailing of Staff's initial review decision. The Director of Public Works will notify the property owner in writing within four (4) weeks from the date of receipt of the appeal as to whether or not the fee amount will be changed.

If the owner of any parcel shall have reason to feel that the computation of the DMU for his/her parcel is not correct, that person may file an appeal with the Director of Public Works in the manner prescribed by the Director of Public Works. The Director of Public Works will consider all data provided by the appellant and shall render a decision in writing. The decision of the Director of Public Works will be final with respect to City action on the appeal.

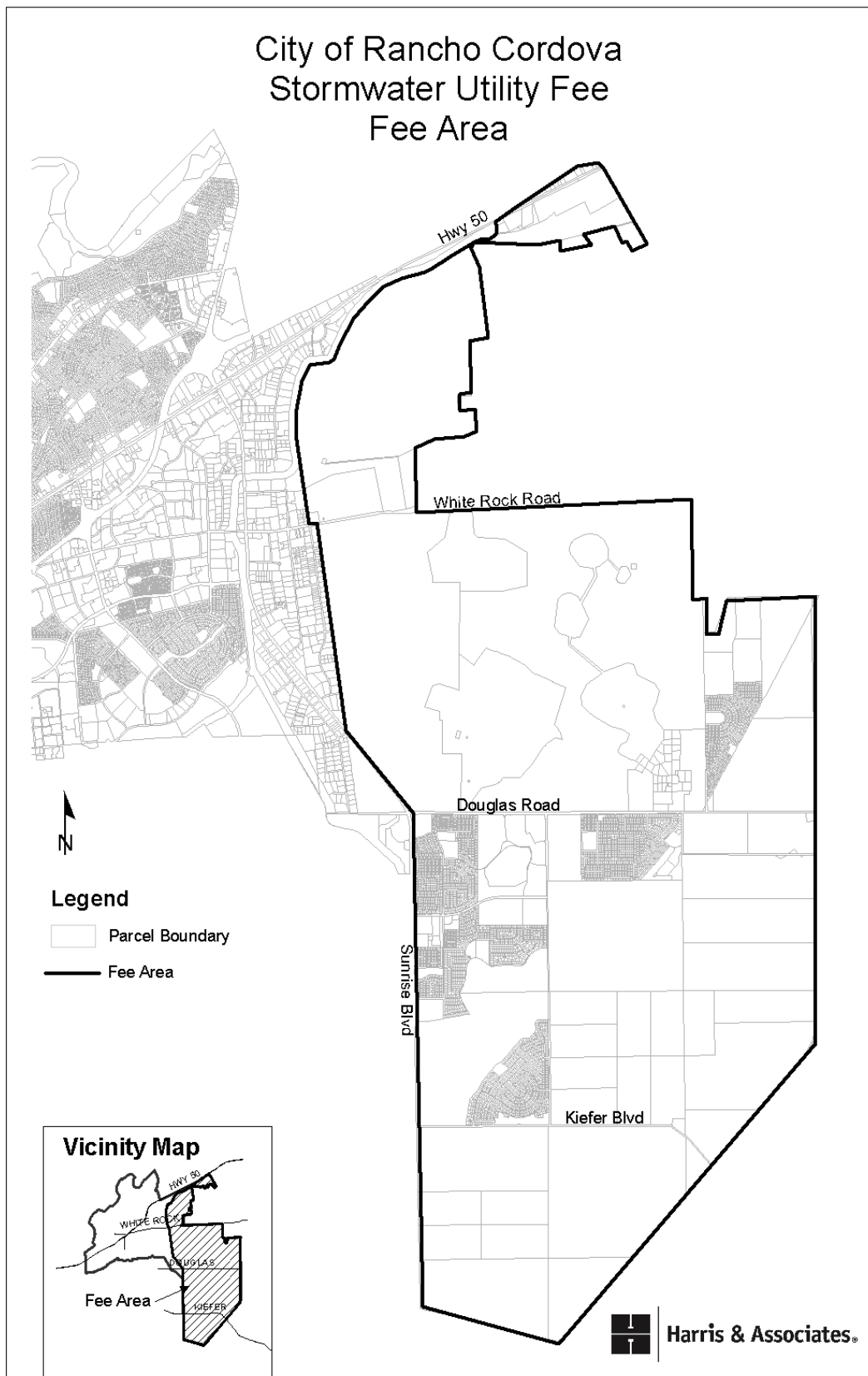
Appeals will be accepted annually up until June 30 for inclusion on the following fiscal year's property tax roll submittal. However, if an appeal is granted by Staff or the Director of Public Works that does not permit inclusion for the following fiscal year's property tax roll submittal, a reimbursement will be provided to the property owner by the City.

Respectfully submitted:

Harris & Associates

Dennis A. Anderson
Senior Project Manager

APPENDIX A



APPENDIX B

Runoff Coefficient

Land Use	Impervious
Single Family Residential less than 0.166 acres	50%
Single Family Residential 0.166 acres to 0.250 acres	40%
Single Family Residential 0.251 acres to 0.330 acres	30%
Single Family Residential 0.331 acres to 0.500 acres	25%
Single Family Residential Over 0.500 acres (excluding the first 0.500 acres)	5%
High-Density Residential (including Apartments and Mobile Home Parks)	75%
Condominiums	70%
Commercial Downtown Areas ¹	80%
Commercial Neighborhood Areas	70%
Industrial	80%
Schools	50%
Parks	25%
Greenbelts	10%

Footnotes:

¹ City of Rancho Cordova Municipal Code Chapter 15.

Sources:

1. Yolo County City/County Drainage Manual, February 2010.
2. Stormwater Quality Design Manual for the Sacramento and South Placer Regions, May 2007.

Appendix C

Cost Information

ITEM 16.2.

ATTACHMENT 3

County of Sacramento/City of Rancho Cordova Current Storm Drain Maintenance Costs

Pipe Repair Costs

Budget Classification		Repair Type	Actual Expenditures for FY 11/12	FY 13/14 Budget
County North	OCUO	Drain Line Upgrade or Repair	\$ 630,912.90	\$ 630,912.90
	OFFO	Fence Repair	\$ 19,343.41	\$ 19,343.41
	OHKO	Inlet Outfall Repair	\$ 455,724.02	\$ 455,724.02
	OMSO	Erosion Control	\$ 26,189.60	\$ 26,189.60
	OY8O	Manhole Repair	\$ 63,362.44	\$ 63,362.44
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	36.39%	\$ 435,026.56	\$ 435,026.56
	Total Budget=		\$ 1,630,558.93	\$ 1,630,558.93
County South	OCUO	Drain Line Upgrade or Repair	\$ 105,317.24	\$ 105,317.24
	OFFO	Fence Repair	\$ 35,802.01	\$ 35,802.01
	OHKO	Inlet Outfall Repair	\$ 214,660.90	\$ 214,660.90
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 8,585.40	\$ 8,585.40
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 85,667.45	\$ 85,667.45
	Total Budget=		\$ 450,033.00	\$ 450,033.00
Rancho Cordova	OCUO	Drain Line Upgrade or Repair	\$ 222,809.74	\$ 229,850.53
	OFFO	Fence Repair	\$ 26,326.14	\$ 27,158.05
	OHKO	Inlet Outfall Repair	\$ 224,877.26	\$ 231,983.38
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 4,498.84	\$ 4,641.00
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 112,504.88	\$ 116,060.03
	Total Budget=		\$ 591,016.86	\$ 609,692.99
Total LF of Pipes				
		County	7,865,755	7,865,755
		Rancho Cordova	1,349,271	1,349,271
Cost/LF of pipe for Repairs				
		County	\$ 0.26	\$ 0.26
		Rancho	\$ 0.44	\$ 0.45

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

County of Sacramento/City of Rancho Cordova
Current Storm Drain Maintenance Costs

Creek and Channel Cleaning

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
County	OCCO	Inspect Channels	\$ 149,684.06	\$ 149,684.06
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 203,337.83	\$ 203,337.83
	OF8O	Sandbag Distribution	\$ 5,184.60	\$ 5,184.60
	OFCO	Drainage Response	\$ 82,451.66	\$ 82,451.66
	OFDO	Concrete Channel Cleaning Bobcat	\$ 552,150.54	\$ 552,150.54
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ 191,840.84	\$ 191,840.84
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ 2,720.90	\$ 2,720.90
	OMRO	Channel Cleaning Mechanical	\$ 49,087.50	\$ 49,087.50
	OORC	Rodent Control	\$ 32,695.06	\$ 32,695.06
	OTVD	Tree Removal	\$ 79,463.44	\$ 79,463.44
	OVDO	Dry Spoil Dumping	\$ 8,137.34	\$ 8,137.34
	OWCO	Weed Control Chemical		
	Overhead	36.39%	\$ 493,691.29	\$ 493,691.29
	Total Budget=		\$ 1,850,445	\$ 1,850,445
County	OCCO	Inspect Channels	\$ 1,797.15	\$ 1,797.15
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ -	\$ -
	OF8O	Sandbag Distribution	\$ 2,464.80	\$ 2,464.80
	OFCO	Drainage Response	\$ 1,293.11	\$ 1,293.11
	OFDO	Concrete Channel Cleaning Bobcat	\$ 144,294.58	\$ 144,294.58
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ 57,345.54	\$ 57,345.54
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ 32,935.75	\$ 32,935.75
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ 214,736.46	\$ 214,736.46
	OVDO	Dry Spoil Dumping	\$ -	\$ -

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 106,945.71	\$ 106,945.71
	Total Budget=		\$ 561,813	\$ 561,813
Rancho Cordova	OCCO	Inspect Channels	\$ -	\$ -
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 413.30	\$ 413.30
	OF8O	Sandbag Distribution	\$ -	\$ -
	OFCO	Drainage Response	\$ -	\$ -
	OFDO	Concrete Channel Cleaning Bobcat	\$ 65,905.39	\$ 65,905.39
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLD0	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ -	\$ -
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ -	\$ -
	OVDO	Dry Spoil Dumping	\$ -	\$ -
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 15,592.45	\$ 15,592.45
	Total Budget=		\$ 81,911	\$ 81,911
Total LF of Channels				
		Rancho Cordova (unlined)	74,628	74,628
		Rancho Cordova (lined)	37,562	37,562
		Total Rancho Cordova	112,189	112,189
		County (unlined)	1,677,768	1,677,768
		County (lined)	216,153	216,153
		Total County	1,893,920	1,893,920
Cost/LF of Channel for Cleaning:				
		County	\$ 1.27	\$ 1.27
		Rancho	\$ 0.73	\$ 0.75

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

ITEM 16.2.

ATTACHMENT 3

County of Sacramento/City of Rancho Cordova Current Storm Drain Maintenance Costs

Activity	Size/Location	Cost/LF	Frequency	Notes
Pipes/Channels				
Hydro Cleaning	6"-24"	\$ 3.00	10 years	
TV Lines	all	\$ 7.50	25 years	
Creek and Channel Cleaning	Rancho	\$ 0.75	each year	Within SWU Budget
	Sac County	\$ 1.27		
Pump Maintenance	Covered within budget			Per County Staff Assume no pumps in new areas.
Repairs	2 crews year round	SWU funds support this		
Hydromod Basin		cost/ac		
Maintenance		\$ 4,830.00	annul	see detailed estimate
Herbicides		\$ 325.00	2 x's/year	
Additional costs				
Pesticide Control Advisor		\$ 20,000.00	annually	
Engineering admin support with regulatory agencies		10%	of maint costs/year	
Supervisors and managers		5%	of maint costs/year	

Hydromod Basin Maintenance

Basin Maintenance Costs	Cost per Acre
Trash Clean-up and Disposal (4 x's/year)	\$ 1,200
Mowing (2 x's/year)	\$ 200
Inspection 4 x's/year	\$ 1,600
Erosion Repair	\$ 800
Vegetation and Landscape Maintenance	\$ 800
Sub-total	\$ 4,600
Over-head Mark-up (5%)	\$ 230
Total Cost	\$ 4,830

Inspection Includes: Examine gates, fences and access ramp for damage and overgrown vegetation, check basin slopes for erosion, excess vegetation, debris and animal burros, check flow line for excess vegetation and sediment, check for erosion at water line, large/floating debris, and excess vegetation. Check for debris, creacks and instructure, and erosion at inlets and outlets. Also check access control racks for debris and to snrue they are locked and secured. Check riprap at inlet weir

Appendix D

Detailed Land Use Data

		Arista Del Sol		Arboretum		Douglas 98		Douglas 103		Grantline 208		Montelena		Rio Del Oro		Suncreek		The Ranch (Sunridge)		Sunridge Lot J		Westborough		North Douglas II		Heritage Falls		Anatolia IV		Anatolia		Sunridge				
	Land Use/ Zoning Description	AC	Units	AC	Units	AC	Units	AC	Units	AC	Units	AC 2012	Units 2012	AC	Units	AC 2013	Units 2012		AC 2013	Units 2012	Est.	Units 2013	AC	Units	AC	Units	AC	Units	AC	Units	GIS AC	GIS Units	GIS AC	GIS Units	Total Acres	Total Units
Residential:																																				
LDR	SF (2.1-6.0 DU/AC)	35.3	176	144.8	698			3.7	14	44.7	276	71.4	388	1,518.5	7,593	179.4	899		142.3	694	35.8	179	347.2	1,580	17.70	153.00	72.20	303.00	21.60	203.00					2,635	13,156
	MD (6.1-12 DU/AC)															321.5	2,524																	322	2,524	
MDR	MD (6.1-18.0 DU/AC)	83.8	556	290.0	2,334 ^a	94.2	528	28.2	287	42.8	227	54.4	402	256.0	2,048	43.7	286 ^c		105.4	685	17.5	192	146.8	1,389			92.10	525.00			450.8	2,831	146.4	941	1,852	13,231
	MD (14.0-29.9 DU/AC)			60.4	885																													60	885	
HDR	HD (18.1-40.0 DU/AC)													98.0	1,960	44.2	980		12.2	378 [*]			30.4	922			6.80	132.00							192	4,372
	HD (30+ DU/AC)			29.5	825																													30	825	
	Residential Total	119.1	732	524.7	4,742	94.2	528	31.9	301	87.5	503	125.8	790	1,872.5	11,601	588.8	4,689		259.9	1,757	53.3	371	524.4	3,891	17.7	153	171	960	22	203	450.8	2,831	146.4	941	5,090	34,993
Non-Residential:																																				
VC	Village Commercial			16.9				19.5				16.6		20.0		22.0		13.5					93.3												202	
LTC	Local Town Center			30.4										20.0									83.5												134	
RTC	Regional Town Center			0.9										113.0		58.4																			172	
BP	Business Park	6.6		65.0										86.0																					158	
MP	Industrial Park													283.0																					283	
Education:																																				
HS/MS	High School/Middle School			72.6										78.0		110.9 ^b							94.0 ^b												356	
MS	Middle School													20.0																					20	
ES	Elementary School			21.2						10.6				54.0													5.50			10.8					102	
Open Space & Public:																																				
CP	Community Park	11.4		60.7						7.8				107.0		44.9		29.3					52.3												313	
P/QP	Public/Quasi Public			2.0								3.2		7.5		12.3							10.6												37	
NP	Neighborhood Park	3.1		3.8		8.2		5.2		3.4		20.8		67.5		17.0		8.6		6.4					0.71		17.20		3.70		21.2		7.0		194	
SWD	Storm Water Detention	4.0								15.0		9.6		39.0		53.5		24.3							4.00		17.40				9.5		9.6		186	
WP	Wetland Preserve	55.8						43.8		81.0		54.5		510.0																					745	
DP	Drainage Parkway													138.0		5.0							104.6				15.30				7.2			270		
PR	Private Recreation													54.0													4.20								63	
OS	Open Space			144.5										22.0											0.60		0.80								168	
OS/P	Open Space/Preserve													12.0		45.6		174.0					47.7											279		
LC	Landscape Corridors	1.1				2.8								82.0		19.2											2.70		1.30		13.4		0.7		123	
GB	Green Belts							2.6						51.0																					54	
ROW	Right-of-way	9.5		104.3				8.5		5.3		22.4		192.0		82.6		20.5		14.5			127.1				6.90		2.20						596	
BR/WP	Reservoir / Wetland Preserve			302.8												205.1									19.80										528	
S	Sewer Lift Station / Utility Substation			1.0																											6.6		6.4		14	
	Vacant (unknown dev plan)																													567.4		27.3			595	
	Total Non-residential	91.5		826.1		11.0		79.6		123.1		127.1		1,956.0		676.5		270.2		20.9			613.1		25.1	0.0	70.0	0.0	7.2	0.0	634.3		58.2		5,590	
	Total Residential & Non-Res	210.6	732.0	1,350.8	4,742.0	105.2	528.0	111.5	301.0	210.6	503.0	252.9	790.0	3,828.5	11,601.0	1,265.3	4,689.0		530.1	1,757.0	74.1	371.0	1,137.5	3,891.0	42.8	153.0	241.1	960.0	28.8	203.0	1,085.1	2,831.0	204.6	941.0	10,680	

Notes: All data is from recent plans received in Nov 2013 unless specified otherwise.
^a Arboretum has 2 MD residential classifications. The first line is for 6.1-13.9 DU/AC (instead of 6.1-18)
^b Acreage for all schools
^c Suncreek has 2 MD residential classifications. The second line is for 12.1-18 DU/AC (instead of 6.1-18)

Includes April 2012
Amendment

AC estimated

Stormwater Utility Fee

Sample of the Stormwater Utility Fees for Fiscal Year 2021-2022:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$137.62
Single Family Residential (SFR2)	0.22	\$151.38
Single Family Residential (SFR3)	0.30	\$161.72
Single Family Residential (SFR4)	0.40	\$172.02
Single Family Residential (SFR5)	1.00	\$172.02
Multi-Family Residential (MFR1)	5.00	\$1,204.35
Commercial	1.00	\$1,290.39
Industrial	1.00	\$1,376.43
Schools	5.00	\$860.26
Private Recreation	1.00	\$430.11
Parks/Greenbelts	2.00	\$172.02
Public Property (with structures)	2.00	\$516.14

MEMORANDUM



ITEM 16.3.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Stacy Leitner, City Clerk
SUBJECT: **A RESOLUTION RECOGNIZING THE INDEPENDENCE OF THE
REPUBLIC OF ARTSAKH**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would recognize the right of self-determination and independence of the citizens of the Republic of Artsakh and encourages them to continue to develop as a free and independent nation.

BACKGROUND

The City Council and staff have received a request by members of the Rancho Cordova community for a resolution in supporting the Independence of the Republic of Artsakh. A Resolution has been drafted for Council consideration.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, RECOGNIZING THE INDEPENDENCE OF THE REPUBLIC OF
ARTSAKH**

WHEREAS, the Republic of Artsakh, also known as the Republic of Nagorno Karabakh, has been a vital part of the Armenian homeland for millennia; and

WHEREAS, when the Soviet Union annexed the Caucasus, Artsakh was placed within the boundaries of Azerbaijan Soviet Socialist Republic (SSR) – though it could maintain an autonomous status as the Nagorno-Karabakh Autonomous Oblast (NKAO) and the oblast's borders were demarcated whereby they were not contiguous with the Armenian SSR although majority of its population were Armenians; and

WHEREAS, after its establishment as an autonomous oblast, the leadership of NKAO continued its efforts to join the Armenian SSR and brought the issue before the Politburo of the USSR in Moscow in the 1930s as well as in 1945, 1965, 1967 and 1977, but each effort was in vain; and

WHEREAS, near the end of the Soviet Union in the late 1980s, the leadership of NKAO insisted on unifying with the Armenian SSR by unanimously voting to cede from Soviet Azerbaijan in 1988, but those demands were violently denied by means of pogroms carried out against Armenians; and

WHEREAS, in 1991 the NKAO declared its independence proclaiming itself the sovereign Nagorno Karabakh Republic according to appropriate USSR law and international law. In December 1991, like other former Soviet Republics who proclaimed their independence, a referendum with an overwhelming majority voted for the independence of Artsakh and a full-scale war erupted that ended in May 1994 with a cease-fire signed by Armenia, Artsakh and Azerbaijan; and

WHEREAS, the Republic of Artsakh persevered to build a free, just, and peaceful state in accordance with international principles of law exercising its right to life, liberty, and the pursuit of happiness; and

WHEREAS, the Republic of Artsakh proved itself a representative government with civil rights for all citizens, holding free and fair elections that were assessed by international observers as free and transparent, and deserves to maintain the principle of self-determination; and

WHEREAS, on September 27, 2020, Azerbaijan, with the assistance of Turkey, launched a major military offensive against the peaceful citizens of Artsakh and continued it until November 10, 2020. The people of Artsakh were purposefully targeted when their homes,

churches, schools, and hospitals were destroyed, going against the conventional rules of war; and

WHEREAS, human rights groups such as Human Rights Watch and Amnesty International have documented the killing of Artsakh's civilians by Azerbaijani soldiers and mercenaries along with the execution of POWs and other crimes against humanity along with the desecration and vandalism of Armenian monuments and churches after the end of the war; and

WHEREAS, the struggle for freedom and the will of the of the Armenian People to exist will not be broken as their beliefs in determining their own future stands firm; and

WHEREAS, the Armenian Peoples will to survive, to flourish, and to contribute to humanity remains resolute over one hundred years after their near annihilation over a century ago during the Armenian Massacres of the 1890s and early 1900s along with the Armenian Genocide of 1915-1923, which is memorialized every year on the 24th of April; and

WHEREAS, the independence of the Republic of Artsakh has been recognized by numerous local and state governments in the United States of America; and

WHEREAS, the City of Rancho Cordova, California, is home to the largest population of Armenian-Americans in the Sacramento Region, who have contributed to the culture, economy, and overall prosperity of the City of Rancho Cordova.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA recognizes the right of self-determination and independence of the citizens of the Republic of Artsakh and encourages them to continue to develop as a free and independent nation, and formally requests the President of the United States and U.S. Congress to recognize the independence of the Republic of Artsakh to bring freedom, justice, and lasting peace to the Armenian Highlands Region (South Caucasus).

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 16.4.

DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Dalia Fadl, Senior Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE TRANSFER OF CERTAIN SACRAMENTO COUNTY WATER AGENCY (SCWA) STORM DRAINAGE DEVELOPMENT FEE FUND BALANCES TO THE CITY OF RANCHO CORDOVA**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Approval of the Resolution will authorize the City Manager to execute the transfer agreement and allow the County of Sacramento Water Agency to transfer **\$3,303,776** to the City for the Storm Drainage Impact Fee program fund, and an additional **\$287,454** for special assessment district credits.

BACKGROUND

Since City incorporation, the drainage impact fee program has been administered and managed by Sacramento County (Zone 11 Program). The City decided it is in its best interest to detach the program by establishing its own Storm Drainage Impact Fee Program. Staff expects the new program to create substantial benefits for residents, developers seeking to do business in the City, and the City as a whole, including but not limited to:

- More streamlined plan review and increased efficiency;
- Lower fees for most land use categories;
- One point of contact (versus multiple agencies);
- More local control over administering the program funds;
- Closer City coordination with the developers; and
- More flexibility with program implementation.

As part of the program development, staff conducted outreach to the Building Industry Association (BIA) and solicited feedback on the Nexus Study and proposed fees and City process. In addition, staff posted the Nexus Study and associated code chapter on the City's website for a 30-day public review period.

Staff presented the proposed program to City Council at its August 17, 2020 City Council Meeting and received direction to proceed with the transition from Sacramento County and establishment of the City's Program. On September 21, 2020 the City adopted Resolution No.107-2020 and on October 3, 2020, the City adopted Rancho Cordova Municipal Code Chapter 16.95, forming the City's Storm Drainage Impact Fee Program.

Finally, staff negotiated an agreement with the Sacramento County Water Agency to transfer the remaining balance of the Zone 11 program funds collected for projects in Rancho Cordova to the City. The amount recommended for transfer is \$3,303,776 for the Storm Drainage Impact Fee program fund, and an additional \$287,454 for special assessment district credits. The transfer agreement is attached for Council approval.

FISCAL IMPACT AND FUNDING SOURCE

The proposed transfer agreement will have no impact on the General Fund. Funds received from this transfer will be used for City storm drainage projects.

ATTACHMENT(S)

1. Resolution
2. SCWA Agreement
3. Fee Schedule

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN
AGREEMENT FOR THE TRANSFER OF CERTAIN SACRAMENTO COUNTY WATER
AGENCY (SCWA) STORM DRAINAGE DEVELOPMENT FEE FUND BALANCES TO CITY OF
RANCHO CORDOVA**

WHEREAS, in 1965 the SCWA formed the Zone 11 fee program (fee program) to provide funding for the construction of major drainage facilities within the urbanized and unurbanized areas of the SCWA; and

WHEREAS, all development projects that contribute to stormwater runoff are required to pay a drainage impact fee to offset the cost of major drainage facilities; and

WHEREAS, effective July 1, 2003, the City of Rancho Cordova incorporated; and

WHEREAS, the City desires to separate from Sacramento County's Zone 11 Program and create a Storm Drainage Impact Fee Program and fee schedule; and

WHEREAS, on October 5, 2020 the City adopted Resolution No. 107-2020 forming the Storm Drainage Impact Fee Program; and

WHEREAS, on October 5, 2020 the City adopted Rancho Cordova Municipal Code Chapter 16.95 implementing the Storm Drainage Fee Program within the boundaries of the CITY; and

WHEREAS, Sacramento County Board of Supervisors adopted Resolution Nos WA-3044 and 2021-0052 on January 26, 2021 and held a public hearing on March 9, 2021 to withdraw the City from the Zone 11 program; and

WHEREAS, the City negotiated an agreement with the Sacramento County Water Agency to transfer the remaining balance of the Zone 11 program funds collected for projects in Rancho Cordova to the City. The amount recommended for transfer is **\$3,303,776** for the Storm Drainage Impact Fee program fund, and an additional **\$287,454** for special assessment district credits.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute the attached transfer agreement with the Sacramento County Water Agency.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

ITEM 16.4.

ATTACHMENT 1

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

Garrett Gatewood, Mayor

**AGREEMENT FOR
TRANSFER OF CERTAIN SACRAMENTO COUNTY WATER AGENCY STORM
DRAINAGE DEVELOPMENT FEE
FUND BALANCES TO CITY OF RANCHO CORDOVA**

THIS AGREEMENT is made and entered into as of _____, by and between the SACRAMENTO COUNTY WATER AGENCY, a California water district, hereinafter referred to the "SCWA," and the CITY OF RANCHO CORDOVA, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "CITY."

RECITALS

WHEREAS, in 1965 the SCWA formed the Zone 11 fee program (fee program) to provide funding for the construction of major drainage facilities within the urbanized and unurbanized areas of the SCWA; and

WHEREAS, all development projects that contribute to stormwater runoff are required to pay a drainage impact fee to offset the cost of major drainage facilities; and

WHEREAS, in 1990 the SCWA Board increased the fee and program to include construction of environmental mitigation and cumulative impacts of urban drainage on downstream properties; and

WHEREAS, in 1996 the fee program was revised to create three separate zones, 11A, 11B and 11C, to account for differing hydrology standards within differing areas of the SCWA and include flood control detention, water quality facilities, environmental mitigation, and master planning, as described in Figure 1 attached hereto, and

WHEREAS, in 2004 the fee program was revised to reflect required improvements and unit costs for reimbursable items, and

WHEREAS, effective July 1, 2003, the CITY incorporated; and

WHEREAS, the CITY desires to separate from the SCWA Zone 11 fee program; and

WHEREAS, on October 5, 2020 the City adopted the Nexus Study for the Storm Drainage Impact Fee Program; and

WHEREAS, on October 5, 2020 the City adopted Resolution No. 107-2020 forming the Storm Drainage Impact Fee Program; and

WHEREAS, on October 5, 2020 the CITY adopted Rancho Cordova Municipal Code Chapter 16.95 implementing the Storm Drainage Fee Program within the boundaries of the CITY, and

WHEREAS, SCWA intends to withdraw the territory of CITY from SCWA Zones 11A and 11B; and

WHEREAS, SCWA and CITY desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COUNTY and CITY agree as follows:

1. INCORPORATION OF RECITALS

The foregoing recitals are hereby incorporated by reference; however, the recitals create no enforceable obligation(s), and should there be a conflict between a recital and any language in the following paragraphs, the language in the following paragraphs shall control.

2. TRANSFER AND APPORTIONMENT OF FUND BALANCES

- A. SCWA shall transfer to CITY the principal amount of Three Million Three-Hundred and Three Thousand and Seven Hundred and Seventy-Six DOLLARS (\$3,303,776), which represents the entire CITY share of Zone 11 revenues collected and held in reserve by SCWA. The SCWA shall retain (\$1,329,546) as necessary to make reimbursements required by existing agreements. See attached spreadsheets for more details. Final amount will be refined once the CITY's Storm Drainage Impact Fee becomes effective and the SCWA ceases collection of fees under the Zone 11 fee program.
- B. The above transfer of principal shall be made by COUNTY following receipt of a fully executed (by both parties) original of this Agreement. SCWA will not execute this Agreement until its Board of Directors has acted to withdraw the territory of CITY from Zones 11A and 11B. Both parties will make a good faith effort to execute this agreement and transfer funds by May 31, 2021. Following transfer of the above amounts to the CITY, the parties agree that SCWA shall have no further obligation to the CITY with respect to the payment of Zone 11 Fees, except as stated in Section 2.C below, and SCWA shall have no further responsibility, liability or obligation regarding the transferred fees.
- C. Subject to the exception in (C)(1), below, credit and reimbursement agreements executed by the SCWA prior to CITY's detachment from the Zone 11 Program are the responsibility of SCWA and will not be transferred to the CITY. Credits, including tentative credits, established by the credit agreement for the Montelena project: SACRAMENTO COUNTY WATER AGENCY ZONE 11A CREDIT

AGREEMENT- MONTELENA DOUGLAS, LLC MONTELENA VILLAGE 3, BASIN SMC15D, AND CHANNEL RESIDENTIAL”, shall be used against fees paid to the SCWA per Schedule A of SCWA Title 2. Any reimbursement due under the Montelena credit agreement shall be paid by the SCWA. The SCWA will pay all remaining reimbursements for existing reimbursement agreements between the SCWA and project applicants that were executed prior to the CITY’s detachment. These reimbursements shall be paid from the funds withheld by the SCWA (\$1,329,546), or other suitable COUNTY funding identified by the COUNTY, and no future transfer of funds from CITY to COUNTY will be made. CITY shall have no further responsibility, liability, or obligation for fulfillment of SCWA’s obligations under these reimbursement agreements. CITY will not be liable for any future legal action that results from these reimbursement agreements.

(C)(1) In the event that an existing Zone 11 credit agreement between SCWA and a developer is amended subsequent to execution of this Agreement such that an additional reimbursable amount, as approved by both CITY and SCWA, is created due to an approved change in the work, SCWA shall notify CITY of the reimbursable increase and CITY shall arrange for the payment to be made out of the Zone 11 funds transferred under this Agreement.

- D. The CITY will be responsible for administration of credits/reimbursements agreements for all future development projects within the City limits that are not identified in 2.C above. The City’s Storm Drainage Impact Fee Program is not liable for any agreements outside of City limits.
- E. Assessment District Credits: a number of undeveloped parcels in the CITY, as listed in Attachment A, were issued credits by the COUNTY against their future impact fees as part of historic development assessment districts. The County shall pay the CITY a total of Two Hundred Eighty-Seven Thousand Four Hundred Fifty-Three DOLLARS and Fifty-Five CENTS **\$287,453.55**, which shall only be used against future drainage impact fees for parcels listed in Attachment A. This is in addition to the transfer amount listed in Section 2.A.
- F. SCWA labor rates were calculated at 19% for Zone 11A and 41% for Zone 11B.
- G. SCWA will cease collecting fees for projects in the CITY (1) upon action of the SCWA Board of Directors withdrawing the territory of CITY from SCWA Zones 11A and 11B and (2) once the CITY adopts its Storm Drain Fee Program.

3. **TERM**

This Agreement shall be effective and commence as of the date first written above and shall remain in effect until all services covered by this Agreement are completed. The agreement shall be terminated by mutual written agreement between CITY and SCWA.

4. NOTICE

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

TO SCWA:

County of Sacramento
Department of Water Resources
827 7th Street, Suite 301
Sacramento, CA 95814
ATTN: Michael Johnson

Additional contact information:

Tel: (916) 874-8646
Fax: (916) 874-3789
Email: johnsonm@SacCounty.net

TO CITY:

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670
ATTN: Albert Stricker

Additional contact information:

Tel: (916) 851-8711
Fax: (916) 851-8762
Email: astricker@cityofranhocordova.org

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

5. COMPLIANCE WITH LAWS

CITY and SCWA shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances.

6. GOVERNING LAWS AND JURISDICTION

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Sacramento County, California.

7. USE OF FEES

CITY agrees to use the amounts transferred from SCWA in accordance with Rancho Cordova Municipal Code Chapter 16-95, Storm Drainage Impact Fee Program Ordinances.

8. Beach Stone Lake Flood Mitigation Fee

SCWA will continue to collect the Beach Stone Lake (BSL) Flood Mitigation Fee for development projects within the CITY boundary that are located in the Morrison Creek watershed within SCWA Zone 40 area or are otherwise subject to the BSL fee pursuant to the SCWA Code. The fee will be collected as appropriate per the Sacramento County Water Agency Code, Title 2. Some projects may be exempt

from this fee if they meet the criteria listed in Section 2.50.060 of Title 2. The CITY's Storm Drainage Impact Fee Program will have no liability for payment or responsibility for collection of this fee.

9. ASSIGNMENT

No party hereto shall assign or transfer any interest in this Agreement.

10. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No alteration, amendment, variation, or waiver of any of the terms of this Agreement shall be binding upon a party without the express written agreement of the other party.

11. SUCCESSORS

This Agreement shall bind the successors of SCWA and CITY in the same manner as if they were expressly named.

12. TIME

Time is of the essence in the execution of this Agreement.

13. DISPUTES

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. If the dispute cannot be resolved by mutual agreement, nothing herein shall preclude either party's right to pursue remedy or relief by civil litigation, pursuant to the laws of the State of California.

14. ENTIRE AGREEMENT

This Agreement constitutes the entire contract between SCWA and CITY regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between SCWA and CITY regarding the subject matter of this Agreement are hereby null and void to the extent that they are in conflict with this Agreement.

15. CONSTRUCTION AND INTERPRETATION

It is agreed and acknowledged by the parties hereto that the provisions of this Agreement have been arrived at through negotiation, and that each of the parties has had a full and fair opportunity to revise the provisions of this Agreement and to have such provisions reviewed by legal counsel. Therefore, any rule of

construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.

16. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

(SIGNATURE PAGES FOLLOW)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

COUNTY OF SACRAMENTO, a political subdivision of the State of California

Dated: _____

By: _____
Michael Peterson, Director
Department of Water Resources

Signed by the Director under the
authority delegated by Resolution
No. _____. Agreement
approved by the Board of
Supervisors:

Agenda Date: _____

Item Number: _____

Reviewed and approved by County Counsel:

Dated: _____

By: _____
County Counsel

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

CITY OF RANCHO CORDOVA, a
municipal corporation, organized and
existing under the laws of the State of
California

Dated: _____

By: _____
Cyrus Abhar, City Manager

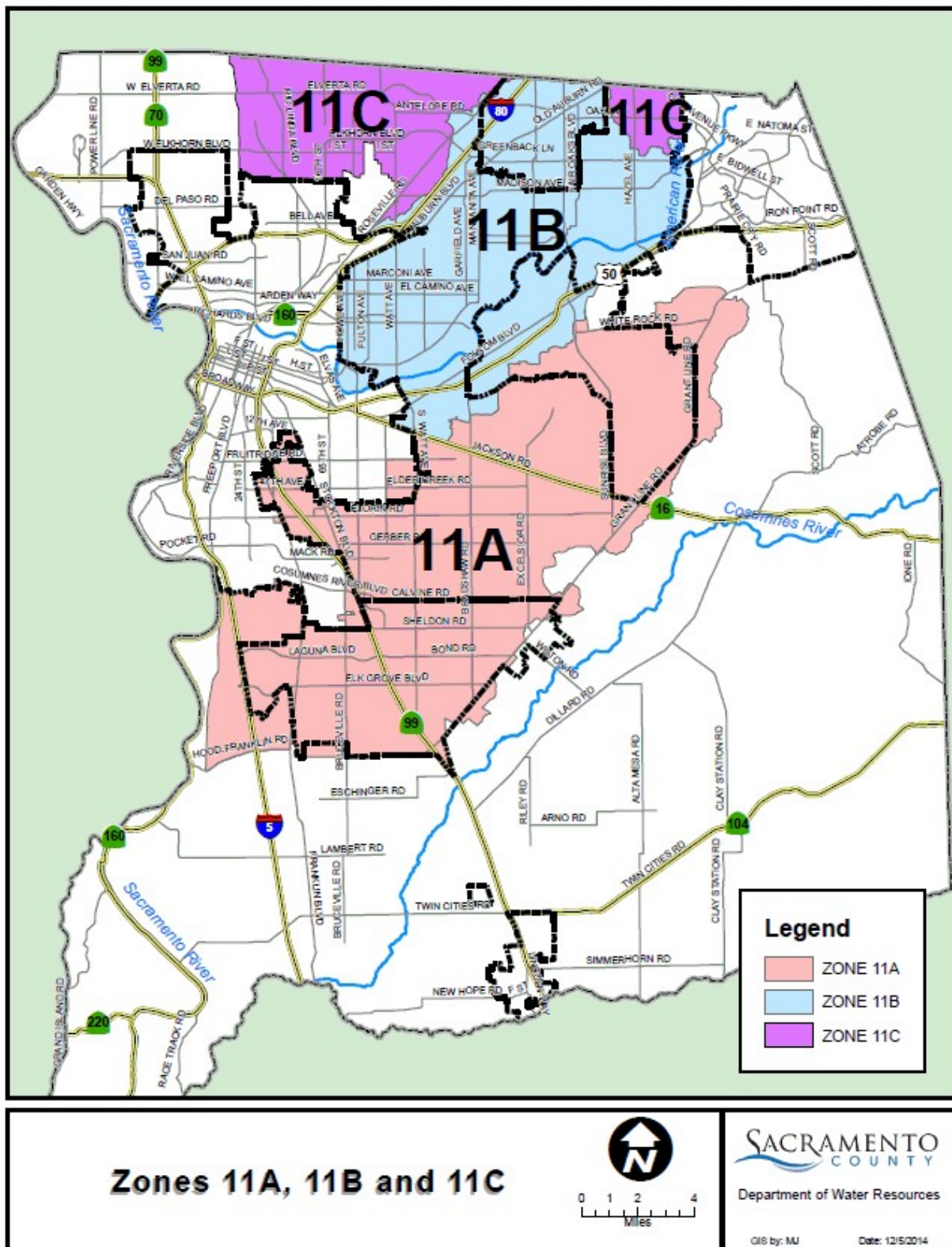
Attest: _____
Stacy Leitner, City Clerk

Approved as to form by City Attorney:

Dated: _____

By: _____
Adam Lindgren, City Attorney

FIGURE 1- Sacramento County Fee Zones



ATTACHMENT A

STREET NUMBER	STREET NAME	ZIP	APN	Acres	ASSESSMENT DISTRICT	Credit per Acre	Year Credit Effective	Inflation Factor Updated to 2020	Total 2020
10545	FOLSOM BLVD	95670	057-0223-019	0.82192	Mills Park Terrace AD	\$480.03	10/1/1960	6.3039	\$2,487.17
2761	DON JUAN DR	95670	057-0293-007	0.41785	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$1,355.62
10606	COLOMA RD	95670	058-0018-010	1.29424	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$4,198.88
	OLD PLACERVILLE RD	95827	068-0030-044	5.09593	Manlove DAD	\$776.46	4/8/1965	6.3039	\$24,943.00
	OLD PLACERVILLE RD	95827	068-0030-049	0.40924	Manlove DAD	\$776.46	4/8/1965	6.3039	\$2,003.13
	OLD PLACERVILLE RD	95827	068-0030-050	1.86191	Manlove DAD	\$776.46	4/8/1965	6.3039	\$9,113.48
11313	FOLSOM BLVD	95742	069-0090-035	0.49763	Nimbus Industrial Park AD	\$671.77	4/8/1965	6.3039	\$2,107.33
2735	KILGORE RD	95670	072-0223-002	0.98134	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$3,183.74
	KILGORE RD	95670	072-0223-003	2.17072	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$7,042.46
	KILGORE RD	95670	072-0260-036	2.61681	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$8,489.70
	KILGORE RD	95670	072-0260-037	2.62138	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$8,904.53
	KILGORE RD	95670	072-0260-038	2.55703	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$8,295.76
	KILGORE RD	95670	072-0260-039	2.65745	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$8,621.56
	KILGORE RD	95670	072-0260-040	2.65475	East Coloma DAD	\$514.65	4/8/1965	6.3039	\$8,612.80
	KILGORE RD	95670	072-0470-020	0.97539	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$5,431.11
	KILGORE RD	95670	072-0480-002	1.19951	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$6,456.32
11120	SUN CENTER DR	95670	072-0480-005	0.75837	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$4,222.70
2925	KILGORE RD	95670	072-0480-022	1.19156	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$6,634.78
	GOLD TAILINGS CT	95670	072-0490-008	1.10489	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$6,152.15
	GOLD TAILINGS CT	95670	072-0490-009	1.22730	Sunrise Gold AD	\$1,585.74	10/15/1980	3.5114	\$6,833.77
11060	SUN CENTER DR	95670	072-0590-016	2.38007	Prospect Business Park AD/Sunrise Gold AD	\$1,303.16 & \$1,585.74	3/1/1981	2.7778	\$19,099.51
	GOLD CENTER DR	95670	072-0610-091	2.75547	Prospect Business Park AD	\$1,303.16	3/1/1981	2.7778	\$9,974.54
	TERRA LOMA DR	95670	075-0033-017	0.50714	West Coloma AD & West Coloma 2 AD	85.53 & 441.20	4/8/1965	6.3039	\$1,683.92
	OLD PLACERVILLE	95827	077-0050-082	1.30080	Boyd Station DAD	\$1,100.00	4/8/1965	6.3039	\$9,020.13
	KILGORE RD	95670	072-0680-045	2.00396	Capital Center II AD	\$2,905.16	3/1/1986	2.4536	\$14,284.56
	KILGORE RD	95670	072-0680-048	4.61180	Capital Center II AD	\$2,905.16	3/1/1986	2.4536	\$32,873.73
	KILGORE RD	95670	072-0680-069	4.10595	Capital Center II AD	\$2,905.16	3/1/1986	2.4536	\$29,267.96
	KILGORE RD	95670	072-0680-070	5.12883	Capital Center II AD	\$2,905.16	3/1/1986	2.4536	\$36,559.23
Total									\$287,453.55

CITY OF RANCHO CORDOVA

RESOLUTION NO. 107-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, ADOPTING THE STORM DRAINAGE IMPACT FEE PROGRAM
FEE SCHEDULE**

WHEREAS, in 1965 Sacramento County formed the Zone 11 fee program (Zone 11 Program) to provide funding for the construction of major drainage facilities within the urbanized and unurbanized areas of the county; and

WHEREAS, all development projects that contribute to stormwater runoff are required to pay a drainage impact fee to offset the cost of major drainage facilities; and

WHEREAS, in 1996 the Zone 11 Program was revised to create three separate zones, 11A, 11B and 11C, to account for differing hydrology standards within differing areas of Sacramento County and include flood control detention, water quality facilities, environmental mitigation, and master planning, and

WHEREAS, in 2004 the Zone 11 Program was revised to reflect required improvements and unit costs for reimbursable items; and

WHEREAS, effective July 1, 2003, the City of Rancho Cordova incorporated; and

WHEREAS, the City desires to separate from Sacramento County's Zone 11 Program and create a Storm Drainage Impact Fee Program and fee schedule; and

WHEREAS, in January of each calendar year, the storm drainage impact fee will be automatically adjusted averaging the percentage change in the 20-City and San Francisco Construction Cost Index (CCI) as reported by Engineering News Record (ENR); and

WHEREAS, the proposed fee schedule, Exhibit A, will be effective 30 days after City Council's adoption of an Ordinance adding Chapter 16.95 of the Rancho Cordova Municipal Code.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does adopt the proposed Storm Drainage Impact Fee Program Fee Schedule attached hereto as Exhibit A, and subsequent updates as necessary.

BE IT FURTHER RESOLVED that the Storm Drainage Impact Fee Program Fee Schedule shall take effect sixty (60) days after adoption.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 21st day of September 2020, by following vote:

AYES: Budge, Gatewood, McGarvey, Terry, and Sander

NOES: None

ABSENT: None

ABSTAIN: None

ATTEST:


Stacy Leitner, CMC
City Clerk


David M. Sander, Mayor

Drainage Impact Fee by Land Use

Exhibit A

Land Use	Percent Impervious	Construction Cost/Acre	Administration Cost/Acre	Total Fee/Acre
Commercial/Office/retail ¹	70%	\$ 21,673	\$ 867	\$ 22,540
Industrial ¹	70%	\$ 21,673	\$ 867	\$ 22,540
High Density Residential	-	-	-	-
RMH	75%	\$ 23,222	\$ 929	\$ 24,151
RD-30 ²	70%	\$ 21,673	\$ 867	\$ 22,540
RD-25	70%	\$ 21,673	\$ 867	\$ 22,540
RD-20	70%	\$ 21,673	\$ 867	\$ 22,540
Medium Density Residential	-	-	-	-
RD-15	70%	\$ 21,673	\$ 867	\$ 22,540
RD-10	60%	\$ 18,577	\$ 743	\$ 19,320
RD-7	50%	\$ 15,481	\$ 619	\$ 16,100
RD-6	40%	\$ 12,385	\$ 495	\$ 12,880
Low Density Residential	-	-	-	-
RD-5	40%	\$ 12,385	\$ 495	\$ 12,880
RD-4	38%	\$ 11,766	\$ 470	\$ 12,236
RD-3	33%	\$ 10,063	\$ 402	\$ 10,465
RD-2	28%	\$ 8,515	\$ 340	\$ 8,855
RD-1	25%	\$ 7,741	\$ 310	\$ 8,051
AR-1	17%	\$ 5,264	\$ 210	\$ 5,474
AR-2	10%	\$ 3,096	\$ 124	\$ 3,220
AR-5	10%	\$ 3,096	\$ 124	\$ 3,220
AR-10	10%	\$ 3,096	\$ 124	\$ 3,220
Mowed Grass with graded and piped to drain	20%	\$ 6,192	\$ 248	\$ 6,440
Mowed grass with no piped drainage	10%	\$ 3,096	\$ 124	\$ 3,220
Impervious Area of Park ²	75%	\$ 23,222	\$ 929	\$ 24,151
School Campus with detention	25%	\$ 7,741	\$ 310	\$ 8,051
School Campus	50%	\$ 15,481	\$ 619	\$ 16,100

¹ Impervious area for Commercial and Industrial reduced to reflect the use of Low Impact Development (LID) practices, meeting HMP Requirements and increased landscaping standards. Actual fees may vary if LID not utilized.

² A school or park that detains greater than 50% of peak flow value, at the discretion of the City, may reduce the fee by 50%.

MEMORANDUM



ITEM 16.5.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Amanda Norton, Economic Development Manager
SUBJECT: **A RESOLUTION OF INTENTION TO MODIFY THE RANCHO CORDOVA TOURISM BUSINESS IMPROVEMENT DISTRICT**

RECOMMENDATION

Adopt the Resolution declaring the City's intention to modify the existing Rancho Cordova Tourism Business Improvement District Management District Plan.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will result in a public hearing on June 7, 2021 on the modification of the Rancho Cordova Tourism Business Improvement District (RCTBID) Management District Plan (MDP).

BACKGROUND

The Rancho Cordova Tourism Business Improvement District (RCTBID) is a benefit assessment district that was approved in 2010 and began operations in 2011. and was subsequently renewed in 2013. The RCTBID was created to fund marketing and sales promotion efforts for assessed lodging businesses. The RCTBID currently includes all lodging businesses with within the boundaries of the City of Rancho Cordova.

The Property and Business Improvement District Law of 1994, Streets and Highways Code §36600 et seq., allows for the Owners' Association to request the City Council to modify the MDP. The RCTBID Owners' Association, the Rancho Cordova Travel and Tourism Corporation (RCTTC), has provided written request to the City Council to modify the RCTBID to authorize the term of the district to be ended early. A copy of the request letter is included . The proposed modification would end the current RCTBID on June 30, 2021. The RCTTC requested this change to the MDP to align with a July 1-June 30 fiscal year, and thus subsequent renewals of the RCTBID would function on this fiscal year as well.

DISTRICT modification PROCESS

April 19, 2021

RESOLUTION OF INTENTION HEARING

Upon the written request by the RCTTC, the City Council may adopt a resolution of intention which states the proposed modification to the RCTBID. The RCTTC provided a written request for the proposed modification to the City Council dated March 11, 2021. Receipt of this written request allows the City Council to initiate proceedings for RCTBID MDP modification at the April 19, 2021 meeting.

May 27, 2021

NOTICE

The Property and Business Improvement District Law of 1994 requires the City to publish the Resolution of Intention in a newspaper of general circulation in the City at least seven (7) days before the public hearing and mail a complete copy of the Resolution of Intention to each business owner affected by the proposed modification at least ten (10) days before the public hearing.

June 7, 2021

PUBLIC HEARING & RESOLUTION OF MODIFICATION

The City Council shall hold a public hearing on the proposed RCTBID MDP modifications. If the City Council, following the public hearing, decides to modify the RCTBID, the City Council shall adopt a Resolution of Modification.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Resolution
2. Rancho MDP Modification
3. Letter of Intention to Modify TBID

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING ITS INTENTION TO MODIFY THE MANAGEMENT
DISTRICT PLAN OF THE RANCHO CORDOVA TOURISM BUSINESS IMPROVEMENT
DISTRICT, FIXING THE TIME AND PLACE OF A PUBLIC HEARING THEREON, AND GIVING
NOTICE THEREOF**

WHEREAS, on August 19, 2013, the City Council of the City of Rancho Cordova ("City Council") adopted Resolution Number 99-2013 adopting the Management District Plan ("MDP") and renewing the Rancho Cordova Tourism Business Improvement District (RCTBID); and

WHEREAS, the Property and Business Improvement District Law of 1994, Streets and Highways Code §36600 et seq authorizes the City to modify the MDP at the request of the Owners' Association; and

WHEREAS, the City received a recommendation from the RCTBID Owners' Association, the Rancho Cordova Travel and Tourism Corporation ("RCTTC"), recommending modification of the MDP.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that:

1. The recitals set forth herein are true and correct.
2. The City Council declares its intention to modify the RCTBID MDP.
3. The proposed modification of the RCTBID MDP will modify the term to end early on June 30, 2021, to align with a July 1-June 30 fiscal year.
4. The time and place for a public hearing on modification of the RCTBID MDP is set for 5:30 PM or as soon thereafter as the matter may be heard on June 7, 2021 at Council Chambers located at 2729 Prospect Park Drive, Rancho Cordova, CA 95670.
5. This resolution shall take effect immediately upon its adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 16.5.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

Garrett Gatewood, Mayor

Management District Plan

Rancho Cordova TBID

March 8, 2021



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Prepared by:
Civitas Advisors Inc.



(800)999-7781
www.civitasadvisors.com

I. OVERVIEW

Developed by the Rancho Cordova Travel and Tourism Corporation (RCTTC), the Rancho Cordova Tourism Business Improvement District (RCTBID) is a benefit assessment district proposed to help fund marketing and sales promotion efforts for Rancho Cordova lodging businesses. The District was implemented in January 2011; hotels now wish to renew the District.

Location: The proposed RCTBID includes all lodging businesses located within the boundaries of the City of Rancho Cordova. A map of the District boundaries can be found in Section IV.

Services: The renewed District will continue to provide marketing and sales promotions designed to provide the specific benefit of increased room night sales to assessed lodging businesses. Programs will advertise Rancho Cordova lodging businesses as tourist, meeting, and event destinations.

Budget: The total RCTBID annual budget for each year of its seven (7)-years and ten (10) months of operation is anticipated to be approximately \$633,000, or \$52,750 monthly.

Cost: Annual assessment rates are \$1.50 per paid occupied room per night.

Formation: TBID renewal requires the same procedures as formation, including: Development of a management plan, submittal of petitions from lodging businesses representing more than 50% of the total annual assessment, a City Council Resolution of Intention to renew the district, and by a City Council hearing and an opportunity for a written protest. The assessed lodging business owners will receive notice of the public hearing by mail. If there is a majority written protest, the TBID will not be renewed.

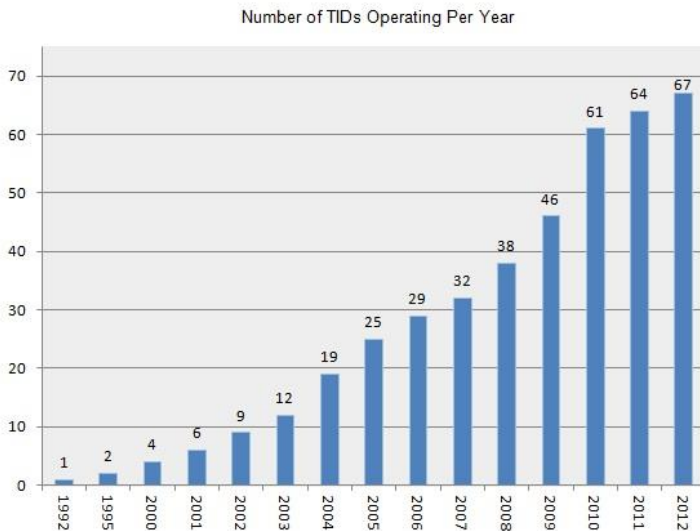
Duration: The proposed RCTBID will have a life of seven (7) years and ten (10) months beginning September 1, 2013 and ending June 30, 2021. Once per year, beginning on the one-year anniversary of district renewal, there is a 30-day period in which lodging businesses paying more than 50% of the assessment may protest and request a City Council hearing to terminate the district.



II. BACKGROUND

Tourism Business Improvement Districts (TBIDs) are an evolution of the traditional business improvement district. The first TBID was formed in West Hollywood, California in 1992. Since then, more than seventy California destinations have followed suit. In the late 1990s, California modified its property improvement district law, giving businesses a second mechanism by which they can form TBIDs. In recent years, other states have begun adopting the California model –

Washington, Montana, and Texas have adopted TBID laws. Several other states are in the process of adopting their own legislation. And, some cities, like Portland, Oregon, have utilized their charter powers to create TBIDs without a state law.



California's TBIDs collectively raise over \$140 million each year for local destination marketing. With competitors raising their budgets, and increasing rivalry for visitor dollars, it is important that Rancho Cordova lodging businesses continue and update their investment in stable,

lodging-specific marketing programs.

TBIDs utilize the efficiencies of private sector operation in the market-based promotion of tourism. TBIDs allow lodging business owners to organize their efforts to increase room night sales. Lodging business owners within the TBID pay an assessment, and those funds are used to provide services that increase room night sales.

In California, TBIDs are formed pursuant to the Property and Business Improvement District Law of 1994. This law allows for the creation of a special benefit assessment district to raise funds within a specific geographic area. *The key difference between TBIDs and other special benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the district.*

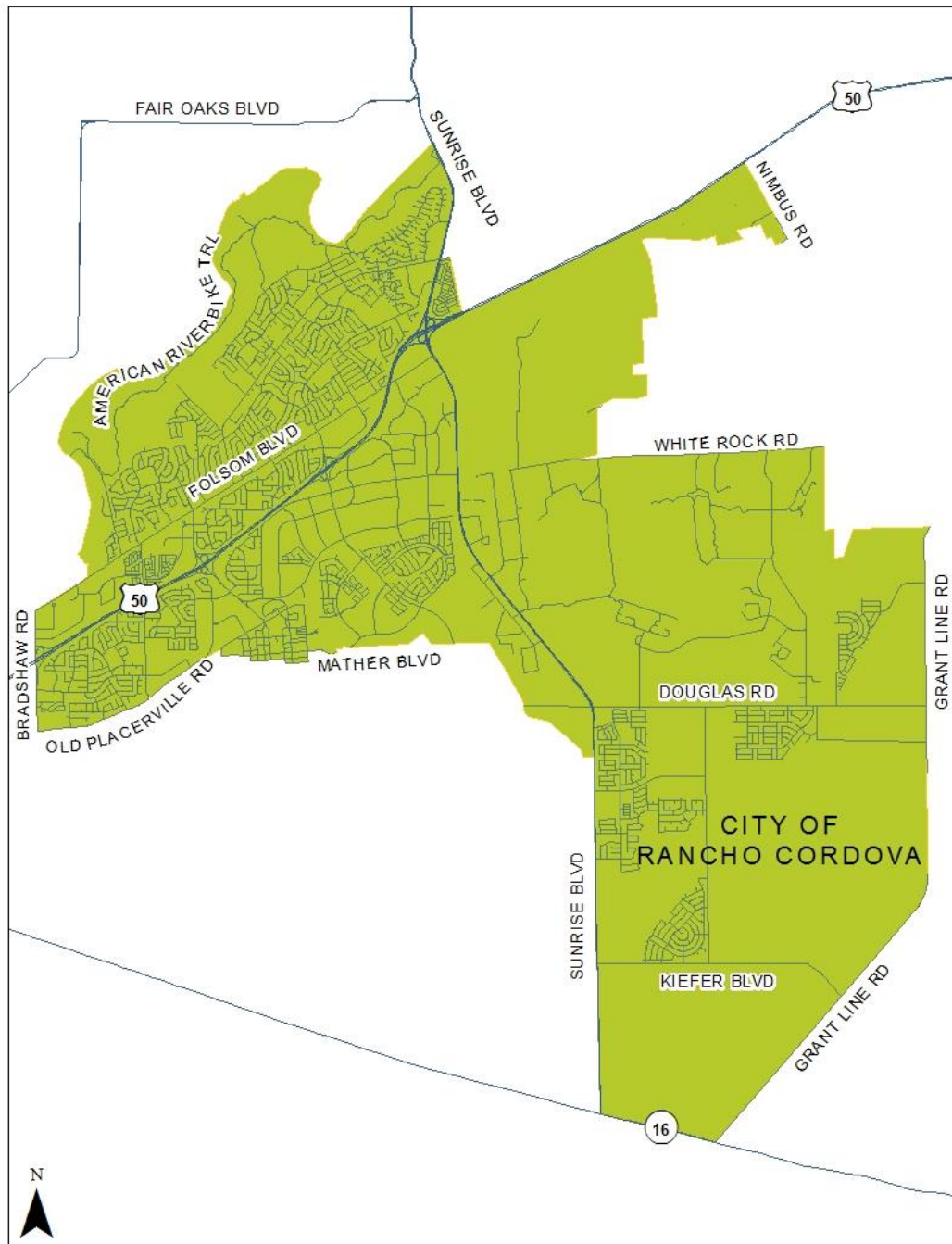
There are many benefits to TBIDs:

- Funds must be spent on services and improvements that provide a specific benefit only to those who pay;
- Funds cannot be diverted to general government programs;
- They are customized to fit the needs of each tourism district;
- They allow for a wide range of services, including those listed above;
- They are designed, created and governed by those who will pay the assessment; and
- They provide a stable funding source for tourism promotion.



III. BOUNDARY

The RCTBID will include all lodging businesses, existing and in the future, available for public occupancy within the boundaries of the City of Rancho Cordova. The district boundaries are illustrated by the map below. The boundary currently includes 16 lodging businesses. A complete listing of lodging businesses within the proposed RCTBID can be found in Appendix 2 of this Plan.



IV. SERVICE PLAN & BUDGET

A. Assessment

The annual assessment rate is \$1.50 per paid occupied room per night. The amount of assessment, if passed on to each transient, shall be disclosed in advance and separately stated from the amount of rent charged and any other applicable taxes, and each transient shall receive a receipt for payment from the business.

Bonds may be issued.

B. Special and Specific Benefit

Special Benefit

State law provides that the expenses of the district shall be apportioned in proportion to the specific benefit received by assessed businesses.

A special benefit is defined as a particular and distinct benefit over and above general benefits conferred on the public at large. Conversely, a general benefit is a benefit to businesses in the surrounding community or a benefit to the public in general resulting from the improvement, activity or service to be provided by the assessment levied. Many general benefits are conveyed by municipal services, such as fire protection, police services and public transit services. These municipal services are targeted to serve the public at large and do not confer special benefits on particular businesses.

The services in this Management District Plan are designed to provide targeted services to lodging businesses. These services are tailored not to serve the general public, but rather to serve the specific lodging businesses within the District. The proposed activities are specifically targeted to increase room night sales for assessed lodging businesses within the boundaries of the District, and are narrowly tailored. RCTBID funds will be used exclusively to benefit the assessees.

The activities paid for from assessment revenues are lodging business services providing a special benefit to assessed businesses. It is appropriate that these special business-related benefits be funded through business assessments. Because the programs are intended to increase room night sales, an assessment based on room night sales is appropriate and ensures proportionality between the assessment paid and benefit received by each business.

Specific Benefit

State law also requires that assessment funds be expended on a specific benefit conferred directly to the payors that is not provided to those not charged; the assessment may not exceed the reasonable cost to the City of conferring the specific benefit. Further, the assessment may be utilized to provide a specific government service directly to the payors that is not provided to those not charged, and which does not exceed the reasonable cost to the City of providing the service. Marketing, event, and promotional services like those to be provided by the district have been and sometimes are provided by government.



District services will be implemented carefully to ensure the assessment does not exceed a reasonable cost. The manner in which the costs are allocated to each business bears a fair share or reasonable relationship to the businesses' benefits received from the proposed activities. Funds will be managed by the Bureau, and reports submitted on an annual basis to the City.

The specific benefit the district will provide to assessed lodging businesses, and will not provide to non-assessed businesses, is room night sales. In order to provide a specific benefit and government service only to payors which does not cause the assessment to exceed the reasonable cost to the City of providing the service, the marketing and promotional activities provided with the district funds will be designed specifically to drive room night sales directly to assessed lodging businesses. Only assessed lodging businesses will be featured in marketing materials, receive sales leads generated from district-funded activities, be featured in advertising campaigns, and directly benefit from other district-funded services. Non-assessed businesses will not receive these, nor any other, district-funded services.

C. Time and Manner for Collecting Assessments

Duration

The RCTBID assessment will be implemented beginning September 1, 2013 and will continue for seven (7) years and ten (10) months through June 30 2021. If bonds are issued, the assessments used to repay bond debt shall have a term of 30 years.

Collection

The City of Rancho Cordova will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business located in the boundaries of the RCTBID. The City shall take all reasonable efforts to collect the assessments from each lodging business. The City of Rancho Cordova shall forward the assessments to the Rancho Cordova Travel and Tourism Corporation (RCTTC) which will have the responsibility of managing TBID programs as provided in this Management District Plan.

Penalties and Interest

1. Original Delinquency. When an assessment becomes delinquent, any business which fails to remit the assessment by the time required shall pay a penalty of ten percent of the amount of the assessment in addition to the amount of the assessment.
2. Continued Delinquency. Any business which fails to remit any delinquent assessment on or before a period of 30 days following the date on which the assessment first became delinquent shall pay a second delinquency penalty of 10 percent of the amount of the assessment in addition to the amount of the assessment and the 10 percent penalty first imposed.
3. Fraud. If the City determines that the nonpayment of any assessment is due to fraud, a penalty of 25 percent of the amount of the assessment shall be added thereto in addition to the penalties stated above.



4. Interest. In addition to the penalties imposed, any business which fails to remit any assessment shall pay interest at the rate of one and one-half percent per month or fraction thereof, compounded, on the amount of the assessment, exclusive of penalties, from the date on which the assessment first became delinquent until paid.

5. Penalties merged with assessment. Every penalty imposed and such interest as accrues shall become a part of the assessment required to be paid.

D. Budget

A summary of the annual service plan budget for the RCTBID is provided below. The total seven (7) year and ten (10) month improvement and service plan budget is projected at approximately \$633,000 annually, or \$4,958,500 through June 30, 2021. Although actual revenues will fluctuate due to market conditions, the proportional allocations of the budget shall remain the same. However, the City and the RCTTC board shall have the authority to adjust budget allocations between the categories by no more than fifteen percent (15%) per year.

Service	%	\$
Marketing and Promotions	88%	\$557,040
Administration	5%	\$31,650
Contingency	5%	\$31,650
Collection Costs	2%	\$12,660
Total	100%	\$633,000

E. Services

Marketing and Promotions

The marketing and promotions program will feature Rancho Cordova lodging businesses as tourist, meeting, and event destinations. The program will have a central theme of promoting Rancho Cordova as a desirable place to visit overnight, and may include the following activities:

- Sports marketing
- Capital improvements related to sales and marketing of hotels, which may include sports facilities
- Sales development
- Collateral and fulfillment (website, social media, graphic design, printed materials)
- Highway 50 co-op marketing
- Public relations and publicity
- Photo library creation
- California Welcome Center, El Dorado Hills, advertising
- Memberships



Administration and Operations

The administrative and operations portion of the budget shall be utilized for: administrative staffing costs; office costs such as postage and telephone; legal, accounting, and insurance fees; and other general administrative costs.

City Administration Fee

The City of Rancho Cordova shall be paid a fee equal to 2% of the amount of assessment collected to cover its costs of collection and administration.

Contingency/Renewal

A prudent portion of the budget will be set aside in a contingency fund, to be used for unforeseeable costs in carrying out the marketing and promotions programs. If at the expiration of the district there are contingency funds remaining, and business owners wish to renew the district, the remaining contingency funds may be used for renewal costs.



V. GOVERNANCE

A. Owners' Association

The City Council, through adoption of this Management District Plan, has the right, pursuant to Streets and Highways Code §36651, to identify the body that shall implement the proposed program, which shall be the Owners' Association of the RCTBID as defined in Streets and Highways Code §36614.5. The City Council has identified the Rancho Cordova Travel and Tourism corporation as the nonprofit corporation that will serve as the Owners' Association for the RCTBID.

The RCTTC Board of Directors shall have no less than seven and no more than fifteen members. One member shall be a representative of the City of Rancho Cordova, and one shall be a representative of the Rancho Cordova Chamber of Commerce. The remaining board members shall be representatives of assessed lodging businesses.

B. Brown Act and California Public Records Act Compliance

The Owner's Association is subject to government regulations relating to transparency, namely the Ralph M. Brown Act and the California Public Records Act, designed to promote public accountability. The Owners' Association of a TBID is considered a legislative body under the Ralph M. Brown Act (Government Code §54950 et seq.). Thus, meetings of the RCTTC board and certain committees must be held in compliance with the public notice and other requirements of the Brown Act. The Owner's Association is also subject to the record keeping requirements of the California Public Records Act.

C. Annual Report

The RCTTC board shall present an annual report at the end of each year of operation to the City Council pursuant to Streets and Highways Code §36650 (see Appendix 1).



APPENDIX 1 – 1994 LAW*Property and Business Improvement District Law of 1994*

Cal Sts & Hy Code § 36600 (2013)

*** This document is current through the 2013 Supplement ***
 (All 2012 legislation, 2012 Governor's Reorg. Plan No. 2 and all
 propositions approved by the electorate at the June and November 2012 elections)

§ 36600. Citation of part

This part shall be known and may be cited as the "Property and Business Improvement District Law of 1994."

§ 36601. Legislative findings and declarations

The Legislature finds and declares all of the following:

(a) Businesses located and operating within the business districts of this state's communities are economically disadvantaged, are underutilized, and are unable to attract customers due to inadequate facilities, services, and activities in the business districts.

(b) It is in the public interest to promote the economic revitalization and physical maintenance of the business districts of its cities in order to create jobs, attract new businesses, and prevent the erosion of the business districts.

(c) It is of particular local benefit to allow cities to fund business related improvements, maintenance, and activities through the levy of assessments upon the businesses or real property that benefits from those improvements.

(d) Assessments levied for the purpose of providing improvements and promoting activities that benefit real property or businesses are not taxes for the general benefit of a city, but are assessments for the improvements and activities which confer special benefits upon the real property or businesses for which the improvements and activities are provided.

§ 36602. Purpose of part

The purpose of this part is to supplement previously enacted provisions of law that authorize cities to levy assessments within a business improvement area. This part does not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes.

§ 36603. Preemption of authority or charter city to adopt ordinances levying assessments

Nothing in this part is intended to preempt the authority of a charter city to adopt ordinances providing for a different method of levying assessments for similar or additional purposes from



those set forth in this part. A property and business improvement district created pursuant to this part is expressly exempt from the provisions of the Special Assessment Investigation, Limitation and Majority Protest Act of 1931 (Division 4 (commencing with Section 2800)).

§ 36603.5. Part prevails over conflicting provisions

Any provision in this part that conflicts with any other provision of law shall prevail over the other provision of law.

§ 36604. Severability

This part is intended to be construed liberally and, if any provision is held invalid, the remaining provisions shall remain in full force and effect. Assessments levied under this part are not special taxes.

§ 36605. [Section repealed 2001.]

§ 36606. "Assessment"

"Assessment" means a levy for the purpose of acquiring, constructing, installing, or maintaining improvements and promoting activities which will benefit the properties or businesses located within a property and business improvement district.

§ 36607. "Business"

"Business" means all types of businesses and includes financial institutions and professions.

§ 36608. "City"

"City" means a city, county, city and county, or an agency or entity created pursuant to Article 1 (commencing with *Section 6500*) of *Chapter 5 of Division 7 of Title 1 of the Government Code*, the public member agencies of which includes only cities, counties, or a city and county, or the State of California.

§ 36609. "City council"

"City council" means the city council of a city or the board of supervisors of a county, or the agency, commission, or board created pursuant to a joint powers agreement and which is a city within the meaning of this part.

§ 36610. "Improvement"

"Improvement" means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:



- (a) Parking facilities.
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs.
- (c) Trash receptacles and public restrooms.
- (d) Lighting and heating facilities.
- (e) Decorations.
- (f) Parks.
- (g) Fountains.
- (h) Planting areas.
- (i) Closing, opening, widening, or narrowing of existing streets.
- (j) Facilities or equipment, or both, to enhance security of persons and property within the area.
- (k) Ramps, sidewalks, plazas, and pedestrian malls.
- (l) Rehabilitation or removal of existing structures.

§ 36611. "Property and business improvement district"; "District"

"Property and business improvement district," or "district," means a property and business improvement district established pursuant to this part.

§ 36612. "Property"

"Property" means real property situated within a district.

§ 36613. "Activities"

"Activities" means, but is not limited to, all of the following:

- (a) Promotion of public events which benefit businesses or real property in the district.
- (b) Furnishing of music in any public place within the district.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Activities which benefit businesses and real property located in the district.

§ 36614. "Management district plan"; "Plan"

"Management district plan" or "plan" means a proposal as defined in Section 36622.

§ 36614.5. "Owners' association"

"Owners' association" means a private nonprofit entity that is under contract with a city to administer or implement activities and improvements specified in the management district plan. An owners' association may be an existing nonprofit entity or a newly formed nonprofit entity. An owners' association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. Notwithstanding this section, an owners' association shall comply with the Ralph M. Brown Act



(Chapter 9 (commencing with *Section 54950*) of *Part 1 of Division 2 of Title 5 of the Government Code*), at all times when matters within the subject matter of the district are heard, discussed, or deliberated, and with the California Public Records Act (Chapter 3.5 (commencing with *Section 6250*) of *Division 7 of Title 1 of the Government Code*), for all documents relating to activities of the district.

§ 36615. "Property owner"; "Business owner"; "Owner"

"Property owner" means any person shown as the owner of land on the last equalized assessment roll or otherwise known to be the owner of land by the city council. "Business owner" means any person recognized by the city as the owner of the business. "Owner" means either a business owner or a property owner. The city council has no obligation to obtain other information as to the ownership of land or businesses, and its determination of ownership shall be final and conclusive for the purposes of this part. Wherever this part requires the signature of the property owner, the signature of the authorized agent of the property owner shall be sufficient. Wherever this part requires the signature of the business owner, the signature of the authorized agent of the business owner shall be sufficient.

§ 36616. "Tenant"

"Tenant" means an occupant pursuant to a lease of commercial space or a dwelling unit, other than an owner.

§ 36617. Alternate method of financing certain improvements and activities; Effect on other provisions

This part provides an alternative method of financing certain improvements and activities. The provisions of this part shall not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes. Every improvement area established pursuant to the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500) of this division) is valid and effective and is unaffected by this part.

§ 36620. Establishment of property and business improvement district

A property and business improvement district may be established as provided in this chapter.

§ 36620.5. Requirement of consent of city council

A county may not form a district within the territorial jurisdiction of a city without the consent of the city council of that city. A city may not form a district within the unincorporated territory of a county without the consent of the board of supervisors of that county. A city may not form a district within the territorial jurisdiction of another city without the consent of the city council of the other city.



§ 36621. Initiation of proceedings; Petition of property or business owners in proposed district

(a) Upon the submission of a written petition, signed by the property or business owners in the proposed district who will pay more than 50 percent of the assessments proposed to be levied, the city council may initiate proceedings to form a district by the adoption of a resolution expressing its intention to form a district. The amount of assessment attributable to property or a business owned by the same property or business owner that is in excess of 40 percent of the amount of all assessments proposed to be levied, shall not be included in determining whether the petition is signed by property or business owners who will pay more than 50 percent of the total amount of assessments proposed to be levied.

(b) The petition of property or business owners required under subdivision (a) shall include a summary of the management district plan. That summary shall include all of the following:

(1) A map showing the boundaries of the district.

(2) Information specifying where the complete management district plan can be obtained.

(3) Information specifying that the complete management district plan shall be furnished upon request.

(c) The resolution of intention described in subdivision (a) shall contain all of the following:

(1) A brief description of the proposed activities and improvements, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property or businesses within the district, a statement as to whether bonds will be issued, and a description of the exterior boundaries of the proposed district. The descriptions and statements do not need to be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements and activities and the location and extent of the proposed district.

(2) A time and place for a public hearing on the establishment of the property and business improvement district and the levy of assessments, which shall be consistent with the requirements of Section 36623.

§ 36622. Contents of management district plan

The management district plan shall contain all of the following:

(a) If the assessment will be levied on property, a map of the district in sufficient detail to locate each parcel of property and, if businesses are to be assessed, each business within the district. If the assessment will be levied on businesses, a map that identifies the district boundaries in sufficient detail to allow a business owner to reasonably determine whether a business is located within the district boundaries. If the assessment will be levied on property and businesses, a map of the district in sufficient detail to locate each parcel of property and to allow a business owner to reasonably determine whether a business is located within the district boundaries.

(b) The name of the proposed district.

(c) A description of the boundaries of the district, including the boundaries of benefit zones, proposed for establishment or extension in a manner sufficient to identify the affected lands and businesses included. The boundaries of a proposed property assessment district shall not overlap with the boundaries of another existing property assessment district created pursuant to this part. This part does not prohibit the boundaries of a district created pursuant to this part to overlap with other assessment districts established pursuant to other provisions of law,



including, but not limited to, the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500)). This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with another business assessment district created pursuant to this part. This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with a property assessment district created pursuant to this part.

(d) The improvements and activities proposed for each year of operation of the district and the maximum cost thereof. If the improvements and activities proposed for each year of operation are the same, a description of the first year's proposed improvements and activities and a statement that the same improvements and activities are proposed for subsequent years shall satisfy the requirements of this subdivision.

(e) The total annual amount proposed to be expended for improvements, maintenance and operations, and debt service in each year of operation of the district. If the assessment is levied on businesses, this amount may be estimated based upon the assessment rate. If the total annual amount proposed to be expended in each year of operation of the district is not significantly different, the amount proposed to be expended in the initial year and a statement that a similar amount applies to subsequent years shall satisfy the requirements of this subdivision.

(f) The proposed source or sources of financing, including the proposed method and basis of levying the assessment in sufficient detail to allow each property or business owner to calculate the amount of the assessment to be levied against his or her property or business. The plan also shall state whether bonds will be issued to finance improvements.

(g) The time and manner of collecting the assessments.

(h) The specific number of years in which assessments will be levied. In a new district, the maximum number of years shall be five. Upon renewal, a district shall have a term not to exceed 10 years. Notwithstanding these limitations, a district created pursuant to this part to finance capital improvements with bonds may levy assessments until the maximum maturity of the bonds. The management district plan may set forth specific increases in assessments for each year of operation of the district.

(i) The proposed time for implementation and completion of the management district plan.

(j) Any proposed rules and regulations to be applicable to the district.

(k) A list of the properties or businesses to be assessed, including the assessor's parcel numbers for properties to be assessed, and a statement of the method or methods by which the expenses of a district will be imposed upon benefited real property or businesses, in proportion to the benefit received by the property or business, to defray the cost thereof, including operation and maintenance. The plan may provide that all or any class or category of real property which is exempt by law from real property taxation may nevertheless be included within the boundaries of the district but shall not be subject to assessment on real property.

(l) Any other item or matter required to be incorporated therein by the city council.



§ 36623. Procedure to levy assessment

(a) If a city council proposes to levy a new or increased property assessment, the notice and protest and hearing procedure shall comply with *Section 53753 of the Government Code*.

(b) If a city council proposes to levy a new or increased business assessment, the notice and protest and hearing procedure shall comply with *Section 54954.6 of the Government Code*, except that notice shall be mailed to the owners of the businesses proposed to be assessed. A protest may be made orally or in writing by any interested person. Every written protest shall be filed with the clerk at or before the time fixed for the public hearing. The city council may waive any irregularity in the form or content of any written protest. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing. Each written protest shall contain a description of the business in which the person subscribing the protest is interested sufficient to identify the business and, if a person subscribing is not shown on the official records of the city as the owner of the business, the protest shall contain or be accompanied by written evidence that the person subscribing is the owner of the business or the authorized representative. A written protest that does not comply with this section shall not be counted in determining a majority protest. If written protests are received from the owners or authorized representatives of businesses in the proposed district that will pay 50 percent or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50 percent, no further proceedings to levy the proposed assessment against such businesses, as contained in the resolution of intention, shall be taken for a period of one year from the date of the finding of a majority protest by the city council.

(c) If a city council proposes to conduct a single proceeding to levy both a new or increased property assessment and a new or increased business assessment, the notice and protest and hearing procedure for the property assessment shall comply with subdivision (a), and the notice and protest and hearing procedure for the business assessment shall comply with subdivision (b). If a majority protest is received from either the property or business owners, that respective portion of the assessment shall not be levied. The remaining portion of the assessment may be levied unless the improvement or other special benefit was proposed to be funded by assessing both property and business owners.

§ 36624. Changes to proposed assessments

At the conclusion of the public hearing to establish the district, the city council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them. At the public hearing, the city council may only make changes in, to, or from the boundaries of the proposed property and business improvement district that will exclude territory that will not benefit from the proposed improvements or activities. Any modifications, revisions, reductions, or changes to the proposed assessment district shall be reflected in the notice and map recorded pursuant to Section 36627.



§ 36625. Resolution of formation

(a) If the city council, following the public hearing, decides to establish the proposed property and business improvement district, the city council shall adopt a resolution of formation that shall contain all of the following:

(1) A brief description of the proposed activities and improvements, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property, businesses, or both within the district, a statement about whether bonds will be issued, and a description of the exterior boundaries of the proposed district. The descriptions and statements do not need to be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements and activities and the location and extent of the proposed district.

(2) The number, date of adoption, and title of the resolution of intention.

(3) The time and place where the public hearing was held concerning the establishment of the district.

(4) A determination regarding any protests received. The city shall not establish the district or levy assessments if a majority protest was received.

(5) A statement that the properties, businesses, or properties and businesses in the district established by the resolution shall be subject to any amendments to this part.

(6) A statement that the improvements and activities to be provided in the district will be funded by the levy of the assessments. The revenue from the levy of assessments within a district shall not be used to provide improvements or activities outside the district or for any purpose other than the purposes specified in the resolution of intention, as modified by the city council at the hearing concerning establishment of the district.

(7) A finding that the property or businesses within the area of the property and business improvement district will be benefited by the improvements and activities funded by the assessments proposed to be levied.

(b) The adoption of the resolution of formation and, if required, recordation of the notice and map pursuant to Section 36627 shall constitute the levy of an assessment in each of the fiscal years referred to in the management district plan.

§ 36626. Resolution establishing district

If the city council, following the public hearing, desires to establish the proposed property and business improvement district, and the city council has not made changes pursuant to Section 36624, or has made changes that do not substantially change the proposed assessment, the city council shall adopt a resolution establishing the district. The resolution shall contain all of the information specified in paragraphs (1) to (8), inclusive, of subdivision (b) of Section 36625, but need not contain information about the preliminary resolution if none has been adopted.

§ 36626.5. [Section repealed 1999.]

§ 36626.6. [Section repealed 1999.]

§ 36626.7. [Section repealed 1999.]



§ 36627. Notice and assessment diagram

Following adoption of the resolution establishing district assessments on properties pursuant to Section 36625 or Section 36626, the clerk of the city shall record a notice and an assessment diagram pursuant to Section 3114. No other provision of Division 4.5 (commencing with Section 3100) applies to an assessment district created pursuant to this part.

§ 36628. Establishment of separate benefit zones within district; Categories of businesses

The city council may establish one or more separate benefit zones within the district based upon the degree of benefit derived from the improvements or activities to be provided within the benefit zone and may impose a different assessment within each benefit zone. If the assessment is to be levied on businesses, the city council may also define categories of businesses based upon the degree of benefit that each will derive from the improvements or activities to be provided within the district and may impose a different assessment or rate of assessment on each category of business, or on each category of business within each zone.

§ 36628.5. Assessments on businesses or property owners

The city council may levy assessments on businesses or on property owners, or a combination of the two, pursuant to this part. The city council shall structure the assessments in whatever manner it determines corresponds with the distribution of benefits from the proposed improvements and activities.

§ 36629. Provisions and procedures applicable to benefit zones and business categories

All provisions of this part applicable to the establishment, modification, or disestablishment of a property and business improvement district apply to the establishment, modification, or disestablishment of benefit zones or categories of business. The city council shall, to establish, modify, or disestablish a benefit zone or category of business, follow the procedure to establish, modify, or disestablish a property and business improvement district.

§ 36630. Expiration of district; Creation of new district

If a property and business improvement district expires due to the time limit set pursuant to subdivision (h) of Section 36622, a new management district plan may be created and a new district established pursuant to this part.

§ 36631. Time and manner of collection of assessments; Delinquent payments

The collection of the assessments levied pursuant to this part shall be made at the time and in the manner set forth by the city council in the resolution levying the assessment. Assessments levied on real property may be collected at the same time and in the same manner as for the ad valorem property tax, and may provide for the same lien priority and penalties for delinquent



payment. All delinquent payments for assessments levied pursuant to this part shall be charged interest and penalties.

§ 36632. Assessments to be based on estimated benefit; Classification of real property and businesses; Exclusion of residential and agricultural property

(a) The assessments levied on real property pursuant to this part shall be levied on the basis of the estimated benefit to the real property within the property and business improvement district. The city council may classify properties for purposes of determining the benefit to property of the improvements and activities provided pursuant to this part.

(b) Assessments levied on businesses pursuant to this part shall be levied on the basis of the estimated benefit to the businesses within the property and business improvement district. The city council may classify businesses for purposes of determining the benefit to the businesses of the improvements and activities provided pursuant to this part.

(c) Properties zoned solely for residential use, or that are zoned for agricultural use, are conclusively presumed not to benefit from the improvements and service funded through these assessments, and shall not be subject to any assessment pursuant to this part.

§ 36633. Time for contesting validity of assessment

The validity of an assessment levied under this part shall not be contested in any action or proceeding unless the action or proceeding is commenced within 30 days after the resolution levying the assessment is adopted pursuant to Section 36626. Any appeal from a final judgment in an action or proceeding shall be perfected within 30 days after the entry of judgment.

§ 36634. Service contracts authorized to establish levels of city services

The city council may execute baseline service contracts that would establish levels of city services that would continue after a property and business improvement district has been formed.

§ 36635. Request to modify management district plan

The owners' association may, at any time, request that the city council modify the management district plan. Any modification of the management district plan shall be made pursuant to this chapter.

§ 36636. Modification of plan by resolution after public hearing; Adoption of resolution of intention; Modification of improvements and activities by adoption of resolution after public hearing

(a) Upon the written request of the owners' association, the city council may modify the management district plan after conducting one public hearing on the proposed modifications. The city council may modify the improvements and activities to be funded with the revenue derived from the levy of the assessments by adopting a resolution determining to make the modifications after holding a public hearing on the proposed modifications. If the modification



includes the levy of a new or increased assessment, the city council shall comply with Section 36623. Notice of all other public meetings and public hearings pursuant to this section shall comply with both of the following:

- (1)** The resolution of intention shall be published in a newspaper of general circulation in the city once at least seven days before the public meeting.
- (2)** A complete copy of the resolution of intention shall be mailed by first class mail, at least 10 days before the public meeting, to each business owner or property owner affected by the proposed modification.
- (b)** The city council shall adopt a resolution of intention which states the proposed modification prior to the public hearing required by this section. The public hearing shall be held not more than 90 days after the adoption of the resolution of intention.

§ 36637. Reflection of modification in notices recorded and maps

Any subsequent modification of the resolution shall be reflected in subsequent notices and maps recorded pursuant to Division 4.5 (commencing with Section 3100), in a manner consistent with the provisions of Section 36627.

§ 36640. Bonds authorized; Procedure; Restriction on reduction or termination of assessments

(a) The city council may, by resolution, determine and declare that bonds shall be issued to finance the estimated cost of some or all of the proposed improvements described in the resolution of formation adopted pursuant to Section 36625, if the resolution of formation adopted pursuant to that section provides for the issuance of bonds, under the Improvement Bond Act of 1915 (Division 10 (commencing with Section 8500)) or in conjunction with Marks-Roos Local Bond Pooling Act of 1985 (Article 4 (commencing with *Section 6584*) of *Chapter 5 of Division 7 of Title 1 of the Government Code*). Either act, as the case may be, shall govern the proceedings relating to the issuance of bonds, although proceedings under the Bond Act of 1915 may be modified by the city council as necessary to accommodate assessments levied upon business pursuant to this part.

(b) The resolution adopted pursuant to subdivision (a) shall generally describe the proposed improvements specified in the resolution of formation adopted pursuant to Section 36625, set forth the estimated cost of those improvements, specify the number of annual installments and the fiscal years during which they are to be collected. The amount of debt service to retire the bonds shall not exceed the amount of revenue estimated to be raised from assessments over 30 years.

(c) Notwithstanding any other provision of this part, assessments levied to pay the principal and interest on any bond issued pursuant to this section shall not be reduced or terminated if doing so would interfere with the timely retirement of the debt.

§ 36641. [Section repealed 2001.]

§ 36642. [Section repealed 2001.]

§ 36643. [Section repealed 2001.]



§ 36650. Report by owners' association; Approval or modification by city council

(a) The owners' association shall cause to be prepared a report for each fiscal year, except the first year, for which assessments are to be levied and collected to pay the costs of the improvements and activities described in the report. The owners' association's first report shall be due after the first year of operation of the district. The report may propose changes, including, but not limited to, the boundaries of the property and business improvement district or any benefit zones within the district, the basis and method of levying the assessments, and any changes in the classification of property, including any categories of business, if a classification is used.

(b) The report shall be filed with the clerk and shall refer to the property and business improvement district by name, specify the fiscal year to which the report applies, and, with respect to that fiscal year, shall contain all of the following information:

(1) Any proposed changes in the boundaries of the property and business improvement district or in any benefit zones or classification of property or businesses within the district.

(2) The improvements and activities to be provided for that fiscal year.

(3) An estimate of the cost of providing the improvements and the activities for that fiscal year.

(4) The method and basis of levying the assessment in sufficient detail to allow each real property or business owner, as appropriate, to estimate the amount of the assessment to be levied against his or her property or business for that fiscal year.

(5) The amount of any surplus or deficit revenues to be carried over from a previous fiscal year.

(6) The amount of any contributions to be made from sources other than assessments levied pursuant to this part.

(c) The city council may approve the report as filed by the owners' association or may modify any particular contained in the report and approve it as modified. Any modification shall be made pursuant to Sections 36635 and 36636.

The city council shall not approve a change in the basis and method of levying assessments that would impair an authorized or executed contract to be paid from the revenues derived from the levy of assessments, including any commitment to pay principal and interest on any bonds issued on behalf of the district.

§ 36651. Designation of owners' association to provide improvements and activities

The management district plan may, but is not required to, state that an owners' association will provide the improvements or activities described in the management district plan. If the management district plan designates an owners' association, the city shall contract with the designated nonprofit corporation to provide services.

§ 36660. Renewal of district; Transfer or refund of remaining revenues; District term limit

(a) Any district previously established whose term has expired, may be renewed by following the procedures for establishment as provided in this chapter.

(b) Upon renewal, any remaining revenues derived from the levy of assessments, or any revenues derived from the sale of assets acquired with the revenues, shall be transferred to the renewed



district. If the renewed district includes additional parcels or businesses not included in the prior district, the remaining revenues shall be spent to benefit only the parcels or businesses in the prior district. If the renewed district does not include parcels or businesses included in the prior district, the remaining revenues attributable to these parcels shall be refunded to the owners of these parcels or businesses.

(c) Upon renewal, a district shall have a term not to exceed 10 years, or, if the district is authorized to issue bonds, until the maximum maturity of those bonds. There is no requirement that the boundaries, assessments, improvements, or activities of a renewed district be the same as the original or prior district.

§ 36670. Circumstances permitting disestablishment of district; Procedure

(a) Any district established or extended pursuant to the provisions of this part, where there is no indebtedness, outstanding and unpaid, incurred to accomplish any of the purposes of the district, may be disestablished by resolution by the city council in either of the following circumstances:

(1) If the city council finds there has been misappropriation of funds, malfeasance, or a violation of law in connection with the management of the district, it shall notice a hearing on disestablishment.

(2) During the operation of the district, there shall be a 30-day period each year in which assesses may request disestablishment of the district. The first such period shall begin one year after the date of establishment of the district and shall continue for 30 days. The next such 30-day period shall begin two years after the date of the establishment of the district. Each successive year of operation of the district shall have such a 30-day period. Upon the written petition of the owners or authorized representatives of real property or the owners or authorized representatives of businesses in the area who pay 50 percent or more of the assessments levied, the city council shall pass a resolution of intention to disestablish the district. The city council shall notice a hearing on disestablishment.

(b) The city council shall adopt a resolution of intention to disestablish the district prior to the public hearing required by this section. The resolution shall state the reason for the disestablishment, shall state the time and place of the public hearing, and shall contain a proposal to dispose of any assets acquired with the revenues of the assessments levied within the property and business improvement district. The notice of the hearing on disestablishment required by this section shall be given by mail to the property owner of each parcel or to the owner of each business subject to assessment in the district, as appropriate. The city shall conduct the public hearing not less than 30 days after mailing the notice to the property or business owners. The public hearing shall be held not more than 60 days after the adoption of the resolution of intention.

§ 36671. Refund of remaining revenues upon disestablishment or expiration without renewal of district; Calculation of refund; Use of outstanding revenue collected after disestablishment of district

(a) Upon the disestablishment or expiration without renewal of a district, any remaining revenues, after all outstanding debts are paid, derived from the levy of assessments, or derived from the sale of assets acquired with the revenues, or from bond reserve or construction funds,



shall be refunded to the owners of the property or businesses then located and operating within the district in which assessments were levied by applying the same method and basis that was used to calculate the assessments levied in the fiscal year in which the district is disestablished or expires. All outstanding assessment revenue collected after disestablishment shall be spent on improvements and activities specified in the management district plan.

(b) If the disestablishment occurs before an assessment is levied for the fiscal year, the method and basis that was used to calculate the assessments levied in the immediate prior fiscal year shall be used to calculate the amount of any refund.



APPENDIX 2 – ASSESSED BUSINESSES

Business Name	Street Address	City, State, Zip
Comfort Inn and Suites	12249 Folsom Boulevard	Rancho Cordova, CA 95670
Courtyard by Marriott	10683 White Rock Road	Rancho Cordova, CA 95670
Crossland Economy Studios	11299 Point East Drive	Rancho Cordova, CA 95670
Days Inn and Suites	3240 Mather Field Road	Rancho Cordova, CA 95670
Extended Stay America	10721 White Rock Road	Rancho Cordova, CA 95670
Fairfield Inn & Suites by Marriott	10745 Gold Center Drive	Rancho Cordova, CA 95670
Hampton Inn	10755 Gold Center Drive	Rancho Cordova, CA 95670
Holiday Inn	11269 Point East Drive	Rancho Cordova, CA 95670
Hyatt House	11260 Point East Drive	Rancho Cordova, CA 95670
Hyatt Place	10744 Gold Center Drive	Rancho Cordova, CA 95670
La Quinta Inn & Suites	11131 Folsom Boulevard	Rancho Cordova, CA 95670
Marriott	11211 Point East Drive	Rancho Cordova, CA 95670
Motel 6	10694 Olson Drive	Rancho Cordova, CA 95670
Red Lion Inn	10713 White Rock Road	Rancho Cordova, CA 95670
Red Roof Inn	10800 Olsen Drive	Rancho Cordova, CA 95670
Residence Inn by Marriott	2779 Prospect Park Drive	Rancho Cordova, CA 95670





March 11, 2021

Honorable Mayor and Councilmembers
City of Rancho Cordova
2729 Prospect Park Dr
Rancho Cordova, CA 95670

Re: Rancho Cordova Tourism Business Improvement District Modification Request

Honorable Mayor and Councilmembers:

As the Rancho Cordova Tourism Business Improvement District (RCTBID) Owners' Association, Rancho Cordova Travel and Tourism Corporation (RCTTC) hereby requests modification of the RCTBID Management District Plan, pursuant to Streets and Highways Code §36635.

Specifically, we are requesting a modification to the current authorized Management District Plan in the event that the new district is formed. The modification would consist of terminating the current RCTBID on June 30, 2021. The current term is effective through August 31, 2023. We propose modifying the RCTBID to end on June 30, 2021 to provide that upon successful formation, the renewed RCTBID may begin operations on July 1, 2021.

We ask that you consider this item at the City Council meeting on April 19, 2021. It is our understanding that a public hearing will also be necessary to complete the modification; we ask that you set the public hearing for June 7, 2021.

Should you have any questions regarding the RCTBID or the modification, please feel free to contact me directly at marc@visitranchocordova.com or (916) 290-5166.

Best Regards,

A handwritten signature in black ink, appearing to read "Marc Sapoznik".

Mr. Marc Sapoznik
Executive Director
Rancho Cordova Travel & Tourism

MEMORANDUM



ITEM 16.6.

DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: Stefan Heisler, Housing Manager
Micah Runner, Deputy City Manager

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY OF RANCHO CORDOVA TO BECOME AN ADDITIONAL MEMBER OF THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY (CSCDA) COMMUNITY IMPROVEMENT AUTHORITY**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Becoming an Additional Member of the CSCDA Community Improvement Authority will permit the Authority's issuance of bonds for the production, preservation, and protection of essential middle-income rental housing; and authorize the City Manager or designee to enter into public benefits agreements with the Authority, which may result in the City receiving surplus revenue from the future sale of such middle-income rental housing within the City.

BACKGROUND

The City encourages and supports a full range of housing options affordable to different income levels. There is currently limited Federal, State or local subsidies or programs to produce or preserve the growing shortfall of below market rate rental housing for moderate and middle-income households. To date, affordable housing programs in California have almost exclusively focused on providing housing for low-income households, which are households that earn at or below 80% of area median income ("AMI"). State and federal funding sources are almost exclusively targeted to households at or below 60% of AMI. This has left a "missing middle," comprised of households that earn too much to qualify for traditional affordable housing programs but not enough to afford market rate housing.

DISCUSSION

The California Statewide Communities Development Authority ("CSCDA") is a joint powers

authority founded and sponsored by the League of California Cities ("League") and the California State Association of Counties ("CSAC"). CSCDA was created by the League and CSAC in 1988 to enable local government and eligible private entities access to low-cost, tax-exempt financing for projects that provide a tangible public benefit, contribute to social and economic growth and improve the overall quality of life in local communities throughout California. CSCDA is comprised of more than 530 cities, counties and special districts, including the City of Rancho Cordova, which has been a member since 2007. CSCDA has issued more than \$65 billion through 1,600 plus transactions across its diverse public benefit financing programs. CSCDA helps local governments build community infrastructure, provide affordable housing, create jobs, and make access available to quality healthcare.

The Authority, an affiliate joint powers authority, was created to enable CSCDA to continue to broaden its program offerings by being able to acquire public benefit oriented capital projects through the issuance of tax-exempt governmental purpose bonds. Through the Authority's Workforce Housing Program, it issues government bonds to acquire market-rate apartment buildings. These properties are then converted to income and rent-restricted units for moderate/middle income households, which are generally households earning 80% to 120% of AMI. Additionally, annual rent increases would be capped at no more than 4%, which is less than the rent limits under AB1482, the recently adopted State tenant protection legislation. No existing tenants would be displaced under the program.

If a property is acquired or developed by the Authority, the City would execute a Public Benefit Agreement (Attachment 3). Under the Public Benefit Agreement, the City, at its sole discretion, may force a sale of the property between Year 15 and Year 30 (the end of the life) of the bonds, and the City, along with certain other taxing agencies (including the County and School District) would receive a portion of the net sale proceeds.

The Authority is a public entity separate and apart from its members, and any debts, liabilities, and obligations incurred by the Authority will not constitute debts, liabilities, or obligations of its member agencies. Bonds issued for any particular project will be indebtedness solely of the Authority, and payable only from revenues of the project. No financial expenditures, liabilities, or obligations are created by joining the Authority or executing any public benefit agreement. This Authority is very similar in model to the California Community Housing Agency (CalCHA), which the City joined as an Additional Member in October, 2020. Joining the CSCDA Community Improvement Authority would provide an additional tool for creating or developing affordable housing at no-risk to the City and with a similarly minor cost outlined below.

FISCAL IMPACT AND FUNDING SOURCE

If a property is purchased or developed by the Authority, the property may be exempt from paying property taxes, resulting in an initial loss of revenue to the City. The property tax loss would be a relatively insignificant reduction in revenue to the City and enables the financial feasibility of acquiring properties to create housing opportunities for middle-income residents that might not otherwise exist. Under the terms of the public benefit agreement, if a property generates surplus cash flow through the proceeds of the sale of a property, the City will receive

a portion of the surplus revenue, which could well exceed any temporary loss of property tax revenue.

ATTACHMENT(S)

1. Resolution
2. JPA - CSCDA Community Improvement Authority
3. JPA - Signature Page CSCDA Community Improvement Authority
4. Form of Public Benefit Agreement

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY (CSCDA) COMMUNITY IMPROVEMENT AUTHORITY, AND THE FORM OF A PUBLIC BENEFIT AGREEMENT; AND APPROVING THE ISSUANCE OF REVENUE BONDS BY THE AUTHORITY FOR THE PURPOSE OF FINANCING THE ACQUISITION, CONSTRUCTION, OR IMPROVEMENT OF PROJECTS

WHEREAS, pursuant to Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (the "Act"), certain public agencies (the "Members") have entered into a Joint Exercise of Powers Agreement Relating to the CSCDA Community Improvement Authority, dated as of October 15, 2020 (the "Agreement"), in order to form the CSCDA Community Improvement Authority (the "Authority"), for the purpose of promoting economic, cultural and community development, and in order to exercise any powers common to the Members or granted by the Act, including by the issuance of bonds, notes or other evidences of indebtedness; and

WHEREAS, the City of Rancho Cordova (the "City"), has determined that it is in the public interest and for the public benefit that the City become an Additional Member of the Authority pursuant to Section 12 of the Agreement in order to facilitate the promotion of economic, cultural and community development activities in the City, including the financing of projects therefor by the Authority; and

WHEREAS, the Agreement has been filed with the City, and the members of the City Council of the City (the "City Council"), with the assistance of its staff, have reviewed said document; and

WHEREAS, the Authority is authorized to issue and sell revenue bonds for the purpose, among others, of financing or refinancing the construction, acquisition and rehabilitation of capital projects; and

WHEREAS, among projects that may be financed by the Authority, the Authority proposes to issue from time to time its governmental purpose revenue bonds (the "Bonds") to finance the acquisition, construction, development and certain related costs of multifamily housing developments within the City (each, a "Project"); and

WHEREAS, the Authority proposes to grant to the City in connection with the financing of any middle-income rental housing Project ("Workforce Housing Project") the right to cause the Authority to sell such Project, starting upon the date fifteen (15) years from the issuance of the Bonds pursuant to a Public Benefit Agreement (the "Public Benefit Agreement"), by and between

the Authority and the City, the form of which has been filed with the City Council; and

WHEREAS, it is in the public interest and for the public benefit that the City Council approve the issuance of the Bonds by the Authority for the aforesaid purposes.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that:

Section 1. The foregoing recitals are true and correct.

Section 2. The City hereby requests to become an Additional Member of the Authority pursuant to Section 12 of the Agreement. The Agreement is hereby approved, and the City Manager is hereby authorized and directed to execute said document, and the City Clerk or such Clerk's designee is hereby authorized and directed to attest thereto.

Section 3. The proposed form of Public Benefit Agreement on file with the City Council is hereby approved. In connection with any Workforce Housing Project or, if requested by the Authority, in connection with another type of property, the City Manager or the designee thereof is hereby authorized and directed to execute an agreement in substantially said form, with such changes therein as such officer executing the same may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 4. The City Council hereby approves the issuance of Bonds by the Authority to finance Projects within the City from time to time.

Section 5. The issuance of Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. The City shall have no responsibility or liability whatsoever with respect to the Bonds.

Section 6. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct any Project or any refinancing of any Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation or operation of any Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) except as provided in this Resolution, take any further action with respect to the Authority or its membership therein.

Section 7. The executing officers(s), the City Clerk and all other proper officers and officials of the City are hereby authorized and directed to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.

Section 8. The City Clerk shall forward a certified copy of this Resolution and an originally executed Agreement to the Authority:

CSCDA Community Improvement Authority

ITEM 16.6.

ATTACHMENT 1

1100 K Street, Suite 101
Sacramento, California 95814
Attention: Chair

Section 9. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

**JOINT EXERCISE OF POWERS AGREEMENT
RELATING TO THE CSCDA COMMUNITY IMPROVEMENT AUTHORITY**

THIS AGREEMENT, dated as of October 15, 2020, among the parties executing this Agreement (all such parties, except those which have withdrawn as provided herein, are referred to as the “Members” and those parties initially executing this Agreement are referred to as the “Charter Members”):

WITNESSETH

WHEREAS, pursuant to Title 1, Division 7, Chapter 5 of the California Government Code (in effect as of the date hereof and as the same may from time to time be amended or supplemented, the “Joint Exercise of Powers Act”), two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, each of the Members is a “public agency” as that term is defined in Section 6500 of the Joint Exercise of Powers Act; and

WHEREAS, each of the Members is empowered by law to promote economic, cultural and community development, including, without limitation, the promotion of opportunities for the creation or retention of employment, the stimulation of economic activity, the increase of the tax base, and the promotion of opportunities for education, cultural improvement and public health, safety and general welfare; and

WHEREAS, each of the Members may accomplish the purposes and objectives described in the preceding preamble by various means; and

WHEREAS, each Member is also empowered by law to acquire, construct, improve, operate and dispose of real property for a public purpose; and

WHEREAS, the Joint Exercise of Powers Act authorizes the Members to create a joint exercise of powers entity with the authority to exercise any powers common to the Members, as specified in this Agreement, and to exercise the additional powers granted to it in the Joint Exercise of Powers Act and any other applicable provisions of the laws of the State of California; and

WHEREAS, a public entity established pursuant to the Joint Exercise of Powers Act is empowered to issue or execute bonds, notes, commercial paper or any other evidences of indebtedness, leases, installment sale or other financing agreements, obligations or certificates of participation therein (each and all herein referred to as “Bonds”), and to otherwise undertake financing programs under the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California to accomplish its public purposes; and

WHEREAS, the Members have determined to specifically authorize a public entity authorized pursuant to the Joint Exercise of Powers Act to issue Bonds pursuant to the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California; and

WHEREAS, it is the desire of the Members to use a public entity established pursuant to the Joint Exercise of Powers Act to undertake the financing and/or refinancing of projects of any nature, including, but not limited to, workforce housing projects and other capital or working capital projects, purchase or acquisition of property, improvements, leases, contracts, receivables, commodities, bonds, other revenue streams or assets of any kind, liability or other insurance, or retirement programs, or facilitating Members use of existing or new financial instruments and mechanisms; and

WHEREAS, by this Agreement, each Member desires to create and establish the “CSCDA Community Improvement Authority” for the purposes set forth herein and to exercise the powers provided herein;

NOW, THEREFORE, the Members, for and in consideration of the mutual promises and agreements herein contained, do agree as follows:

Section 1. Purpose.

This Agreement is made pursuant to the provisions of the Joint Exercise of Powers Act. The purpose of this Agreement is to establish a public entity for the joint exercise of powers common to the Members and for the exercise of additional powers given to a joint powers entity under the Joint Powers Act or any other applicable law, including, but not limited to, the issuance of Bonds for any purpose or activity permitted under the Joint Exercise of Powers Act or any other law. Such purpose will be accomplished and said power exercised in the manner hereinafter set forth.

Section 2. Term.

This Agreement shall become effective in accordance with Section 17 as of the date hereof and shall continue in full force and effect until such time as it is terminated in writing by all the Members; provided, however, that this Agreement shall not terminate or be terminated until all Bonds issued or caused to be issued by the Authority (defined below) shall no longer be outstanding under the terms of the indenture, trust agreement, resolution or other instrument pursuant to which such Bonds are issued.

Section 3. Authority.

A. CREATION AND POWERS OF AUTHORITY.

Pursuant to the Joint Exercise of Powers Act, there is hereby created a public entity to be known as the “CSCDA Community Improvement Authority” (the “Authority”), and said Authority shall be a public entity separate and apart from the Members. Its Bonds and other debts, liabilities and obligations do not constitute debts, liabilities or obligations of any Members, and Bonds issued by the Authority shall be non-recourse to Authority except only as and to the extent moneys or other assets are pledged by the Authority to the Bonds by the indenture, trust agreement, resolution or other instrument pursuant to which such Bonds are issued.

B. BOARD.

The Authority shall be administered by the Board of Directors (the "Board," or the "Directors" and each a "Director") consisting of the Commissioners of California Statewide Communities Development Authority (the "CSCDA"). The term of office as a member of the Board shall terminate when such member shall cease to be a Commissioner of the CSCDA and the successor to such Commissioner shall become a member of the Board.

The Board may appoint an alternative Director for each Director who may act as a Director in place of and during the absence or disability of such regular Director (in which case all references in this Agreement to any Director shall be deemed to refer to and include the applicable alternate Director, if any, when so acting in place of a regularly appointed Director).

Notwithstanding the preceding paragraph, the Board may by resolution or bylaws provide for changes in the qualifications, composition and number of Directors, the appointment of Directors successors, their respective terms of office and any other provisions relating to the qualification and office of the Directors.

The Board shall be the administering agency of this Agreement and, as such, shall be vested with the powers set forth herein, and shall administer this Agreement in accordance with the purposes and functions provided herein.

Directors shall not receive any compensation for serving as such, but shall be entitled to reimbursement for any expenses actually incurred in connection with serving as a Director, if the Board shall determine that such expenses shall be reimbursed and there are unencumbered funds available for such purpose.

C. OFFICERS; DUTIES; OFFICIAL BONDS.

The officers of the Authority shall be the Chair, Vice-Chair, Secretary and Treasurer (defined below). The Board, in its capacity as administering agent of this Agreement, shall elect a Chair, a Vice-Chair, and a Secretary of the Authority from among Directors to serve until such officer is re-elected or a successor to such office is elected by the Board. The Board shall appoint one or more of its officers or employees to serve as treasurer, auditor, and controller of the Authority (the "Treasurer") pursuant to Section 6505.6 of the Joint Exercise of Powers Act to serve until such officer is re-elected or a successor to such office is elected by the Board.

Subject to the applicable provisions of any resolution, indenture, trust agreement or other instrument or proceeding authorizing or securing Bonds (each such resolution, indenture, trust agreement, instrument and proceeding being herein referred to as an "Indenture") providing for a trustee or other fiscal agent, and except as may otherwise be specified by resolution of the Board, the Treasurer is designated as the depository of the Authority to have custody of all money of the Authority, from whatever source derived and shall have the powers, duties and responsibilities specified in Sections 6505, 6505.5 and

6509.5 of the Joint Exercise of Powers Act.

The Treasurer of the Authority is designated as the public officer or person who has charge of, handles, or has access to any property of the Authority, and such officer shall file an official bond with the Secretary of the Authority in the amount specified by resolution of the Board but in no event less than \$1,000.

The Board shall have the power to appoint such other officers and employees as it may deem necessary and to retain independent counsel, consultants and accountants.

The Board shall have the power, by resolution, to the extent permitted by the Joint Exercise of Power Act or any other applicable law, to delegate any of its functions to one or more of the Directors or officers, employees or agents of the Authority and to cause any of said Directors, officers, employees or agents to take any actions and execute any documents or instruments for and in the name and on behalf of the Board or the Authority.

D. MEETINGS OF THE BOARD.

(1) Ralph M. Brown Act.

All meetings of the Board, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code of the State of California), or any successor legislation hereinafter enacted (the "Brown Act").

(2) Regular Meetings.

The Board shall provide for its regular meetings; provided, however, it shall hold at least one regular meeting each year. The date, hour and place of the holding of the regular meetings shall be fixed by resolution of the Board. To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

(3) Special Meetings.

Special meetings of the Board may be called in accordance with the provisions of Section 54956 of the Government Code of the State of California. To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

(4) Minutes.

The Secretary of the Authority shall cause to be kept minutes of the regular, adjourned regular, special, and adjourned special meetings of the Board and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director.

(5) Quorum.

A majority of the Board shall constitute a quorum for the transaction of business. No action may be taken by the Board except upon the affirmative vote of a majority of the Directors present at the meeting, except that less than a quorum may adjourn a meeting to another time and place.

E. RULES AND REGULATIONS.

The Authority may adopt, from time to time, by resolution of the Board such bylaws, policies or rules and regulations for the conduct of its meetings and affairs as may be required.

Section 4. Powers.

The Authority shall have the power, in its own name, to exercise the common powers of the Members and to exercise all additional powers given to a joint powers entity under any of the laws of the State of California, including, but not limited to, the Joint Exercise of Powers Act, for any purpose authorized under this Agreement. Such powers shall include the common powers specified in this Agreement and may be exercised in the manner and according to the method provided in this Agreement. The Authority is hereby authorized to do all acts necessary for the exercise of such power, including, but not limited to, any of all of the following: to make and enter into contracts; to employ agents and employees; to acquire, construct, improve, own, maintain and operate, or provide for maintenance and operation, and sell, lease, pledge, assign, mortgage or otherwise dispose, of any property, improvements, commodities, leases, contracts, receivables, bonds or other revenue streams or assets of any kind; to exercise the power of condemnation; to incur debts, liabilities or obligations; to receive gifts, contributions and donations of property, funds, services, and other forms of assistance from person, firms, corporations and any governmental entity; to sue and be sued in its own name; to establish and collect fees; to form public benefit nonprofit corporations or other affiliate entities to accomplish any of its purposes; to make grants, loans or provide other financial assistance to governmental, nonprofit and for profit organizations to accomplish any of its purposes; and generally to do any and all things necessary or convenient to accomplish its purposes. The boundaries of the Authority shall encompass the boundaries of all the Members and the powers of the Authority may be exercised anywhere within those boundaries or to the extent permitted by the laws of the State of California, including, but not limited to the Joint Exercise of Powers Act, outside of those boundaries, which may be outside of the State of California, provided that the power of condemnation may only be exercised within the jurisdictional boundaries of the Charter Members.

Notwithstanding anything to the contrary in the Agreement or otherwise, the Authority shall not have the power to and shall not enter into any retirement contract with any public retirement system (as defined in Section 6508.2 of the California Government Code) for any reason. The provision in this paragraph is intended to benefit Members and to be a confirming irrevocable obligation of the Authority which may be enforced by Members individually or collectively.

Without limiting the generality of the foregoing, the Authority may issue or cause to be issued Bonds, and pledge any property, contracts or revenues as security to the extent permitted under the Joint Exercise of Powers Act, or any other applicable provision of law.

The manner in which the Authority shall exercise its powers and perform its duties is and shall be subject to the restrictions upon the manner in which a California county could exercise such powers and perform such duties. The manner in which the Authority shall exercise its powers and perform its duties shall not be subject to any restrictions applicable to the manner in which any other public agency could exercise such powers or perform such duties, whether such agency is a party to this Agreement or not.

Section 5. Fiscal Year.

For the purposes of this Agreement, the term “Fiscal Year” shall mean the fiscal year as established from time to time by resolution of the Board, being, at the date of this Agreement, the period from July 1 to and including the following June 30, except for the first Fiscal Year which shall be the period from the date of this Agreement to June 30, 2021.

Section 6. Disposition of Assets.

At the end of the term hereof or upon the earlier termination of this Agreement as set forth in Section 2, after payment of all expenses and liabilities of the Authority, all property of the Authority both real and personal shall automatically vest in the Members in the manner and amount determined by the Board in its sole discretion and shall thereafter remain the sole property of the Members; provided, however, that any surplus money on hand shall be returned in proportion to the contributions made by the Members.

Section 7. Bonds.

From time to time the Authority shall issue Bonds, in one or more series, for the purpose of exercising its powers and raising the funds necessary to carry out its purposes under this Agreement.

The services of bond counsel, financing consultants and other consultants and advisors working on the projects and/or their financing or refinancing or on post-issuance compliance or administration may be used by the Authority. The expenses of the Board shall be paid from the proceeds of the Bonds, payments made by Bond obligors or other third parties, project revenues, or any other unencumbered funds of the Authority available for such purpose.

Section 8. Bonds Only Limited and Special Obligations of Authority.

The Bonds, together with the interest and premium, if any, thereon, shall not be deemed to constitute a debt of any Member or pledge of the faith and credit of the Members or the Authority. The Bonds shall be only special obligations of the Authority, and the Authority shall under no circumstances be obligated to pay the Bonds except from revenues and other funds pledged therefor. Neither the Members nor the Authority shall be obligated to pay the principal of, premium, if any, or interest on the Bonds, or other costs incidental thereto or related to any project or program financed or refinanced with Bonds, except the Authority from the revenues and funds pledged and available therefor, and neither the faith and credit nor the taxing power of the Members nor the faith and credit of the Authority shall be pledged to the payment of the principal of, premium, if any, or interest on the Bonds, or any costs related thereto or to any project or program financed or refinanced thereby, nor shall the Members or the Authority in any manner be obligated to make any appropriation for such payment.

No covenant or agreement contained in any Bond or related document shall be deemed to be a covenant or agreement of any Director, or any officer, employee or agent of the Authority in his or her individual capacity, and neither the Board of the Authority nor any Director or officer thereof executing the Bonds shall be liable personally on any Bond or be subject to any personal liability or accountability by reason of the issuance of any Bonds or by reason of any project or program financed or refinanced with Bonds.

Section 9. Accounts and Reports.

All funds of the Authority shall be strictly accounted for. The Authority shall establish and maintain such funds and accounts as may be required by good accounting practice and by any provision of any Indenture (to the extent such duties are not assigned to a trustee of Bonds). The books and records of the Authority shall be open to inspection at all reasonable times by each Member.

The Treasurer of the Authority shall cause an independent audit to be made of the books of accounts and financial records of the Authority by a certified public accountant or public accountant in compliance with the provisions of Section 6505 of the Joint Exercise of Powers Act. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code of the State of California and shall conform to generally accepted auditing standards. When such an audit of accounts and records is made by a certified public accountant or public accountant, a report thereof shall be filed as a public record with each Member and also with the county auditor of each county in which a Member is located; provided, however, that to the extent permitted by law, the Authority may, instead of filing such report with each Member and such county auditor, elect to post such report as a public record electronically on a website designated by the Authority. Such report if made shall be filed within 12 months of the end of the Fiscal Year or Years under examination.

The Treasurer is hereby directed to report in writing on the first day of July, October, January, and April of each year to the Board and the Charter Members which report shall describe the amount of money held by the Treasurer for the Authority, the amount of receipts since the last such report, and the amount paid out since the last such report (which may exclude amounts held by a trustee or other fiduciary in connection with any Bonds to the extent that such trustee or other fiduciary provided regular reports covering such amounts.)

Any costs of the audit, including contracts with, or employment of, certified public accountants or public accountants in making an audit pursuant to this Section, shall be borne by the Authority and shall be a charge against any unencumbered funds of the Authority available for that purpose.

In any Fiscal Year the Board may, by resolution adopted by unanimous vote, replace the annual special audit with an audit covering a two-year period.

Section 10. Funds.

Subject to the applicable provisions of any Indenture, which may provide for a trustee or other fiduciary to receive, have custody of and disburse Authority funds, the Treasurer of the Authority shall receive, have the custody of and disburse Authority funds pursuant to the accounting procedures developed under Sections 3.C and 9, and shall make the disbursements required by this Agreement or otherwise necessary to carry out any of the provisions of purposes of this Agreement.

Section 11. Notices.

Notices and other communications hereunder to the Members shall be sufficient if delivered to the clerk of the governing body of each Member; provided that, to the extent permitted by law, the Authority may provide notices and other communications and postings electronically (including, without limitation, through email or by posting to a website).

Section 12. Additional Members/Withdrawal of Members.

Qualifying public agencies may be added as parties to this Agreement and become Charter Members upon: (1) the filing by such public agency with the Authority of an executed counterpart of this Agreement, together with a copy of the resolution of the governing body of such public agency approving this Agreement and the execution and delivery hereof; and (2) adoption of a resolution of the Board approving the addition of such public agency as a Charter Member. Upon satisfaction of such conditions, the Board shall file such executed counterpart of this Agreement as an amendment hereto, effective upon such filing.

Qualifying public agencies may also be added as Non-Charter Members (“Additional Members”) of the Authority upon: (1) the filing by such public agency with the Authority of a resolution of the governing body of such public agency requesting to be added as an Additional Member of the Authority, and (2) adoption of a resolution of the Board approving the addition of such public agency as an Additional Member. An Additional Member may limit in the aforementioned resolution the scope of its Additional Membership to what is necessary or appropriate to facilitate the financing or refinancing of one or more specified projects or programs.

A Member may withdraw from this Agreement upon written notice to the Board; provided, however, that at least one Member shall be a Charter Member and no such withdrawal shall result in the dissolution of the Authority so long as any Bonds remain outstanding. Any such withdrawal shall be effective only upon receipt of the notice of withdrawal by the Board, which shall acknowledge receipt of such notice of withdrawal in writing and shall file such notice as an amendment to this Agreement effective upon such filing.

Section 13. Indemnification.

To the full extent permitted by law, the Board may authorize indemnification by the Authority of any person who is or was a Director or an officer, employee or other agent of the Authority, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was such a Director or an officer, employee or other agent of the Authority, against expenses, including attorneys fees, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding, if such person acted in good faith in a manner such person reasonably believed to be in the best interests of the Authority and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful and, in the case of an action by or in the right of the Authority, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. The Board may purchase a policy or policies of insurance in furtherance of any indemnification obligation created or otherwise in protection of Directors, officers, employees or other agents.

Section 14. Contributions and Advances.

Contributions or advances of public funds and of the use of personnel, equipment or property may be made to the Authority by the Members for any of the purposes of this Agreement. Payment of public funds may be made to defray the cost of any such contribution or advance. Any such advance may be made subject to repayment, and in such case shall be repaid, in the manner agreed upon by the Authority and the Member making such advance at the time of such advance. It is mutually understood and agreed to that no Member has any obligation to make advances or contributions to the Authority to provide for the costs and expenses of administration of the Authority, even though any Member may do so. The Members understand and agree that a portion of the funds of the Authority that otherwise may be allocated or distributed to the Members may instead be used to make grants, loans or provide other financial assistance to governmental units and to nonprofit organizations to accomplish any of the governmental unit's or nonprofit organization's purposes.

Section 15. Immunities.

All of the privileges and immunities from liabilities, exemptions from laws, ordinances and rules, and other benefits which apply to the activity of officers, agents or employees of Members when performing their respective functions within the territorial limits of their respective public agencies, shall apply to the same degree and extent to the Directors, officers, employees, agents or other representatives of the Authority while engaged in the performance of any of their functions or duties under the provisions of this Agreement.

Section 16. Amendments.

Except as provided in Sections 3B and 12 above, this Agreement shall not be amended, modified, or altered, unless the written consent of each of the Charter Members is obtained; provided that no amendment shall materially adversely affect the interests of any Additional Member unless the negative consent of that Additional Member is also obtained. To obtain the negative consent of each such Additional Member, the following negative consent procedure shall be followed: (a) the Authority shall provide each such Additional Member with a notice at least sixty (60) days prior to the date such proposed amendment is to become effective explaining the nature of such proposed amendment and this negative consent procedure; (b) the Authority shall provide each such Additional Member who did not respond a reminder notice with a notice at least thirty (30) days prior to the date such proposed amendment is to become effective; and (c) if no such Additional Member objects to the proposed amendment in writing within sixty (60) days after the initial notice, the proposed amendment shall become effective with respect to all Members.

Section 17. Effectiveness.

This Agreement shall become effective and be in full force and effect and a legal, valid and binding obligation of each of the Members on the date that the Board shall have received from two of the Charter Members an executed counterpart of this Agreement, together with a certified copy of a resolution of the governing body of each such Charter Member approving this Agreement and the execution and delivery hereof.

Section 18. Partial Invalidity.

If any one or more of the terms, provisions, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby, and shall be valid and enforceable to the fullest extent permitted by law.

Section 19. Successors.

This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto. Except to the extent expressly provided herein, no Member may assign any right or obligation hereunder without the consent of the other Members.

Section 20. Miscellaneous.

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

The section headings herein are for convenience only and are not to be construed as modifying or governing the language in the section referred to.

Wherever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

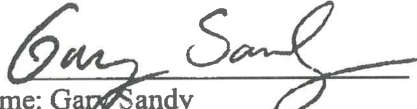
This Agreement shall be governed under the laws of the State of California.

This Agreement, including its recitals which are incorporated herein, is the complete and exclusive statement of the agreement among the Members, which supersedes and merges all prior proposals, understandings, and other agreements, whether oral, written, or implied in conduct, between and among the Members relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their duly authorized representatives as of the day and year first above written.

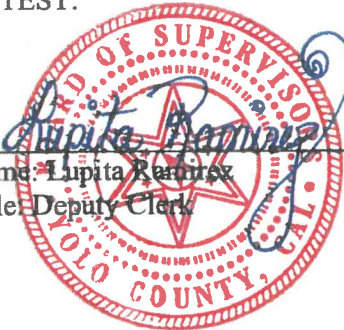
Charter Member:

Yolo County

By 
 Name: Gary Sandy
 Title: Chair, Board of Supervisors

ATTEST:

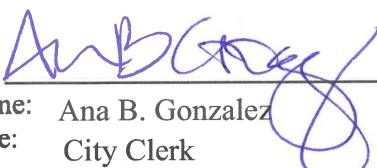
By 
 Name: Lupita Ramirez
 Title: Deputy Clerk



Approved as to Form:


 Megan Stedtfeld
 Assistant County Counsel

ATTEST:

By 
 Name: Ana B. Gonzalez
 Title: City Clerk

Charter Member:

City of Woodland

By 
 Name: Rich Lansburgh
 Title: Mayor



[SIGNATURE PAGE FOR JPA AGREEMENT]

IN WITNESS WHEREOF, the [NAME OF CITY] has caused this Agreement to be executed and attested by its duly authorized representatives as of the ____ day of _____, 20__.

Additional Member:

[NAME OF CITY]

By _____

Name:

Title:

ATTEST:

Clerk

RECORDING REQUESTED BY
CSCDA Community Improvement Authority

WHEN RECORDED RETURN TO:
Orrick, Herrington & Sutcliffe LLP
405 Howard Street
San Francisco, CA 94105
Attention: Steffi Chan

THIS DOCUMENT IS EXEMPT FROM RECORDING FEES PURSUANT TO SECTION 27383 OF THE
CALIFORNIA GOVERNMENT CODE

PUBLIC BENEFIT AGREEMENT

By and Between

CSCDA COMMUNITY IMPROVEMENT AUTHORITY

and

[CITY]

Dated as of [Date]

Relating to

**CSCDA COMMUNITY IMPROVEMENT AUTHORITY
ESSENTIAL HOUSING REVENUE BONDS, SERIES 20__[A]
([PROJECT NAME])**

[and

**CSCDA COMMUNITY IMPROVEMENT AUTHORITY
SUBORDINATE ESSENTIAL HOUSING REVENUE BONDS, SERIES 20__[B]
([PROJECT NAME])]**

PUBLIC BENEFIT AGREEMENT

This PUBLIC BENEFIT AGREEMENT ("Agreement ") is dated as of [Date] by and between the CSCDA COMMUNITY IMPROVEMENT AUTHORITY a joint exercise of powers agency organized and existing under the laws of the State of California (including its successors and assigns, "Owner") and the [CITY] ("Host").

BACKGROUND

WHEREAS, Owner proposes to issue Bonds (as hereinafter defined) to finance Owner's acquisition of the certain multifamily rental housing project (the "Project") located at [Address], located on the real property site described in Exhibit A hereto; and

WHEREAS, Owner intends to sell the Project at the instigation of the Host or upon the retirement of all Project Debt (as defined herein) pursuant to this Agreement.

AGREEMENT

In consideration of the mutual covenants herein contained, and such other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, Owner and Host mutually agree as follows:

Section 1. Right to Cause Sale. Host shall have the right to cause ("Sale Right") Owner to sell the Property (as herein defined) upon payment by the purchaser thereof (the "Purchaser") of the Sale Price (as herein provided) within the Sale Right Term (as herein defined) and in compliance with and observance of all of the terms and conditions of this Agreement.

Section 2. Definitions. Capitalized terms used in this Agreement shall have the meanings assigned to them in this Section 2; capitalized terms used in this Agreement and not defined in this Section 2 or elsewhere herein shall have the meanings assigned to them in the Indenture (herein defined).

(a) "Bonds" – collectively, (i) the CSCDA Community Improvement Authority Essential Housing Revenue Bonds, Series 20__[A] ([Project Name]) (the "Series [A] Bonds"), [and (ii) the CSCDA Community Improvement Authority Subordinate Essential Housing Revenue Bonds, Series 20__[B] ([Project Name]) (the "Series [B] Bonds")], with such other series and sub-series designations as may be set forth in the Indenture, originally issued to finance Owner's acquisition of the Project and related transaction costs.

(b) "Bond Trustee" – [Trustee] or any successor trustee under the Indenture.

(c) "Closing" – shall have the meaning set forth in Section 8 hereof.

(d) "Conveyance" – that transaction or series of transactions by which Owner shall transfer, bargain, sell and convey any and all right, title or interest in and to the Property.

(e) "Extraordinary Costs and Expenses" – shall have the meaning set forth in the Indenture.

(f) “Indenture” – the Indenture of Trust between Owner, as issuer, and Bond Trustee, as trustee, pursuant to which the Bonds were issued.

(g) “Minimum Sale Price” – means the lowest price at which the Property may be sold, as described in Section 4(c) hereof.

(h) “Outstanding” – with respect to Bonds, as of any given date, all Bonds which have been authenticated and delivered by the Trustee under the Indenture, except: (i) Bonds cancelled at or prior to such date or delivered to or acquired by the Trustee at or prior to such date for cancellation; (ii) Bonds deemed to be paid in accordance with Article VIII of the Indenture; and (iii) Bonds in lieu of which other Bonds have been authenticated under the Indenture.

(i) “Owner Indemnified Person” – Owner and each of its officers, governing members, directors, officials, employees, attorneys, agents and members.

(j) “Project Administrator” – [] and its successors and assigns.

(k) “Project Debt” – any debt secured by the Project and incurred to finance or refinance Owner’s acquisition of the Project and related transaction costs, including any portion of the Bonds and any bonds, notes or other indebtedness issued by Owner to improve the Project or to refund the Bonds in whole or in part.

(l) “Property” – means all of Owner’s right, title and interest (which includes fee simple title to the real property) in and to all property and assets used in or otherwise related to the operation of the Project including, without limitation, all real property and interests in real property, all tangible and intangible personal property including furniture, fixtures, equipment, supplies, intellectual property, licenses, permits, approvals, and contractual rights of any kind or nature together with the right to own and carry on the business and operations of the Project.

(m) “Regulatory Agreement” – means the Regulatory Agreement and Declaration of Restrictive Covenants by and between Owner and Bond Trustee, relating to the Bonds.

(n) “Sale Price” – purchase price of the Property to be paid by the Purchaser upon sale of the Property by Owner pursuant to Host’s Sale Right in compliance with Section 4 hereof or sale by Owner pursuant to Section 5 hereof.

(o) “Sale Right” – means the right of Host to cause Owner to sell the Property pursuant to Section 1 hereof.

(p) “Sale Right Exercise Date” – the date fifteen (15) years from the issuance of the Bonds.

(q) “Sale Right Term” – shall commence on the Sale Right Exercise Date and, if not exercised, shall terminate on the date on which no Project Debt remains Outstanding.

(r) “Transaction Costs” – to the extent not otherwise described herein, any costs or expenses of any kind or nature associated with or incurred by Owner and/or Bond Trustee in

connection with the consummation of the Conveyance, regardless of whether such costs and expenses are customarily borne by the seller or purchaser in any such transaction, including but not limited to taxes, recording fees and other impositions, Owner's and Bond Trustee's legal and other professional fees, fees for verification agents, bidding agents, escrow agents, custodians or trustees, assumption fees, prepayment fees, the cost of the appraisal, brokers' fees and expenses, surveys, inspections, title commitments, title insurance premiums and other title-related fees, and all amounts required for indemnification of Owner, Bond Trustee and Project Administrator.

Section 3. Effectiveness; Term and Termination. The Sale Right shall become effective on the Sale Right Exercise Date and may be exercised during the Sale Right Term. Owner agrees that it will not enter into any agreement to sell all or any part of the Property during the Sale Right Term other than as may be required by the Indenture (e.g., in the event of default), without the specific written request of the Host and delivery of an Opinion of Bond Counsel to Bond Trustee substantially to the effect that such sale will not, in and of itself, adversely affect the exclusion of interest on the Bonds from gross income for purposes of federal income taxation.

Section 4. Manner of Exercise.

(a) Host's Notice. To exercise the Sale Right, Host shall provide a notice (an "Exercise Notice") to Owner (with a copy to the Project Administrator) at any time during the Sale Right Term.

(b) Owner's Best Efforts to Sell. Unless Host notifies Owner in writing that it is withdrawing its Exercise Notice within fifteen (15) business days of delivering the Exercise Notice under Section 4(a) hereof, Owner shall exercise its best efforts in selling and conveying good and marketable title to the Property within ninety (90) days following receipt of the Exercise Notice, or as soon as possible thereafter, but only if it can sell at or above the Minimum Sale Price. The obligation of Owner to sell and convey the Property shall be on a best efforts basis. Owner shall endeavor to sell the Property at a commercially reasonable price, subject to subsection (c) of this Section, by such means as it shall determine to be suitable for such purpose; provided that Owner's determination of the manner of sale and Sale Price shall be final and incontestable, and Owner shall incur no liability to any party as a result of or otherwise in connection with the sale or failure to sell. Subject to subsection (c), nothing herein shall require or prevent Owner selling the Property subject to the restrictions set forth in the Regulatory Agreement or similar types of restrictions established by Owner with the approval of Host. Owner shall direct the Bond Trustee in the foregoing as and to the extent necessary or appropriate.

(c) Sale Price. The Sale Price shall be at least equal to the sum of the amounts set forth below (net of any adjustments or prorations of the type described in Section 8(b)) (the "Minimum Sale Price"):

- i. an amount sufficient to either prepay, redeem in whole or fully defease for redemption on the earliest call date all Project Debt; plus
- ii. any fees or other amounts not identified in clause (i) that may be necessary to effect the complete release from and discharge of any lien, mortgage or other encumbrance on the Property; plus

- iii. any amounts due to Owner (including Owner Indemnified Persons, as provided in the Indenture), the Bond Trustee or any predecessor or successor, or any other Person under any indenture, loan agreement, bond, note or other instrument relating to any Project Debt (including, without limitation, indemnification amounts, Owner's Extraordinary Costs and Expenses, recurrent and extraordinary fees and expenses, and reimbursable costs and expenses of any kind or nature); plus
- iv. Transaction Costs; minus
- v. Any funds held by or for Owner under the Indenture applied to the retirement of Project Debt. Owner may retain such portion of moneys in the Extraordinary Expense or similar fund under the Indenture it deems reasonable or a reserve against future expected costs and expenses of the type described in subparagraph (iii). Owner's determination of this amount shall be final and incontestable.

Section 5. Mandatory Conveyance. Upon the retirement of all Project Debt, Owner shall use its best efforts to effect a Conveyance within ninety (90) days thereafter, subject to Section 4(c) hereof. Nothing herein shall require or prevent Owner selling the Property subject to the restrictions set forth in the Regulatory Agreement or similar types of restrictions established by Owner with the approval of Host.

Section 6. Surplus Cash; Surplus Conveyance Proceeds. Upon a Conveyance of the Property, Owner shall apply the proceeds of such Conveyance (i) to redeem the Bonds then Outstanding, (ii) to prepay, redeem in whole or fully defease any other Project Debt, and (iii) to pay any fees or other amounts listed in Section 4(c)(ii) – (iv). Any proceeds remaining following the foregoing payments (such remaining amounts hereinafter referred to as “*Surplus Conveyance Proceeds*”) shall be transferred to Host and Host shall share such Surplus Conveyance Proceeds with other taxing agencies selected by Host, and in the amounts determined by Host in its sole discretion and responsibility.

Section 7. Terms of Conveyance.

(a) The Conveyance shall be in the nature of a grant deed to Purchaser in which Owner shall deliver one or more deeds, bills of sale, or other instruments of transfer without recourse or warranty of any kind or nature.

(b) The Property will be conveyed to Purchaser in AS IS CONDITION, WITH ALL FAULTS, and without representations or warranties of any kind or nature as to the condition of the Property.

(c) There shall be no partial transfer and that, upon consummation of the Conveyance, Owner shall be fully divested of any and all right, title or interest in and to the Property.

Section 8. Closing.

(a) The closing of the Conveyance ("Closing") shall take place, in the case of a Conveyance pursuant to Section 4 hereof, not later than the ninetieth (90th) calendar day following Owner's receipt of the Exercise Notice, or as soon as possible thereafter, and in the case of a mandatory conveyance pursuant to Section 5 hereof, not later than the ninetieth (90th) calendar day following the retirement of all Project Debt, or as soon as possible thereafter.

(b) Prorations. All general and special real property taxes and assessments, and rents shall be prorated as of the Closing, with Purchaser responsible for all such items to the extent arising or due at any time following the closing. General real property taxes shall be prorated at the time of Closing based on the net general real property taxes for the year of Closing.

Section 9. Recording. This Agreement, and any amendment thereto, shall be recorded with the recorder's office of the County; *provided*, that upon termination of the term of this Agreement, Host shall cooperate with Owner to remove any such recorded Agreement or amendment thereto from title to the Property upon Owner's reasonable request therefor and, in any event, by no later than thirty (30) days after the expiration of the original term of this Agreement. In the event that, within said time, Host fails to so cooperate and provide its original signature to a termination of such recorded Agreement or amendment thereto, then Host hereby irrevocably constitutes and appoints Owner as Host's true and lawful attorney (and agent-in-fact) to execute in Host's name any such termination.

Section 10. Subordination. This Agreement shall be subordinate to any claim, pledge or interest in the Property securing the Bonds or any Project Debt.

Section 11. Maintenance of Membership. In order to preserve the Property's exemption from property tax, Host agrees to remain a member of Owner joint powers authority so long as any Bonds remain outstanding.

Section 12. Assignment. Neither party to this Agreement shall assign its interests, obligations, rights and/or responsibilities under this Agreement without the prior written consent of the other party.

Section 13. Limitation on Liability.

(a) Owner shall not be directly, indirectly, contingently or otherwise liable for any costs, expenses, losses, damages, claims or actions, of any conceivable kind on any conceivable theory, under or by reason of or in connection with this Agreement or any sale or Conveyance or failure or price thereof or application of proceeds thereof, except only as to moneys available therefor under and in accordance with the Indenture or this Agreement.

(b) No Owner Indemnified Person shall be individually or personally liable for the payment of any sum hereunder or be subject to any personal liability or accountability by reason of the execution and delivery of this Agreement, or by any proceedings for the sale or Conveyance or failure or price thereof, or Host's exercise or waiver of same, or otherwise except in the case of such Owner Indemnified Person's own willful misconduct.

Section 14. Notices, Governing Law, Binding Effect and Other Miscellaneous Provisions.

(a) Notices. All notices provided for in this Agreement shall be in writing and shall be given to Owner or Host at the address set forth below or at such other address as they individually may specify thereafter by written notice in accordance herewith:

If to Owner: CSCDA Community Improvement Authority
1100 K Street, Suite 101
Sacramento, California 95814
Attention: Chair

With a copy to: [Project Administrator]
[Project Administrator Address]
Attention: [Project Administrator Contact]

If to Host: [City]
[City Address]
Attention: [City Contact]

Such notices shall be deemed effective upon actual delivery or upon the date that any such delivery was attempted and acceptance thereof was refused, or if mailed, certified return receipt requested, postage prepaid, properly addressed, three (3) days after posting.

(b) Consents and Approvals. All consents and approvals and waivers required or asserted hereunder shall be in writing, signed by the party from whom such consent, approval, waiver or notice is requested.

(c) Non-liability of Host or Owner Officers and Employees. No officer or employee of the Host shall be personally liable to the Owner, or any successor in interest, in the event of any default or breach by Host of any obligation of the terms of this Agreement. No officer or employee of the Owner shall be personally liable to Host, or any successor in interest, in the event of any default or breach by Owner of any obligation of the terms of this Agreement.

(d) Pronouns. Where appropriate to the context, words of one gender include all genders, and the singular includes the plural and vice versa.

(e) Amendments. This Agreement may not be modified except in a written instrument signed by Host and Owner.

(f) Complete Agreement; Benefits. This Agreement together with all schedules and exhibits attached hereto and made part thereof supersedes all previous agreements, understandings and representations made by or between the parties hereto. This Agreement shall inure solely and exclusively to the benefit of the Owner and Host, and no other party shall have any right, remedy or claim under or by reason of this Agreement.

(g) Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to conflicts of law principles. All claims of whatever character arising out of this Agreement, or under any statute or common law relating in any way, directly or indirectly, to the subject matter hereof or to the dealings between Owner and any other party hereto, if and to the extent that such claim potentially could or actually does involve Owner, shall be filed and maintained in the Superior Court of California, County of Sacramento, California. By executing and delivering this Agreement, each party hereto irrevocably: (i) accepts generally and unconditionally the exclusive jurisdiction and venue of such court; (ii) waives any defense of forum non-conveniens; and (iii) agrees not to seek removal of such proceedings to any court or forum other than as specified above. The foregoing shall not be deemed or construed to constitute a waiver by Owner of any prior notice or procedural requirements applicable to actions or claims against or involving governmental units and/or political subdivisions of the State of California that may exist at the time of and in connection with such matter.

(h) Legal Construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such invalid provision shall be deemed severable, and shall not affect the validity or enforceability of any other provisions of this Agreement, all of which shall remain fully enforceable.

(i) Term. This Agreement shall terminate upon the Conveyance.

(j) Captions. The captions used in this Agreement are solely for convenience, and shall not be deemed to constitute a part of the substance of the Agreement for purpose of its construction.

(k) Counterparts. This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts shall together constitute but one and the same Agreement.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

**CSCDA COMMUNITY IMPROVEMENT
AUTHORITY**

By:

Authorized Signatory

[CITY]

By:

[Name]
[Title]

Signature Page to Public Benefit Agreement

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of _____)

On _____, before me, _____,
(insert name and title of the officer)

Notary Public, personally appeared _____,
 who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
 subscribed to the within instrument and acknowledged to me that he/she/they executed the same
 in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
 the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
 the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

EXHIBIT A

LEGAL DESCRIPTION OF REAL PROPERTY

The Land referred to herein is situated in the State of California, County of [County], [City], and described as follows:

MEMORANDUM



ITEM 16.7.

DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director
Jeanette Cervantes, Management Technician

SUBJECT: SECOND READING OF AN ORDINANCE ESTABLISHING A SPECIAL TAX NO. 28 FOR TRANSIT-RELATED SERVICES FOR HIGH CLASS MOTORS PROJECT

RECOMMENDATION

Waive second reading and adopt the Ordinance.

RESULT OF RECOMMENDED ACTION

Adoption of the Ordinance will assist the City in meeting the costs of providing transit-related services by creating a Special Tax Area Zone No. 28 and establishing a Special Tax for transit-related services for the High Class Motors project.

BACKGROUND

On April 5, 2021, the City Council waived the first reading and passed to a second reading of the Ordinance. On the same date, the City Council also approved a Resolution that established Special Tax Zone No. 28, the boundaries of which will be contiguous to the boundaries of the High Class Motors project.

Following adoption of the Ordinance, a mailed ballot election will be held on May 13, 2021 at 1:30 P.M., at which time the ballot(s) will be tabulated by the City Clerk. The results of the mail ballot election will be declared at the City Council meeting on June 7, 2021.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City's General Fund.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance
3. Exhibit B to the Ordinance- Property Land Use Catagory

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

**AN ORDINANCE OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA,
ESTABLISHING A SPECIAL TAX FOR TRANSIT-RELATED SERVICES FOR THE
HIGH CLASS MOTORS PROJECT SUBJECT TO VOTER APPROVAL****THE CITY COUNCIL OF THE CITY OF THE RANCHO CORDOVA DOES ORDAIN AS
FOLLOWS:**Section 1. Purpose, Intent and Authority.

It is of critical importance to the City Council of the City of Rancho Cordova that residents of and employees working in the City receive high quality transit-related services. In carefully reviewing the City's budget and revenue projections, it is clear to City staff that the City budget does not contain adequate funding to ensure the continued delivery of adequate high-quality transit-related services unless additional revenues are obtained.

It is the purpose and intent of this non-codified Ordinance to generate additional funds to pay for transit-related services by authorizing the levy of a tax on improved parcels of real property on the secured property tax roll of Sacramento County that are within Zone 28 of the Rancho Cordova Transit-Related Services Special Tax Area (the "Zone").

This tax is a special tax within the meaning of Section 4 of the Article XIII A of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to ad valorem property taxes are intended to apply to the collection and administration of this tax (Section 4 of this Ordinance), as authorized by law. This tax is not an ad valorem property tax; it is an excise tax on the use of property. Because the revenue from the tax may be used only to fund transit-related services, it is also a special tax.

The revenues raised by this tax are to be used solely for the purpose of providing transit-related services as are deemed necessary by the City Council for the benefit of the residents and/or employees of Zone 28.

At the time that the Council adopted this non-codified Ordinance, there were zero (0) registered voters residing in Zone 28 and one (1) property owner. Because the Transit-Related Services Special Tax will be imposed on property in Zone 28 and paid by the owners of the property, the Council finds that restricting the vote on the Transit-Related Services Special Tax to property owners in Zone 28 is appropriate and consistent with the principles and requirements of California Constitution article XIII C (Proposition 218).

Section 2. Definitions.

The following definitions shall apply throughout this Ordinance.

A. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing price as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Section 3(A) herein. The adjustments from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section 3(B) herein.

B. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued or revised.

C. "Fiscal year" means the period of July 1 through the following June 30.

D. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Sacramento County. For the purposes of this Ordinance, parcel does not include any land or improvements outside the boundaries of Zone 28, nor any land or improvements owned by any governmental entity.

E. "Rancho Cordova Transit-Related Services Special Tax Area" means all the properties within the jurisdictional limits of the City of Rancho Cordova.

F. "Rancho Cordova Transit-Related Services Special Tax Area Zone 28 (the "Zone")" means that portion of the incorporated area of the City of Rancho Cordova located within the boundaries as shown on the map Exhibit A.

G. "Transit-Related Services" means providing, operating, maintaining and subsidizing transit services and all supporting facilities, infrastructure, programs and incentives that benefit the residents of the Rancho Cordova Transit-Related Services Special Tax Area, and shall be calculated and set according to the methodology described in Engineer's Report County Service Area No. 10 and Benefit Zone No. 1 County of Sacramento, November 18, 2004, which established the methodology for the original service charge for Benefit Zone No. 1.

H. "Voter" means a person who owns real property within Zone 28, as shown on the last equalized assessment role prepared by the Sacramento County Assessor's Office, at the time that the City Council adopts an ordinance authorizing the imposition of a transit-related services tax to the voters of Zone 28.

Section 3. Amount and Level of Taxes.

The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel, as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2021 through June 30, 2022) shall be the amount of Tax per Parcel for a Land Use Code Category as set forth on Exhibit B hereto. The use code assigned to each parcel shall be reviewed and updated periodically. Rates in Exhibit B shall be calculated and set according to the methodology described in Engineer's Report County Service Area No. 10 and Benefit Zone No. 1 County of Sacramento, November 18, 2004 which established the methodology for the original service charge for Benefit Zone No. 1.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall be adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year the tax is levied.

In June or July of each year, City Council shall determine the amount of taxes to be levied upon the parcels in Zone 28 for the then current fiscal year, as set forth below.

For each Land Use Category on Exhibit B, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

Tax Per Parcel For then Current Fiscal Year	=	Tax Per Parcel For Immediately Preceding X Fiscal Year	Consumer Price Index from April of immediately Preceding Fiscal Year to April of then Current Fiscal Year OR 6 percent, whichever is less
---	---	---	--

Provided, however, that in no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

C. Nature of Tax Levy.

The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Section 4, below.

Section 4. Collection and Administration.A. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code Section 2187, and shall have the same effect as an ad valorem real property tax lien until fully paid.

B. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for ad valorem property taxes and are to be collected in the same manner in which Sacramento County collects secured roll ad valorem property taxes. Insofar as feasible and insofar as not inconsistent with this Ordinance, the times and procedures regarding exceptions, due dates,

installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collections for secured roll ad valorem property taxes (as established by Sacramento County) shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax:

1. The secured roll tax bills shall be the only notices required for this tax, and
2. The homeowners and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount of value.

C. Costs of Administration by County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

D. Use of Tax Revenue.

The revenue collected from the tax imposed by this ordinance shall be placed into a separate account and may be used only to fund transit-related services, including the costs of administering and collecting the tax and enforcing the provisions of this ordinance. Revenue from the tax may be used for transit-related services citywide.

E. Refunds.

1. Whenever the amount of any tax, interest or penalty has been overpaid or paid more than once or has been erroneously or illegally collected or received by the City pursuant to this ordinance, it may be refunded as provided in this Section.
2. No refund may be made except upon a written claim verified by the person who paid the tax or by his or her guardian or conservator or the executor or administrator of his or her will or estate and stating the grounds upon which the claim is made. All claims filed pursuant to this subsection must be presented within one year after payment of the amount for which the claimant is seeking a refund.
3. No order of a refund may be made until a written claim therefor has been presented in accordance with this subsection. No suit for money, damages or a refund may be brought against the City until a written claim therefor has been presented to the City and has been acted upon or has been deemed rejected by the City, in accordance with this subsection. Only the person who filed the claim may bring such a suit, and if another person should do so, judgment shall not be rendered for the plaintiff.

F. Initiatives to Affect Tax.

Consistent with the California Constitution (art. XIII C, § 3) the tax imposed by this ordinance may be affected by initiative. The procedures for qualification of such an initiative and the election on a qualified initiative shall be consistent with the California Constitution (art. 2, sec. 8), the California Elections Code (Chapter 3 of Division 9), and the Municipal Code. The minimum number of signatures necessary to qualify an initiative to affect the tax approved by this ordinance shall be equal to 5 percent of the votes in the City for all

candidates for Governor at the last gubernatorial election. The election on a qualified initiative to affect the tax shall be a regular citywide election. An initiative affecting the tax shall be approved only if at least two-thirds of the votes cast on the measure are in favor of its approval.

Section 5. Severability Clause.

If any article, section, subsection, sentence, phrase or clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of Zone 28 hereby declare that they would have adopted the remainder of this Ordinance, including each article, section, subsection, sentence, phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

Section 6. Effective Date and Posting.

This Ordinance shall take effect immediately upon its approval by two-thirds of the voters voting within the Zone in an election to be held on June 7, 2021 so that taxes shall first be collected hereunder for the tax year beginning July 1, 2021.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

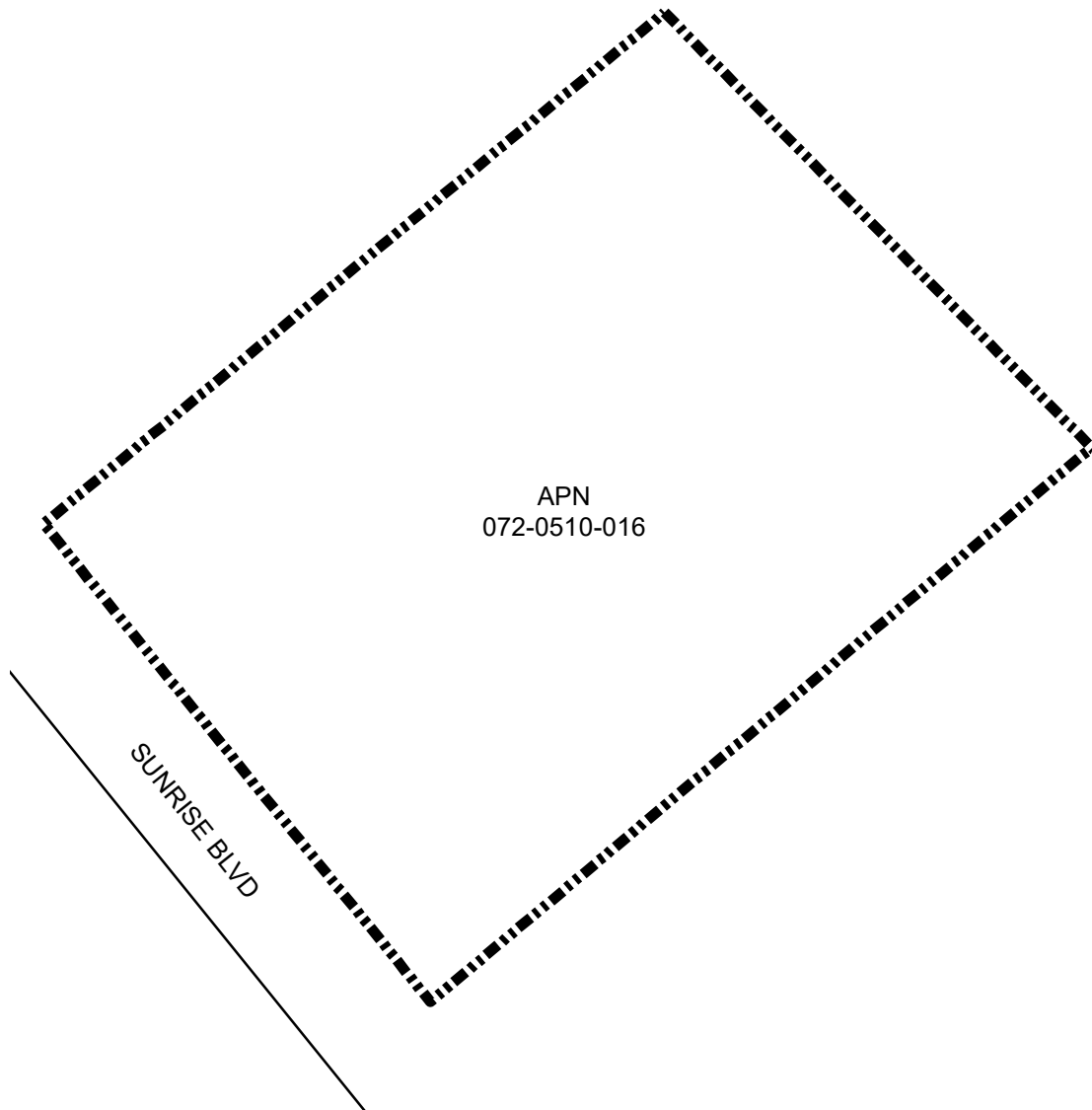
ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA
TRANSIT RELATED SERVICES SPECIAL TAX AREA
ANNEXATION 28
(HIGH CLASS MOTORS)

**Legend**

Annexation Boundary



Parcel Boundary

Amount of Tax per Parcel by Land Use Category**A. Residential Dwelling Units**

As adjusted for inflation from the original base year, the amount of Tax per Parcel for fiscal year 2020-2021 for Residential Land Use Categories shall be \$76.00 per low density residential dwelling unit or low density residential dwelling unit equivalent, \$60.80 per medium density residential dwelling unit or medium density residential dwelling unit equivalent, or \$45.60 per high density residential dwelling unit or high density residential dwelling unit equivalent (Multi-family residential units on a single parcel shall be assessed on a proportionately equivalent basis (e.g., a two-unit attached housing structure, such as a duplex, would be deemed to consist of two residential parcels for purposes of the Transit-Related Services Special Tax).

B. Non-Residential

As adjusted for inflation from the original base year, the amount of Tax per Parcel for fiscal year 2020-2021 for Non-Residential Land Use Categories (except Recreational and Agricultural) shall be \$1,948.64 per retail and service commercial acre, \$1,675.04 per commercial mixed use or office commercial acre, and \$699.20 per light industrial acre.

C. Inflator Formula

The tax is subject to an annual inflator formula based on the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area, or six percent, whichever is less.

MEMORANDUM



ITEM 16.8.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Elizabeth Sparkman, Community Development Director
SUBJECT: **SECOND READING OF AN ORDINANCE REGARDING
THE SUNRISE DOUGLAS COMMUNITY PLAN DEVELOPMENT
IMPACT FEE PROGRAM NEXUS STUDY UPDATE, REVISED
CAPITAL IMPROVEMENT PROGRAM, AND FEE DECREASE**

RECOMMENDATION

Waive second reading and adopt the Ordinance.

RESULT OF RECOMMENDED ACTION

Adoption of the Ordinance would complete the actions related to the update to the Sunrise Douglas Community Plan Development Plan by Amending Title 16 (Building and Construction), Chapter 16.83 of the Rancho Cordova Municipal Code.

BACKGROUND

On April 5, 2021, as part of the actions to update the Sunrise Douglas Community Plan Development Impact Fee Program Nexus Study, the City Council waived the first reading and passed to a second reading for an Ordinance amending Title 16 (Buildings and Construction) of the Rancho Cordova Municipal Code. The Nexus study eliminated certain development impact fees and the Ordinance eliminates those impact fee funds. Therefore, the ordinance amendments to Chapter 16.83.040 eliminates the transit shuttle fund and the amendment to Chapter 16.83.070 to eliminates the fee program updates fund.

FISCAL IMPACT AND FUNDING SOURCE

The impact fees being eliminated were special revenues and have no impact to the general fund.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
AMENDING CHAPTERS 16.83.040 AND 16.83.070 OF THE RANCHO CORDOVA
MUNICIPAL CODE ELIMINATING THE SUNRISE DOUGLAS COMMUNITY PLAN
TRANSIT SHUTTLE FUND AND PROGRAM UPDATE FUND**

**THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS
FOLLOWS:**

Section 1. Purpose.

WHEREAS, Chapter 16.83 of the Rancho Cordova Municipal Code, imposes various development impact fees related to fund the cost of certain facilities, the need for which is directly or indirectly generated by the type and level of development in the Sunrise Douglas Community Plan (“SDCP”); and

WHEREAS, Section 16.83.040 of the Rancho Cordova Municipal Code established and created a special interest-bearing trust fund entitled the Sunrise Douglas community plan transit shuttle fund; and

WHEREAS, Section 16.83.070 of the Rancho Cordova Municipal Code established and created a special interest-bearing trust fund entitled the Sunrise Douglas community plan fee program update fund; and

WHEREAS, City staff has determined that the SDCP transit shuttle and fee program update fees are no longer necessary to collect and therefore are eliminating those fees from collection; and

WHEREAS, the transit shuttle fee is proposed to be eliminated as the transit shuttle fees collected to date will be transferred into the City’s TDIF fund; and

WHEREAS, the fee program update fee is also proposed to be eliminated since this is anticipated to be the last major update of the fee program, and any future minor updates, can be funded by the administration fund component of the overall SDCP development fee impact program.

Section 2. CEQA Findings. The City Council hereby finds:

CEQA Compliance. CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...” The proposed Title 16 code amendments is not a “project” within the meaning of CEQA because text amendments eliminating special funds for which the city no longer collects fees would not cause the expansion of uses or activities. No possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA. In addition, to the extent this can be construed a “project” under CEQA, it is statutorily exempt under Pub. Res. Code Section 21080(b)(8)(D) and CEQA

Guidelines Section 15273(a)(4) because it involves the restructuring of public agency fees for the purpose of obtaining funds for capital projects necessary to maintain services that are already planned for the Sunridge Specific Plan area, which is within the City's existing service area.

Section 3. Amendments to of Section 16.83.040 and 16.83.070 of the RCMC.

16.83.040 Sunrise Douglas community plan transit shuttle fund – Elimination and transfer to TDIF fund.

A. The Sunrise Douglas community plan transit shuttle fund is hereby eliminated. The Sunrise Douglas community plan transit shuttle fund was previously established as a special-interest bearing trust fund for the collection of transit shuttle development fees for Area 1 pursuant to this chapter. The collected transit shuttle fees were to be used by the City of Rancho Cordova solely to pay the costs of transit shuttle facilities and equipment identified in the Sunrise Douglas community plan development impact fee program.

B. All transit shuttle development fees collected in Area 1 pursuant to this chapter that were placed in the Sunrise Douglas community plan transit shuttle fund shall be transferred to that interest-bearing trust fund entitled the "Transit Development Impact Fee" ("TDIF") to be expended by the City of Rancho Cordova solely to pay the costs of transit shuttle facilities and equipment identified in the Sunrise Douglas community plan development impact fee program.

16.83.070 Sunrise Douglas community plan fee program update fund – Elimination and transfer to administration fund.

A. The Sunrise Douglas community plan fee program update fund is hereby eliminated. The Sunrise Douglas community plan fee program update fund was previously established as a special interest-bearing trust fund for collection of fee program update fees for Area 1 pursuant to this chapter. The collected fee program update fees were to be used by the City of Rancho Cordova solely to pay the costs associated with updating the Sunrise Douglas community plan development impact fee program.

B. All fee program update development fees collected in Area 1 pursuant to this chapter that were placed in the Sunrise Douglas community plan fee program update fund shall be transferred to that interest-bearing trust fund entitled the Sunrise Douglas community plan administration fund to be expended by the City of Rancho Cordova solely to pay the costs associated with administering the Sunrise Douglas community plan development impact fee program.

Section 4. Severability

If any provision of this ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held

unconstitutional, invalid or unenforceable.

Section 5. Effective Date

Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Rancho Cordova Municipal Code Amendments

Title 16, Chapter 16.83

Sections 16.83.040 and 16.83.070

16.83.040 Sunrise Douglas community plan transit shuttle fund – Elimination and transfer to TDIF fund.

A. The Sunrise Douglas community plan transit shuttle fund is hereby eliminated. The Sunrise Douglas community plan transit shuttle fund was previously established as a special interest-bearing trust fund for collection of transit shuttle development fees for Area 1 pursuant to this chapter. The collected transit shuttle fees were to be used by the City of Rancho Cordova solely to pay the costs of transit shuttle facilities and equipment identified in the Sunrise Douglas community plan development impact fee program.

B. All transit shuttle development fees collected in Area 1 pursuant to this chapter that were placed in the Sunrise Douglas community plan transit shuttle fund shall be transferred to that interest-bearing trust fund entitled the “Transit Development Impact Fee” (“TDIF”) to be expended by the City of Rancho Cordova solely to pay the costs of transit shuttle facilities and equipment identified in the Sunrise Douglas community plan development impact fee program.

16.83.070 Sunrise Douglas community plan fee program update fund – Elimination and transfer to administration fund.

A. The Sunrise Douglas community plan fee program update fund is hereby eliminated. The Sunrise Douglas community plan fee program update fund was previously established as a special interest-bearing trust fund for collection of fee program update fees for Area 1 pursuant to this chapter. The collected fee program update fees were to be used by the City of Rancho Cordova solely to pay the costs associated with updating the Sunrise Douglas community plan development impact fee program.

B. All fee program update development fees collected in Area 1 pursuant to this chapter that were placed in the Sunrise Douglas community plan fee program update fund shall be transferred to that interest-bearing trust fund entitled the Sunrise Douglas community plan administration fund to be expended by the City of Rancho Cordova solely to pay the costs associated with administering the Sunrise Douglas community plan development impact fee program.

MEMORANDUM



ITEM 16.9.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Darcy Goulart, Planning Manager
SUBJECT: **SECOND READING OF AN ORDINANCE AMENDING TITLE 23 ZONING CODE, ARTICLE 3 ZONING, DISTRICTS, ALLOWABLE USES AND GENERAL DEVELOPMENT STANDARDS OF THE CITY OF RANCHO CORDOVA MUNICIPAL CODE**

RECOMMENDATION

Waive second reading and adopt the Ordinance.

RESULT OF RECOMMENDED ACTION

Approval of the Ordinance would Amend Title 23 Zoning of the Rancho Cordova Municipal Code.

BACKGROUND

On April 5, 2021 the City Council waived the first reading and passed to a second reading for an Ordinance amending Title 23 Zoning Code, Article 3 Zoning, Districts, Allowable Uses and General Development Standards of the City of Rancho Cordova Municipal Code.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA AMENDING TITLE 23 (ZONING CODE) ARTICLE 3 ZONING
DISTRICTS, ALLOWABLE USES AND GENERAL DEVELOPMENT STANDARDS OF THE
RANCHO CORDOVA MUNICIPAL CODE**

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**Section 1. Purpose and Declarations.**

WHEREAS, the City conducts periodic updates of the provisions of the Rancho Cordova Municipal Code (RCMC) to ensure compliance with current laws, changes in local policy, consistency with adopted plans and programs, clarify ambiguities, address changing market conditions, reflect best practices, and to address issues or concerns with current regulations; and

WHEREAS, certain amendments to Title 23 (Zoning Code), Article 3, Mixed-use Zoning Districts and Overlay Zoning Districts are necessary to address ambiguities, provide greater economic opportunities and/or be consistent with industry standards as it relates to permitted and conditionally permitted uses.

WHEREAS, on April 5, 2021 the City Council held a properly noticed public hearing for this Ordinance and considered all oral and written testimony.

Section 2: Findings. The City Council hereby finds:

- A. **CEQA Compliance.** CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected in State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...” The proposed amendments are not a “project” within the meaning of CEQA because the amendments seek to further address ambiguities, provide greater economic opportunities and/or be consistent with industry standards as it related to permitted and conditionally permitted uses and no significant expansion of these activities can reasonably be anticipated to occur. Because no expansion of uses or activities is reasonably anticipated, no possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA. However, in the event that adoption of the ordinance is considered a CEQA project, it would nonetheless qualify for categorical exemptions as set forth below.

CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” The approval of the code amendments set forth in the proposed ordinance does not approve any physical development and it would not result in a direct or indirect physical changes in the environment. Any specific development projects

that may result from these changes will be subject to environmental review. The proposed amendments are consistent with the City's General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code amendments are exempt from review under CEQA and no further environmental review is necessary.

B. The proposed amendment is consistent with the General Plan. The attached Municipal Code Amendments ("Amendment") are consistent with the General Plan. The amendments would provide additional economic opportunities within zoning districts, specifically the convention overlay, that would be consistent with the underlying base zoning district. Additionally, modifications to the permit requirement or deleting certain uses would reduce conflicts within the zoning districts and not create conflicts within the Code.

C. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City. The attached amendments would provide additional economic opportunities within zoning districts, specifically the convention overlay, that would be consistent with the underlying base zoning district. Additionally, modifications to the permit requirement or deleting certain uses would reduce conflicts within the zoning districts and not create conflicts within the Code. None of these proposed amendments will be detrimental to the public interest, health, safety, convenience, or welfare of the City.

D. The proposed amendments are internally consistent with other applicable provisions of this zoning code. The Amendments have been reviewed for consistency with the entirety of the Municipal Code and is consistent with other applicable provisions of the Municipal Code.

Section 3. Amendments to Title 23 Zoning Code

The City Council hereby adopts the amendments to Title 23 Zoning Code of the Rancho Cordova Municipal Code, as shown and incorporated in **Exhibit A** to this ordinance.

Section 4. Severability

If any provision of this Ordinance or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 5. Effective Date

Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code Section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its inception.

ITEM 16.9.

ATTACHMENT 1

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Rancho Cordova

Municipal Code Amendments

Title 23, Article 3

Chapter 23.313
Mixed-Use Zoning Districts
&
Chapter 23.325
Overlay Zoning Districts

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Chapter 23.313 MIXED USE ZONING DISTRICTS

23.313.030 Allowed land uses and permit requirements.

Table 23.313-1 identifies allowed uses and corresponding permit requirements for the mixed-use districts subject to compliance with Chapter 23.304 RCMC (Land Use Classification) and all other provisions of this title.

Descriptions/definitions of the land uses can be found in Article 11 of this title (Definitions). The specific use regulations column in the table identifies the specific chapter or section where additional regulations for that use type are located within this title.

Use regulations in the table are shown with a representative symbol by use classification listing: “P” symbolizes uses allowed by right, “AUP” symbolizes uses that require approval of an administrative use permit, “C” symbolizes uses that require approval of a conditional use permit, and “N” symbolizes uses that are not permitted.

Table 23.313-1: Allowed Use and Permit Requirements for Mixed-Use Districts

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Residential Uses									
Adult Day Care Home	P	N	N	N	N	N	N	N	
Caretaker Housing	P	P	P	P	P	P	P	P	RCMC 23.901.020
Dwelling, Multifamily	P ¹	P ^{1, 2}	P ^{1, 2}	N	N	P ¹	P ¹	P ¹	
Dwelling, Accessory Unit	P	N	N	N	N	N	N	N	RCMC 23.901.060
Dwelling, Single-Family	P ¹	P ^{1, 2}	P ^{1, 2}	N	N	P ¹	P ¹	P ¹	
Dwelling, Two-Family	P ¹	P ^{1, 2}	P ^{1, 2}	N	N	P ¹	P ¹	P ¹	
Emergency Shelter	C	C	C	C	N	N	N	N	
Family Day Care Home, Small	P	N	N	N	N	N	N	N	
Family Day Care Home, Large ¹⁷	AUP	N	N	N	N	N	N	N	RCMC 23.901.080
Group Residential	AUP	N	N	N	N	N	N	N	
Home Occupations	P	P	P	N	N	P	P	P	RCMC 23.901.030
Live-Work Facility	P ¹	P ¹	P ¹	N	N	P ¹	P ¹	P ¹	RCMC 23.901.040
Residential Care Home, Small	P	N	N	N	N	N	N	N	

ITEM 16.9.

ATTACHMENT 2 Exhibit A to the Resolution

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Residential Care Home, Large ¹⁸	AUP	N	N	N	N	N	N	N	RCMC 23.901.090
Transitional Housing	P	N	N	N	N	N	N	N	
Agriculture, Resource, and Open Space Uses									
Beekeeping	N	N	N	N	N	N	N	N	Chapter 8.12 RCMC
Recreation, Education, and Public Assembly Uses									
Clubs, Lodges, and Private Meeting Halls	P	P	P	P	AUP	P	P	P	
Community Centers/Civic Uses	P	P	P	P	AUP	P	P	P	
Indoor Amusement/Entertainment Facility ^{32, 33}	AUP	P	P	P	AUP	AUP	P	P	
Indoor Fitness and Sports Facility ^{32, 33}	AUP	P	P	P	AUP	AUP	P	P	
Libraries and Museums	P	P	P	P	P	P	P	P	
Outdoor Commercial Recreation ^{32, 33}	N	C	N	N	P	C	C	C	
Parks and Public Plazas	P	P	P	P	C	P	P	P	
Public Safety Facility	P	P	P	P	P	P	P	P	
Religious Institutions	P	P	P	P	P	P	P	P	
Schools, Private and Special/Studios ³¹	P	P	P	P	C	P	P	P	
Schools, Public ³¹	P	P	P	P	P	P	P	P	
Theaters and Auditoriums ^{32, 33}	C	P	P	P	N	AUP	P	P	
Urban Agriculture									
Aquaculture	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	RCMC 23.904.030
Community Garden, Public	C	C	C	C	C	C	C	C	RCMC 23.904.030
Community Garden, Private	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	RCMC 23.904.030
Market Garden	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	p ²⁴	RCMC 23.904.030
Private Garden	P	P	P	P	P	P	P	P	RCMC 23.904.030
Urban Ag Stand	p ²⁵	p ²⁵	p ²⁵	p ²⁵	p ²⁵	p ²⁵	p ²⁵	p ²⁵	RCMC 23.904.030
Utility, Transportation, and Communication Use Listings									
Broadcasting and Recording Studios	N	P	P	P	P	N	N	N	
Bus and Transit Shelters	P	P	P	P	P	P	P	P	
Freight Yard/Truck Terminal	N	N	N	C	C	N	N	N	

ITEM 16.9.

ATTACHMENT 2 Exhibit A to the Resolution

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Fuel Storage and Distribution	N	N	N	N	C	N	N	N	
Heliports	N	AUP	AUP	AUP	AUP	N	N	N	
Park and Ride Facility	C	P	P	P	P	C	C	P	
Parking Facility	AUP	P	P	P	P	AUP	P	P	
Telecommunication Facility	C	AUP/C ²¹	AUP/C ²¹	AUP/C ²¹	AUP/C ²¹	AUP/C ²¹	AUP/C ²¹	AUP/C ²¹	RCMC 23.907.020
Transit Facilities	N	N	N	C	P	N	N	N	
Transit Stations and Terminals	C	P	P	P	P	P	P	P	
Utility Facility and Infrastructure	AUP	AUP	AUP	AUP	AUP	AUP	AUP	AUP	RCMC 23.907.030
Retail, Service, and Office Uses²²									
Adult Day Care Facility	N	AUP	AUP	AUP	AUP	AUP	AUP	AUP	
Alcoholic Beverage Sales, Off-Site ¹⁶	N	C	C ²	C ²	C ²	C	C	C	
Ambulance Service	N	AUP	AUP	P	P	N	N	N	
Animal Sales and Grooming	AUP	P	N	N	N	P	P	P	
Art, Antique, Collectable	P ²	P	P ²	P ²	N	P	P	P	
Artisan Shops	AUP	P	P ²	P ²	P ²	P	P	P	
Banks and Financial Services	P ²	P	P	P	P	P	P	P	
Bars and Nightclubs ²³	C ³	C ³	C ^{2, 3}	C ^{2, 3}	C ^{2, 3}	C ³	C ³	C ³	
Bed and Breakfast Inns	P	P	N	N	N	N	N	N	
Brew Pub ²³	N	P	P ²	P ²	P ²	P	P	P	
Building Materials Stores and Yards	N	P ⁴	N	C ⁴	N	N	C ⁴	C ⁴	
Business Support Services	AUP ^{2, 4, 5}	P	P	P	AUP	P ⁵	P	P	
Call Centers	N	N	P	P	AUP	N	N	N	
Commercial Marijuana Uses	N	N	N	N	N	N	N	N	
Child Day Care Facility	P	AUP	AUP ²	AUP ²	AUP ²	P	C	C	
Consignment Store	N	P	N	N	N	N	AUP	N	
Convenience Stores	AUP ^{2, 26}	AUP ²⁶	AUP ^{2, 26}	AUP ^{2, 26}	AUP ^{2, 26}	AUP ²⁶	AUP ²⁶	AUP ²⁶	RCMC 23.910.020
Drive-In and Drive-Through Sales and Service	N	C ^{20, 21}	N	N	C ^{6, 20, 21}	C ^{20, 21}	C ^{20, 21}	C ^{20, 21}	RCMC 23.910.030
Equipment Sales and Rental	N	N	N	P	P	N	N	N	
Furniture, Furnishings, and Appliance Stores	N	P	N	N	N	N	C	P	

ITEM 16.9.

ATTACHMENT 2 Exhibit A to the Resolution

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Garden Center/Plant Nursery	N	P	N	AUP	N	N	C	C	
Grocery Stores/Supermarkets	AUP ²	P	P ²	AUP ²	N	AUP ⁸	P	P	
Home Improvement Supplies	N	P ⁹	N	P	P	N	P ⁹	P ⁹	
Hotels and Motels ^{32, 33}	C ²	P	P	C	N	C	P	P	
Hotels and Motels, Extended Stay ^{32, 33}	C ²	C	C	C	N	C	C	C	
Kennels, Commercial	C ^{2, 4}	N	N	N	AUP ⁴	N	N	N	
Maintenance and Repair, Small Equipment	N	P	N	P	P	AUP	P	P	
Medical Services, General	AUP ²	P	P	P	P	P	P	P	
Medical Services, Extended Care	P	C	C	C	N	N	N	N	
Medical Services, Hospitals	N	P	P	P	P	P	P	P	
Mortuaries and Funeral Homes ¹⁵	N	P	N	N	P ¹⁵	N	N	N	
Neighborhood Market	P ²	P	P ²	AUP ²	N	P	P	P	
Offices, Business and Professional	P ²	P ²	P	P	N	P ²	P ²	P ²	
Offices, Accessory	P	P	P	P	P	P	P	P	
Personal Services	P ^{2, 5}	P	P ²	P ²	P ²	P	P	P	
Residential Care Facility	AUP	C	C	N	N	N	N	N	
Restaurants	P ²	P	P ²	P ²	P ²	P	P	P	
Retail, Accessory	P ²	P	P ⁶	P ⁶	P ⁶	P	P	P	
Retail, General	P ^{2, 11}	P	N	N	N	P	P	P	
Retail, Warehouse Club	N	P	N	N	N	N	C	P	
Smokers' Lounge, Hookah Bar, E-Cigarette Lounge, and Vapor Lounge	N	N	N	N	N	N	N	N	RCMC 23.919.100
Tasting Room, Off-Site ²³	N	P	P ²	P ²	P ²	P	P	P	
Veterinary Facility	AUP ²	P	N	N	AUP	AUP	P	P	
Automobile and Vehicle Uses									
Auto and Vehicle Sales and Rental	N	P ¹⁹	N	N	P ¹⁹	N	N	N	RCMC 23.913.040
Auto and Vehicle Sales, Wholesale	N	N	N	C	P	N	N	N	
Auto and Vehicle Storage	N	N	N	C ¹²	P ¹²	N	N	N	
Auto Parts Sales	N	P ^{11, 12}	N	N	P ^{11, 12}	N	N	N	
Car Washing	N	C	C	C	C	N	C	C	RCMC 23.913.050

ITEM 16.9.

ATTACHMENT 2 Exhibit A to the Resolution

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Detailing/Waterless Car Wash	N	AUP	AUP	AUP	N	N	N	N	
Service Stations	N	AUP	C	C	P	N	C	C	
Vehicle Services, Major	N	N	N	C ¹²	P ¹²	N	N	N	
Vehicle Services, Minor	N	AUP ^{12, 13}	N	AUP ¹²	P ¹²	N	N	N	
Industrial, Manufacturing, and Processing Uses									
Agricultural Products Processing	N	N	N	N	C	N	N	N	
Artisanal and Specialty Manufacture, Display, and Sales	N	P	P	P	P	P	P	P	
Brewery, Winery, Distillery	N	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	
Manufacturing, Major	N	N	N	N	C ¹⁴	N	N	N	
Manufacturing, Minor	N	N	N	P	P	N	N	N	
Manufacturing, Small Scale	N	P	P	P	P	P	N	N	
Printing and Publishing	N	C	C	P	P	N	N	N	
Recycling Facility, Processing	N	N	N	N	C	N	N	N	
Recycling Facility, Scrap and Dismantling Facility	N	N	N	N	C	N	N	N	
Research and Development	N	N	P	P	P	N	N	N	
Storage, Personal Storage Facility	N	N	N	C ²⁷	P ²⁷	N	N	N	Chapter 23.915 RCMC
Storage, Warehouse	N	N	N	P	P	N	N	N	
Storage, Yards	N	N	N	P ¹⁴	P ¹⁴	N	N	N	Chapter 23.728 RCMC
Wholesaling and Distribution	N	N	N	P ¹⁴	P ¹⁴	N	N	N	
Special Regulated Uses									
Bingo Parlors	N	P ³⁰	P ³⁰	P ³⁰	N	N	N	N	Chapter 4.26 RCMC
Card Rooms	N	P	C	C	C	N	N	N	RCMC 23.919.020
Check Cashing Businesses	N	P	N	N	N	N	N	N	RCMC 23.919.030
Massage Parlors, Massage Establishments	N	P ²⁸	N	N	N	N	N	N	Chapter 4.33 RCMC
Pawnshops	N	P	N	N	N	N	N	N	RCMC 23.919.040
Recycling Facility, Collection Facility	N	C	C	C	P	C	C	C	RCMC 23.919.050
Sexually Oriented Businesses	N	N	N	N	P	N	N	N	RCMC 23.919.060
Smoke Shops	N	P	N	N	C	N	N	N	RCMC 23.919.070

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Tattoo Parlors	N	P	N	N	N	N	N	N	RCMC 23.919.080
Thrift Stores	N	P	N	AUP	AUP	N	N	N	RCMC 23.919.090

Notes:

1. See the density restrictions in the underlying zoning district.
 2. This use is permitted or permitted with a use permit as specified only in conjunction with the predominant use of the mixed-use district. In other words, this use is only allowed as part of an integrated development and not as a standalone use. Other uses in the table are allowed as standalone uses.
 3. All forms of speaker amplification exterior to the building shall be prohibited unless authorized in combination with project approval or amendment thereto.
 4. All activities shall occur within a completely enclosed building or shall be located behind a solid/screened enclosure directly adjacent to the building.
 5. Maximum gross floor area is less than 5,000 square feet.
 6. Limited to a maximum of 25 percent of the gross floor area of the integrated development.
 7. Maximum tenant space shall be 25,000 square feet.
 8. Maximum tenant space shall be 50,000 square feet.
 9. Uses 25,000 square feet and over require a conditional use permit.
 10. Limited to less than 50 percent of the gross floor area of the integrated development.
 11. Maximum tenant space shall be 15,000 square feet.
 12. All activity and storage must be located within an enclosed structure.
 13. No portion of the use shall be located within 500 feet of an intersection.
 14. All activity must be entirely screened from public view and not within 500 feet of a residential use. The 500-foot separation from residential uses may be waived if the storage yard adheres to the standards in RCMC 23.728.030(C)(1).
 15. A crematory is prohibited in all zones with the exception of LIBP, where it is permitted in association with a mortuary or funeral home.
 16. Only establishments that sell alcoholic beverages for off-site consumption require a conditional use permit.
 17. See additional provisions in RCMC 23.901.080, Family day care (large).
 18. See additional provisions in RCMC 23.901.090, Residential care home (large).
 19. This use is not permitted if incidental to and not a primary part of the operation of the primary use. Rentals that are an integral part of a primary use are subject to the additional provisions of RCMC 23.913.040.
 20. Drive-throughs that are added to existing buildings may be processed with an AUP.
 21. Conditional use permit required if any portion of proposed facility is within 500 feet of a residential zoning district or existing residential use.
 22. All commercial activity, display and storage shall occur within a building or within a screen enclosure. A temporary use permit, administrative use permit, or conditional use permit may be obtained to deviate from this requirement.
 23. Uses which serve alcohol for on-site consumption and which have an "on-sale" license from the California Department of Alcoholic Beverage Control must be located at least 250 feet from any adult live theater at which live nude dancing is performed and which is subject to Section 143.3 of the California Code of Regulations.
 24. Private community gardens and market gardens are allowed in the city's mixed-use districts up to a maximum three acres in size and pursuant to applicable regulations in RCMC 23.904.030. Approval of an administrative use permit is required for said uses greater than three acres in size.
 25. On-site urban agriculture stands are allowed up to 120 square feet, on the site of an urban agricultural use consistent with applicable regulations in RCMC 23.904.030.
 26. See RCMC 23.910.020 (Convenience stores).
 27. See Chapter 23.915 RCMC (Storage, Personal Storage Facility Development Standards).
 28. Massage parlors and massage establishments must be located at least 1,000 feet from other massage parlors and massage establishments, as measured from the entrance of each establishment. This shall not apply to any home occupation massage business that is in full compliance with home occupation requirements in Chapter 23.901 RCMC.
 29. Over 20,000 square feet requires an administrative use permit.
 30. Bingo games and parlors are regulated by Chapter 4.26 RCMC. The city has a limit of no more than two bingo parlors in the city limits at any given time.
 31. Dormitories on any parcel that is part of a contiguous campus are permitted as an accessory use to a public or private school.
 32. On-site consumption of food is considered a permitted use if the related primary use is a permitted use.
 33. On-site consumption of alcohol, as an accessory use to a permitted use, requires approval of an administrative use permit.
- [Ord. 1-2020 § 3 (Exh. A); Ord. 5-2019 § 3 (Exh. A); Ord. 3-2019 § 5 (Exh. A); Ord. 17-2018 § 4 (Exh. A); Ord. 15-2018 § 4 (Exh. A); Ord. 4-2018 § 3 (Exh. A); Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 3-2017 § 3 (Exh. A); Ord. 1-2016 § 4; Ord. 15-2015 §§ 2, 3; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.5.030)].

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ATTACHMENT 2
Exhibit A to the Resolution

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Chapter 23.325 OVERLAY ZONING DISTRICTS

23.325.020 Convention (CO) overlay zoning district.

A. Purpose and Intent. The purpose of the convention (CO) overlay zoning district is to establish an area in the city specifically for the development of a convention center with related and supporting uses. The convention district is intended to be a special place in the city that is entertaining, vibrant, and inviting to tourists, visitors, and residents alike. This overlay district supplements the provisions of the underlying zoning districts for the special purposes identified herein. Where there is conflict between this overlay district and the underlying base district, the overlay district regulations prevail.

B. Convention Overlay District Area. The convention overlay zoning district is applied to those parcels described in Figure 23.325-1 (Convention Overlay District Area), consistent with the General Plan's convention overlay. The convention overlay district is generally defined as that area south of Highway 50, east of Kilgore Road, north of Sun Center Drive, and west of Citrus Road.

C. Allowed Uses. Table 23.325-1 identifies the allowed use provisions specific to the convention overlay zoning district. The allowed use provisions of Table 23.325-1 supersede and replace the allowed use provisions of the underlying base zoning district of the applicable property. Similar uses may be determined as identified in this title. The allowed use provisions are listed in compliance with Chapter 23.304 RCMC (Land Use Classification).

Use regulations in the table are shown with a representative symbol by use classification listing: "P" symbolizes uses allowed by right, "AUP" symbolizes uses that require approval of an administrative use permit, "C" symbolizes uses that require approval of a conditional use permit, and "N" symbolizes uses that are not permitted.

Table 23.325-1: Allowed Use Provisions in the Convention Overlay Zoning District

Land Use Category	Convention Overlay Zoning District	Special Use Regulations
Residential Uses		
Dwelling, Multifamily	P ¹	
Home Occupations	C	RCMC 23.901.030
Live-Work Facility	C	RCMC 23.901.040
Recreation, Education, and Public Assembly Uses		

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Land Use Category	Convention Overlay Zoning District	Special Use Regulations
Clubs, Lodges, and Private Meeting Halls	P	
Community Centers/Civic Uses	P	
Convention Center	P	
Indoor Amusement/Entertainment Facility	P	
Indoor Fitness and Sports Facility	AUP	
Libraries and Museums	P	
Outdoor Commercial Recreation	AUP	
Parks and Public Plazas	P	
Public Safety Facility	P	
Religious Institutions	C	
Schools, Private and Special/Studios ³	P	
Schools, Public ³	P	
Theaters and Auditoriums	P	
Utility, Transportation, and Communication Use Listings		
Broadcasting and Recording Studios	P	
Heliports	C	
Park and Ride Facility	P	
Parking Facility	P	
Telecommunication Facility	C	RCMC 23.907.020
Transit Stations and Terminals	C	
Utility Facilities and Infrastructure	C	RCMC 23.907.030
Retail, Service, and Office Uses		
Alcoholic Beverage Sales (off-premises consumption) ²	C	
Art, Antique, Collectable	P	
Artisan Shop	P	
Banks and Financial Services	P	
Bars and Nightclubs	C	
Brew Pub ²	P	
Business Support Services	P	
Child Day Care Facility	C	

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Land Use Category	Convention Overlay Zoning District	Special Use Regulations
Commercial Marijuana Uses	N	
Convenience Store	P	
Drive-In and Drive-Through Sales and Service	C	RCMC 23.910.030
Neighborhood Market/Grocery Stores/Supermarket	P	
Home Improvement Supplies	AUP	
Hotels and Motels	P	
Hotels and Motels, Extended Stay	C	
Medical Services, General	P	
Medical Services, Extended Care	P	
Medical Services, Hospitals	P	
Offices, Business and Professional	P	
Offices, Accessory	P	
Personal Services	P	
Restaurants	P	
Retail, Accessory	P	
Retail, General	P	
Tasting Room ²	P	
Veterinary Facility	AUP	
Automobile and Vehicle Uses		
Auto and Vehicle Sales and Rental	AUP	
Car Washing and Detailing	C	RMC 23.913.050
Service Stations	C	
Vehicle Services, Minor	AUP	
Industrial, Manufacturing, and Processing Uses		
Brewery, Winery, Distillery ²	P	
Manufacturing – Small Scale	AUP	
Printing and Publishing	AUP	
Research and Development	AUP	
Warehousing	AUP	

Notes:

1. The use is permitted in conjunction with the predominant use of the underlying base zoning district. In other words, this use is only allowed as part of an integrated development.
2. Off-premises sale of alcohol is an allowed use where such sales are incidental to an allowed use that provides on-site alcohol consumption (restaurant, brew pub, tasting room, etc.).
3. Dormitories on any parcel that is part of a contiguous campus are permitted as an accessory use to the public or private school.

Land Use Category	Convention Overlay Zoning District	Special Use Regulations
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D. Development Standards. The following development standards are applicable to the convention overlay zoning district. These standards, along with other development standards (e.g., landscaping requirements, parking standards) in this title and citywide design guidelines, are intended to assist property owners and project designers in understanding the city's minimum requirements and expectations for high quality development. Where site development standards listed herein are in conflict with the site development standards in other chapters of this code or the underlying zoning district, these standards shall apply. The designated approval authority will review development applications against these standards to determine compliance with applicable zoning regulations.

Table 23.325-2: Development Standards in the Convention Overlay District

Development Standard	Convention Overlay District
Density¹	
Minimum	10 du/ac
Maximum	40.0 du/ac
Floor Area Ratio²	
Minimum	0.25
Maximum	3.0
Setbacks	
Front and Street-Side	0 ft.
Rear	10 ft.
Between Structures	10 ft. ³
Interior	0 ft.
Residential, Standalone Structure ⁴	Refer to setbacks for the MDR zone
Height Limit	
Primary Structures	No maximum ⁵

Notes:

1. The minimum and maximum density standards are only applicable to mixed-use and integrated developments that include residential uses. Residential projects shall include a minimum of four units.

2. Includes residential uses and square footage. See Article 11 of this title for definition of floor area ratio (FAR).

3. The distance between structures may be modified as part of design review; however, any modifications must be consistent with the Uniform Building Code.

4. For residential units developed as part of an integrated development but not in the same building as the primary use(s), refer to the MDR zone for all setbacks. In all other instances, the setbacks shall be the same as the primary structure(s).

5. While there is no height maximum, the regulations of the Federal Aviation Administration (FAA) limit the height of structures to between 150 and 350 feet based on location. See the safety element of the General Plan for more information. FAA approval is required for all structures over 150 feet in height.

E. Parking Standards. Parking standards for uses in the convention overlay zoning district shall be consistent with Chapter 23.719 RCMC (Parking and Loading). Required off-street loading/unloading and passenger loading areas shall also be consistent with applicable provisions of Chapter 23.719 RCMC (Parking and Loading).

F. Exceptions. The council desires to provide flexibility for projects within the convention overlay district that will benefit the community in specific, identified ways. In conjunction with a major design review, project-level CEQA review, and any other required entitlements, an applicant may request that the council approve an exception to allow a development project that does not strictly adhere to the convention overlay development standards identified in Table 23.325-2. The council may grant an exception for any development standard in Table 23.325-2 for projects that are uses allowed in Table 23.325-1, and meet at least four of the following six conditions:

1. Will fulfill a compelling community need, as indicated by an existing city goal, General Plan policy, budget priority, or other council adopted policy document.
2. Will improve an existing blighted situation by removing 100 percent of the blight located upon the subject property.
3. Will provide unmet services to a currently underserved community.
4. Will create at least 15 new permanent full-time jobs (or new jobs equivalent to at least 15 full-time jobs) or a minimum of one job per 500 square feet.
5. Will generate annual sales tax contributions to the city in excess of \$25,000.
6. Investments in the property will increase the property tax revenue for the subject parcel(s) by at least 250 percent.

To the extent practical, development projects should comply with the development standards in Table 23.325-2. All projects remain subject to design review as established in Chapter 23.140 RCMC (Minor Design Review) and Chapter 23.141 RCMC (Major Design Review). An exception request must be included and will be reviewed in conjunction with the project's design review application. It is the applicant's responsibility to request relief from the development standards in Table 23.325-2 and provide justifications for why standards cannot be met. It is also the applicant's responsibility to provide evidence of compliance with at least four of the conditions listed in this section to support the exception request. The council is the approval authority for all exception requests.

Under no circumstance shall an exception result in any of the following:

1. Allow a land use not otherwise permitted or conditionally permitted in the zone;
2. Allow a detrimental environmental impact not adequately analyzed;
3. Waive a specific prohibition; or
4. Waive or modify a procedural requirement.

The procedure for granting exceptions allowed under this provision is provided in RCMC 23.110.130. In granting the exception, the council shall make the following findings:

1. The proposed project qualifies for an exception by meeting at least four of the six conditions required for granting an exception as defined in this subsection (F).
2. The council has determined that the proposed project has adhered to the development standards in Table 23.325-2 to the fullest extent practicable.

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3. The applicant has provided substantial evidence that the conditions for the exception will be met following construction and operation of the project. Further, the applicant has agreed to conditions of approval that provide assurances that these requirements will likely be met or exceeded throughout the life of the project.

4. Granting the exception will not adversely affect the interests of the public or the interests of the residents and property owners in the vicinity of the premises in question, and shall not establish a precedence for other project requests.

5. Granting the exception will not endanger the public health and safety. [Ord. 4-2018 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 1-2017 § 3; Ord. 11-2015 § 3; Ord. 19-2013 § 3 (Exh. A); Ord. 18-2013 § 3 (Exh. A); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.9.020)].

MEMORANDUM

ITEM 17.1.

DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: June Cowles, Senior Planner

SUBJECT: A RESOLUTION TO APPROVE THE PREMIER HOMES, LLC MONTELENA VILLAGE 5 MAJOR DESIGN REVIEW AND ADJUSTMENT; PROJECT NO. DD10046



PROPERTY OWNER:
MDRE Development, LLC
PO Box 1399
North Highlands, CA 95660

APPLICANT/DEVELOPER:
Element Built Homes, Inc.
DBA: Premier Homes, LLC
8483 Douglas Blvd. Suite 110
Granite Bay, CA 95746

PROJECT: The applicant, Premier Homes, LLC is requesting a Major Design Review Permit for Montelena Village 5. The Design Review is for 3 floor plans: 2,655, 3,517, and 3,876 square feet each with 3 proposed architectural styles. The applicant is also requesting an adjustment for the front yard setback to living space from 16 feet to 12.5 feet.

FILE: DD10046

LOCATION: South of Douglas Road and west of Rancho Cordova Parkway.

ZONING: Residential (RD-5) Sunridge Specific Plan

APN: 067-1110-004

PLANNER: June Cowles, Senior Planner

RECOMMENDATION:

Determine the project Exempt per Section 15182, of the CEQA Guidelines; and adopt Resolution for Premier Homes, LLC, Montelena Village 5 Major Design Review and Adjustment.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would approve the design for 3 single-family home floor plans each with 3 elevations to be located within Montelena Village 5. Approval would allow the applicant to pursue necessary building permits for new construction.

BACKGROUND

The Montelena subdivision is located within the Sunridge Specific Plan which was approved in July 2002 by Sacramento County **Figure 1: Montelena Subdivision Location**. The Specific Plan area includes residential, commercial, and open space throughout. The Montelena subdivision as shown on the aerial was graded previously and has some infrastructure in place. The proposed project is for Village 5. **Figure 2: Montelena Village 5 Location and Figure 3: Montelena Village 5 Lot Layout**.

Figure 1: Montelena Subdivision Location



Figure 2: Montelena Village 5 Location

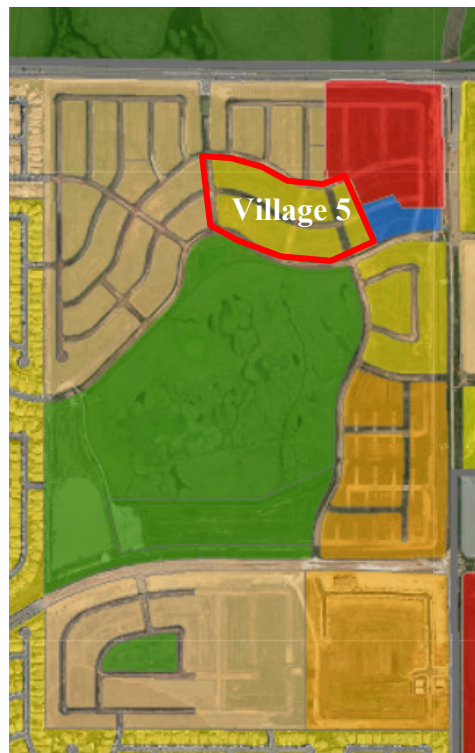
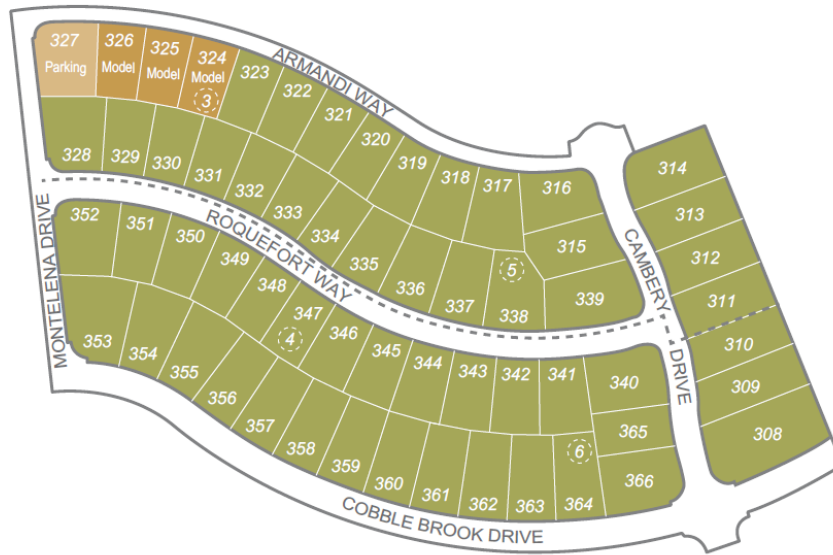


Figure 3: Montelena Village 5 Lot Layout

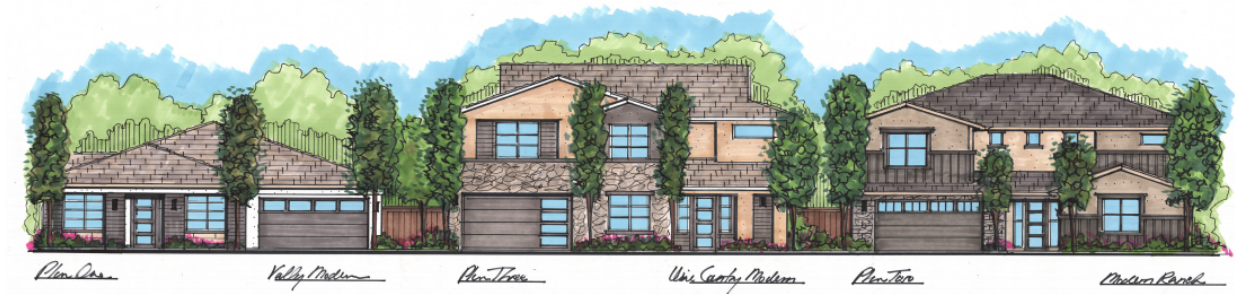


Proposed Project Description:

Major Design Review

The applicant is requesting a Major Design Review for 3 floor plans: 2,655, 3,517, and 3,876 square feet each with 3 proposed architectural styles: Valley Modern, Wine Country Modern, and Modern Ranch. **Figure 4: Streetscape and Proposed Home Plan Front Elevations**

Figure 4: Streetscape and Proposed Home Plan Front Elevations



Plan 1: 2,655 square feet



Wine Country Modern



Modern Ranch



Valley Modern

*Premier Homes Eckstein
Plan One - Montebello Village 5*

Plan 2: 3,517 square feet



Wine Country Modern



Modern Ranch



Valley Modern —

*Premier Homes Eckstein
Plan Two - Montebello Village 5*

Plan 3: 3,876 square feet



Wine Country Modern



Modern Ranch



Valley Modern

*Phenice Home Elevation
Plan Three - Montecito Village 5*

The table below identifies the house plans, elevations, and characteristics/options. **Table 1: Home Square Footage/Type, Elevations, and Characteristics/Options.** Each floor plan includes three architectural styles with three color schemes, creating a larger variation in the streetscape.

Table 1: Home Square Footage/Type, Elevations, and Characteristics/Options.

Home Square footage and type	Elevations	Characteristics and Options
<u>Plan 1</u> : 2,655 (1-story)	Valley Modern, Wine Country Modern, and Modern Ranch	3- car Tandem Garage and Rear yard covered patio area
<u>Plan 2</u> : 3,517 (2-story)	Valley Modern, Wine Country Modern, and Modern Ranch	4 car garage (3-car tandem and 1 side load) and Rear yard covered patio area
<u>Plan 3</u> : 3,876 (2-story)	Valley Modern, Wine Country Modern, and Modern Ranch	4 car Tandem garage and Front and Rear covered porch

Adjustment

The Applicant is also requesting an adjustment to reduce the front yard setback to living space from 16 feet to 12.5 feet.

ANALYSIS:

GENERAL PLAN AND ZONING CONSISTENCY:

The Montelena Village 5 General Plan designation is Low Density Residential (LDR). The LDR designation is generally characterized by traditional single-family detached homes. The project site is zoned RD-5, consistent with the LDR General Plan Zoning designation. The Village 5 lots are an average size of 6,300 square feet, consistent with the RD-5 zoning district density of 4.1 to 5.0 dwelling units per acre.

Major Design Review:

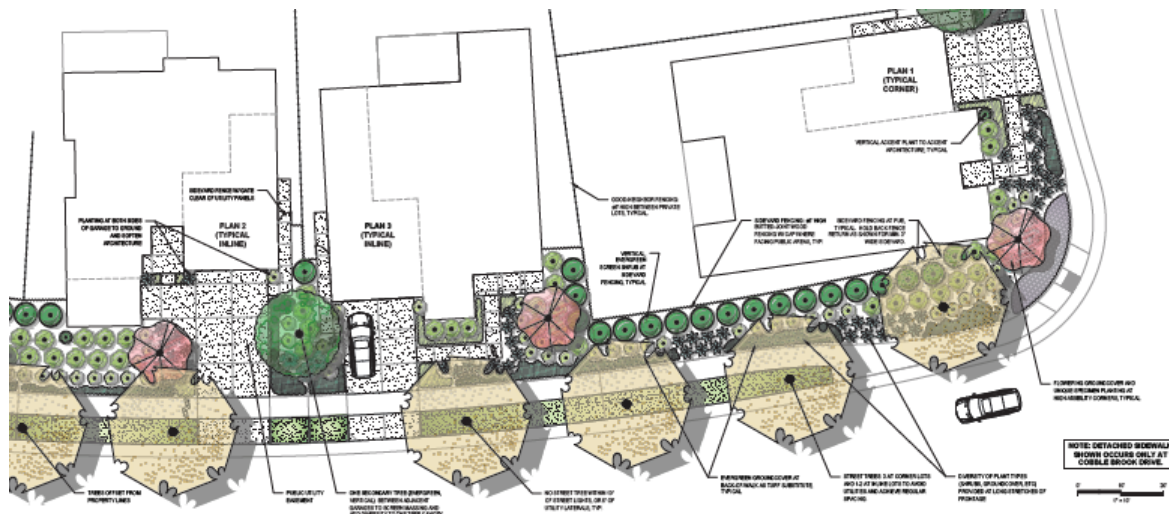
Architectural Design

The proposed project includes three floor plans each with three architectural styles: (Valley Modern, Wine Country Modern, and Modern Ranch), each with three color schemes **See Attachment 2 (Project Plans)**. Color schemes include colors for body, fascia, and trim/garage as well as picture samples of stone and roof materials. All plans include the living space/porch forward of the garage and varied roof pitches. All floor plans include pop out trim around windows and doors on all elevations. Proposed designs are shown for each floor plan in **Attachment 2 (Project Plans)**.

Landscape Design

The submitted typical landscape plan depicts a variation of trees, shrubs and ground cover along the front streetscape as well as corner lot side yards. The landscape will include groundcover and ornamental grasses with ground cover spreading plants used as an alternative to grass. This will be in conjunction with trees and other accent shrubs throughout the yard. **Figure 5: Typical Landscape Plans**.

Figure 5: Typical Landscape Plans



City Design Guidelines

The proposed house plans offer a clear architecture modern style with unique designs. The proposed project is consistent with the City Design Guidelines and Sunridge Design Guidelines as stated below:

- The design is visually interesting and establishes streetscape variety with the proposed single-story and two-story, three plans and 3 architectural styles per a plan.
- The mass, scale, and form of the homes enhance the public realm with the front yard porches and living spaces.
- The several different rooflines included in each plan and elevation ensure variation.
- Several of the homes include living space/porch forward of the garage.
- The proposed plans offer diversity of architecture and include a modern architectural style.
- To ensure variety and interest throughout the villages, a condition of approval has been added to state that no two identical floor plans and building elevations within a master home plan series shall be located directly adjacent to one another.

DESIGN REVIEW FINDINGS & EVIDENCE

Approval of the Major Design Review, subject to the Design Review Package ([Attachment 2](#)) and the Conditions of Approval ([Attachment 3](#)), must provide sufficient evidence for the Findings required by Zoning Code Section 23.141.070. Findings and supportive evidence are shown below:

- a) **Finding:** The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Specific Plan provisions, and special planning area provisions, and is consistent with the applicable Rancho Cordova Design Guidelines.

Evidence: The General Plan designation for the subdivision is Low Density Residential (LDR). The LDR designation is generally characterized by single-family detached homes. The proposed single family project site is zoned RD-5. The Montelena Village 5 lots on average are approximately 6,300 square feet and more which is consistent with the General Plan and zoning density requirements. The project is consistent with the Sunridge Specific Plan and City of Rancho Cordova Design Guidelines that include setback and height standards and architectural detail requirements. However, the project is requesting an adjustment for the front yard setback to living space from 16 feet to 12.5 feet.

- b) **Finding:** The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.

Evidence: Premier Homes has presented a design package which includes three floor plans with three elevations per plan for a total of 9 architectural configurations. Variations in colors and materials along with living spaces forward of the garage, and varied roof lines will create a welcoming streetscape. Conditions of Approval ([Attachment 3](#)) have been developed to alternate between sizes and architectural styles throughout the neighborhood to emphasize street variation. This proposed architecture, site design and landscape are therefore suitable for the site and will enhance the character of the neighborhood and community.

- c) **Finding:** The architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, screening of exterior appurtenances, exterior lighting and signing, and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.

Evidence: The proposed architecture and landscaping are complementary to and compatible with other approved villages within the existing neighborhoods. Modern architecture home styles are currently being built in Sunridge Lot J and Montelena Villages 9 and 10. A clear design concept is shown for each elevation. All elevations, architectural style palettes, and color schemes are included in the Design Review Package (Attachment 2).

- d) **Finding:** The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Evidence: The subdivision map was approved prior to this Design Review action. Vehicular, bicycle, and pedestrian circulation were studied and accepted as part of that prior approval. This Design Review approval will not impede any of the approved transportation modes.

ADJUSTMENT

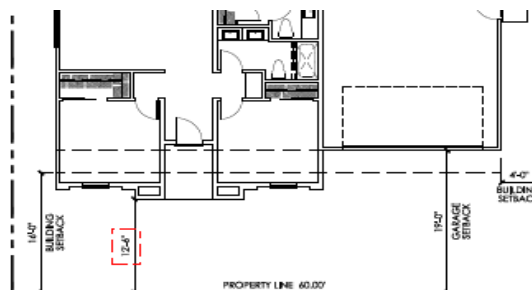
In addition to the Major Design Review for the single-family homes, Premier Homes is also requesting an adjustment for the front yard setback to living space from 16 feet to 12.5 feet. Chapter 23.131.20 of the Rancho Cordova Municipal Code allows up to a 40% reduction in setbacks to allow creative design solutions and to accommodate unique site conditions so long as evidence for the required findings are met.

The applicant states the following for the requested adjustment:

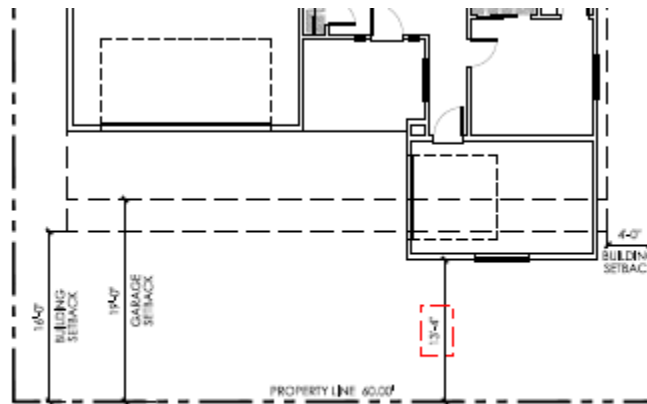
- The current setback standard limits the ability to provide single story plans with optional 4th bedrooms while still allowing rear yard space for outdoor living. Aging baby boomers seek single story living in suburban areas near family without significant down-sizing. Additionally, younger generations place more value on work from home options such as offices and/or flex spaces.
- All three floor plans offer additional garage space (3 car and 4 car garages) but with a 2-car garage appearance by providing tandem space which allows more space for parking a boat and trailer. Additionally, Plan 2 offers a side load single car garage which provides a non-garage door front facade streetscape.
- By bringing living space forward into the front yard setback, we are able to achieve open floor plans with the many flex options to achieve the needs of buyers in this current climate. Reduced front yard space also provides greater variation along street frontages. **Figure 6: Proposed Front Yard Setback to Living Space**

Figure 6: Proposed Front Yard Setback to Living Space

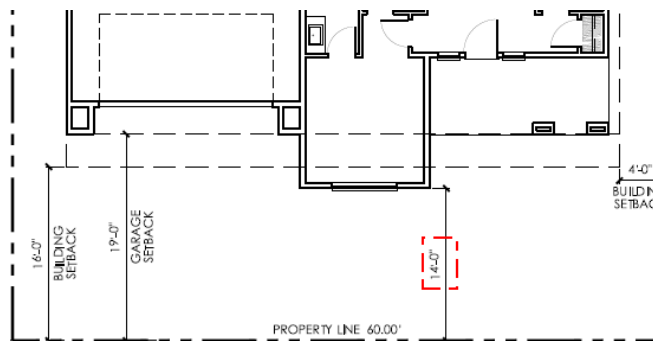
Plan 1: 12.5 feet



Plan 2: 13.3 feet



Plan 3: 14 feet



The Sunridge Specific Plan setbacks are as follows:

Front yard setback to garage:	19 feet
front yard setback to living space	16 feet
Side yard interior setback	5 feet on one side and 4 feet on the other side.
Street side yard setback	12.5 feet
Rear yard setback	Lots less than 125 feet is 20% of the lot depth

The proposed home floor plans are consistent with all the required setbacks except for the front yard setback to living space. In addition, the minimum front yard living space setback is 12.5 feet for Plan 1. Plan 2 and 3 front living space setbacks are 13.3 and 14 feet respectively. However, for simplicity the adjustment request is for 12.5 feet.

ADJUSTMENT FINDINGS & EVIDENCE

Approval of the Adjustment is subject to the Pre-Plot Plan within the Design Review Package ([Attachment 2](#)) and the Conditions of Approval ([Attachment 3](#)) included in the project. For approval, sufficient evidence for the Findings is required by Zoning Code Section 23.131.070 Findings and supportive evidence are shown below:

- Finding:** That the proposed development is of sufficient size and is designed so as to provide a desirable environment within its own boundaries.

Evidence: Montelena Village 5 includes 59 single-family lots. The Montelena overall planned subdivision provides 794 single family lots. The proposed development is designed to provide a desirable environment with single-family homes.

- b) **Finding:** That the proposed development is compatible with existing and proposed land uses in the surrounding area.

Evidence: The project is zoned RD-5 and is proposing single family homes which is consistent with the planned Montelena subdivision and the existing uses in the surrounding area which include single family lots.

- c) **Finding:** That any exceptions to, or deviations from, the density requirements or design standards result in the creation of project amenities that would not be available through strict adherence to code provisions (e.g. additional open space, protection of natural resources, improved pedestrian connectivity, public plazas).

Evidence: The applicant is requesting a 12.5 foot front yard setback to living space, which is a reduction of 3.5 feet from the current 16 foot front yard setback to living space. The applicant states that aging baby boomers seek single story living in suburban areas near family without significant down-sizing. Additionally, younger generations place more value on work from home options such as offices and/or flex spaces. All three floor plans offer additional garage space (3 car and 4 car garages) but with a 2-car garage appearance by providing tandem space and a side load single car garage. Reduced front yard space also provides greater variation along street frontages. The requested adjustment to the setback would not create project amenities as the subdivision was approved prior to the request.

- d) **Finding:** Granting the adjustment will not adversely affect the interests of the public or the interests of residents and property owners in the vicinity of the premises in question.

Evidence: The adjustment will be for the front yard setback to living space and will not affect any neighboring properties. In addition, Plan 2 and 3 front living space setbacks are 13.3 and 14 feet respectively. However, for simplicity the adjustment request is for 12.5 feet.

- e) **Finding:** The adjustment is consistent with the General Plan or any applicable Specific Plan or development agreement.

Evidence: The applicant is requesting a 3.5 foot reduction for the front yard setback to living space. The site will still be utilized for single family housing as shown in the General Plan. The adjustment will change the setback as required by the Sunridge Specific Plan however, the property will still be consistent with all other aspects of the Specific Plan such as the remaining setbacks and height development standards.

- f) **Finding:** The adjustment is the minimum required to achieve the desired result.

Evidence: The applicant is requesting a 22% reduction which will reduce front yard setback to living space from 16 feet to 12.5 feet. The proposed home plans meet all the other required setbacks and height development standards within the Specific Plan.

ENVIRONMENTAL

The proposed project has been analyzed as part of the Sunridge Specific Plan Environmental Impact Report (EIR) and the Mitigated Negative Declaration (MND) for the Montelena Subdivision in compliance with the California Environmental Quality Act (CEQA). Since the proposed residential project is in conformity with what was reviewed as part of the Specific Plan EIR, the project is then exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan.

FISCAL IMPACT ANALYSIS

Approval of the Major Design Review for 3 house plans would allow for the construction of the master home plans within Montelena Village 5 within the City of Rancho Cordova. This will benefit the City and the community by providing direct contributions to fund needed public infrastructure for this project and the broader community.

While the project will generate additional demands for municipal services, the project will be subject to existing and new funding mechanisms to pay fair share costs for ongoing operations, maintenance, and services that will offset City costs.

Based upon analysis completed within the project review, approval of Montelena Village 5 three master home plans will likely have a net benefit to the City of Rancho Cordova.

RECOMMENDED MOTION

Staff recommends that the City Council find the project categorically exempt from further CEQA review and adopt the Resolution approving the Major Design Review and Adjustment for Montelena Village 5 subject to the findings and Conditions of Approval (Attachment 2 and 3).

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution – Project Plans
3. Exhibit B to the Resolution – Conditions of Approval
4. 500' Radius Map with Mailing Labels

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, APPROVING A MAJOR DESIGN REVIEW AND ADJUSTMENT FOR MONTELENA VILLAGE 5 PROJECT NO. DD10046

WHEREAS, Premier Homes, LLC (hereinafter referred to as Applicant) filed an application with the City of Rancho Cordova for a Major Design Review approval for Village 5 located in the Montelena subdivision with 3 new floor plans each with three architectural styles; and

WHEREAS, the submitted application also includes an Adjustment for the front yard setback to living space of 12.5 feet; and

WHEREAS, the City Council is the appropriate authority to hear and take action on this project; and

WHEREAS, the project site was previously analyzed as a part of the Sunridge Specific Plan Environmental Impact Report (EIR) and further analyzed within the Mitigated Negative Declaration for the Tentative Subdivision Maps for the Montelena subdivision adopted by the City of Rancho Cordova, thereby satisfying the requirements for the California Environmental Quality Act; and

WHEREAS, the proposed residential project is in conformity with what was reviewed as part of the Specific Plan EIR, and therefore is exempt under CEQA exemption 15182, Residential Projects Pursuant to a Specific Plan; and

WHEREAS, the City Council of the City of Rancho Cordova has conducted a properly noticed public hearing pursuant to Government Code section 65090 and has duly considered all written and verbal testimony presented during the hearing.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA HEREBY RESOLVES AS FOLLOWS:

1. Determine the CEQA exemption 15182 is an adequate exemption according to the Guidelines of the California Environmental Quality Act.

- a) **Finding:** The project site has been analyzed and is exempt per California Environmental Quality Act exemption 15182 Residential Projects Pursuant to a Specific Plan.

Evidence: The proposed residential project has been analyzed as part of the Sunridge Specific Plan Environmental Impact Report and the Mitigated Negative Declaration for the Montelena Subdivision. Since the proposed project is in conformity with what was reviewed as part of the Specific Plan EIR, the project is then exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan.

2. Approve the Design Review, subject to the Major Design Review Package ([Attachment 2](#)) and the Conditions of Approval ([Attachment 3](#)) as modified; supported by the following Findings and Evidence, as required by Zoning Code Section 23.141.070:

- a) **Finding:** The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Specific Plan provisions, and special planning area provisions, and is consistent with the applicable Rancho Cordova Design Guidelines.

Evidence: General Plan designation for the subdivision is Low Density Residential (LDR). The LDR designation is generally characterized by single-family detached homes. The proposed single family project site is zoned RD-5. The Montelena Village 5 lots on average are approximately 6,300 square feet and more which is consistent with the General Plan and zoning density requirements. The project is consistent with the Sunridge Specific Plan and City of Rancho Cordova Design Guidelines that include setback and height standards and architectural detail requirements. However, the project is requesting an adjustment for the front yard setback to living space from 16 feet to 12.5 feet.

Finding: The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.

Evidence: Premier Homes, LLC has presented a design package which includes three floor plans with three elevations per plan for a total of 9 architectural configurations. Variations in colors and materials along with living spaces forward of the garage, and varied roof lines will create a welcoming streetscape. Conditions of Approval (Attachment 3) have been developed to alternate between sizes and architectural styles throughout the neighborhood to emphasize street variation. This proposed architecture, site design and landscape are therefore suitable for the site and will enhance the character of the neighborhood and community.

Finding: The architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, screening of exterior appurtenances, exterior lighting and signing, and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.

Evidence: The proposed architecture and landscaping are complementary to and compatible with other approved villages within the existing neighborhoods. Modern architecture home styles are currently being built in Sunridge Lot J and Montelena Villages 9 and 10. A clear design concept is shown for each elevation. All elevations, architectural style palettes, and color schemes are included in the Design Review Package (Attachment 2).

- b) **Finding:** The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Evidence: The subdivision map was approved prior to this Design Review action. Vehicular, bicycle, and pedestrian circulation were studied and accepted as part of that prior approval. This Design Review approval will not impede any of the approved transportation modes of circulation.

3. Approval of the Adjustment is subject to the Pre-Plot Plan within the Design Review Package (Attachment 2) and the Conditions of Approval (Attachment 3) included in the

project. For approval, sufficient evidence for the Findings is required by Zoning Code Section 23.131.070 Findings and supportive evidence are shown below:

- a) **Finding:** That the proposed development is of sufficient size and is designed so as to provide a desirable environment within its own boundaries.

Evidence: Montelena Village 5 includes 59 single-family lots. The Montelena overall planned subdivision provides 794 single family lots. The proposed development is designed to provide a desirable environment with single-family homes.

- b) **Finding:** That the proposed development is compatible with existing and proposed land uses in the surrounding area.

Evidence: The project is zoned RD-5 and is proposing single family homes which is consistent with the planned Montelena subdivision and the existing uses in the surrounding area which include single family lots.

- c) **Finding:** That any exceptions to, or deviations from, the density requirements or design standards result in the creation of project amenities that would not be available through strict adherence to code provisions (e.g. additional open space, protection of natural resources, improved pedestrian connectivity, public plazas).

Evidence: The applicant is requesting a 12.5 foot front yard setback to living space, which is a reduction of 3.5 feet from the current 16 foot front yard setback to living space. The applicant states that aging baby boomers seek single story living in suburban areas near family without significant down-sizing. Additionally, younger generations place more value on work from home options such as offices and/or flex spaces. All three floor plans offer additional garage space (3 car and 4 car garages) but with a 2-car garage appearance by providing tandem space and a side load single car garage. Reduced front yard space also provides greater variation along street frontages. The requested adjustment to the setback would not create project amenities as the subdivision was approved prior to the request.

- d) **Finding:** Granting the adjustment will not adversely affect the interests of the public or the interests of residents and property owners in the vicinity of the premises in question.

Evidence: The adjustment will be for the front yard setback to living space and will not affect any neighboring properties. In addition, Plan 2 and 3 front living space setbacks are 13.3 and 14 feet respectively. However, for simplicity the adjustment request is for 12.5 feet.

- e) **Finding:** The adjustment is consistent with the General Plan or any applicable Specific Plan or development agreement.

Evidence: The applicant is requesting a 3.5 foot reduction for the front yard setback to living space. The site will still be utilized for single family housing as shown in the General Plan. The adjustment will change the setback as required by the Sunridge Specific Plan however, the property will still be consistent with all other aspects of the Specific Plan such as the remaining setbacks and height development standards.

- f) **Finding:** The adjustment is the minimum required to achieve the desired result.

ITEM 17.1.

ATTACHMENT 1

Evidence: The applicant is requesting a 22% reduction which will reduce the front yard setback to living space from 16 feet to 12.5 feet. The proposed home plans meet all the other required setbacks and height development standards within the Specific Plan.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19TH day of April, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk



PREMIER
HOMES

ECHELON AT MONTELENA

City of Rancho Cordova, California

OUR TEAM



BUILDER

Premier Homes
916.773.0207
8483 Douglas Plaza Drive, Suite 110
Granite Bay, CA 95746



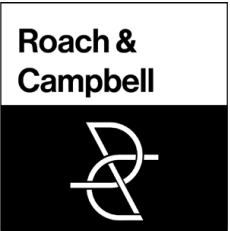
ARCHITECTURAL DESIGNER

John Packowski
916.835.4398
jpackowski123@comcast.net



ARCHITECT / ENGINEER

NSSE
5022 Sunrise Blvd.
Fair Oaks, California 95628



LANDSCAPE ARCHITECT

Roach & Campbell
111 Scripps Drive,
Sacramento, California
95825
916.945.8003 |
916.342.7119

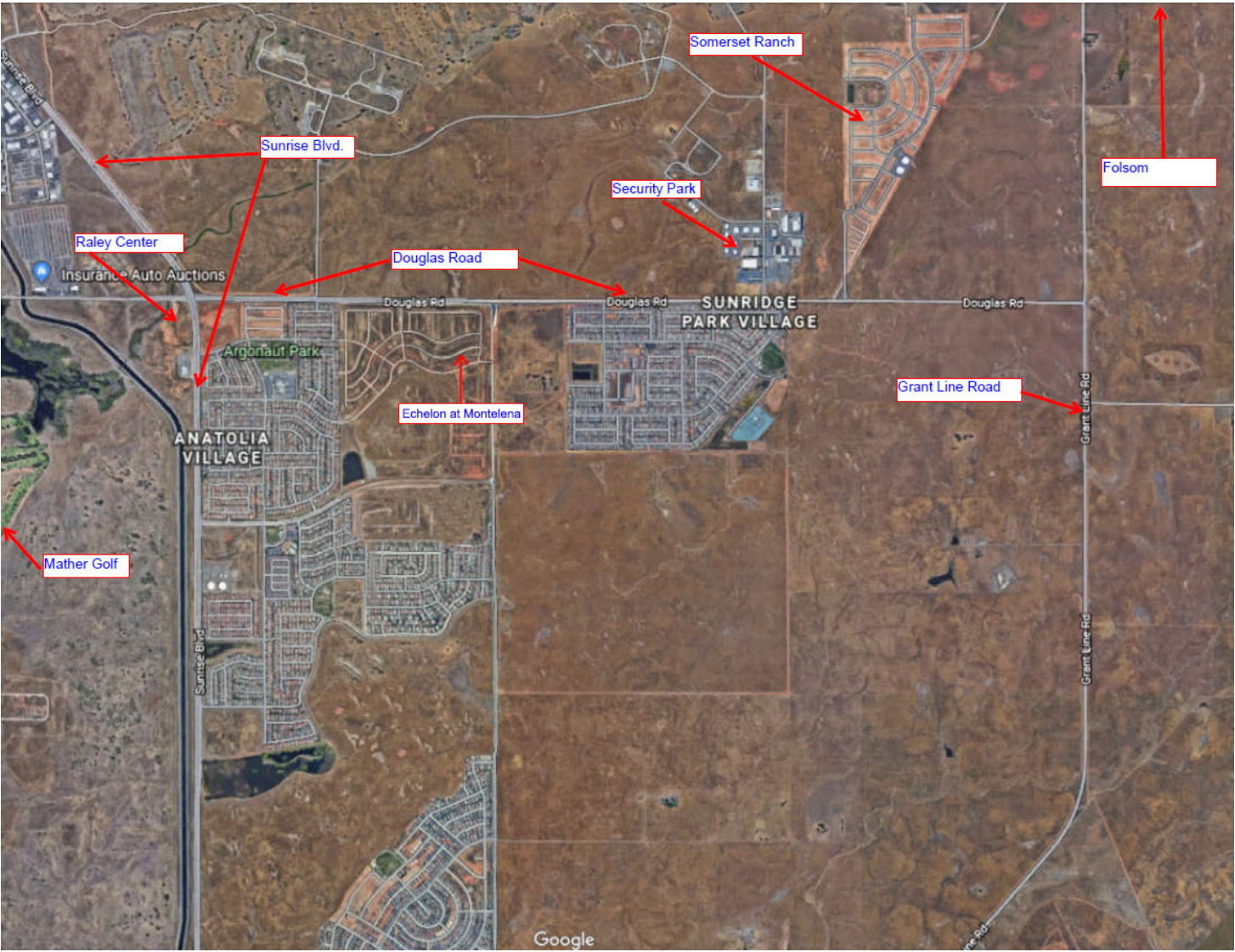
ECHELON

AT MONTELENA

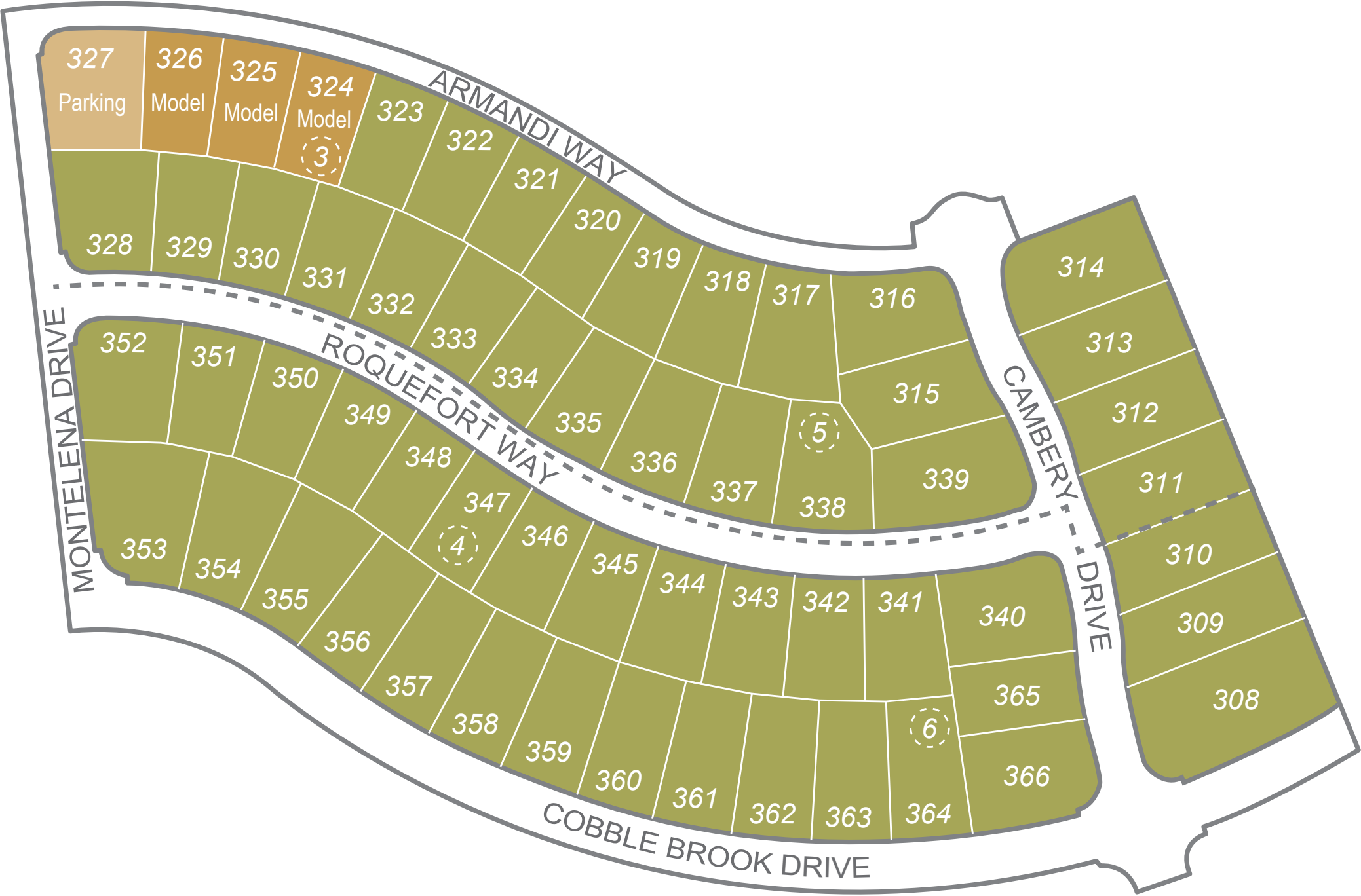
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AERIAL VIEW

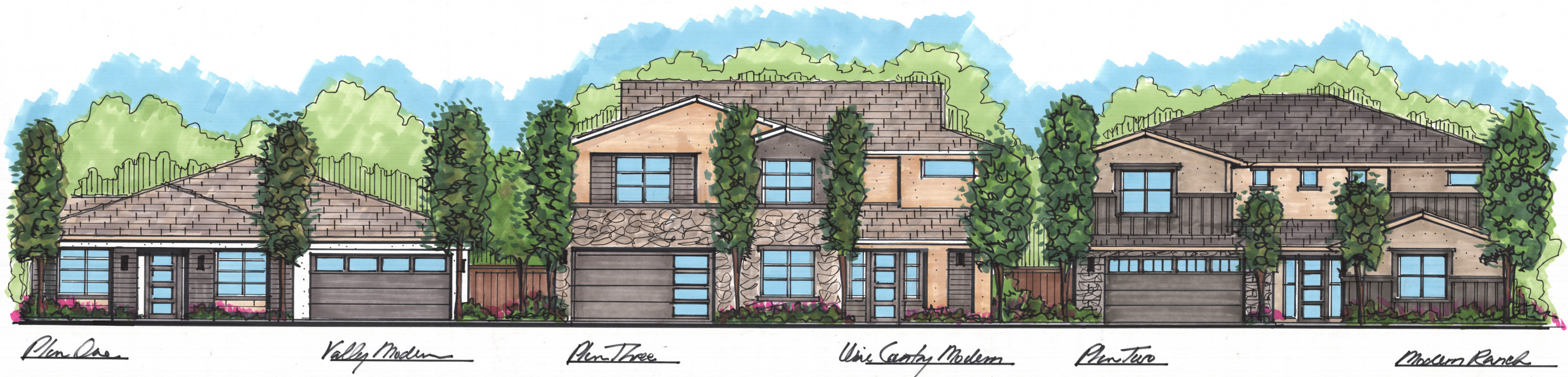


ECHELON
AT MONTELENA



ECHELON SERIES

AT MONTELENA



THE COMMUNITY VISION

Premier Homes presents Echelon at Montelena, a unique collection of single and two story single family detached homes. The homes are uniquely designed for a modern lifestyle that includes flexible floor plans designed for generations to come, creating a true sense of community.

ECHELON AT MONTELENA | 2,655-3,876 SQ. FT.

Echelon offers options such as offices, dens, flex “your space,” next generation suites, salons, retreats and more, and features two and three car garages on select plans.

Exterior architecture reflects Modern Napa traditions expressed with memorable details. Varied roof pitches, horizontal window treatments, natural materials and “house forward” designs create a one-of-a-kind “people scaled” neighborhood. Special color combinations will blend materials and break from the monotone / flat typical “valley colors,” instead using a mix of light and dark to create a sophisticated streetscape.

THE ARCHITECTURE

Valley Modern
Varied roof pitches, horizontal lines, glass, and stone façades blend the best of contemporary California elements with a distinctively modern aesthetic.

Wine Country Modern
Wood, stucco, and glass elegantly work together to balance the richness and earthiness inspired by the Napa Valley with nods to modern architecture.

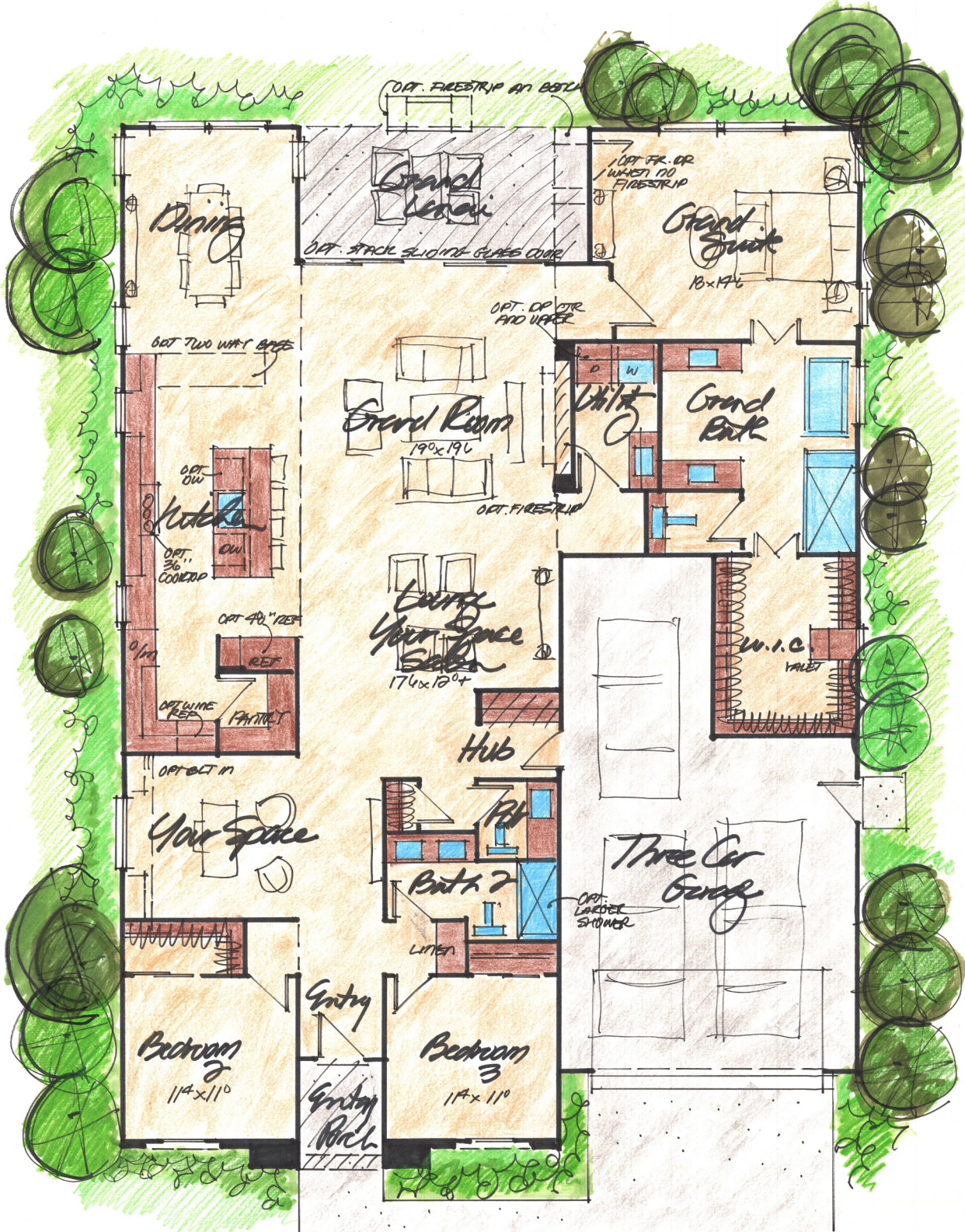
Modern Ranch
Clean, modern, and minimally detailed design where simple rooflines create mass while distinctive elements hint at the warmth and traditionalism of California Ranch designs.

ECHELON: EC1: 2,655 PLAN: FRONT ELEVATIONS



*Premier Homes Echelon
Plan One - Montelena Village 5*

ECHELON: EC1: 2,655 PLAN: FLOORPLAN



Premier Homes California

Echelon
Montelera

Plan EC.1 2659 Square Feet

ECHELON AT MONTELENA
City of Rancho Cordova, California

ECHELON: EC1: 2,655: SETBACKS

Current Setback Standards:

- Front:
16' to Living
19' to Garage
5' and 4' Side Yards
- Rear:
20% , no less than 10'
- Side:
5' one side, 4' one side

CURRENT SETBACK STANDARDS APPLY TO ALL TWO-STORY AND SINGLE STORY LOTS WITH A PROPOSED DEPTH OF 100' OR MORE

Echelon- Plan One (Single Story):

Proposed Setback:

- Front:
105' Deep Lot = 12'-6" to living
105' Deep Lot = 19' to garage
Side:
60' Wide Lot = 5' one side, 4' one side
- Rear:
21' Rear Yard

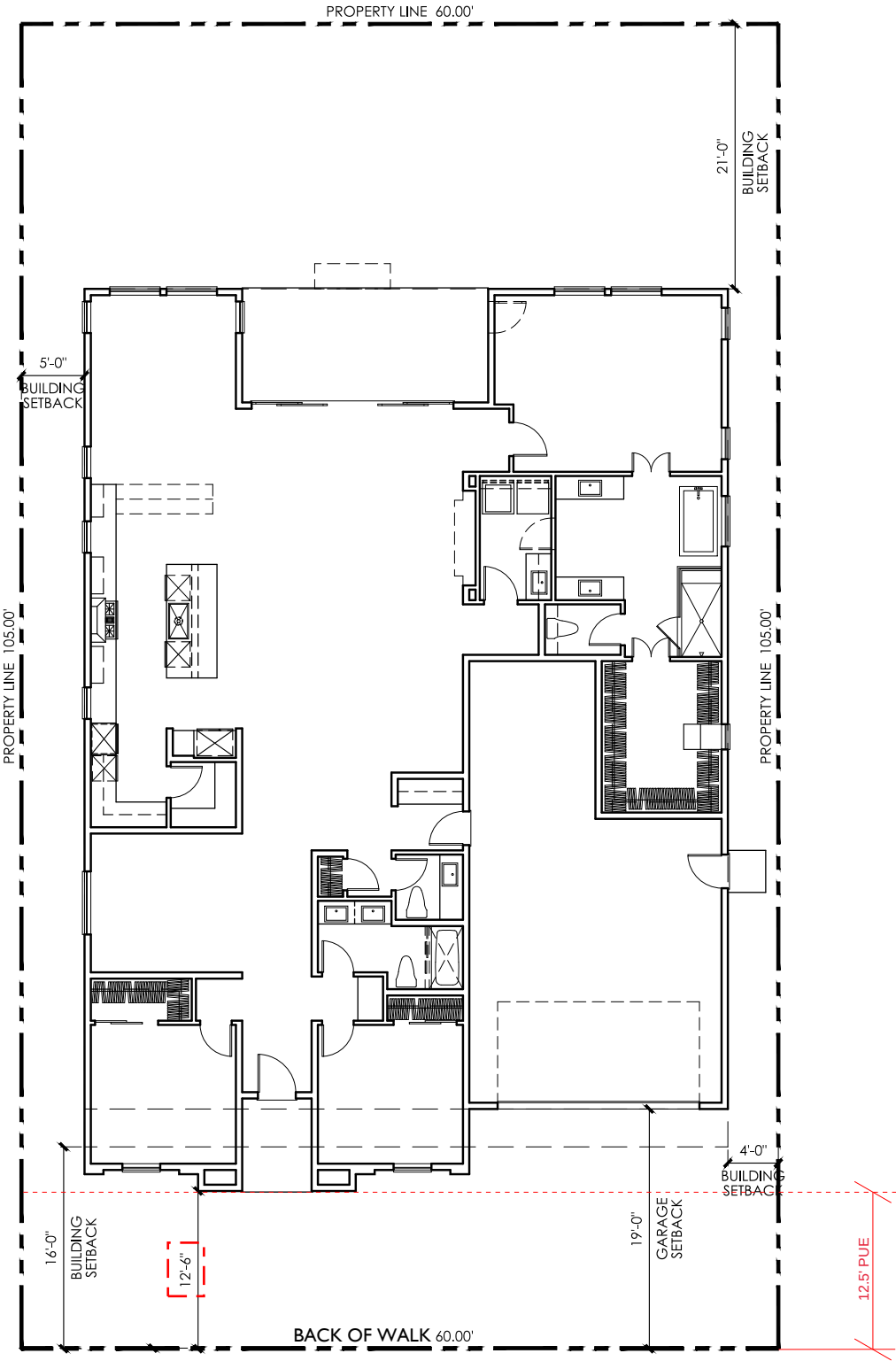
NOTE:
No building improvements are allowed within dedicated Public Utility Easements. The PUE widths for this development vary by street, based upon the recorded Final Map for Montelena Village 5 (Book 425, page 5):

Armandi Way: 12.5'
Roquefort Way: 12.5'
Cambery Drive: 12.5'
Montelena Drive: 18'
Cobble Brook Drive: 18' (east of Cambery Way)
Cobble Brook Drive: 23.5' (west of Cambery Way)

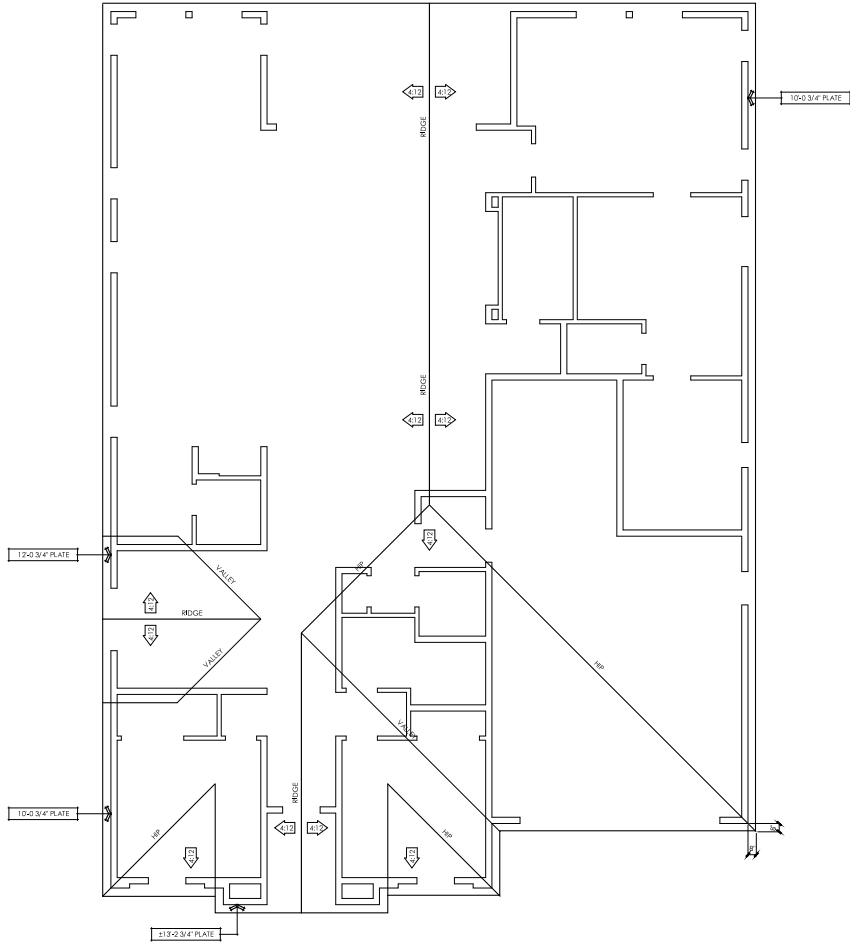
Proposed Setback Standard:

Current setback standards limit the ability to provide single story plans with optional 4th bedrooms while still allowing rear yard space for a pool and outdoor living. Current market trends indicate an increased demand for larger rear yards and outdoor living spaces. Aging Baby Boomers seek single story living in suburban areas near family without significant down-sizing. Additionally, younger generations place more value work-from-home options such as offices and/or flex spaces. Our Echelon Plan 1 offers a solution for this growing segment of home buyers with a larger 3 car garage, flex rooms and availability of an optional 4th bedroom.

By bringing living space forward into the front yard setback, we are able to achieve open floor plans with the many flex options to achieve the needs of buyers in this current climate. Reduced front yard space also provides greater variation along street frontages.



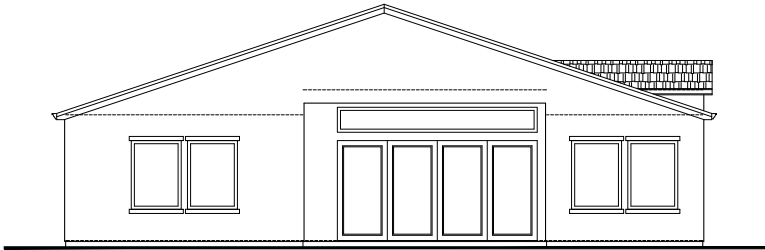
ECHELON: EC1: 2,655 PLAN: WINE COUNTRY MODERN ELEVATION STYLE



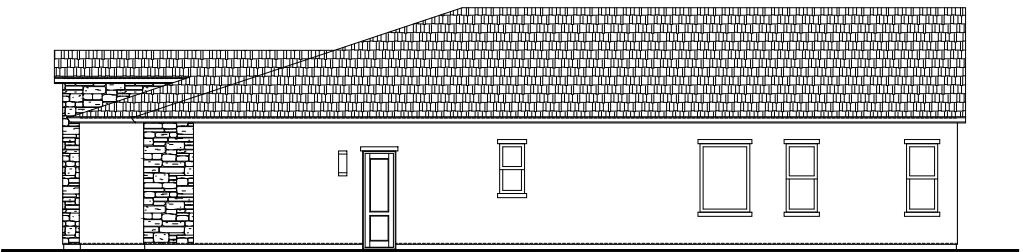
WINE COUNTRY MODERN
ROOF PLAN



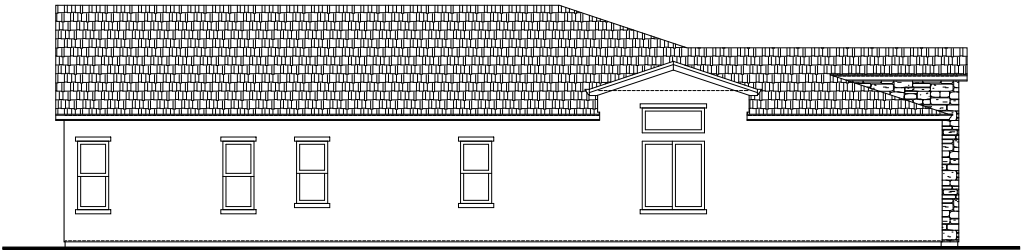
WINE COUNTRY MODERN
FRONT ELEVATION



WINE COUNTRY MODERN
REAR ELEVATION

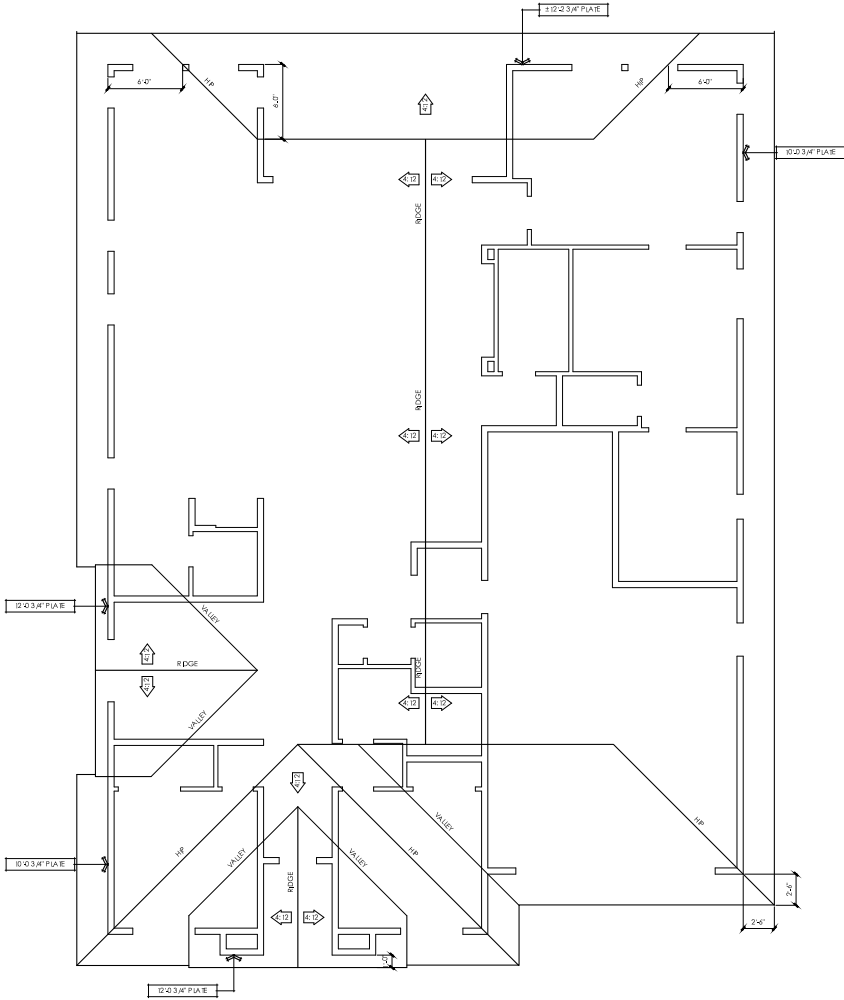


WINE COUNTRY MODERN
RIGHT SIDE ELEVATION

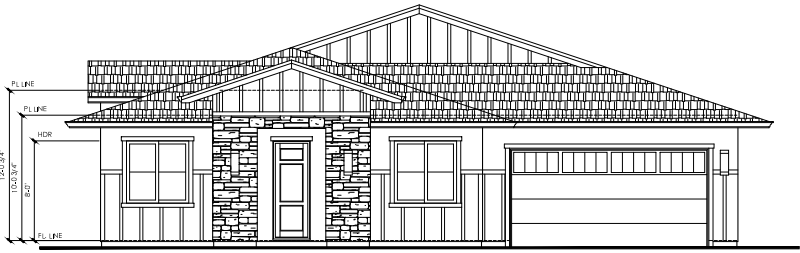


WINE COUNTRY MODERN
LEFT SIDE ELEVATION

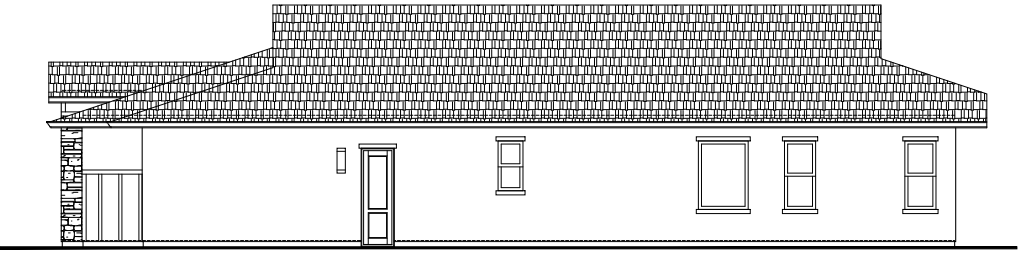
ECHELON: EC1: 2,655 PLAN: MODERN RANCH ELEVATION STYLE



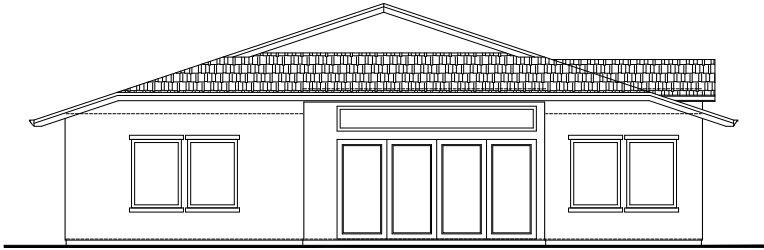
MODERN RANCH
ROOF PLAN



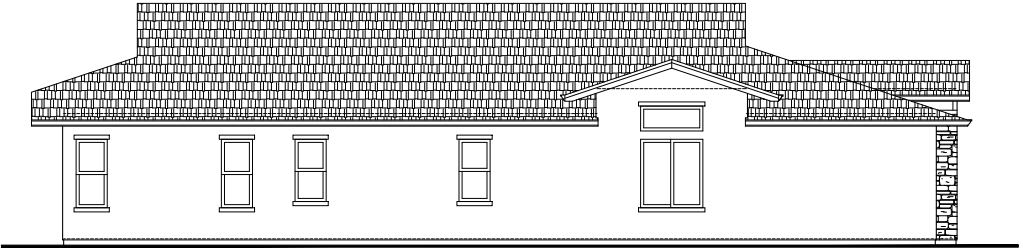
MODERN RANCH
FRONT ELEVATION



MODERN RANCH
RIGHT SIDE ELEVATION

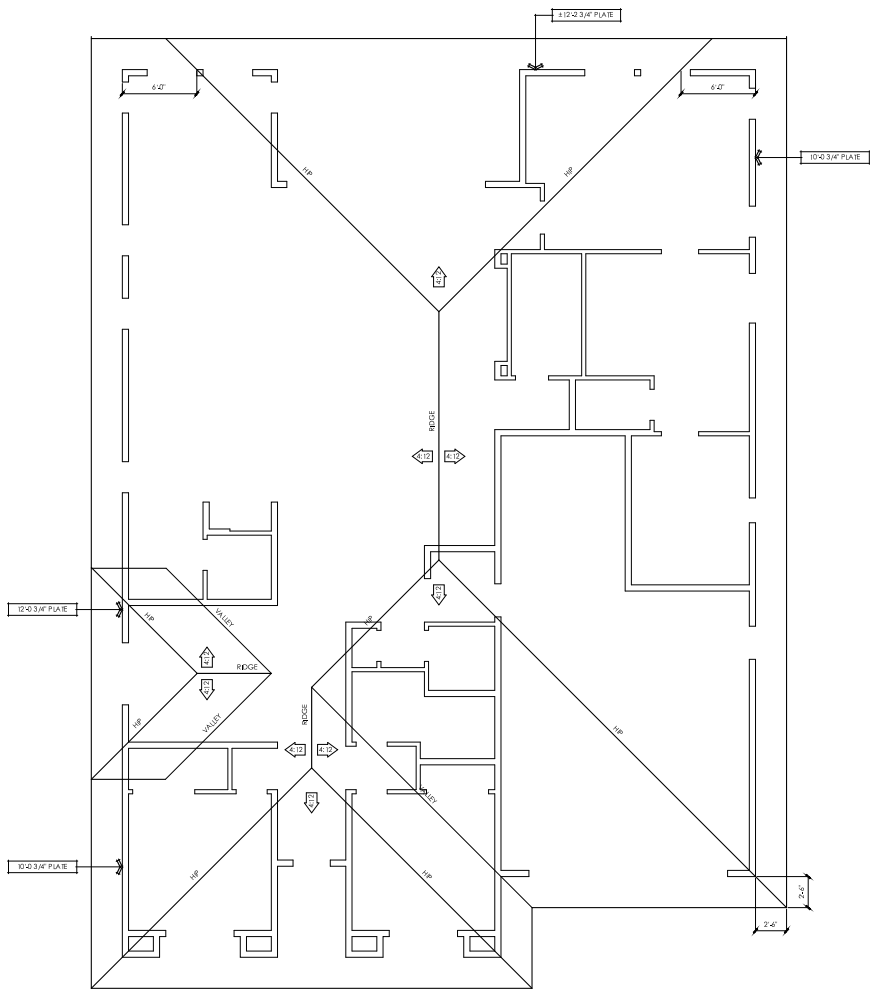


MODERN RANCH
REAR ELEVATION



MODERN RANCH
LEFT SIDE ELEVATION

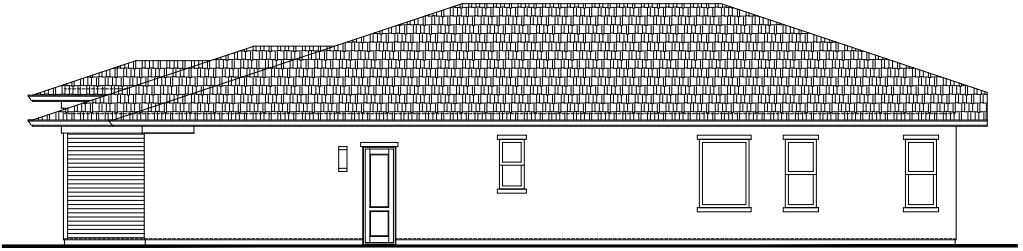
ECHELON: EC1: 2,655 PLAN: VALLEY MODERN ELEVATION STYLE



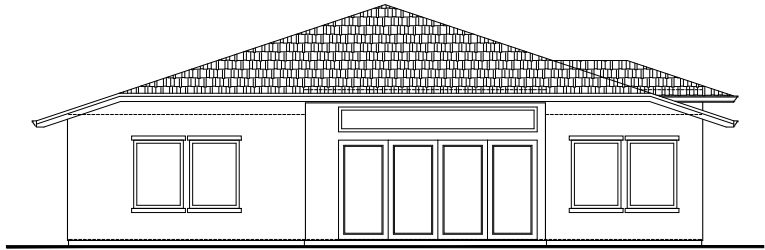
VALLEY MODERN
ROOF PLAN



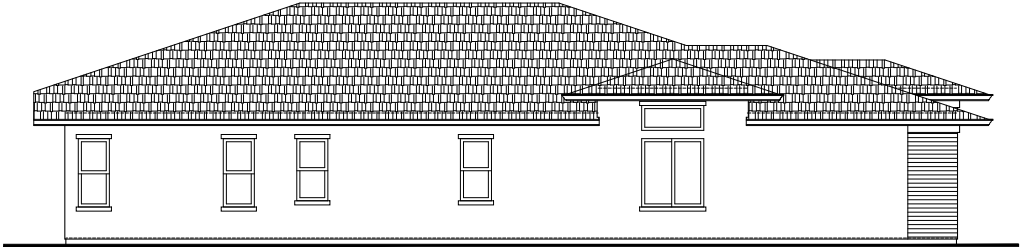
VALLEY MODERN
FRONT ELEVATION



VALLEY MODERN
RIGHT SIDE ELEVATION

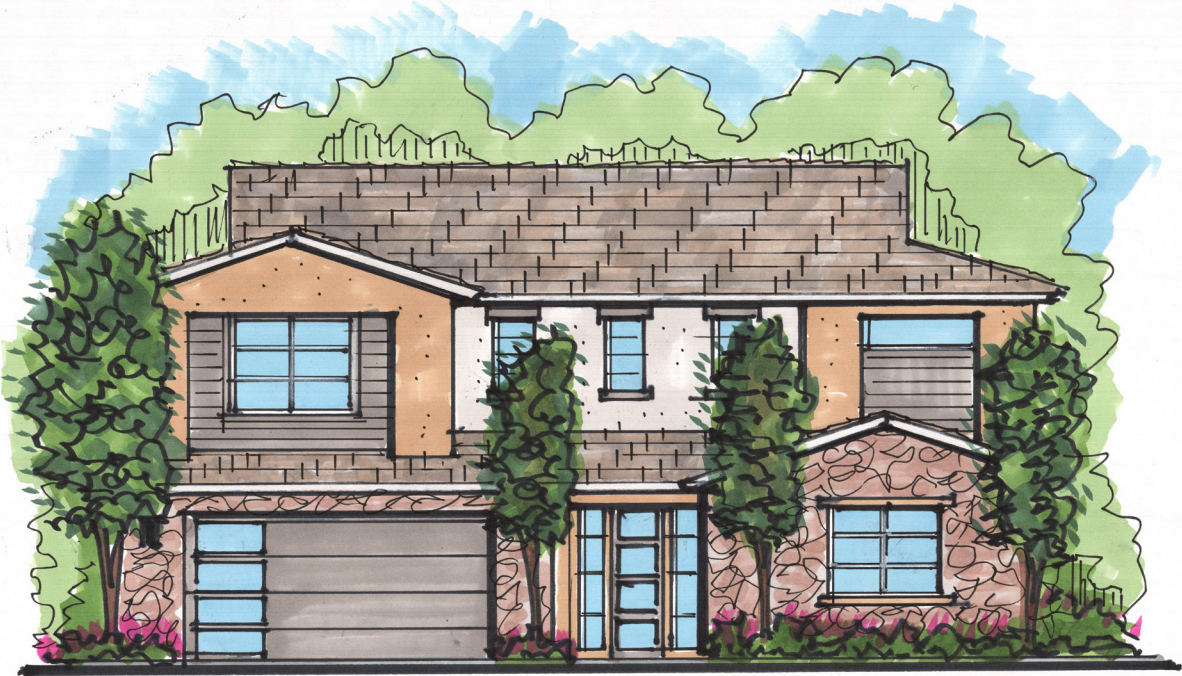


VALLEY MODERN
REAR ELEVATION



VALLEY MODERN
LEFT SIDE ELEVATION

ECHELON: EC2: 3,517 PLAN: FRONT ELEVATIONS



Wine Country Modern



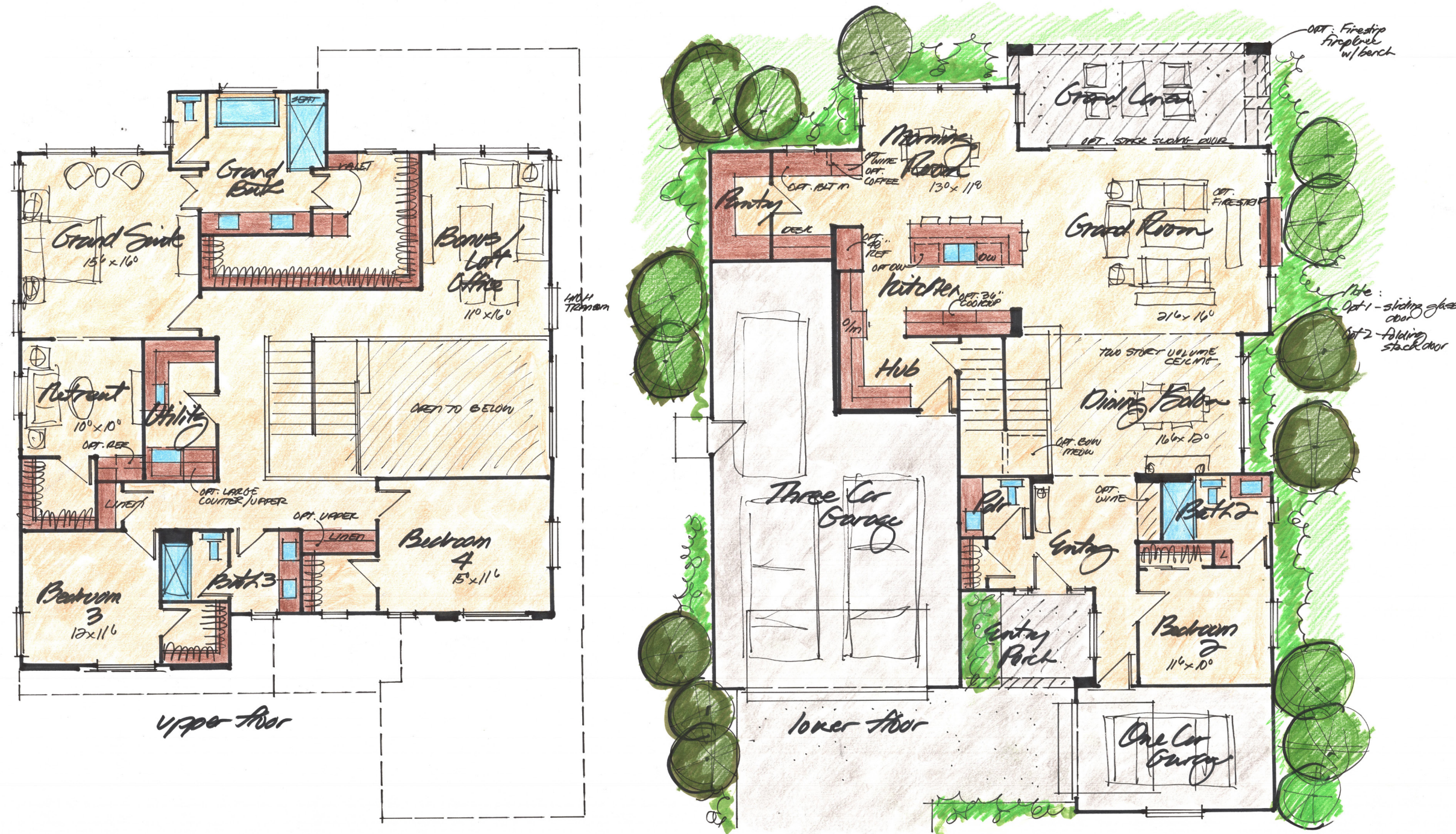
Modern Ranch



Valley Modern

Premier Homes Echelon
Plan Two - Montelena Village 5

ECHELON: EC2: 3,517 PLAN: FLOORPLAN



Premier Homes California Echelon Montelena Plan EC2 3501 Square Feet

ECHELON AT MONTELENA
City of Rancho Cordova, California



ECHELON: EC2 PLAN: 3,517: SETBACKS

Current Setback Standards:

- Front:
16' to Living
19' to Garage
5' and 4' Side Yards
- Rear:
20% , no less than 10'
- Side:
5' one side, 4' one side

CURRENT SETBACK STANDARDS APPLY TO ALL TWO-STORY AND SINGLE STORY LOTS WITH A PROPOSED DEPTH OF 100' OR MORE

Echelon- Plan Two (Two Story):

Proposed Setback:

- Front:
105' Deep Lot = 13'-4" to living
105' Deep Lot = 25'-6" to garage
- Side:
60' Wide Lot = 5' Side Yard
- Rear:
22' Rear Yard

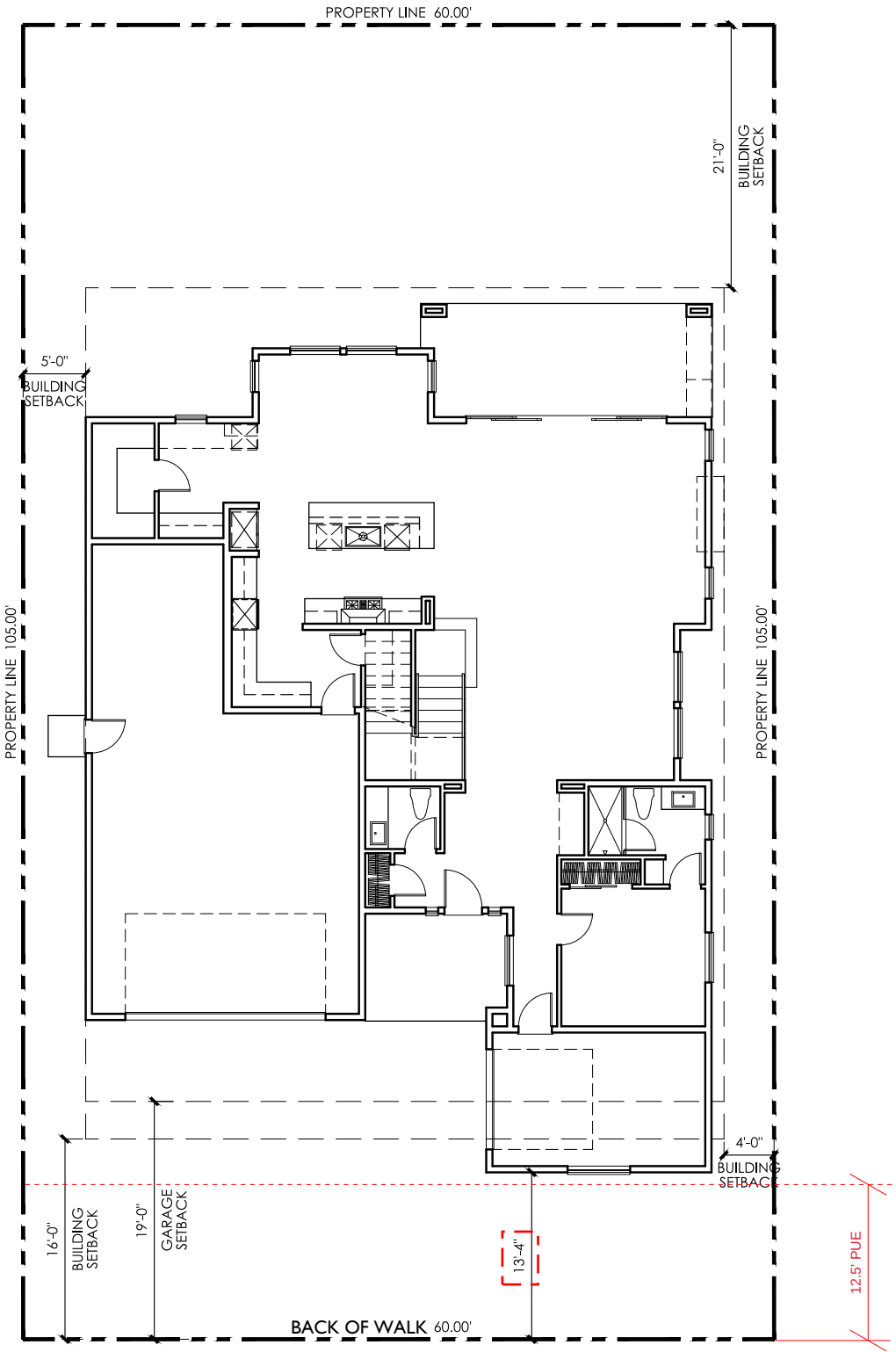
NOTE:
No building improvements are allowed within dedicated Public Utility Easements. The PUE widths for this development vary by street, based upon the recorded Final Map for Montelena Village 5 (Book 425, page 5):

- Armandi Way: 12.5'
Roquefort Way: 12.5'
Cambery Drive: 12.5'
Montelena Drive: 18'
Cobble Brook Drive: 18' (east of Cambery Way)
Cobble Brook Drive: 23.5' (west of Cambery Way)

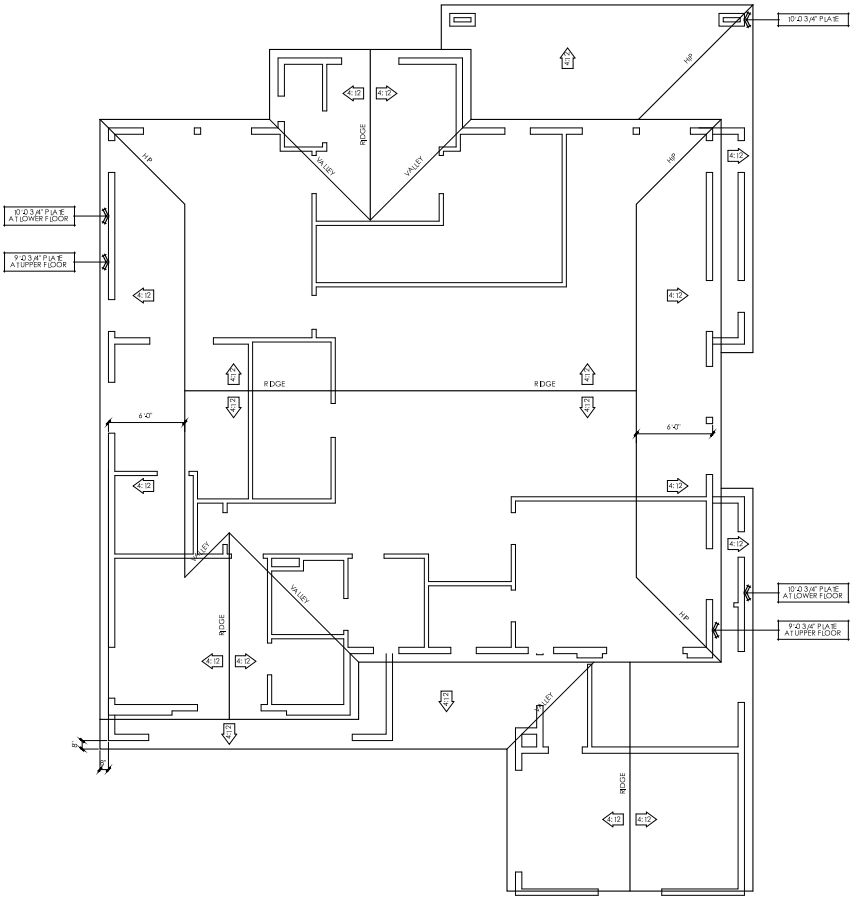
Proposed Setback Standard:

Current setback standards limit the ability to provide side load garages on two story plans with optional with optional living spaces, while still allowing rear yard space for a pool and outdoor living. Current market trends indicate an increased demand for larger rear yards and outdoor living spaces. Families seek two story homes with bedrooms upstairs and main living areas downstairs with home study options. Additionally, younger generations place more value work-from-home options such as offices and/or flex spaces. Our Echelon Plan 2 offers a solution for this growing segment of home buyers with a larger 4 car garage, flex rooms and availability of higher bedroom counts.

By bringing living space forward into the front yard setback, we are able to achieve open floor plans with the many flex options to achieve the needs of buyers in this current climate. Reduced front yard space also provides greater variation along street frontages.



ECHELON: EC2: 3,517 PLAN: WINE COUNTRY MODERN ELEVATION STYLE



WINE COUNTRY MODERN
ROOF PLAN



WINE COUNTRY MODERN
FRONT ELEVATION



WINE COUNTRY MODERN
REAR ELEVATION

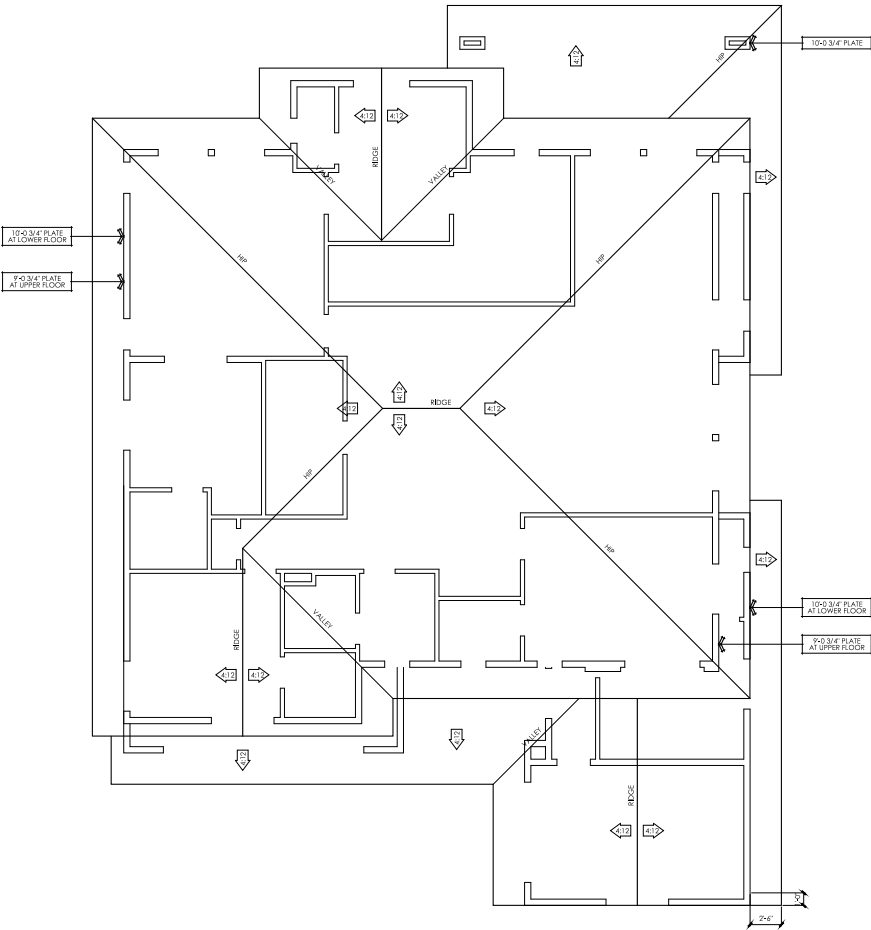


WINE COUNTRY MODERN
RIGHT SIDE ELEVATION



WINE COUNTRY MODERN
LEFT SIDE ELEVATION

ECHELON: EC2: 3,517 PLAN: MODERN RANCH ELEVATION STYLE



MODERN RANCH
ROOF PLAN
SCALE: 1/4"=1'-0"



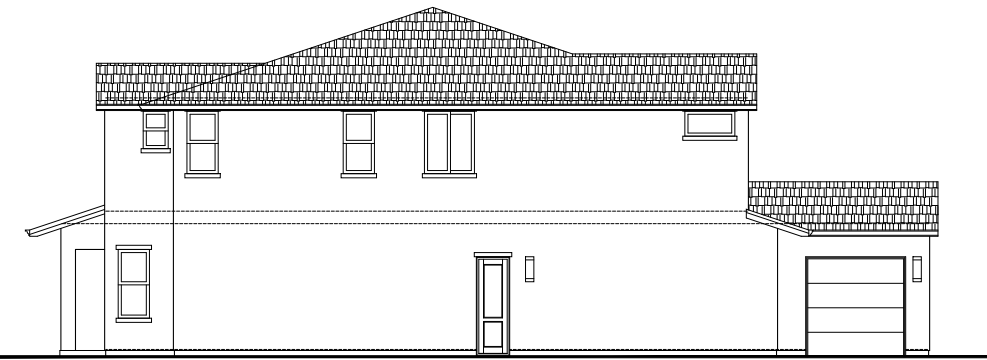
MODERN RANCH
FRONT ELEVATION
SCALE: 1/4"=1'-0"



MODERN RANCH
REAR ELEVATION
SCALE: 1/4"=1'-0"



MODERN RANCH
RIGHT SIDE ELEVATION
SCALE: 1/4"=1'-0"



MODERN RANCH
LEFT SIDE ELEVATION
SCALE: 1/4"=1'-0"

ECHELON: EC3: 3,876 PLAN: FRONT ELEVATIONS



Wine Country Modern



Modern Ranch



Valley Modern

*Premier Homes Echelon.
Plan Three - Montecito Village 5*

ECHELON: EC3: 3,876 PLAN: FLOORPLAN



Premier Ames California Echebr.
Montelera

Pin EC3 3876 Square Feet

ECHELON: EC3 PLAN: 3,876: SETBACKS

Current Setback Standards:

- Front:
16' to Living
19' to Garage
5' and 4' Side Yards
- Rear:
20% , no less than 10'
- Side:
5' one side, 4' one side

CURRENT SETBACK STANDARDS APPLY TO ALL TWO-STORY AND SINGLE STORY LOTS WITH A PROPOSED DEPTH OF 100' OR MORE

Echelon - Plan Three (Two Story):

Proposed Setback:

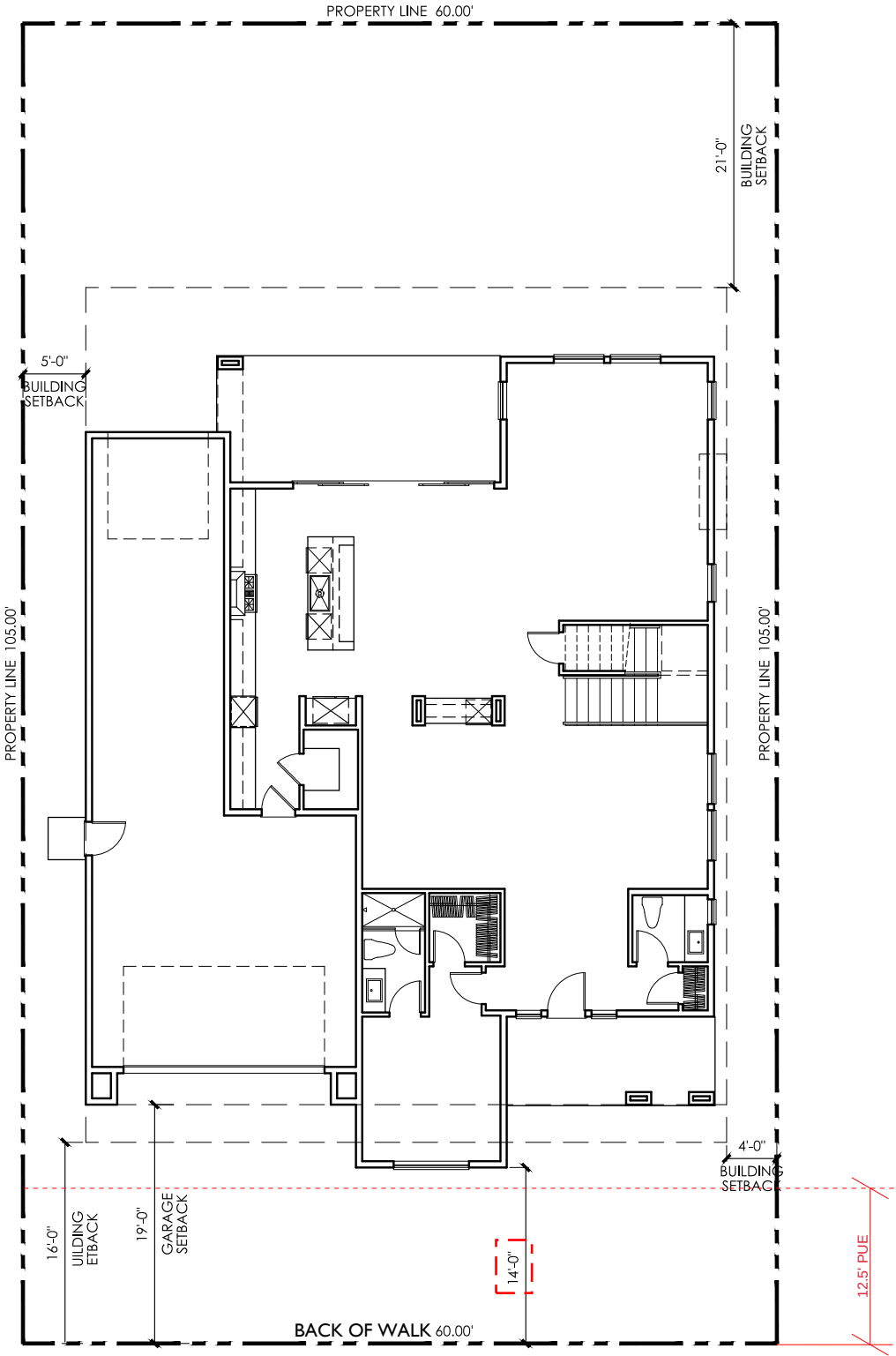
- Front:
105' Deep Lot = 14' to living
105' Deep Lot = 19' to garage
Side:
60' Wide Lot = 5' Side Yard
- Rear:
21' Rear Yard

NOTE:
No building improvements are allowed within dedicated Public Utility Easements. The PUE widths for this development vary by street, based upon the recorded Final Map for Montelena Village 5 (Book 425, page 5):

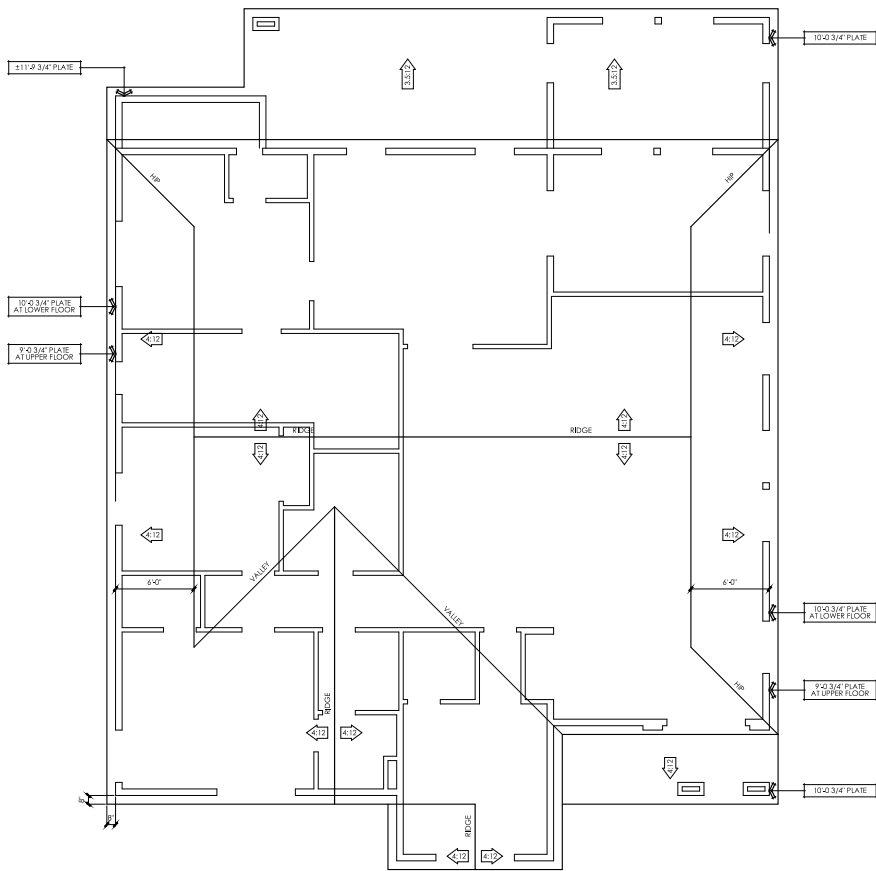
Armandi Way: 12.5'
Roquefort Way: 12.5'
Cambery Drive: 12.5'
Montelena Drive: 18'
Cobble Brook Drive: 18' (east of Cambery Way)
Cobble Brook Drive: 23.5' (west of Cambery Way)

Proposed Setback Standard:
Current setback standards limit the ability to provide larger garages on two story plans with optional with optional downstairs living spaces, while still allowing rear yard space for a pool and outdoor living. Current market trends indicate an increased demand for larger rear yards and outdoor living spaces. Families seek two story homes with bedrooms upstairs and main living areas downstairs with home study options. Additionally, younger generations place more value work-from-home options such as offices and/or flex spaces. Our Echelon Plan 2 offers a solution for this growing segment of home buyers with a larger 4 car garage, flex rooms and availability of higher bedroom counts.

By bringing living space forward into the front yard setback, we are able to achieve open floor plans with the many flex options to achieve the needs of buyers in this current climate. Reduced front yard space also provides greater variation along street frontages.



ECHELON: EC3: 3,876 PLAN: WINE COUNTRY MODERN ELEVATION STYLE



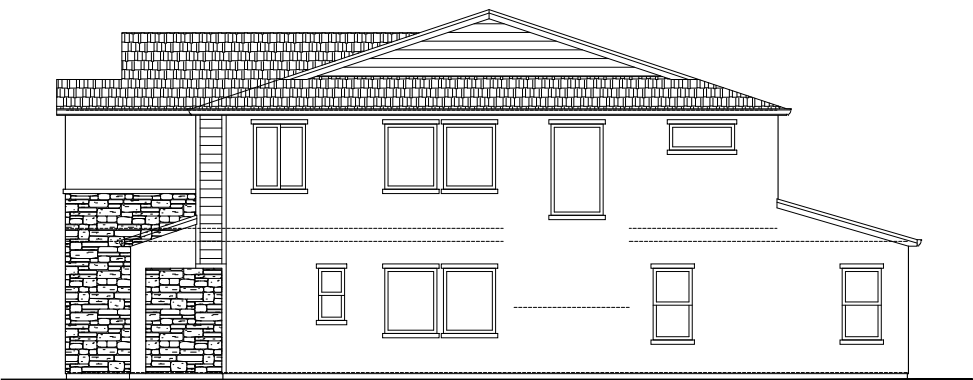
WINE COUNTRY MODERN
ROOF PLAN



WINE COUNTRY MODERN
FRONT ELEVATION



WINE COUNTRY MODERN
REAR ELEVATION

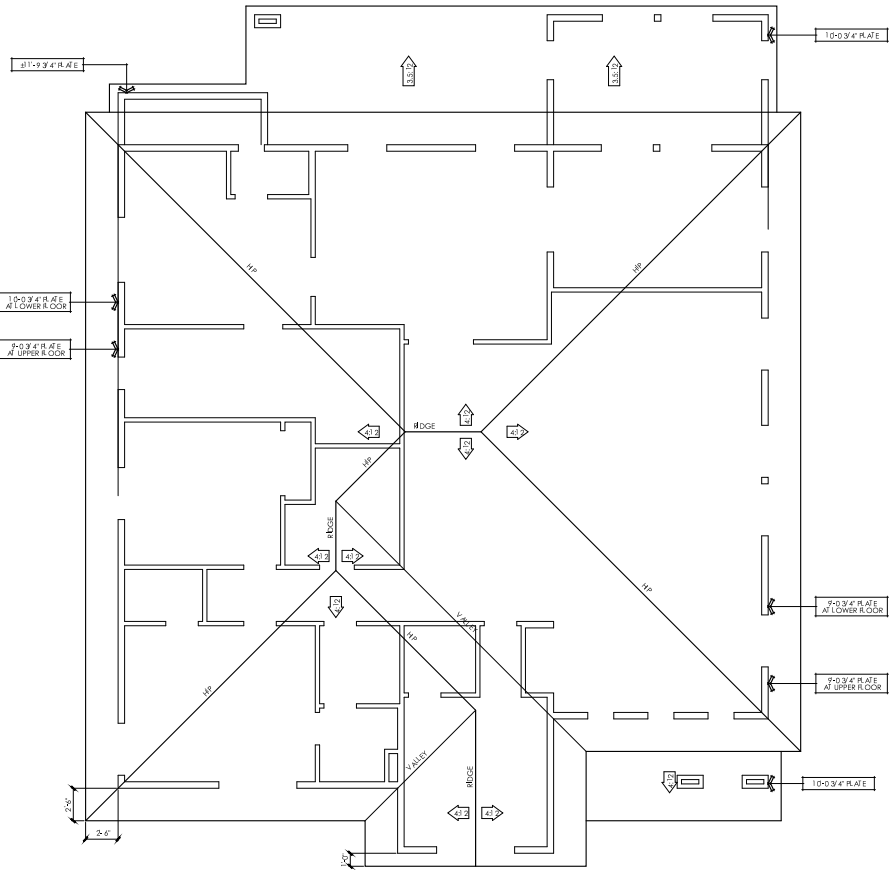


WINE COUNTRY MODERN
RIGHT SIDE ELEVATION



WINE COUNTRY MODERN
LEFT SIDE ELEVATION

ECHELON: EC3: 3,876 PLAN: MODERN RANCH ELEVATION STYLE



MODERN RANCH
ROOF PLAN
SCALE: 1/4"=1'-0"



MODERN RANCH
FRONT ELEVATION
SCALE: 1/4"=1'-0"



MODERN RANCH
REAR ELEVATION
SCALE: 1/4"=1'-0"

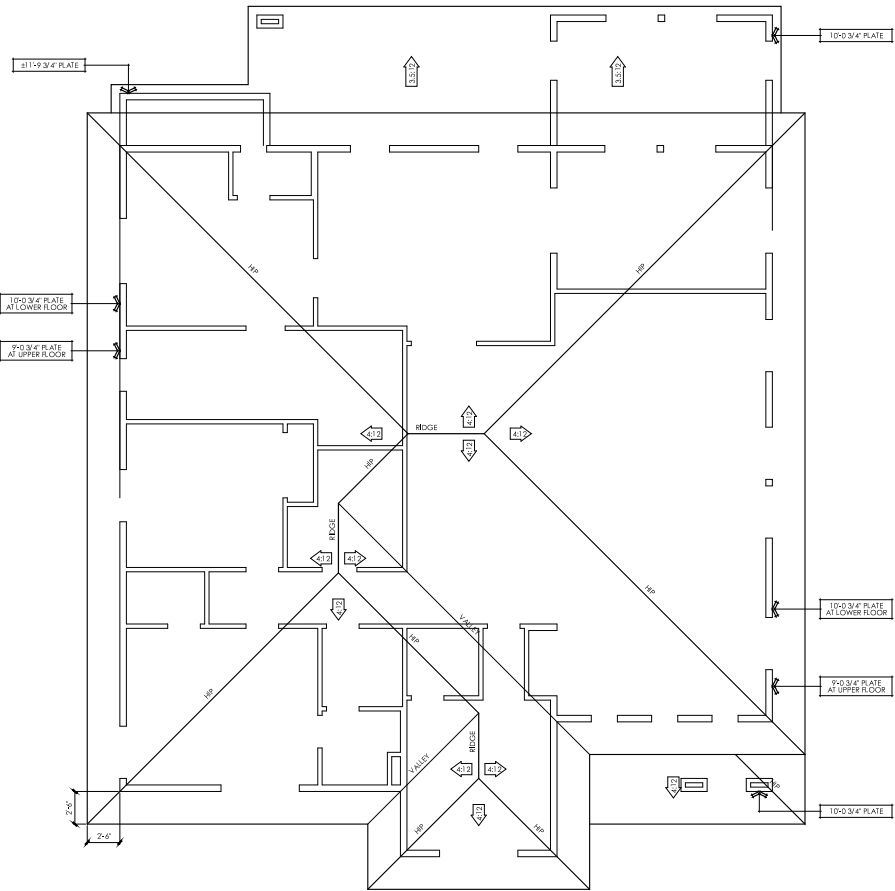


MODERN RANCH
RIGHT SIDE ELEVATION
SCALE: 1/4"=1'-0"



MODERN RANCH
LEFT SIDE ELEVATION
SCALE: 1/4"=1'-0"

ECHELON: EC3: 3,876 PLAN: VALLEY MODERN ELEVATION STYLE



VALLEY MODERN
ROOF PLAN



VALLEY MODERN
FRONT ELEVATION



VALLEY MODERN
REAR ELEVATION



VALLEY MODERN
RIGHT SIDE ELEVATION



VALLEY MODERN
LEFT SIDE ELEVATION

ECHELON: COLOR & MATERIAL SELECTIONS

ECHELON: COLOR & MATERIAL SELECTIONS LEGEND

WINE COUNTRY MODERN ELEVATION	SCHEME 1	SCHEME 2	SCHEME 3
MAIN BODY:	SW 7746 RUSHING RIVER	SW 7725 YEARLING	SW 7641 COLONNADE GRAY
ACCENT I:	SW 9165 GOSSAMER VEIL	SW 7012 CREAMY	SW 7005 PURE WHITE
ACCENT II: FRONT DOOR, GARAGE DOOR	SW 0038 LIBRARY PEWTER	SW 7025 BACKDROP	SW 7019 GAUNTLET GRAY
STONE:	CORONADO: ITALIAN VILLA - ASPEN	CORONADO: ITALIAN VILLA - VERONA	CORONADO: ITALIAN VILLA - PROVO CANYON GREY
GUTTER/TRIM/FACIA:	SW 9165 GOSSAMER VEIL	SW 7021 CREAMY	SW 7005 PURE WHITE
ROOF:	EAGLE: 5504 PONDEROSA - NEW CEDAR	EAGLE: 5702 PONDEROSA - CALABAR BLEND	EAGLE: 5810 PONDEROSA - AVONDALE BLEND

MODERN RANCH ELEVATION	SCHEME 1	SCHEME 2	SCHEME 3
MAIN BODY:	SW 7037 BALANCED BEIGE	SW 7569 STUCCO	SW 7757 HIGH REFLECTIVE WHITE
ACCENT I:	SW 6041 OTTER	SW 6102 PORTABELLO	SW 7030 ANEW GRAY
ACCENT II: FRONT DOOR, GARAGE DOOR	SW 7515 HOMESTEAD BROWN	SW 9183 DARK CLOVE	SW 7622 HOMBURG GRAY
STONE:	CORONADO: SPLIT LIMSTONE - GENOA SANDS	CORONADO: SPLIT LIMSTONE - CREAM	CORONADO: SPLIT LIMSTONE - SUMMIT GREY
GUTTER/TRIM/FACIA:	SW 6041 OTTER	SW 6102 PORTABELLO	SW 7030 ANEW GRAY
ROOF:	EAGLE: 5689 PONDEROSA - BROWN RANGE	EAGLE: 5687 PONDEROSA - BROWN GRAY RANGE	EAGLE: 5503 PONDEROSA - SIERRA MADRE

VALLEY MODERN ELEVATION	SCHEME 1	SCHEME 2	SCHEME 3
MAIN BODY:	SW 7627 WHITE HERON	SW 0077 CLASSIC FRENCH GRAY	SW 7633 TAUPE TONE
ACCENT I:	SW 7017 DORIAN GRAY	SW 2844 ROYCROFT MIST GRAY	SW 9173 SHIITAKE
ACCENT II: FRONT DOOR, GARAGE DOOR	SW 7505 MANOR HOUSE	SW 6103 TEA CHEST	SW 7674 PEPPERCORN
STONE:	CORONADO: CHISELED LIMSTONE - SILVER ASH	CORONADO: FRENCH LIMSTONE - COUNTRY BEIGE	CORONADO: FRENCH LIMSTONE - FRENCH WHITE
GUTTER/TRIM/FACIA:	SW 7017 DORIAN GRAY	SW 2844 ROYCROFT MIST GRAY	SW 9173 SHIITAKE
ROOF:	EAGLE: 4697 BEL AIR - SLATE RANGE	EAGLE:4588 BEL AIR - GARNET BROWN RANGE	EAGLE: 4634 BEL AIR - KINGS CANYON BLEND

ECHELON: COLOR & MATERIAL SELECTIONS LEGEND : WINE COUNTRY MODERN

SCHEME 1

ACCENT I: SW 9165
GOSSAMER VEIL

ACCENT II: SW 0038
LIBRARY PEWTER

GUTTER / TRIM /
FACIA : SW 9165
GOSSAMER VEIL

BODY: SW 7746
RUSHING RIVER

ROOF: EAGLE:
5504 PONDEROSA -
NEW CEDAR

SCHEME 2

ACCENT I: SW 7012
CREAMY

ACCENT II: SW 7025
BACKDROP

GUTTER / TRIM /
FACIA : SW 7012
CREAMY

BODY: SW 7725
YEARLING

ROOF: EAGLE:
5702 PONDEROSA -
CALABAR BLEND

SCHEME 3

ACCENT I: SW 7005
PURE WHITE

ACCENT II: SW 7019
GAUNTLET GRAY

GUTTER / TRIM /
FACIA : SW 7005
PURE WHITE

BODY: SW 7641
COLONNADE GRAY

ROOF: EAGLE:
5810 PONDEROSA -
AVONDALE BLEND

STONE :
CORONADO: ITALIAN
VILLA - ASPEN



STONE :
CORONADO: ITALIAN
VILLA - VERONA



STONE :
CORONADO: ITALIAN VILLA
-PROVO CANYON GREY



GARAGE DOOR STYLE:
WAYNE DALTON : CLASSIC STEEL



PREMIER
HOMES



ITEM 17.1.

ECHELON: COLOR & MATERIAL SELECTIONS LEGEND : MODERN RANCH

SCHEME 1

ACCENT I: SW 6041
OTTER

ACCENT II: SW 7515
HOMESTEAD BROWN

GUTTER / TRIM /
FACIA : SW 6041
OTTER

BODY: SW 7037
BALANCED BEIGE

ROOF: EAGLE:
5689 PONDEROSA -
BROWN RANGE

SCHEME 2

ACCENT I: SW 6102
PORTABELLO

ACCENT II: SW 9183
DARK CLOVE

GUTTER / TRIM /
FACIA : SW 6102
PORTABELLO

BODY: SW 7569
STUCCO

ROOF: EAGLE: 5687
PONDEROSA - BROWN
GRAY RANGE

SCHEME 3

ACCENT I: SW 7030
ANEW GRAY

ACCENT II: SW 7622
HOMBURG GRAY

GUTTER / TRIM /
FACIA : SW 7030
ANEW GRAY

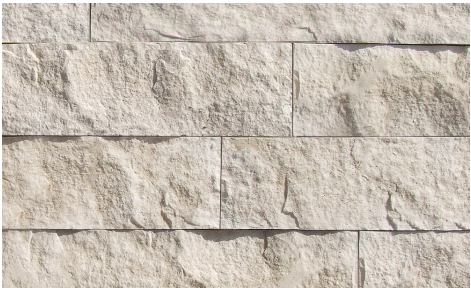
BODY: SW 7757
HIGH REFLECTIVE WHITE

ROOF: EAGLE:
5503 PONDEROSA -
SIERRA MADRE

STONE:
CORONADO: SPLIT
LIMSTONE - GENOA
SANDS



STONE:
CORONADO: SPLIT
LIMSTONE - CREAM



STONE:
CORONADO: SPLIT
LIMSTONE - SUMMIT
GREY



GARAGE DOOR STYLE:
WAYNE DALTON : CLASSIC STEEL

ITEM 17.1.

ECHELON: COLOR & MATERIAL SELECTIONS LEGEND : VALLEY MODERN

SCHEME 1

ACCENT I: SW 7017
DORIAN GRAY

ACCENT II: SW 7505
MANOR HOUSE

GUTTER / TRIM /
FACIA : SW 7017
DORIAN GRAY

BODY: SW 7627
WHITE HERON

ROOF:EAGLE:
4697 BEL AIR -
SLATE RANGE

SCHEME 2

ACCENT I: SW 2844
ROYCROFT MIST GRAY

ACCENT II: SW 6103
TEA CHEST

GUTTER / TRIM /
FACIA : SW 2844
ROYCROFT MIST GRAY

BODY:SW 0077
CLASSIC FRENCH GRAY

ROOF:EAGLE:4588
BEL AIR - GARNET
BROWN RANGE

SCHEME 3

ACCENT I: SW 9173
SHIITAKE

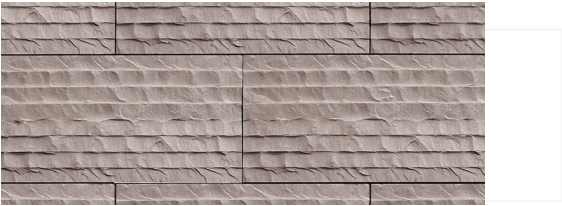
ACCENT II: SW 7674
PEPPERCORN

GUTTER / TRIM /
FACIA : SW 9173
SHIITAKE

BODY: SW 7633
TAUPE TONE

ROOF:EAGLE: 4634
BEL AIR - KING'S
CANYON BLEND

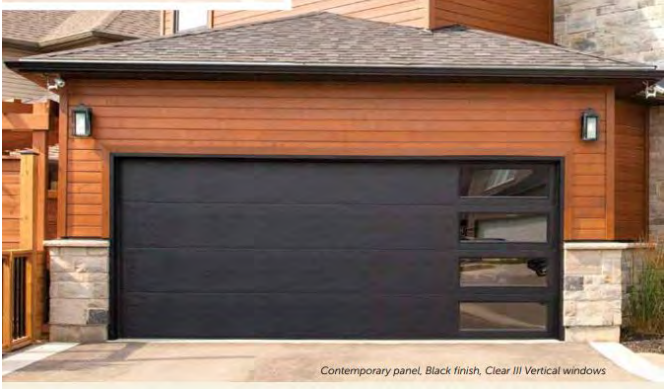
STONE :
CORONADO: CHISELED
LIMSTONE -SILVER ASH



STONE :
CORONADO: FRENCH
LIMSTONE - COUNTRY
BEIGE



STONE :
CORONADO: FRENCH
LIMSTONE - FRENCH
WHITE



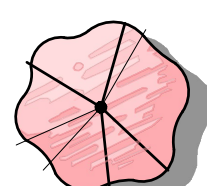
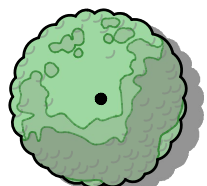
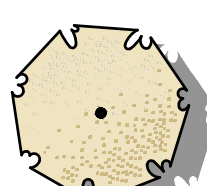
GARAGE DOOR STYLE:
WAYNE DALTON : CLASSIC STEEL



PREMIER
HOMES



PRELIMINARY PLANT LEGEND

	ACCENT TREES SMALLER SIZE SUITABLE FOR PLANTING NEAR HOMES. TYPICALLY LOCATED NEAR FRONT DOORS. CERCIS CANADENSIS 'OKLAHOMA' / OKLAHOMA REDBUD WUCOLS (L) 24" BOX CHIONANTHUS RETUSUS / CHINESE FRINGE TREE WUCOLS (M) 24" BOX CORNUS KOUSA / KOUSA DOGWOOD WUCOLS (M) N/E EXPOSURE ONLY 24" BOX ERIOBOTRYA DEFLEXA / BRONZE LOQUAT WUCOLS (L) 24" BOX MAGNOLIA STELLATA / STAR MAGNOLIA WUCOLS (M)
	SECONDARY TREES EVERGREEN SECONDARY TREES USED ON LARGER LOTS AND CORNERS ARBUTUS X 'MARINA' / ARBUTUS STANDARD WUCOLS (M) 15 GAL. ELAEOCARPUS DECIPIENS 'LITTLE EMPEROR' / DWARF JAPANESE BLUEBERRY TREE WUCOLS (L) 15 GAL. MAGNOLIA GRANDIFLORA 'LITTLE GEM' / DWARF SOUTHERN MAGNOLIA WUCOLS (L) 15 GAL. PODOCARPUS GRACILIOR / FERN PINE WUCOLS (M) 15 GAL. QUERCUS VIRGINIANA / SOUTHERN LIVE OAK WUCOLS (M) 15 GAL.
	STREET TREES SINGLE SPECIES AT EACH STREET SELECTED FOR SHADE AND MODERATE CANOPY GROWTH. NYSSA SYLVATICA / SOUR GUM WUCOLS (M) 15 GAL. PISTACIA CHINENSIS 'KEITH DAVEY' / KEITH DAVEY CHINESE PISTACHE WUCOLS (M) 15 GAL. ULMUS PROPINQUA OR X 'FRONTIER' / EMERALD SUNSHINE ELM WUCOLS (M), "EMERALD SUNSHINE" OR "FRONTIER" AS AVAIL. 15 GAL.
	LARGE SHRUBS LARGE, EVERGREEN SHRUBS USED AS FOUNDATION, BACKGROUND, AND SCREEN PLANTING. ARCTOSTAPHYLOS DENSIFLORA 'HOWARD MCMINN' / HOWARD MCMINN MANZANITA WUCOLS (L), S/W EXPOSURES 5 GAL. COTONEASTER LACTEUS / RED CLUSTERBERRY COTONEASTER WUCOLS (L), S/W EXPOSURES 5 GAL. OLEA EUROPAEA 'LITTLE OLLIE' TM / LITTLE OLLIE OLIVE WUCOLS (L), S/W EXPOSURES 5 GAL. OSMANTHUS FRAGRANS / SWEET OLIVE WUCOLS (M), N/E EXPOSURE 5 GAL. PHOTINIA X FRASERI / PHOTINIA WUCOLS (L), ALL EXPOSURES 5 GAL. PITTOSPORUM TOBIRA 'VARIEGATA' / VARIEGATED MOCK ORANGE WUCOLS (L), S/W EXPOSURES 5 GAL. PRUNUS LAUROCERASUS 'OTTO LUYKEN' / LUYKENS LAUREL WUCOLS (M), N/E EXPOSURES 5 GAL. RHAMNUS CALIFORNICA 'EVE CASE' / CALIFORNIA COFFEEBERRY WUCOLS (L), ALL EXPOSURES 5 GAL. RHAPHIOLEPIS X 'MONTIC' / MAGESTIC BEAUTY INDIAN HAWTHORN WUCOLS (L), ALL EXPOSURES 5 GAL.
	VERTICAL SCREEN VERTICAL SCREENING SHRUBS - UPRIGHT HABIT, USED AGAINST WALLS, FENCES, ETC. ELAEOCARPUS DECIPIENS 'LITTLE EMPEROR' / DWARF JAPANESE BLUEBERRY TREE WUCOLS (M), ALL EXPOSURES 5 GAL. LIGUSTRUM JAPONICUM 'TEXANUM' / WAX LEAF PRIVET WUCOLS (L), ALL EXPOSURES, UPRIGHT FORM 5 GAL. PODOCARPUS MACROPHYLLUS MAKI / SHRUBBY YEW WUCOLS (L), N/E EXPOSURES 5 GAL. PRUNUS CAROLINIANA 'BRIGHT 'N TIGHT' TM / BRIGHT 'N TIGHT CAROLINA LAUREL WUCOLS (L), ALL EXPOSURES 5 GAL.
	MID-GROUND SHRUBS MID-GROUND SHRUBS SELECTED FOR INTEREST AND COLOR. PREDOMINATELY LOW WATER USE. CAMELLIA SASANQUA 'SHISHI GASHIRA' / SHISHI GASHIRA CAMELLIA WUCOLS (M), N/E EXPOSURE 5 GAL. CISTUS PULVERULENTUS 'SUNSET' / ROCKROSE WUCOLS (L) 5 GAL. ESCALLONIA X 'COMPACTA' / COMPACT ESCALLONIA WUCOLS (L), S/W EXPOSURE 5 GAL. LAVANDULA DENTATA 'MUNSTEAD' OR 'GOODWIN CREEK' / FRENCH LAVENDER WUCOLS (L), S/W EXPOSURE 5 GAL. LOROPETALUM CHINENSE RUBRUM 'FIRE DANCE' / PURPLE LEAF FRINGE FLOWER WUCOLS (M) 5 GAL. RHAPHIOLEPIS INDICA 'PINK DANCER' / INDIAN HAWTHORNE WUCOLS (M), S/W EXPOSURE 5 GAL. RHAPHIOLEPIS UMBELLATA 'PINKIE' / PINK INDIAN HAWTHORNE WUCOLS (L), ALL EXPOSURES 5 GAL. ROSA FLORIBUNDA 'ICEBERG' / ICEBERG ROSE WUCOLS (M), S/W EXPOSURE 5 GAL. ROSMARINUS OFFICINALIS 'COLLINGWOOD INGRAM' / ROSEMARY WUCOLS (L), S/W EXPOSURE 5 GAL. SALVIA CHAMAEDRYOIDES / MEXICAN BLUE SAGE WUCOLS (L) 5 GAL. SPIRAEA X BUMALDA 'ANTHONY WATERER' / ANTHONY WATERER SPIRAEA WUCOLS (M) 5 GAL. TEUCRIUM FRUTICOSA 'AZUREUM' / AZURE BUSH GERMANDER WUCOLS (L), ALL EXPOSURES 5 GAL. WESTRINGIA FRUTICOSA 'BLUE GEM' / COAST ROSEMARY WUCOLS (L), S/W EXPOSURE 5 GAL.
	ACCENT PLANTS ACCENT PLANTS FOR SPECIAL INTEREST AGAPANTHUS AFRICANUS 'BLUE' OR 'WHITE' / LILY OF THE NILE WUCOLS (M), N/E EXPOSURE 1 GAL. DIANELLA REVOLUTA 'LITTLE REV' / LITTLE REV FLAX LILY WUCOLS (L), S/W EXPOSURE 1 GAL. DIETES VEGATA / FORTNIGHT LILY WUCOLS (L), ALL EXPOSURES 1 GAL. ERIGERON KARVINSKIANUS 'PROFUSION' / SANTA BARBARA DAISY WUCOLS (L), ALL EXPOSURES 1 GAL. PENNISETUM X 'FAIRY TAILS' / EVERGREEN FOUNTAIN GRASS WUCOLS (L), S/W EXPOSURE 1 GAL. PHORMIUM TENAX 'MAORI MAIDEN/SUNRISE' / TRICOLOR NEW ZEALAND FLAX WUCOLS (M), S/W EXPOSURE 1 GAL.
	SPECIMEN PLANTS UNIQUE SPECIMENS FOR VISUAL INTEREST AGAVE AMERICANA 'MEDIO-PICTA ALBA' / STRIPED CENTURY PLANT WUCOLS (L) 5 GAL. ANIGOZANTHOS X 'BIG RED' / KANGAROO PAW HYBRIDS WUCOLS (M) 5 GAL. DASYLIRION WHEELERI / GREY DESERT SPOON WUCOLS (L) 5 GAL.
	VERTICAL ACCENT CUPRESSUS SEMPERVIRENS 'TINY TOWER' TM / TINY TOWER ITALIAN CYPRESS WUCOLS (L) 5 GAL. ILEX CRENATA 'SKY PENCIL' / SKY PENCIL JAPANESE HOLLY WUCOLS (L) 5 GAL. PICEA GLAUCA 'CONICA' / DWARF ALBERTA SPRUCE WUCOLS (L) 5 GAL.

	GROUND COVER SPREADING PLANTS, TYPICALLY EVERGREEN, AS FOREGROUND AND TURF SUBSTITUTE. ARCTOSTAPHYLOS X 'EMERALD CARPET' / EMERALD CARPET MANZANITA WUCOLS (L), ALL EXPOSURES 1 GAL. COPROSMA FUMILA 'VERDE VISTA' / CREEPING COPROSMA WUCOLS (L) 1 GAL. COTONEASTER DAMMERI 'LOWFAST' / LOWFAST BEARBERRY COTONEASTER WUCOLS (L), ALL EXPOSURES 1 GAL. JUNIPERUS HORIZONTALIS 'BLUE RUG' / BLUE RUG JUNIPER WUCOLS (L), ALL EXPOSURES 1 GAL. ROSMARINUS OFF. 'HUNTINGTON CARPET' / PROSTRATE ROSEMARY WUCOLS (L), ALL EXPOSURES 1 GAL.
	ENTRY WALK GROUND COVER SMALLER-SCALE GROUNDCOVERS. TYPICALLY FLOWERING, USED TO ADD INTEREST AND COLOR AT ENTRY WALKS TEUCRIUM CHAMAEDRY'S 'PROSTRATUM' / PROSTRATE GERMANDER WUCOLS (L), ALL EXPOSURES 1 GAL. TRACHELOSPERMUM JASMINOIDES / CHINESE STAR JASMINE WUCOLS (M) 1 GAL. VERBENA C. 'HOMESTEAD PURPLE' / HOMESTEAD PURPLE VERBENA WUCOLS (L) 1 GAL.
	COMMUNITY CORNER GROUND COVER LOW FLOWERING GROUNDCOVERS, USED TO ADD INTEREST AND COLOR AT CORNERS ROSA X 'MEIZORLAND' TM / WHITE DRIFT GROUND COVER ROSE WUCOLS (M) 2 GAL. ROSA X 'NOALA' / FLOWER CARPET CORAL GROUND COVER ROSE WUCOLS (M) 2 GAL.

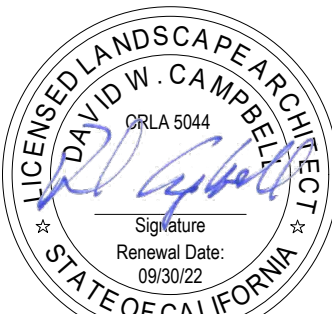
	PLAN 1 (TYPICAL CORNER)
	PLAN 2 (TYPICAL INLINE)
	PLAN 3 (TYPICAL INLINE)

DESIGN STATEMENT

Echelon at Montelina is a proposed community of single family residences. As part of an overall master-planned community, interest and variation is provided through the various differing architectural elevations. To provide continuity throughout the community, a consistent style is reflected in the landscape, eschewing arbitrary and jarring juxtapositions of varying design styles in the ground plane.

Front yard planting shown is indicative of builder-installed landscape. Planting will include a mixed palette of plants, from low foreground planting to large background planting. Varying plant types emphasize a natural and native feel, with varying leaf color, structure, and texture, balancing the textures of the architecture.

All planting and irrigation will conform to the City's Water Efficient Landscape Ordinance (per lot). Point-source drip emitters will be used to irrigate shrubs and groundcover. Irrigation controllers will be self-adjusting (smart). All other requirements of the ordinance will be followed, including a minimum 3" deep layer of bark mulch in all non-turf planter areas.

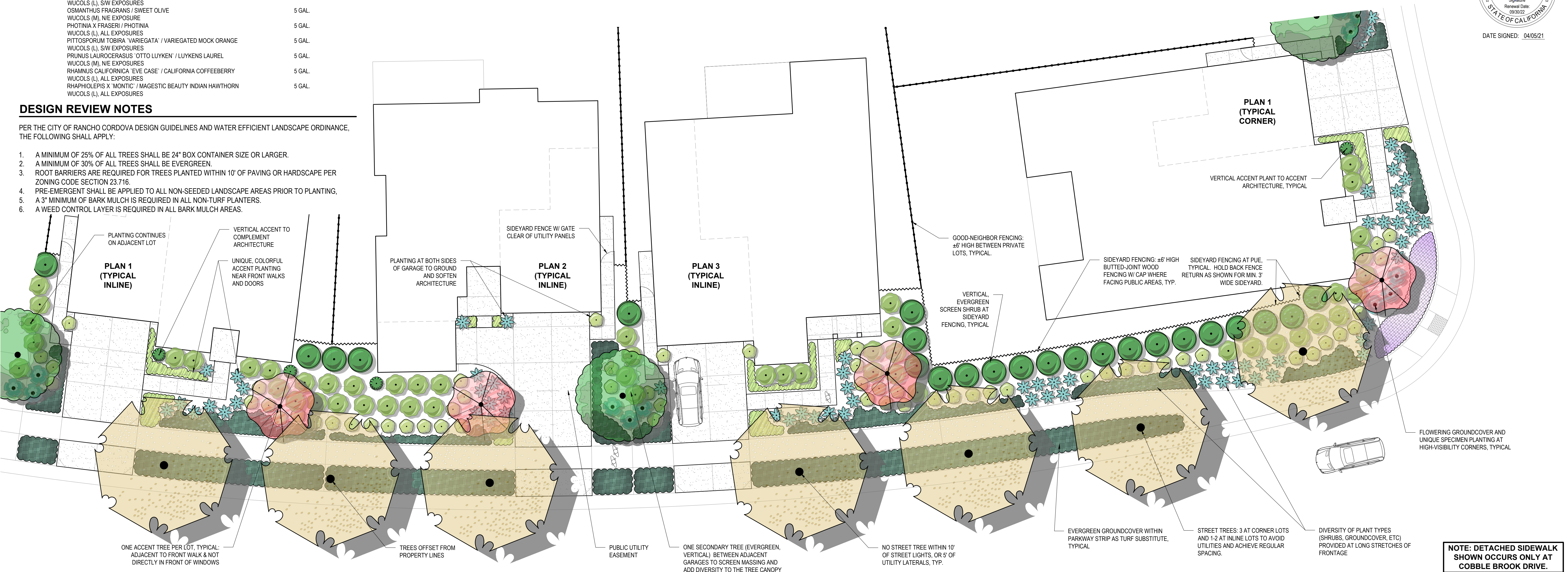


DATE SIGNED: 04/05/21

DESIGN REVIEW NOTES

PER THE CITY OF RANCHO CORDOVA DESIGN GUIDELINES AND WATER EFFICIENT LANDSCAPE ORDINANCE, THE FOLLOWING SHALL APPLY:

1. A MINIMUM OF 25% OF ALL TREES SHALL BE 24" BOX CONTAINER SIZE OR LARGER.
2. A MINIMUM OF 30% OF ALL TREES SHALL BE EVERGREEN.
3. ROOT BARRIERS ARE REQUIRED FOR TREES PLANTED WITHIN 10' OF PAVING OR HARDSCAPE PER ZONING CODE SECTION 23.716.
4. PRE-EMERGENT SHALL BE APPLIED TO ALL NON-SEEDED LANDSCAPE AREAS PRIOR TO PLANTING.
5. A 3" MINIMUM OF BARK MULCH IS REQUIRED IN ALL NON-TURF PLANTERS.
6. A WEED CONTROL LAYER IS REQUIRED IN ALL BARK MULCH AREAS.



NOTE: DETACHED SIDEWALK SHOWN OCCURS ONLY AT COBBLE BROOK DRIVE.

ITEM 17.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

Conditions of Approval		Category	Timing/ Implementation	Enforcement/ Monitoring
1.	The approved entitlement is for a Major Design Review Permit for Premier Homes, LLC, Montelena Village 5. The project shall be constructed consistent with the Design Booklet (<u>Exhibit A</u>) for three residential floor plans, and preliminary landscape plans. Project DD10046.	Project Description	On-Going	Planning
2.	The approved project includes an adjustment for the front yard setback to living space to 12.5 feet.	Project Description	On-Going	Planning
3.	Applicant(s) agree to defend, indemnify and hold harmless with Counsel selected by the City of Rancho Cordova ("City") and its agents, officers, consultants, and employees ("City's Agents") from any and all claims, actions, suits, or proceedings against the City or the City's Agents to attack, set aside, void, or annul an approval by the City, or the City's Agents concerning the project (collectively "Claim"). The City shall promptly notify the Applicant of any Claim and the City shall cooperate fully in the defense. Nothing in this paragraph obligates the City to defend any Claim and the City is not required to pay or perform any settlement arising from any such Claim not defended by the City, unless the settlement is approved in writing by the City.	General	On-Going	Planning
4.	Any future alteration to the buildings, change in use, intensification of the site, or modification to the parking and landscaped area must be reviewed by the City to ensure compliance with all local, state, and federal regulations. Minor modifications that are found to be in substantial conformance with the approved plans such as colors, plant materials, or minor lot line adjustments, may be approved administratively. Major modifications shall be approved by the applicable decision making body.	General	On-Going	Planning
5.	Applicant/Developer shall not carry a negative account balance with the City for the processing of the project. If a negative account balance occurs, it will be the developer's responsibility to pay the balance due, in order to avoid delays in the processing of future permits or recordation of maps.	General	On-Going	Planning

ITEM 17.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

Conditions of Approval		Category	Timing/ Implementation	Enforcement/ Monitoring
	Please email the Finance Department at billings@cityofranhocordova.org for the status of your account with the City.			
6.	The Permit is valid for a period of three (3) years from the date of City Council approval unless an extension is granted by the Community Development Director or the Development Agreement expiration date.	Expiration	On-Going	Planning
7.	The applicant shall comply with the Sunridge Specific Plan EIR Mitigation Monitoring Reporting Plan (MMRP) and the Montelena Subdivision MND MMRP.	Environmental	On-Going	Planning
8.	Signage is not approved with this permit. All signage shall comply with the City of Rancho Cordova Zoning Code.	Signage	On-Going	Planning
9.	Noise sources associated with construction, repair, remodeling, demolition, paving and/or grading of any real property must adhere to the development standards outlined within the City's Noise Element, RCMC 6.68 and RCMC 16.18.1407(F).	Noise	On-Going	Code Enforcement /Building
10.	The removal and replanting of landscape not listed on the approved plan set must be consistent with RCMC 23.716.080 through 23.716.090 and reviewed by the Planning Department prior to the removal. All landscape care, maintenance, and tree pruning must adhere to RCMC 23.716.100 through 23.716.110.	Landscaping	On-Going	Planning
11.	Applicant shall be responsible for all damage to City streets associated with construction of the project and shall repair any damage as soon as possible.	Infrastructure	On-Going	Public Works
Prior to Issuance of Building Permit				
12.	Submit Master Plans that include final landscaping and fence plans for review and approval by the Planning Department.	Landscape	Prior to Issuance of Building Permit	Planning
13.	Final landscape plan shall include the addition of weed barrier installed in Front yard prior to installation of ground cover for each production home.	Weed Barrier	Prior to Issuance of Building Permit	Planning

ITEM 17.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
14.	The following criteria will be used to ensure the project meets the adopted design guidelines: • Two of the same architectural styles or color schemes shall not be placed next to each other. • No two of the same floor plans may be placed next to each other, unless they have different elevations.	Plan Layout and Architecture	Prior to Issuance of Building Permit	Planning
15.	The applicant shall contact Permit Services Unit at PermitServices@sacsewer.com or 916-876-6100 to determine if sewer impact fees are due.	Sewer	Prior to issuance of Building Permits	Sacramento Sewer District
16.	Prior to the issuance of any building permits for the project, the project developer/owner shall pay appropriate development fees applicable at the time of building permit issuance in accordance with Title 4 of the Sacramento County Water Agency (SCWA) Code.	Water	Prior to issuance of Building Permits	Sacramento Water Agency
17.	Residential fire sprinkler plans shall be submitted for review and approval to the Sacramento Metropolitan Fire District for all new one and two family dwellings in accordance with the California Residential Code.	Fire Sprinklers	Prior to issuance of Building Permits	Fire
18.	A final landscape plan shall be submitted to the Planning Department in conjunction with improvement plan and or building permit submittal and approved by the Planning and Public Works Departments prior to issuance of permits and/or any installation of landscape materials RCMC 23.716.020. The final landscape planting and irrigation plan shall be prepared by a registered licensed landscape architect and include the following items per RCMC 22.180.060: • Planting plan to scale that indicate slope • Irrigation Plan • Soils Test • Water Use Calculations	Landscaping	Prior to issuance of Building Permits	Planning/Public Works

ITEM 17.1.
CONDITIONS OF APPROVAL

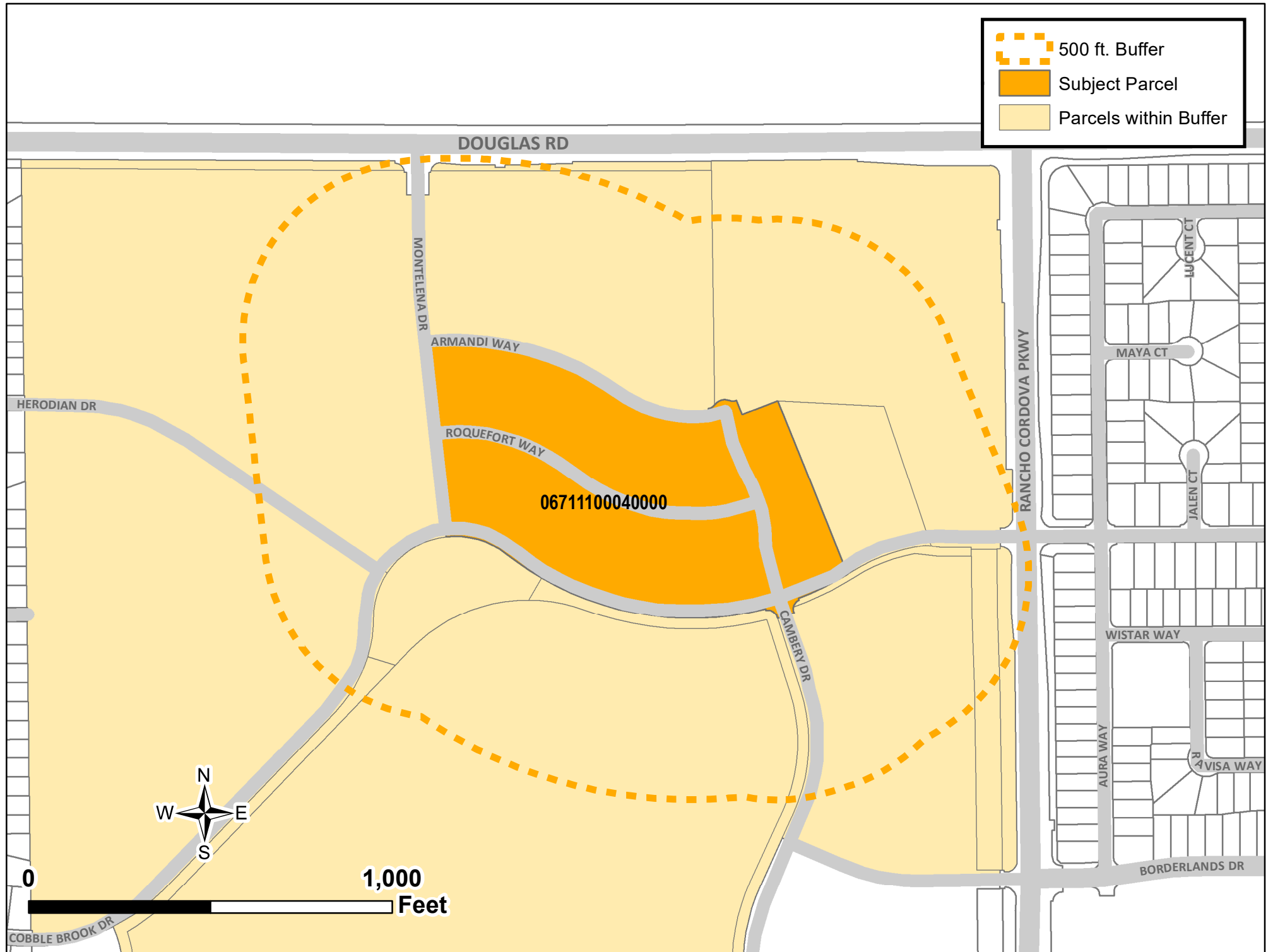
ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	• Irrigation Schedule			
19.	The applicant shall comply with SMUD conditions as follows; a. Structural setbacks less than 14-feet shall require the applicant to conduct a pre-engineering meeting with all utilities to ensure property clearances are maintained. b. SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs. c. The Applicant shall not place any building foundations within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.). d. Any necessary future SMUD facilities located on the Applicant's property shall require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the Applicant's property.	SMUD Infrastructure	Prior to issuance of Building Permits	SMUD
Prior to Final Inspection				
20.	Property Owner/Developer shall record Covenants, Conditions and Restrictions (CC&Rs) in a form approved by the City that names the City as a third-party beneficiary with rights and without obligation to, enforce the CC&Rs. The CC&Rs shall contain, at a minimum, certain provisions and references to the City's Property Maintenance Code and prohibit the parking of trailers, boats or recreational vehicles in the driveway or on the public street	Record CC&Rs	Prior to 1 st final Building Permit	Planning
21.	A concrete path will be provided from the driveway to the garage person door and an additional concrete pad area shall be installed by the developer for the storage of garbage receptacles behind the fence line.	Outdoor area	Prior to final Building Inspection	Planning

ITEM 17.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
22.	Each home must be equipped with adequate outdoor lighting as well as an illuminated address plate located on the front elevation.	Lighting	Prior to final Building Inspection	Planning
23.	Upon completion of the installation of the landscaping, the designer shall certify that the landscape complies with all city water conserving landscape requirements. Certification shall be accomplished by completion of a certificate of compliance on a form approved by the director of the city public works department. Specifically, for the Landscape Lots along the public right of way, failure to submit a complete and accurate certificate of compliance will delay final approval of the project and/or discontinue water service per RCMC 22.180.090. Upon receipt of the certificate of compliance and site inspection from City staff, the landscaping performance bond will be released.	Landscaping	Prior to final Building Inspection	Public Works
24.	Residential roof coverings shall consist of materials having a minimum Class C rating.	Fire	Prior to final Building Inspection	Fire
25.	Approved numbers or addresses shall be placed on all new or existing buildings in such a position as to be easily read from the street or road fronting the property. The minimum size of the numbers shall not be less than six (6) inches and shall be mounted immediately adjacent to a light source and shall also contrast with their background.	Address	Prior to final Building Inspection	Fire



ITEM 17.1.

ATTACHMENT 4

SACRAMENTO METROPOLITAN FIRE
DISTRICT
10545 ARMSTRONG AVE STE 200
MATHER CA 95655

CURRENT RESIDENT
11962 COBBLE BROOK DR
RANCHO CORDOVA CA 95742

CURRENT RESIDENT
12048 COBBLE BROOK DR
RANCHO CORDOVA CA 95742

CURRENT RESIDENT
12051 COBBLE BROOK DR
RANCHO CORDOVA CA 95742

CURRENT RESIDENT
12065 COBBLE BROOK DR
RANCHO CORDOVA CA 95742

MDRE DEVELOPMENT LLC
3021 DAGGETT DR
GRANITE BAY CA 95746

CURRENT RESIDENT
4094 RANCHO CORDOVA PKWY
RANCHO CORDOVA CA 95742

CURRENT RESIDENT
4406 BORDERLANDS DR
RANCHO CORDOVA CA 95742

DOUGLAS CORDOVA COMMERCIAL LLC
5241 ARNOLD AVE
MCCLELLAN CA 95652

MONTELENA DOUGLAS LLC
5241 ARNOLD AVE
MCCLELLAN CA 95652

SACTO VLY CONSERVANCY
PO BOX 163351
SACRAMENTO CA 95816

SACRAMENTO SANITATION DISTRICT
10060 GOETHE ROAD
SACRAMENTO CA 95827

SACRAMENTO REGIONAL COUNTY
SANITATION DISTRICT
10060 GOETHE ROAD
SACRAMENTO CA 95827

SACRAMENTO COUNTY WATER
AGENCY
10151 FLORIN ROAD
SACRAMENTO CA 95829

PG&E
2730 GATEWAY OAKS DRIVE
SACRAMENTO CA 95833

PG&E
343 SACRAMENTO STREET
AUBURN CA 95603

SMUD
6301 S STREET MS B304
SACRAMENTO CA 95817

SMUD
6301 S STREET MS B304
SACRAMENTO CA 95817

SMUD
6301 S STREET MS B404
SACRAMENTO CA 95817

SACRAMENTO METROPOLITAN FIRE
10545 ARMSTRONG AVE STE 310
MATHER CA 95655

ELK GROVE UNIFIED SCHOOL DISTRICT
9510 ELK GROVE-FLORIN RD
ELK GROVE CA 95624

SACRAMENTO COUNTY WATER
AGENCY
827 7TH STREET RM 301
SACRAMENTO CA 95814

CITY OF RANCHO CORDOVA
2729 PROSPECT PARK DR
RANCHO CORDOVA CA 95670

MEMORANDUM



ITEM 17.2.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Stefan Heisler, Housing Manager
SUBJECT: **2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT
(CAPER)**

RECOMMENDATION

Adopt the Resolution of the City Council of the City of Rancho Cordova to submit the 2020 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

RESULT OF RECOMMENDED ACTION

The 2020 CDBG CAPER will be submitted for HUD review according to requirements and timelines.

BACKGROUND

The City receives an annual entitlement allocation of CDBG funds from HUD. The City received \$633,889 of CDBG funds in Program Year (PY) 2020. CDBG allows the City to carry out housing and community development projects and programs, such as housing rehabilitation, neighborhood infrastructure improvements, and public services, for low- and moderate-income individuals, households, and neighborhoods.

HUD requires an annual evaluation of the programs and projects funded through its CDBG grant allocation, known as the CAPER. The PY 2020 CAPER describes the City's accomplishments in the implementation of programs and activities under the CDBG program. It also reports the progress of the City in meeting overall five-year goals and priorities identified as part of the 2020-2024 Consolidated Plan.

CDBG regulations require that the public be given a 15-day period in which to review the CAPER and provide comments prior to its approval by the City Council. A public notice announcing the availability of the CAPER was published in the Sacramento Bee on March 26, 2021, and copies of the CAPER were made available for public review at City Hall and on the

City's website. The public comment period closed on April 19, 2021, and any comments received will be acknowledged and incorporated in the final draft of the CAPER and submitted to HUD.

PY 2020 was the City's first year of the 2020-2024 Consolidated Plan cycle. The City's program is in good standing with HUD, and program administrators have continued to work on refining guidelines and procedures, assisting service providers to provide technical assistance in administering CDBG funds, and partnering with regional neighbors to improve efficiencies and identify best practices for program administration.

FY 2020 was the first full year of the City's CDBG program following the transition from a fiscal year to a calendar year to align with the Sacramento County HOME Consortium and CDBG Consolidated Plan. As such there were higher rollover funding from the shortened 6-month 2019 program year that were expended on capital construction projects in 2020. This is reflected in the higher accomplishment numbers for the Rebuilding Together Sacramento Critical Systems Repair Program. Additional rollover funds were also provided to the Public Works ADA Sidewalk Improvement program, however that project was not completed in 2020. It is expected to be complete in early 2021.

A summary of the accomplishments achieved in 2020 include:

- Helping 412 low-income households, including families at risk of homelessness, remain in their housing;
- Completing 2,993 code enforcement inspections of general properties in the CDBG target area;
- Conducting 2,397 inspections of rental units in the CDBG target area;
- Providing social services and meals for 226 seniors in the community;
- Completing 20 housing rehabilitation projects on homes occupied by low-income households; and
- Providing youth mentoring services to 41 at-risk youth.

FISCAL IMPACT AND FUNDING SOURCE

The CAPER has no direct fiscal impact on the City.

ATTACHMENT(S)

1. Resolution
2. 2020 Consolidated Annual Performance Evaluation Report

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA APPROVING THE PROGRAM YEAR 2020 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR SUBMITTAL TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Rancho Cordova has applied for and received Community Development Block Grant (CDBG) funds as an entitlement jurisdiction from the Government of the United States under Title I of the Housing and Community Development Act of 1974; and

WHEREAS, the Department of Housing and Urban Development (HUD) is the federal agency that promulgates regulations and oversees the administration of the CDBG program; and

WHEREAS, HUD requires that entitlement jurisdictions complete an annual evaluation of their grants programs through a report known as the Consolidated Annual Performance and Evaluation Report (CAPER); and

WHEREAS, City staff has completed the 2020 CAPER; and

WHEREAS, a public notice announcing the availability of the CAPER and a 15-day public comment period for the report was published in the Sacramento Bee on March 26, 2021; and

WHEREAS, the 15-day public comment period did open April 5, 2021, and closed April 19, 2021, and the CAPER has been considered by the Rancho Cordova City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA approves the 2020 CAPER; authorizes the City Manager, or his designee, to submit the CAPER to HUD; and authorizes staff to make technical modifications to the CAPER as required by HUD, and pending any public comment received prior to April 19, 2021.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 17.2.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

Garrett Gatewood, Mayor

City of Rancho Cordova

2020 Consolidated Annual Performance and Evaluation Report (CAPER)

Community Development Block Grant

CR-05 - Goals and Outcomes**Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

Listed below are the approved projects and programs which were funded using the City's 2020 CDBG allocation. These programs were selected through a competitive application process that occurred in January and February of 2020. Each project was selected to assist in carrying out the City's CDBG priority needs, as identified in the 2020-2024 Consolidated Plan's Strategic Plan section:

- \$102,000 in funding was allocated for **Code Enforcement** (\$51,000) services and the **Rental Housing Inspection** (\$51,000) program, which provides health and safety code inspections for residential housing, businesses, and renter-occupied residential housing in the CDBG target area.
- \$39,987 in funding was allocated to **Meals on Wheels by ACC**, a program that aids senior populations, including home-bound seniors, by providing access to nutritious meals.
- \$30,000 in funding was allocated to **Folsom Cordova Community Partnership** to help support the Group Mentoring Initiative program. This program provides youth support and improves community involvement through intensive one-on-one and group youth mentoring.
- \$9,496 in funding was allocated to **Sacramento Self-Help Housing** for a renter's helpline, which provides counseling and mediation services for landlord/tenant disputes for City residents in a housing crisis or dispute.
- \$7,462 in funding was allocated to **Sacramento Self Help-Housing** for fair housing services, which includes advocacy, enforcement, mediation, and marketing and education materials.
- \$15,000 in funding was allocated to **Sacramento Self Help Housing** for housing counseling services, which help prevent discrimination and at-risk households from becoming homeless.
- \$100,000 in funding was allocated to **Rebuilding Together Sacramento** for homeownership repairs through the Roof Rehab & Repair Program and the Critical Systems Home Repair program. Please note that due to the shortened previous program year from July 1, 2019 to December 31, 2019, Rebuilding Together's allocation from 2019 rolled over into their allocation for the 2020 program year. Between both periods, they were allocated a total of \$298,477.

- \$210,561 in funding was allocated to the **City of Rancho Cordova's Public Works Department** for an ADA Sidewalk Improvement project meant to meet the requirements of the Americans with Disabilities Act (ADA). Please note that due to the shortened previous program year from July 1, 2019 to December 31, 2019, the Sidewalk project's allocation from 2019 rolled over into their allocation for the 2020 program year. Between both periods, they were allocated a total of \$310,561.
- \$119,383 in funding was allocated to **the City of Rancho Cordova's Housing Division** for the general administrative costs to facilitate and manage the CDBG program. Administrative costs include the management of monitoring efforts, assisting subrecipients of CDBG funds with information and guidance on CDBG policies and procedures, planning for future CDBG goals and actions, and any other general administration activities that are involved in the implementation of the CDBG program.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Table 1, below, provides a detailed evaluation of the City's individual programs and projects, and compares them to the goals identified in the 2020 Annual Action Plan (AAP) and the 2020-2024 Consolidated Plan.

Project/Activity	Agency/Operator	Goal	Funding	Total Expenses	Indicator	Unit of Measure	Goal 5 yr Plan	Act. 5 yr Plan	% Comp .	Goal 2020	Act. 2020	% Com p.
Planning and Administration - PA-20												
Planning and Administration	City Staff	Planning and Administration	\$119,383	\$85,886.83	Successfully administered the CDBG program according to HUD regulations	Efficient Administration				NA	NA	100%
Planning & Administration: Fair Housing	Sacramento Self Help Housing	Homelessness Prevention	\$7,462	\$6,382.60	Public Services Low/Mod Housing Benefit	Household Housing Unit				25	33	132%
Public Services - PS-20												
Homelessness Prevention - Households and Housing Units							2,000	379	18%	570	379	66%
Renters Helpline	Sacramento Self-Help Housing	Homelessness Prevention	\$9,496	\$7,708.72	Public Services Low/Mod Housing Benefit	Household Housing Unit				420	342	81%
Housing Counseling	Sacramento Self-Help Housing	Homelessness Prevention	\$15,000	\$5,966.51	Public Services other than Low/Mod Housing Benefit	Households Assisted				150	37	25%
Senior Services - Persons Assisted							500	226	45%	146	226	155%

Project/Activity	Agency/Operator	Goal	Funding	Total Expenses	Indicator	Unit of Measure	Goal 5 yr Plan	Act. 5 yr Plan	% Comp.	Goal 2020	Act. 2020	% Comp.
Senior Nutrition Program	Meals on Wheels	Senior Services	\$39,987	\$39,987.00	Public Services other than Low/Mod Housing Benefit	Persons Assisted				146	226	155%
Youth Services - Persons Assisted							500	41	8%	82	41	39%
Group Mentoring Initiative	Folsom Cordova Community Partnership	Youth Services	\$30,000	\$27,051.75	Public Services other than Low/Mod Housing Benefit	Persons Assisted				82	41	50%
Housing Preservation Program HP-20												
Code Enforcement - Code Cases and Inspections							5,000	5,390	107%	3,000	5,390	179%
Code Enforcement	City Staff	Housing preservation-Code Enforcement	\$51,000	\$51,000	Housing Code Enforcement/Foreclosed Property Care	Code Cases				2,000	2,993	150%
Rental Housing Inspection Program	City Staff	Code Enforcement	\$51,000	\$51,000	Housing Code Enforcement/Foreclosed Property Care	Code Cases				1,000	2,397	240%
Housing Preservation - Housing Units							50	20	40%	18	20	111%
Critical Repair Program	Rebuilding Together Sacramento	Housing Preservation-Homeless Prevention	\$298,477	\$298,448	Homeowner Housing Rehabilitated	Household Housing Unit				18	20	111%
Public Infrastructure PI-20												
Public Infrastructure - Persons Provided Improved Access							30,000	0	0%	2,000	0	0%
Public Facilities and Infrastructure	ADA Sidewalk Program	Public Infrastructure	\$310,561	\$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Infrastructure Projects Completed				0	0	0%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Five programs performed above 100 percent of their anticipated program goals, while **four** programs performed below their projected goals in the 2020 program year. It is important to note that the COVID-19 pandemic may have affected program performance during the program year due to social distancing requirements and office closures. The following paragraphs detail each program's performance and provide explanation for each activity's achievements and challenges.

Below Goal - Explanation of goal outcomes

Sacramento Self-Help Housing (SSHH) Renters Helpline reached 81 percent of its goal, or 342 of the goal of 420. SSHH experienced a reduction in staff capacity in 2020 and an increase in demand for other services due to the COVID-19 pandemic. To keep up with demand, staff focused on higher priority services.

Sacramento Self-Help Housing (SSHH) Housing Counseling reached 25 percent of its goal, or 37 of the goal of 150. As with the Renter's Helpline, SSHH experienced a reduction in staff capacity in 2020 and an increase in demand for other services.

The **City's Public Work's Sidewalk Improvement** project did not begin construction during the program year and did not drawdown any funds. This project was to be completed in the spring and summer months of the originally anticipated CDBG program year, to avoid the rainy winter season, but was delayed due to changes in staff capacity and the prioritization of other infrastructure projects. This project will now be completed as part of the 2021 CDBG program year.

Folsom Cordova Community Partnership (FCCP) reached 50 percent of its goal. The partnership planned to provide three mentoring groups in spring 2020; however, the statewide shutdown due to COVID-19 prevented this from happening. The partnership pivoted to virtual mentorship in fall 2020, which allowed them to offset the sharp decrease in services.

Above Goal – Explanation of Outcomes

Code Enforcement reached 150 percent of its goal. The City-operated Code Enforcement program continues to help proactively address health and safety issues in both residential and commercial neighborhoods in the CDBG target area. In the 2020 program year, Code Enforcement officers responded to a total of 2,993 instances of code violation issues.

Rental Housing Inspection reached 240 percent of its goal. The Rental Housing Inspection program has been a pivotal program in addressing various housing conditions in rental housing units in the CDBG target area. The City uses CDBG funding to leverage the program and support the goal of inspecting every registered rental unit in the City in two-year cycles. The program allows the City to proactively address deferred

maintenance and housing conditions that pose health and safety risks to tenants without requiring tenants to first report on the housing conditions and risk potential retaliation from property owners and landlords. In the 2020 program year, 2,397 inspections occurred through the Rental Housing Inspection program.

Meals on Wheels reached 155 percent of its goal. The Meals on Wheels program expected to serve 146 seniors but ended up assisting a total of 226 seniors in the program year. Due to COVID-19 there was higher demand for Meals on Wheels' services.

Rebuilding Together Sacramento reached 111 percent of its goal. A total of 20 projects were completed out of the annual goal of 18, all of which helped to serve low to moderate income individuals and seniors. The projects consisted of 10 roof replacements, 4 HVAC system replacements, 1 hot water replacement, 2 wheelchair lift installations, 2 plumbing repairs, 1 electrical repair, and 1 mold remediation.

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The 2020 program year was the first year of the 2020-2024 Five Year Consolidated Plan. The 2020-2024 Consolidated Plan identifies the following nine goals and priorities for projects that the City intends to fund through CDBG allocations during the Plan's five-year cycle. Those goals are as follows:

- | | | |
|----------------------------|--------------------------------|--|
| • Homelessness Prevention | • Public Infrastructure | • Public Facilities |
| • Senior Services | • Homeless Housing | • COVID-19 Preparation, Prevention, and Response |
| • Child and Youth Services | • Housing Preservation Program | • Program Administration |

CDBG-funded programs in the 2020 program year aligned with seven of the nine goals that are outlined in the 2020-2024 Consolidated Plan. The seven goals supported in 2020 were Homelessness Prevention, Senior Services, Child and Youth Services, Public Infrastructure, Housing Preservation Program, COVID-19 Preparation, Prevention, and Response, and Program Administration. Table 1 above shows these goals and

their associated projects in more detail, along with the one-year progress against the five-year goals established in the Consolidated Plan.

The City leveraged non-CDBG funds to help address homeless housing needs through Mather Veterans Village project. The project completed its final phase in 2020 and now offers 100 permanent supportive housing units for veterans and their families and 48 transitional housing beds for veterans currently experiencing homelessness. The project is being jointly operated by Nation's Finest and Mercy Housing.

CARES Act CDBG-CV Funding Summary (Round 1 Allocation)

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136 was signed by the President of the United States. This made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds, to respond to the growing effects of the historic COVID-19 public health crisis. The Department of Housing and Urban Development (HUD) informed the City of Rancho Cordova that CARES Act funding would be allocated to the City based on the existing entitlement formulas for the CDBG program.

CDBG-CV funding was allocated to jurisdictions in three phases. HUD allocated the first and third phases of CDBG-CV funds to the City in the amount of \$373,379 and \$487,938, respectively. The City did not receive funding in the second phase of funding. During the 2020 program year, the City allocated the first phase of funding (Round 1) to public service projects. Each project was selected to assist in carrying out the City's CDBG priority need of COVID-19 Preparation, Prevention, and Response, as identified in the amended 2020-2024 Consolidated Plan's Strategic Plan. The following explanations are only brief summaries of program activities for Round 1 of CDBG-CV funding. The City of Rancho Cordova will provide the public with a full and more detailed report on all CARES Act-funded activities once further direction is provided by HUD in the 2021 program year.

- **CDBG-CV Round 1 Activity Summaries:**

- \$8,400 in funding was allocated to **Sacramento Self Help Housing** for a renter's helpline, which provided counseling and mediation services for landlord/tenant disputes for City residents in a housing crisis or dispute.
- \$25,000 in funding was allocated to **Sacramento Self Help Housing** for housing counseling and placement services, which helped prevent discrimination and at-risk households from becoming homeless.
- \$35,000 in funding was allocated to **Sacramento Self Help Housing** for Navigator services, a program that provided support to transitional homeless and susceptible individuals by way of providing up to 3 months of rental and utility assistance and covering direct deposits.

- \$100,300 in funding was allocated to **Folsom Cordova Community Partnership** for Relief Safety Net Services, which provided rental assistance, utility assistance, and emergency services, including the provision of food, diapers, and disinfectant supplies.
- \$73,344 in funding was allocated to **Boys & Girls Clubs of Greater Sacramento** to provide Go Kits to maintain educational engagement for youth while they are learning from home. The kits included academic packets, online club programs, food and snacks, books, DIY STEM activities, and family health resources.
- \$56,500 in funding was allocated to **Rebuilding Together Sacramento** for homeownership repairs through the Roof Rehab & Repair Program and the Critical Systems Home Repair program.
- \$74,675 in funding was allocated to **the City of Rancho Cordova's Housing Division** for the general administrative costs to facilitate and manage the CDBG-CV program. Administrative costs include the management of monitoring efforts, assisting subrecipients of CDBG-CV funds with information and guidance on CDBG-CV policies and procedures, and any other general administration activities that are involved in the implementation of the CDBG-CV program.

Table 2, below, provides a detailed evaluation of the City's individual CDBG-CV programs and projects, including accomplishments achieved and funds expended. Please note that Sacramento Self-Help Housing's CDBG-CV activities are extended into the 2021 program year, and as such, the accomplishments in the following table reflect lower numbers than are anticipated to be completed.

Project/Activity	Agency/Operator	Goal	Funding	Total Expenses	Indicator	Unit of Measure	Goal	Act.	% Comp.
Planning and Administration	City Staff	COVID-19 Preparation, Prevention, and Response	\$74,675	\$20,133.10	Successfully administered the CDBG-CV program according to HUD regulations	Efficient Administration	NA	NA	N/A
Renters Helpline	Sacramento Self-Help Housing	COVID-19 Preparation, Prevention, and Response	\$8,400	\$702.27	Public Services Low/Mod Housing Benefit	Persons Assisted	227	53	23%
Housing Counseling/Placement	Sacramento Self-Help Housing	COVID-19 Preparation, Prevention, and Response	\$25,000	\$0	Public Services Low/Mod Housing Benefit	Persons Assisted	20	33	165%
Navigator	Sacramento Self-Help Housing	COVID-19 Preparation, Prevention, and Response	\$35,000	\$10,591.85	Public Services Low/Mod Housing Benefit	Persons Assisted	40	5	13%
Emergency Services	Folsom Cordova Community Partnership	COVID-19 Preparation, Prevention, and Response	\$58,310	\$51,772.95	Public Services other than Low/Mod Housing Benefit	Persons Assisted	200	589	295%
Rental Assistance	Folsom Cordova Community Partnership	COVID-19 Preparation, Prevention, and Response	\$42,000	\$39,854.11	Public Services Low/Mod Housing Benefit	Households Assisted	82	111	135%
Go Kits	Boy & Girls Clubs of Greater Sacramento	COVID-19 Preparation, Prevention, and Response	\$73,344	\$73,344.00	Public Services other than Low/Mod Housing Benefit	Persons Assisted	78	308	395%
Critical Repair Program	Rebuilding Together Sacramento	COVID-19 Preparation, Prevention, and Response	\$56,600	\$53,139.85	Public Services Low/Mod Housing Benefit	Households Assisted	5	4	80%

Table 2 - Accomplishments – Program Year Accomplishments

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

Race and Ethnicity	CDBG	%
White	323	48.57%
Black or African American	125	18.80%
Asian	33	4.96%
American Indian or American Native	10	1.50%
Native Hawaiian or Other Pacific Islander	5	0.75%
American Indian or American Native and White	2	0.30%
Black or African American and White	8	1.20%
Asian and White	3	0.45%
American Indian or American Native and Black/African American	3	0.45%
Other Multi-Racial	153	23.01%
Total	665	
Hispanic	92	13.83%
Not Hispanic	573	86.17%

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table above shows the racial and ethnic distribution of persons who received assistance or services through the regular entitlement CDBG program during the 2020 program year.

The City strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of sex, race, religious background, or disability. All of the CDBG-funded public service programs, including senior services, youth services, and housing counseling, are available to residents citywide. Projects that focus on facility or infrastructure improvements are generally limited to the CDBG target area to help make sure they benefit as many low- and moderate-income residents as possible.

CR-15 - Resources and Investments 91.520(a)**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$933,090	\$573,431.43
CDBG-CV	public - federal	\$373,379	\$250,564.12

Table 3 - Resources Made Available**Narrative**

In the 2020 program year, the City received an award of \$634,613, and about \$298,477 in prior year rollover funds. The following is a list of 2020 City CDBG programs and approved allocation amounts:

- Planning and Administration - \$119,383
- Affordable Housing
 - Rental Housing Inspection Program - \$51,000
 - Code Enforcement - \$51,000
 - Housing Repair - \$298,477,000
- Non-Housing Community Development Needs
 - Public Infrastructure and Facilities
 - ADA Sidewalk Improvement Project - \$310,561
 - Public Services
 - Folsom Cordova Community Partnership: Group Mentoring Initiative - \$30,000
 - Meals on Wheels: Senior Nutrition - \$39,987
 - SSHH: Fair Housing Services - \$7,462
 - SSHH: Renters Helpline - \$9,496
 - SSHH: Housing Counseling - \$15,000

All recipient and subrecipient programs performed according to CDBG Laws and Regulations, found in the Federal Code of Civil Procedure, 24 CFR Part 570 Community Development Block Grants. In addition to all laws and regulations, the City and its subrecipients have made regular drawdowns and completed quarterly reports. All projects, aside from the ADA Sidewalk Improvement project, were completed during the program year, and all projects were completed within their allocated budget. The City has met timeliness requirements every year since becoming an entitlement jurisdiction.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Target Area	40%	65%	Rental Housing Inspection, Code Enforcement, and Critical Repairs take place in the CDBG target area

Table 4 – Identify the geographic distribution and location of investments**Narrative**

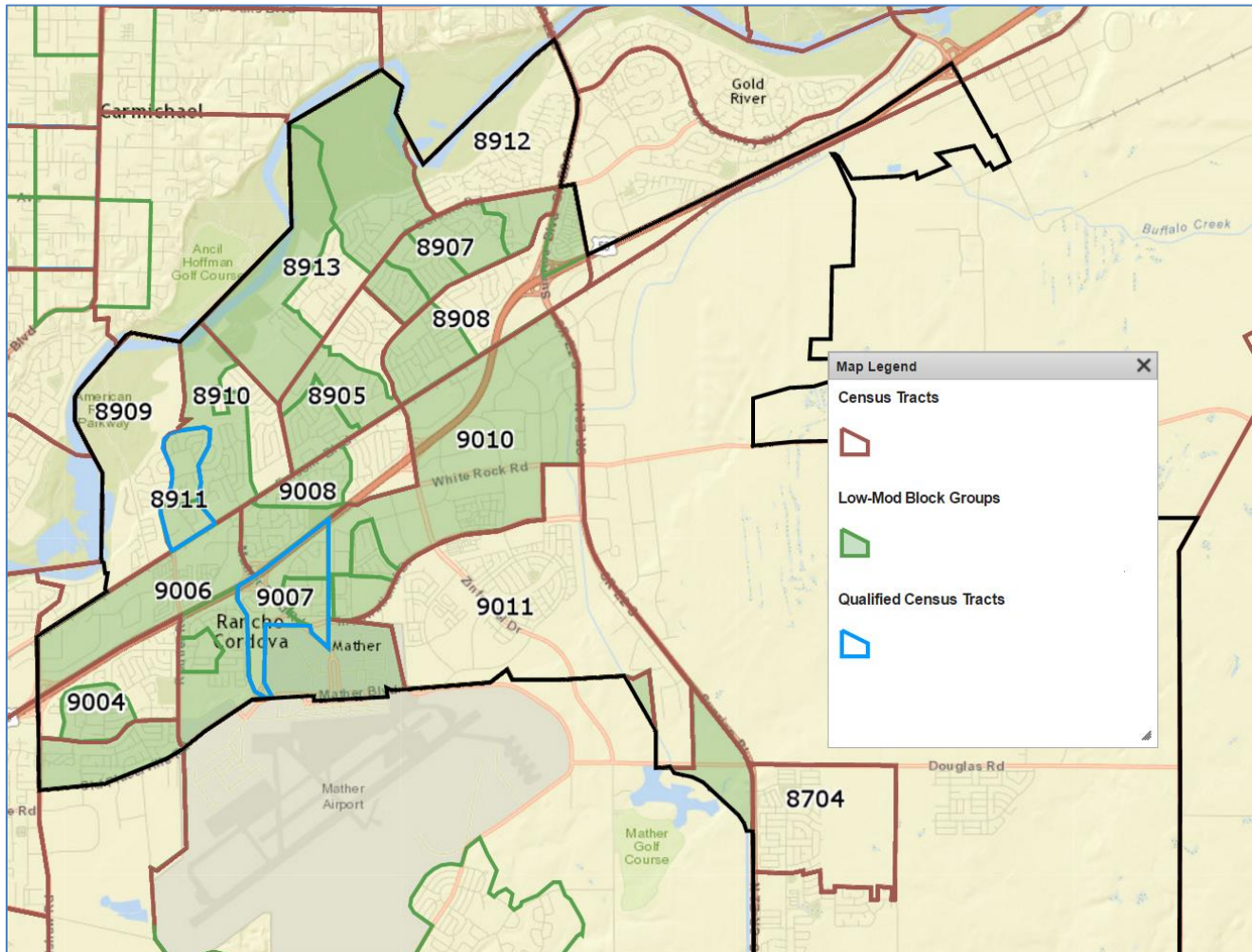
Of the total \$634,613 that was allocated for the 2020 program year, approximately 65 percent (\$412,562) was spent on activities in the CDBG target area.

Geographic distribution of activities is widely varied, but most activities take place in or near low- or moderate-income areas. The location of an activity largely depends on the type of activity. Some of the City's 2020 CDBG activities, such as Meals on Wheels and Housing Counseling, are able to serve populations across the entire city, while other projects and programs are located and provided to populations in the CDBG target area. The primary geographic area identified for use in CDBG funded activities is the CDBG target area, which is made up of census tracts in which more than 50 percent of households earn less than 80 percent of area median income (AMI).

The Rental Housing Inspection program and Code Enforcement activities, funded by CDBG, take place in the City's designated CDBG target areas, as seen in **Figure 1** below. The investment of other public and private funds in these areas will provide a comprehensive approach to revitalization.

As shown in **Figure 1**, much of the City, including many residential neighborhoods, is in the CDBG target area. This allows for a significant percentage of the annual CDBG allocation to be focused in these low-moderate income areas of the City.

Map 1



Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with the federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with the available CDBG funding.

The City's CDBG program does not have any match requirements. The City has pursued state of California housing funds whenever appropriate and will continue to look for opportunities to leverage private and non-federal resources and begin to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects will have the best results for the community and the low- and very low-income residents they are intended to serve. Sources may include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	18	20
Number of households supported through Acquisition of Existing Units	0	0
Total	18	20

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

In the 2020 program year, the City continued to address its affordable housing needs in a variety of ways. For example, the City's partnership with Rebuilding Together Sacramento made it possible for income-qualified residents to receive emergency health and safety repairs to their homes. These residents might otherwise not have a habitable home, which could lead to homelessness. The repair program also contributes toward the continued preservation of the existing stock of affordable housing, a high priority goal identified in the 2020-2024 Consolidated Plan. This program successfully repaired 20 homes, 2 more than the 18 that were anticipated, within the CDBG target area.

The City also preserves affordable housing through code enforcement and rental inspection efforts, which ensure that all rental housing is safe and habitable. The continued success of the Rental Housing

Inspection and Code Enforcement programs, run by the City's Neighborhood Services Division, is largely because of the funding and technical assistance received through the CDBG program.

Discuss how these outcomes will impact future annual action plans.

The City plans to address housing needs, but without significant additional resources, the City will continue to focus CDBG dollars where they will do the most good for low- and moderate-income households through better access to affordable housing, services, and public infrastructure.

The City's plan for the 2021 program year is to continue cooperating and actively engaging the County of Sacramento in its attention to homelessness issues, including chronic homelessness and near homelessness. The City will continue to contract with SSHH to provide housing counseling and homelessness prevention to Rancho Cordova residents. For anyone that wishes to learn more information about SSHH, information is accessible to Rancho Cordova residents at <https://www.sacselfhelp.org/>, by telephone, and by walk-in appointment.

Due to the continued success of Rebuilding Together Sacramento's Critical Systems Repair project, the City will continue to fund this program in the 2021 AAP. This program has proven to be effective in assisting low-income individuals in housing repairs and directly benefitting individuals who lack alternative options to housing improvements. Additionally, this organization continues to abide by CDBG reporting and reimbursement procedures, which is a very beneficial aspect to the administration costs of the CDBG program.

With 2020 program funds, the City allocated \$102,000 to the two City-run Neighborhood Services projects: The Rental Housing Inspection program and Code Enforcement. These programs were able to exceed their planned goals for the program year and provide the CDBG target area with blight and nuisance prevention, along with assistance in mitigating rental housing unit dilapidation and safety problems. The City will continue to allocate CDBG funds to these two programs for the 2021 program year.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	% Total
Extremely Low-income	365	55%
Low-income	197	30%
Moderate-income	68	10%
Non-Low/Moderate Income	36	5%
Total	666	100%
Total Low-to-Moderate Income Persons Served	630	95%

Table 7 – Number of Households Served

Narrative Information

Income categories for the CDBG program are set through the HUD Adjusted Median Family Income (HAMFI) formula. HUD adjusts this formula each year to address inflation and changes in household costs. The CDBG requirement is that a minimum of 70 percent of all CDBG recipients must be low to moderate income. The HAMFI for Sacramento County in the 2020 program year was \$86,313 for a family of four; since 80 percent of HAMFI is considered low income, this calculates to \$69,050 for a family of four. All persons assisted with CDBG-funded programs are required to provide income data to identify which category they fit: extremely low income (30 percent or less of HAMFI), very low income (31-50 percent of HAMFI), low income (51-80 percent of HAMFI), or moderate income (81-120 percent of HAMFI). About 95 percent of persons assisted through CDBG funds were low income with incomes less than 80 percent of HAMFI.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City established a set of strategies and priority actions to expand homeless services and provide supportive housing opportunities to elderly persons, disabled veterans, and other persons with special needs. Since CDBG funding fluctuates from year to year, the City is seeking additional funding for programs and services aimed at assisting homeless persons and non-homeless special needs populations to supplement funding of current programs.

During the 2020 program year, the City continued its relationship with SSHH to assist homeless and special needs populations. SSHH provides vital homelessness prevention services and resources to individuals and families who are at imminent risk of homelessness due to housing discrimination and landlord disputes. SSHH provides a Renters Helpline, as well as housing counseling to help with landlord/tenant disputes and housing discrimination cases. A collaborative approach between SSHH, California Apartment Association, and Project Sentinel provides a telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. The SSHH team deals directly with concerns about landlord/tenant disputes while fair housing issues are identified and referred to Project Sentinel. The collaborative team aims to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities to protect residents in danger of homelessness.

The City also contracts with SSHH for one full-time Outreach Navigator. The navigator seeks out homeless individuals and families to provide outreach services, which include connecting clients with immediate resources such as mental health services, general health services, substance abuse services, income services, identification documents and other documents necessary to help homeless persons meet the ultimate goal of finding shelter and housing. The Outreach Navigator also assists in gathering information through the Vulnerability Index Service Prioritization Decision Tool or VISPDAT. This program is not funded through CDBG but is supported through other City funds.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City participates in the regional Continuum of Care (CoC) through the nonprofit Sacramento Steps Forward (SSF). SSF manages the Sacramento Area CoC process, which establishes a set of strategies and priority actions to expand the City's homeless programs and services and provide supportive housing opportunities and services. The CoC is working on several system updates to improve the flow of shelters and transitional housing, which includes policy and process improvement for the County shelters, lower barriers to housing programs, and improvement to placements into the different housing

services offered in the region. Rancho Cordova is also home to the Mather Community Campus, a transitional living facility that supports homeless individuals and families and includes job training, as well as housing and supportive services. The City also coordinated with the County, Mather Veterans Administration Hospital, and a competitively selected nonprofit development team to develop a comprehensive range of housing opportunities for homeless, near homeless, and disabled veterans. None of these efforts are funded through CDBG and are all supported through other funding sources and staff time.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City contracts with SSHH to provide counseling to low-income households who are at risk of becoming homeless. This program is intended to prevent homelessness, and the counseling helps individuals and households to maintain housing stability. The housing counseling providers keep a detailed database of housing resources that are available to homeless and near-homeless residents. SSHH also provided assistance to tenants facing relocation as the result of the sale or dilapidation of their housing or other catastrophe. Residents can also call the Renters Helpline at (916) 389-7877 and get access to homeless and homelessness prevention services. Through a collaborative approach between SSHH, the California Apartment Association, and Project Sentinel, the City is able to help facilitate the provision of a telephone hotline, tenant education, housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City refers individuals to housing counseling providers that keep a detailed database of housing resources that are available to homeless and near-homeless residents. Rancho Cordova is home to the Mather Veterans Village, which provides transitional and permanent supportive housing specifically for homeless and near-homeless veterans in the region. The Mather Community Campus provides units as both a permanent and transitional living facility, as well as offering job training and supportive services for homeless individuals and families to prevent repeated patterns of homelessness. The City does not receive enough in CDBG funds to support these projects solely through the CDBG program and relies on coordination with other agencies and nonprofits as well as alternative funding sources to support these

projects.

Additionally, the City's adopted Housing Element identifies a specific policy to remove potential constraints to housing for persons with disabilities:

- H.3.3 – Provide housing for special needs populations, including housing accessible for persons with disabilities (including veterans as a primary target group), large households, homeless individuals, and single-parent households.

Projects, such as the Mather Veterans Village, work to address underserved needs of individuals in the City with disabilities and other special needs. Concurrently, goals identified in the Housing Element, such as the one mentioned above, work to break down barriers to affordable housing among these same populations.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

The City does not own any public housing; however, the local public housing authority, Sacramento Housing and Redevelopment Agency (SHRA), manages 747 public housing units across ten apartment complexes and several single-family homes throughout the City. Additionally, there are 312 affordable housing units of various sizes (1, 2, 3, and 4 bedrooms) in the City, financed by SHRA. The 2020-2024 Consolidated Plan does not include plans to construct or operate public housing.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

While the City is dedicated to increasing community outreach and involving neighborhoods in the decision-making process, the City does not plan to participate in any activities to increase resident involvement in SHRA-owned and -operated public housing unless specifically asked to do so by SHRA.

Actions taken to provide assistance to troubled PHAs

SHRA has a Satisfactory Participation Score with HUD.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. Details of these actions can be found in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The need for affordable housing for lower-income households and supportive housing for persons with special needs continues to exceed available resources. The City has provided services, discussed previously in the Homeless and Other Special Needs narrative, and has worked to offer housing opportunities to underserved groups, including homeless individuals and veterans with disabilities. The City continues its active participation in County, Mather Veterans Administration Hospital, and service provider efforts to locate and develop a continuum of housing opportunities for disabled veterans.

The City has continued its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The goal in this effort is to reduce the burden of providing services within each jurisdiction with CDBG funding. The City has worked directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

The City also plans to use its CDBG funds to promote the local provision of services for low- and moderate-income residents in Rancho Cordova. Furthermore, the City will encourage area service providers to offer services in the community. In the 2021 program year, several organizations (including SSHH, Meals on Wheels, and Folsom Cordova Community Partnership) are being funded with CDBG funds and are continuing to provide services in Rancho Cordova.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City works with a certified lead-based paint inspector to identify lead-based paint hazards when

necessary. This inspector is qualified to conduct lead-based paint identification, assessment, and clearance services to reduce lead hazard.

The City complies with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 CFR 35 Subpart B. Compliance includes the following strategy:

Housing Rehabilitation: All housing rehabilitation activities funded under this plan will assess lead hazard risk before proceeding, including the planned Emergency Repair Grant Program. This applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100. All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described in 24 CFR 35.110. At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described in 24 CFR 35.110.

When needed, Rebuilding Together Sacramento conducts lead-based paint inspections through a contractor. Additionally, the City provides free printed information regarding the potential hazards of lead-based paint at the City Hall permit counters.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City continues to fund public services intended to help poverty-level families. The City's anti-poverty strategy is based on revitalizing Rancho Cordova's existing housing stock to provide safe and decent places to live, and on supporting the services of social services agencies that promote income and housing stability. The City's strategy also includes supportive services for target-income residents, including senior and youth services. For example, the City continued to fund SSHH in the 2020 program year, as SSHH provides vital services and resources to families who are homeless or are at imminent risk of homelessness, and Rebuilding Sacramento Together, a program that helps low-income homeowners rehabilitate necessary health- and safety-related issues in their home in order to avoid homelessness due to habitability issues.

The City also continued to fund other anti-poverty programs such as the Senior Nutrition program offered by Meals on Wheels, and the Folsom Cordova Community Partnership's Group Mentoring Initiative for Youth populations and their families. This latter program supports youth and enhances community involvement through intensive one-on-one youth mentoring to help improve economic opportunities for low-income youth in Rancho Cordova.

In November 2020, Rancho Cordova voters approved Measure R, a half-cent sales tax measure, which will generate an estimated \$8 million revenue for the City's general fund. Funds may be used to attract jobs and address homelessness.

In November 2014, Rancho Cordova voters approved Measure H, a half-cent sales tax measure, which has generated revenue for the City's general fund. The local fund is called the Community Enhancement

Fund and provides funding for projects administered by individual residents, organizations, businesses, and community partners who are interested in enhancing the Rancho Cordova community. During the 2020 CDBG program year, there were several Community Enhancement Fund projects, many of which will reduce the number of poverty-level families. Projects include, but are not limited to, free community college for the first year for recent high school graduates attending the Folsom Lake College Rancho Cordova location (year 2 of 3); Career Choices and Changes – a 17-week course for 30 adults, held at the Rancho Cordova Folsom Cordova Adult School; on-site youth career center at Cordova and Kinney High Schools; Boys & Girls Clubs of Greater Sacramento: Serving the Youth of Rancho Cordova; and Beyond the Village, which offers workforce development and training, with a special emphasis on veterans and adults 55+ who are unemployed, under employed, or looking for ways to improve their current job situation.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City developed a monitoring system to ensure that the activities carried out in furtherance of the AAP are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501 and 2 CFR 200 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring plan are described in more detail in the Consolidated Plan.

The City's Community Development Department (CDD) is responsible for the management, implementation, and monitoring of Consolidated Plan documents, including the AAP and all other subsequent documents related to the implementation of the CDBG program.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works, as well as partner districts, such as Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these divisions. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City strives to provide training opportunities and technical assistance to grant subrecipients and works to establish best practices. The City's goal is for all subrecipients to update their programs to integrate industry best practices into the day-to-day and long-term activities of programs. In addition, the City is continuing its initiative to coordinate activities with neighboring cities, especially in regard to responding to fair housing-related efforts. Coordinated efforts include joint monitoring of common service providers, standardizing reporting requirements and forms to encourage efficiency and consistency, and sharing information from workshops.

During the 2020 program year, the City implemented contracts with local service organizations that

provide assistance to senior/elderly households, households at imminent risk of homelessness, and special needs populations. These subrecipients have all received CDBG funding in the past from the City. City staff and City Council have realized the continued need for these services and have instituted the multi-year contracts to provide continuity of services and help reduce administrative burden.

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In November 2020, the City of Rancho Cordova submitted its Draft 2021-2029 Housing Element to the California Department of Housing and Community Development. The draft housing element includes an analysis of vacant and underused land in the City that can be developed into housing for low-, moderate-, and above moderate income housing. It also contains an analysis of potential governmental and non-governmental constraints to housing development in the City as well as policies and goals the City should take to produce more affordable housing. The City is also working on a Specific plan which includes plans for the development of up to 214 affordable housing units.

During the 2020 program year, the City partnered with SSHH to provide fair housing and landlord/tenant services. The City is also a partner in the Renters Helpline, a service offered by SSHH that is designed to determine if calls they receive represent a fair housing issue or a landlord/tenant or life crisis issue. SSHH staff is trained to answer calls and make accurate determinations. In the City of Rancho Cordova, the Renters Helpline assisted 342 persons between January 1, 2020 and December 31, 2020 and referred 29 cases to additional fair housing services.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City staff communicated with the subrecipients' staff responsible for each activity prior to the beginning of the program year. All subrecipients were informed of the obligations to collect the required information on income, household composition, and race and ethnicity. Staff provided technical assistance to subrecipients throughout the year as needed.

During the 2020 program year, City staff examined the progress the subrecipients were making toward performance targets through desk monitoring. Subrecipients are required to report the demographics of their service population on a quarterly basis, as well as additional supporting information such as general ledger and program accounting documents. Each subrecipient agreement contains provisions for reductions to or suspensions of payments in the event that targets are not being met (without valid reason) or past performance issues have not been resolved.

The City has continued to emphasize the importance for subrecipients to gather complete and accurate information on the persons and/or households they serve, and to regularly report their progress.

In the summer of 2020, HUD conducted and completed a monitoring of two of Rancho Cordova's 2019 CDBG activities; those being the Rental Housing Inspection Program and Rebuilding Together Sacramento's Critical Repair program. HUD reviewed these activities for CDBG federal compliance and no findings were identified. Furthermore, in the fall of 2019, CDBG staff conducted a monitoring of the City's Public Works Department for the CDBG-funded 2019 Sidewalk Improvement project and in the 2018-19 program year, the City conducted an on-site audit of SSHH and Meals on Wheels in collaboration with other local grantors.

The City will continue to conduct ongoing desk monitoring on all CDBG-funded programs throughout the 2021 program year, as well as a monitoring of two subrecipients that will be selected at a later date. The CDBG program has successfully met expenditure deadlines in years past and is on target to meet its deadlines for the 2021 program year. The City is also current on quarterly and semi-annual reports due to HUD.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

This report was made available for public review during a 15-day public comment period from April 5, 2021 to April 19, 2021

A public notice announcing its availability was published in the *Sacramento Bee* and posted on the City's website on March 26, 2021. The public notice included the purpose of the report, the premise of the CDBG program, information identifying the public hearing that will be held to approve of the CAPER, the address of City Hall, staff contact names, mailing addresses, phone numbers, the website to view the report, and information on where to direct comments and questions.

Copies of this CAPER are made available for public review and comment in electronic format found online on the City of Rancho Cordova's website (www.cityofranchocordova.org). A public hearing to approve of this report was held on April 19, 2021, at the Rancho Cordova City Council meeting which was held telephonically due to COVID-19.

All public comments that are received regarding this report will be provided once the final CAPER has been approved by City Council on April 19, 2021.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136 was signed by the President of the United States. This made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds, to respond to the growing effects of the historic COVID-19 public health crisis. CDBG-CV funding was allocated to jurisdictions in three phases. HUD allocated the first and third phases of CDBG-CV funds to the City in the amount of \$373,379 and \$487,938, respectively. Following each allocation, the City amended its 2020-2024 Consolidated Plan and 2020 Annual Action Plan to address the increased needs resulting from the COVID-19 pandemic. The COVID-19 Preparation, Prevention, and Response priority need and goal was added to the Annual Action Plan and Consolidated Plan to accommodate the use of CDBG-CV funds and to allow the City to prioritize addressing increased needs due to the COVID-19 pandemic.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

MEMORANDUM



ITEM 17.3.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Amanda Norton, Economic Development Manager
SUBJECT: **A RESOLUTION DECLARING RESULTS OF MAJORITY PROTEST PROCEEDINGS AND RENEWING THE RANCHO CORDOVA BUSINESS IMPROVEMENT DISTRICT (RCTBID)**

RECOMMENDATION

Hold a final hearing, declaring results of majority protest proceeding, and adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Holding the final hearing, declaring results of the majority protest proceedings, and adopting the Resolution will result in the renewal of the Rancho Cordova Tourism Business Improvement District (RCTBID) and the levy of assessments on lodging businesses within the RCTBID.

BACKGROUND

The Rancho Cordova Tourism Business Improvement District (RCTBID) is a benefit assessment district designed to help fund marketing and sales promotions, destination development, and destination recovery and crisis response programs efforts for Rancho Cordova lodging businesses. This approach has been used successfully in other destination areas throughout the state to improve tourism and drive additional room nights to assessed lodging businesses. The renewed RCTBID includes all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova.

Lodging business owners decided to pursue renewal of the RCTBID in order to continue a revenue source devoted to marketing Rancho Cordova as a tourist, meeting and event destination. If renewed, the RCTBID would generate approximately \$2,464,000 on an annual basis for promotion of travel and tourism specific to Rancho Cordova.

On April 19, 2021, in addition to the proposed proceedings to renew the RCTBID, the City Council will consider initiating proceedings to modify the existing RCTBID by considering adoption of a resolution declaring its intention to modify the term of the existing RCTBID from the previous expiration date of August 31, 2023. As a result of the modification of the term, the

existing district will be able to expire on June 30, 2021 and the renewed district can subsequently function on a fiscal year of July 1- June 30. In addition, the new Management District Plan dated March 8, 2021, has been updated to reflect the removal of the County of Sacramento from the RCTBID boundaries.

TOURISM BUSINESS IMPROVEMENT DISTRICTS

Tourism Business Improvement Districts (TBIDs) utilize the efficiencies of private sector operation in the market-based promotion of tourism. These special assessment districts allow lodging business owners to organize their efforts to increase tourism. Lodging business owners within the TBID fund the TBID, and those funds are used to provide services that are desired by and benefit the lodging businesses within the TBID.

TBID benefits:

- Ø Funds cannot be diverted for other government programs;
- Ø They are customized to fit the needs of each destination;
- Ø They allow for a wide range of services; including: destination marketing, tourism promotion, and sales lead generation;
- Ø They are designed, created and governed by those who will pay the assessment;
- Ø They provide a stable funding source for tourism promotion.

In California, TBIDs are primarily formed pursuant to the Property and Business Improvement District Law of 1994 (PBID Law). This law allows for the creation of a special benefit assessment district to raise funds within a specific geographic area. The key difference between TBIDs and other special benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the TBID.

MANAGEMENT DISTRICT PLAN

The Management District Plan includes the proposed boundary of the renewed RCTBID, a service plan and budget and a proposed means of governance. The RCTBID will include all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova.

The renewed RCTBID will have a ten (10) year term, beginning July 1, 2021 through June 30, 2031. The assessment will be implemented beginning July 1, 2021. Once per year beginning on the anniversary of RCTBID renewal there is a thirty (30) day period in which business owners paying fifty percent (50%) or more of the assessment may protest and begin proceedings to terminate the RCTBID.

The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City of Rancho Cordova City Council's discretion, assessments collected may

be used to repay a capital infrastructure bond if the City Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in the Management District Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to the Management District Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the RCTBID Owners' Association by a maximum of one percent (1%) of gross room rental revenue per year, as described in the Management District Plan. The total assessment rate may not exceed ten percent (10%).

The City of Rancho Cordova (City) will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business in their respective jurisdictions located in the boundaries of the RCTBID. The City shall take all reasonable efforts to collect the assessments from each lodging business.

RCTBID renewal PROCESS

March 1, 2021 RESOLUTION OF INTENTION HEARING

Upon the submission of a written petition, signed by the business owners in the renewed RCTBID who will pay more than fifty percent (50%) of the assessments proposed to be levied, the City Council may initiate proceedings to renew the RCTBID by the adoption of a resolution expressing its intention to renew the RCTBID.

Petition Status: Petitions in favor of RCTBID renewal were submitted by nine lodging businesses, which represent 52.56% of the total RCTBID assessment. This majority petition allows the Council to initiate proceedings for RCTBID renewal at the February 16, 2021 meeting.

March 4, 2021 NOTICE

The 94 Law requires the City to mail written notice to the owners of all businesses proposed to be within the renewed RCTBID. Mailing the notice begins a mandatory forty-five (45) day period in which owners may

protest RCTBID renewal.

March 15, 2021 PUBLIC MEETING

Allow public testimony on the renewal of the RCTBID and levy of assessments. No Council action required.

April 19, 2021 FINAL PUBLIC HEARING

If written protests are received from the owners of businesses in the renewed RCTBID which will pay more than fifty percent (50%) of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than fifty percent (50%), no further proceedings to levy the proposed assessment against such businesses shall be taken for a period of one (1) year from the date of the finding of a majority protest by the Council.

At the conclusion of the public hearing to renew the RCTBID, the Council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them.

If the Council, following the public hearing, decides to establish the renewed RCTBID, the Council shall adopt a resolution of formation.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Resolution
2. RCTBID Renewal Management District Plan

CITY OF RANCHO CORDOVA**RESOLUTION NO. XX-2021**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING RESULTS OF MAJORITY PROTEST PROCEEDINGS
NAD RENEWING THE RANCHO CORDOVA BUSIENSS IMPROVEMENT DISTRICT
(RCTBID)**

WHEREAS, the Property and Business Improvement District Law of 1994 (Streets and Highways Code §36600 et. seq.) authorizes the City to renew business improvement districts upon petition by a weighted majority of the business owners located within the boundaries of the district; and

WHEREAS, lodging business owners who will pay more than fifty percent (50%) of the proposed assessment, as weighted according to the amount of the assessment to be paid by the petitioner, within the boundaries of the RCTBID have petitioned the City Council to renew the RCTBID; and

WHEREAS, included with the petitions was a Management District Plan (Plan) summary that describes the proposed assessment to be levied on lodging businesses with two (2) rooms or more located within the boundaries of the RCTBID to pay toward marketing and sales promotions, destination development, and destination recovery and crisis response programs, and other improvements and activities set forth in the Plan; and

WHEREAS, the assessed lodging businesses within the RCTBID will receive a specific benefit from the activities and improvements set forth in the Plan; and

WHEREAS, on March 1, 2021 at 5:30 PM at City Hall located at 2729 Prospect Park Drive, Rancho Cordova, CA 95670, the City Council adopted a Resolution of Intention, Resolution No. 18-2021; and

WHEREAS, the public meeting and public hearing to consider the renewal of the RCTBID have been properly noticed in accordance with Streets and Highways Code §36623; and

WHEREAS, on March 15, 2021 at 5:30 PM at City Hall located at 2729 Prospect Park Drive, Rancho Cordova, CA 95670, the City Council held a public meeting regarding the renewal of the RCTBID, and the City Council heard and received objections and protests, if any, to the renewal of the RCTBID and the levy of the proposed assessment; and

WHEREAS, on April 19, 2021 at 5:30 PM at City Hall located at 2729 Prospect Park Drive, Rancho Cordova, CA 95670, the City Council held a public hearing regarding the renewal of the RCTBID, and the City Council heard and received all objections and protests, if any, to the renewal of the RCTBID and the levy of the proposed assessment; and

WHEREAS, the City Clerk has determined that there was no majority protest. A majority

protest is defined as written protests received from owners of assessed businesses in the renewed RCTBID which would pay fifty percent (50%) or more of the assessments proposed to be levied. Protests are weighted based on the assessment proposed to be levied on each lodging business; and

WHEREAS, the City bears the burden of proving by a preponderance of the evidence that an assessment imposed for a specific benefit or specific government service is not a tax, that the amount is no more than necessary to cover the costs to the City in providing the specific benefit or specific government service, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the specific benefits or specific government services received by the payor.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that:

1. The recitals set forth herein are adopted by the City Council as findings and they are true and correct.
2. The RCTBID is hereby renewed for a ten (10) year term, beginning July 1, 2021 through June 30, 2031.
3. The Plan dated March 8, 2021 is hereby adopted and approved.
4. The activities to be provided to benefit businesses in the RCTBID will be funded by the levy of the assessment. The revenue from the assessment levy shall not be used: to provide activities that directly benefit businesses outside the RCTBID; to provide activities or improvements outside the RCTBID; or for any purpose other than the purposes specified in this Resolution, the Resolution of Intention, and the Plan. Notwithstanding the foregoing, improvements and activities that must be provided outside the RCTBID boundaries to create a specific benefit to the assessed businesses may be provided but shall be limited to marketing or signage pointing to the RCTBID.
5. The City Council finds as follows:
 - a. The activities funded by the assessment will provide a specific benefit to assessed businesses within the RCTBID that is not provided to those not paying the assessment.
 - b. The assessment is a charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
 - c. The assessment is a charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.

d. Assessments imposed pursuant to the RCTBID are levied solely upon the assessed business, and the business owner is solely responsible for payment of the assessment when due. If the owner chooses to collect any portion of the assessment from a transient, that portion shall be specifically called out and identified for the transient in any and all communications from the business owner as the "RCTBID Assessment" as specified in the Plan. As an alternative, the disclosure may include the amount of the RCTBID assessment and the amount of the assessment imposed pursuant to the California Tourism Marketing Act, Government Code §13995 et seq. and shall be disclosed as the "Tourism Assessment."

6. The assessments levied for the RCTBID shall be applied toward marketing and sales promotions, destination development, and destination recovery and crisis response programs to market Rancho Cordova lodging businesses as tourist, meeting and event destinations, and other improvements and activities as set forth in the Plan.
7. The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City of Rancho Cordova City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if the City Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in the Management District Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to the Management District Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the RCTBID Owners' Association by a maximum of one percent (1%) of gross room rental revenue per year. The total assessment rate may not exceed ten percent (10%).
8. Assessments levied on lodging businesses pursuant to this resolution shall be levied on the basis of benefit. Because the services provided are intended to increase demand for room rentals, an assessment based on room rentals is the best measure of benefit.
9. The assessments for the entire RCTBID will total approximately \$2,464,000 in year one (1).
10. Bonds may be issued to fund the RCTBID.
11. The RCTBID shall include all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova. A boundary map is attached hereto and incorporated herein by reference.
12. The assessments shall be used for the purposes set forth above and any funds remaining at the end of any year may be used in subsequent years in which the RCTBID

assessment is levied as long as they are used consistent with the requirements set forth herein.

13. The assessments to fund the activities and improvements for the RCTBID will be collected by the City of Rancho Cordova on a monthly basis (including any delinquencies, penalties and interest) from each lodging business in their respective jurisdictions located in the boundaries of the RCTBID, and in accordance with Streets and Highways Code §36631.
14. The City Council, through adoption of this Resolution and the Plan, has the right pursuant to Streets and Highways Code §36651, to identify the body that shall implement the proposed program, which shall be the Owners' Association of the RCTBID as defined in Streets and Highways Code §36612. The City Council has determined that the Rancho Cordova Travel and Tourism Corporation shall be the RCTBID Owners' Association.
15. The Rancho Cordova Travel and Tourism Corporation, pursuant to Streets and Highways Code §36650, shall cause to be prepared a report for each fiscal year, except the first year, for which assessments are to be levied and collected to pay the costs of the improvement and activities described in the report. The first report shall be due after the first year of operation of the RCTBID.
16. The RCTBID renewed pursuant to this resolution will be subject to any amendments to the Property and Business Improvement District Law of 1994 (California Streets and Highways Code §36600 et. seq.).
17. The City Clerk, or his or her designee, is directed to take all necessary actions to complete the renewal of the RCTBID and to levy the assessments.
18. This Resolution shall take effect immediately upon its adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 19th day of April 2021 by following vote:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk



Photo Credit: City of Rancho Cordova

RANCHO CORDOVA TOURISM BUSINESS IMPROVEMENT DISTRICT MANAGEMENT DISTRICT PLAN

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I. OVERVIEW

Developed by Rancho Cordova Travel & Tourism Corporation (RCTTC) and Rancho Cordova hoteliers, the Rancho Cordova Tourism Business Improvement District (RCTBID) is an assessment district proposed to provide specific benefits to payors, by funding marketing and sales promotion efforts for assessed businesses. This approach has been used successfully in other destination areas throughout the country to provide the benefit of additional room night sales directly to payors.

Location: RCTBID includes all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova as shown on the map in Section III.

Services: RCTBID is designed to provide specific benefits directly to payors by increasing awareness and demand for room night sales. Marketing and sales promotions, destination development, and destination recovery and crisis response programs will increase demand for overnight tourism and market payors as tourist, meeting and event destinations, thereby increasing demand for room night sales.

Budget: The total RCTBID annual budget for the initial year of its ten (10) year operation is anticipated to be approximately \$2,464,000. This amount may fluctuate as room sales do.

Cost: The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City of Rancho Cordova City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if the City Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in this Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to this Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the RCTBID Owners' Association by a maximum of one percent (1%) of gross room rental revenue per year, as described in Section IV. The total assessment rate may not exceed ten percent (10%).

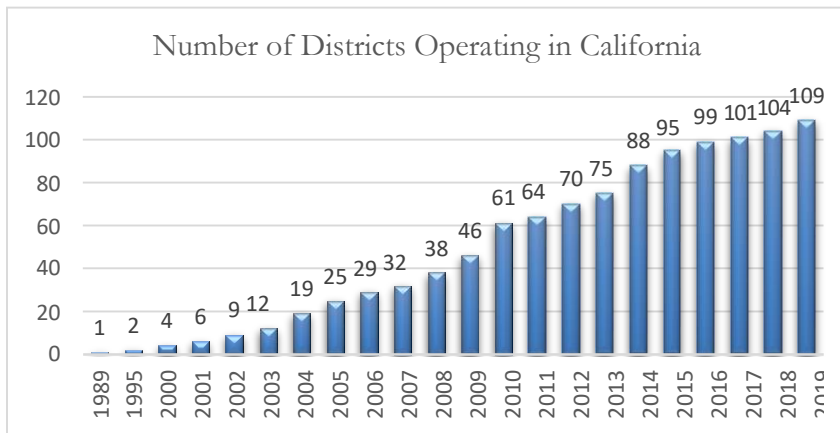
Collection: The City of Rancho Cordova (City) will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business in their respective jurisdictions located in the boundaries of the RCTBID. The City shall take all reasonable efforts to collect the assessments from each lodging business.

Duration: RCTBID will have a ten (10) year life, beginning July 1, 2021 through June 30, 2031. Once per year, beginning on the anniversary of RCTBID renewal, there is a thirty (30) day period in which owners paying fifty percent (50%) or more of the assessment may protest and initiate a City Council hearing on RCTBID termination.

Management: Rancho Cordova Travel and Tourism Corporation (RCTTC) will continue to serve as the RCTBID Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this Plan, and must provide annual reports to the City Council.

II. BACKGROUND

TBIDs are an evolution of the traditional Business Improvement District. The first TBID was formed in West Hollywood, California in 1989. Since then, over 100 California destinations have followed suit. In recent years, other states have begun adopting the California model – Montana, South Dakota, Washington, Colorado, Texas and Louisiana have adopted TBID laws. Several other states are in the process of adopting their own legislation. The cities of Wichita, Kansas and Newark, New Jersey used an existing business improvement district law to form a TBID. And, some cities, like Portland, Oregon and Memphis, Tennessee have utilized their home rule powers to create TBIDs without a state law.



California's TBIDs collectively raise over \$275 million annually for local destination marketing. With competitors raising their budgets, and increasing rivalry for visitor dollars, it is important that Rancho Cordova lodging businesses continue to invest in stable, lodging-specific marketing

programs.

TBIDs utilize the efficiencies of private sector operation in the market-based promotion of tourism districts. TBIDs allow lodging business owners to organize their efforts to increase demand for room night sales. Lodging business owners within the TBID pay an assessment and those funds are used to provide services that increase demand for room night sales.

In California, most TBIDs are formed pursuant to the Property and Business Improvement District Law of 1994. This law allows for the creation of a benefit assessment district to raise funds within a specific geographic area. *The key difference between TBIDs and other benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the district.*

There are many benefits to TBIDs:

- Funds must be spent on services and improvements that provide a specific benefit only to those who pay;
- Funds cannot be diverted to general government programs;
- They are customized to fit the needs of payors in each destination;
- They allow for a wide range of services;
- They are **designed, created and governed by those who will pay** the assessment; and
- They provide a stable, long-term funding source for tourism promotion.

III. RANCHO CORDOVA TRAVEL & TOURISM CORPORATION ACCOMPLISHMENTS

Established in 2010, but formally organized in 2011, the Rancho Cordova Tourism Business Improvement District (RCTBID) set out to increase the number of district visitors, improve the brand of the destination and increase market share for the hotels in Rancho Cordova. Through robust marketing, brand positioning and consistent relationship management, the Visit Rancho Cordova brand, managed by Rancho Cordova Travel & Tourism Corporation (RCTTC) has accomplished these goals and continues to serve as an asset to the Rancho Cordova community. Since the formation of RCTBID in 2011 through year-end 2019, Occupancy rate increased 49.2%, Average Daily Rate (ADR) increased by 44.1%, and RevPAR increased by 77.6%. Over this same timeframe, nationally the Occupancy rate increased 15.1%. (Source: Statista).

Mission:

To enhance the Rancho Cordova community through the economic and social contributions of travelers to the region. To achieve this, RCTTC markets domestically and internationally and ensures the guest's experience in Northern California is world class.

Vision:

To welcome the world to Rancho Cordova, California.

Values:

Kaizen, Respect, Integrity, Alignment, Innovation

Brand Promise:

When you visit Rancho Cordova, you see the promise of America.

Visitor Promise:

No matter where you're from, you will always be welcome.

Events Sponsored by RCTTC through sponsorship, grant or marketing programs

Events were entirely or in-part contingent on sponsorship bid from RCTTC

- Two-time Host City U.S. Rowing Youth Nationals
- US Rowing Southwest Juniors Championship
- Pac-12 Rowing Championship
- NCAA Rowing Championships
- Amgen Tour of California 2019
- Technique Gymnastics tournaments including the U12 Statewide Championships, Flower Power Invitational, etc.
- Little League Best of the West Tournament
- KOT Rugby Tournament
- Rio Strada Golden State Race Series
- Hangtown Motocross
- California Capital Airshow

Digital Impact

- Average of 50 million impressions per year 2018 and 2019 from digital advertising
- 31k followers across owned social channels with 3.1 million impressions, 43.6k engagements and 10.5k clicks from channels in 2019, alone
- 3,100 e-distribution list with an average open rate of 37.7% (2020) despite national averages being between 15%-20%

RCTBID Management District Plan
March 8, 2021



- Expert digital marketing partnerships earning over 268k website visits since March of 2018
- Leisure media marketing earning more than \$122,129 in attributed revenue from 479 bookings for 2019, alone
- Website marketing earning more than \$55,523 in attributed revenue from 138 bookings in 2019, alone

Media Familiarization Tours

- Visit California Gold Rush Rally
 - Multi-day, multi-destination FAM in partnership with Visit California
- Visit California Canada Media FAM
 - In partnership with Visit California
- Amgen 2019 FAM
 - In partnership with the AMGEN Tour of California and Visit California

Community Impact

- Multiyear Sacramento Children's Museum Exhibit Sponsor
- Leadership Rancho Cordova
 - In addition to sponsoring Leadership attendees, RCTTC has sponsored Leadership led community projects such as the Hagan Park Dog Park and custom bike racks
 - RCTTC presents Tourism module for each annual Leadership class
- CH&LA PPE - \$200,000 + value
 - Through the Rancho Cordova Travel & Tourism group membership with California Hotel & Lodging Association (CH&LA), the organization was able to distribute \$200k+ in PPE (personal protection equipment) to Rancho Cordova hotels in 2020.
- Established RCPD Hotel Watch Program
- RCTTC fought to remove tax on assessment for district hotels in 2019
- RCTTC represents the interest of Rancho Cordova hotels at the Sacramento County DA/RCPD Crime Reduction Meetings
- 2020 Restaurant business campaigns and engagements in response to the COVID-19 pandemic
- Welcome/Hygiene bags for wildfire evacuees displaced in Rancho Cordova hotels

Trade Shows and Events

- San Diego Travel Show (2018)
- Bay Area Travel Show (2018-2019)
- Visit California Canada Media Mission (2018/2019)
- Cordova Community Council Christmas Tree Lighting (2014-2019)
 - Magic Maker Sponsorship
- IFest (2019)
- Kids Day in the Park (2019)
- Cordova Golf Tournament (2019)
- Rancho Cordova Chamber Golf Scramble (2017-2019)
- LGBTQ Pride Festival (2019)
- CalSAE Seasonal Spectacular (2017-2019)
- Ride the Parkway (2019)
- Run the Parkway (2019)
- Sacramento State Homecoming (2019)
- Business Expo with Rancho Cordova Chamber of Commerce (2015-2019)

RCTBID Management District Plan
March 8, 2021



Organization Awards

- HSMAI International Marketing Campaign Award – Silver (2020)

RCTTC staff represents the organization on the following Boards, Committees and Associations:

- California Capital Airshow
 - Board Member (2015- present)
- Rancho Cordova Chamber of Commerce
 - Board Member (2015- present)
 - Government Affairs Committee (2019-present)
- California Travel Association
 - Board Member (2019-present)
 - Advocacy Committee
 - COVID Task Force Committee
- Meeting Professionals International (MPI)
 - MPI Global Young Professionals Advisory Council (2019-2020)
 - MPI Sacramento Sierra Nevada Chapter Recruitment Committee (2018-2020)
 - Chair 2020
- Cal SAE
- Gold Country Visitors Association
- Destinations International
- Highway 50 Bike Share Task Force (2018)

Industry recognition

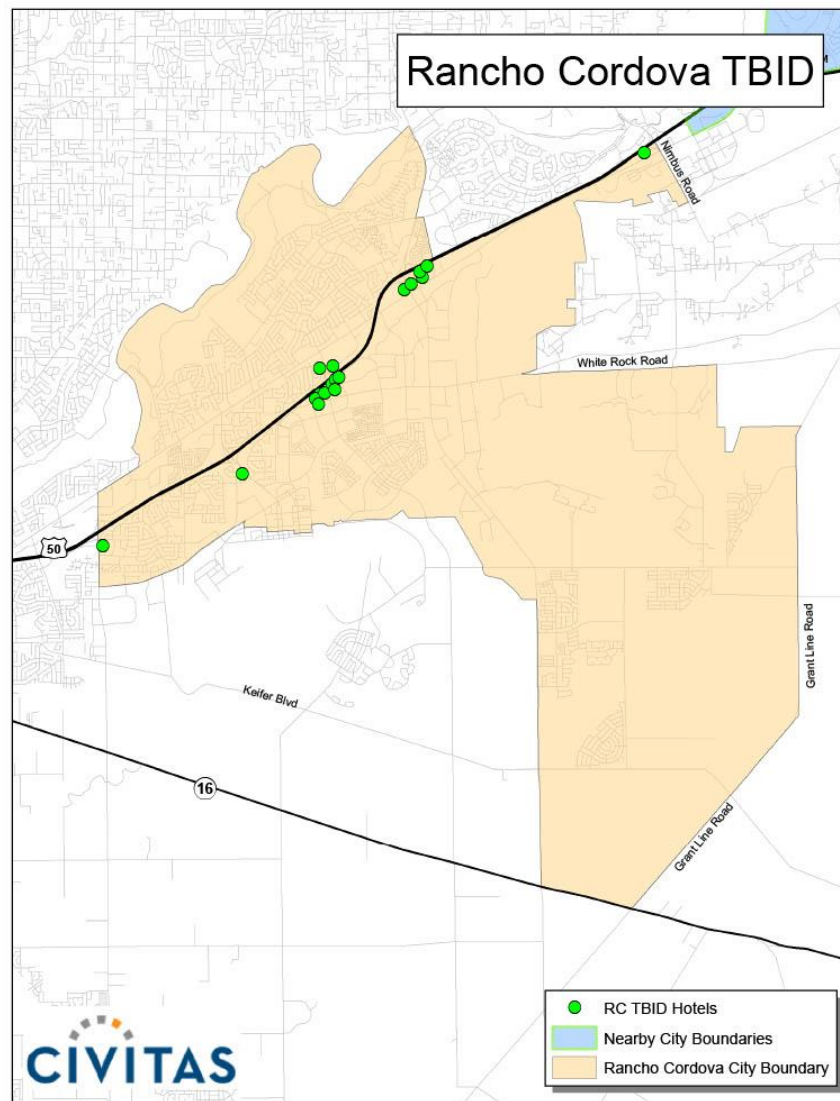
- Executive Director, Marc Sapoznik awarded CDME (Certified Destination Management Executive) 2020
- Marketing Manager, Leena Riggs awarded Cal Travel Association's "30 under 30" 2019

IV. BOUNDARY

The RCTBID will include all lodging businesses existing and in the future with two (2) rooms or more, available for public occupancy within the boundaries of the City of Rancho Cordova.

Lodging business means: any structure, or any portion of any structure, which is occupied or intended or designed for occupancy by transients for dwelling, lodging or sleeping purposes, and includes any hotel, inn, tourist home or house, motel, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure or portion thereof.

The boundary, as shown in the map below, currently includes seventeen (17) lodging businesses. A complete listing of lodging businesses within the RCTBID can be found in Appendix 2.

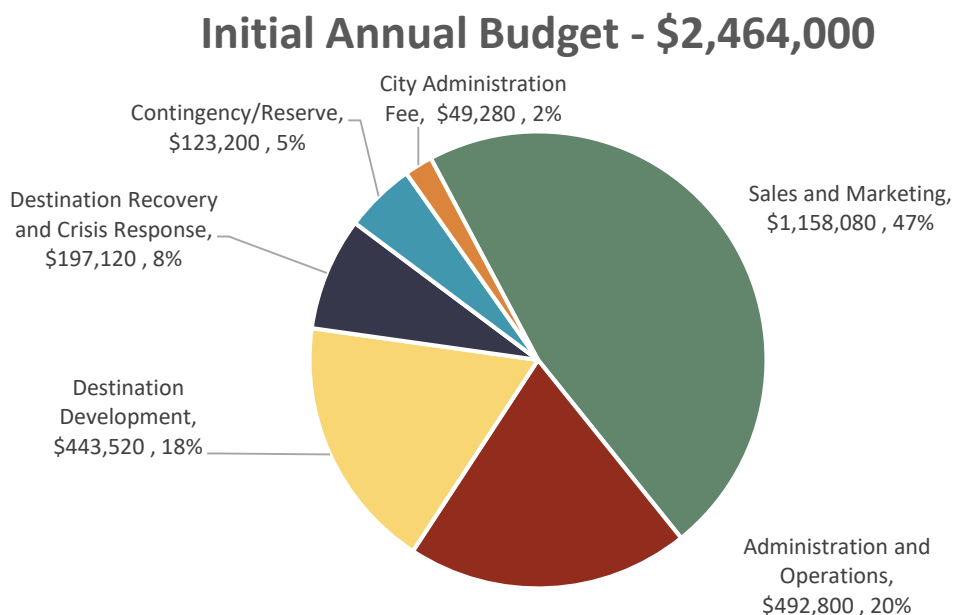


V. BUDGET AND SERVICES

A. Annual Service Plan

Assessment funds will be spent to provide specific benefits conferred or privileges granted directly to assessed businesses, that are not provided to those not charged, and which do not exceed the reasonable cost to the City of conferring the benefits or granting the privileges. The privileges and services provided with the RCTBID funds are sales and marketing promotions, destination development, and destination recovery & crisis response programs available only to assessed businesses.

A service plan budget has been developed to deliver services that benefit the assessed businesses. A detailed annual budget will be developed and approved by RCTTC. The table below illustrates the initial annual budget allocations. The total initial budget is \$2,464,000.



Although actual revenues will fluctuate due to market conditions, the proportional allocations of the budget shall remain the same. However, the City and the RCTTC board shall have the authority to adjust budget allocations between the categories by no more than fifteen percent (15%) of the total budget per year. A description of the proposed improvements and activities for the initial year of operation is below. The same activities are proposed for subsequent years. In the event of a legal challenge against the RCTBID, any and all assessment funds may be used for the costs of defending the RCTBID.

Each budget category includes all costs related to providing that service. For example, the sales and marketing budget includes the cost of staff time dedicated to overseeing and implementing the sales and marketing program. Staff time dedicated purely to administrative tasks is allocated to the administrative portion of the budget. The costs of an individual staff member may be allocated to multiple budget categories. The staffing levels necessary to provide the services below will be determined by the RCTTC on an as-needed basis.

Sales and Marketing

A sales and marketing program will promote assessed businesses as tourist, meeting, and event destinations. The sales and marketing program will have a central theme of promoting Rancho Cordova as a desirable place for overnight visits. The program will have the goal of increasing demand for overnight visitation and room night sales at assessed businesses, and may include the following activities:

- Internet marketing efforts to increase awareness and optimize internet presence to drive demand for overnight visitation and room sales to assessed businesses;
- Print ads in magazines and newspapers, television ads, and radio ads targeted at potential visitors to drive demand for overnight visitation and room sales to assessed businesses;
- Attendance of trade shows to promote assessed businesses;
- Sales blitzes for assessed businesses;
- Familiarization tours of assessed businesses;
- Preparation and production of collateral promotional materials such as brochures, flyers and maps featuring assessed businesses;
- Attendance of professional industry conferences and affiliation events to promote assessed businesses;
- Lead generation activities designed to attract tourists and group events to assessed businesses;
- Director of Sales and General Manager meetings to plan and coordinate tourism promotion efforts for assessed businesses; and
- Development and maintenance of a website designed to promote assessed businesses.

Destination Development

Destination Development (DD) will be eighteen percent (18%) of the annual budget. As the total number of rooms sold and room prices increases over time, the amount of available funds for projects are anticipated to increase. Working collaboratively with the City Manager, the RCTC will develop specific DD funding criteria. The City and the RCTC shall have equal input to make recommendations to the RCTC Board for final project approval. The award of any public works project contract DD must be done in accordance with City Charter and Municipal Code requirements. Policies and procedures acceptable to both the RCTC and the City will be developed. These DD projects may include:

- Comprehensive and integrated wayfinding signage system including signage to parking decks and lots;
- Rubber tire trolley transportation program connecting hotels with downtown and other attractions, to increase room night sales;
- Art and cultural projects, to attract overnight visitors;
- Gateway enhancements, to attract overnight visitors;
- Enhancements to environmental experiences which attract overnight visitors, and shall expose visitors to the value of the vital ecosystems;
- Improvements to existing parks and sports facilities utilized by overnight visitors;
- Safe and fun entertainment complex for young teens and adults utilized by overnight visitors;
- Live music venue which attracts overnight visitors;
- Infrastructure improvements that enhance Destination competitive position to attract desirable special events year around and attract overnight visitors; and

- Improvements to the City's downtown parking deck that make the overnight visitor experience more desirable.

Destination Recovery and Crisis Response

A destination recovery and crisis response program is designed to respond to present and future challenges posed by the COVID-19 pandemic. Development and implementation of a recovery plan and crisis response program for Rancho Cordova will outline phases to market the destination to increase demand for overnight visitation and room sales to assessed businesses, with an emphasis on cleanliness measures and safety precautions in the era of COVID-19. These phases could include targeting local marketing, followed by drive markets, short-fly markets, long-fly markets, and eventually key international markets. These programs may include, but are not limited to:

- Develop messaging for recovery efforts to ensure that Rancho Cordova is top-of-mind when travel restrictions ease to increase demand for overnight visitation to assessed businesses;
- Development and implementation of a recovery plan for Rancho Cordova that will outline phases to market the destination to increase demand for overnight visitation and room sales to assessed businesses; phases could include targeting local marketing, followed by drive markets, short-fly markets, long-fly markets, and eventually key international markets;
- Utilize research to determine recovery factors that dictate consumer sentiment towards travel to assessed businesses;
- Development and implementation of a 'clean and safe' campaign to attract overnight visitation to assessed businesses; and
- Appointment of a cleanliness manager who is responsible for developing a cleanliness plan, implementing the plan, and training lodging business employees in an effort to improve the visitor experience and increase demand for overnight visitation to assessed businesses.

Administration and Operations

The administration and operations portion of the budget shall be utilized for administrative staffing costs, office costs, advocacy, and other general administrative costs such as insurance, legal, and accounting fees.

City Administration Fee

The City of Rancho Cordova shall be paid a fee equal to two percent (2%) of the amount of assessment collected, to cover its costs of collection and administration.

Contingency/Reserve

The budget includes a contingency line item to account for uncollected assessments, if any. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program, administration or renewal costs at the discretion of the RCTTC Board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the RCTTC Board. Contingency/reserve funds may be spent on District programs or administrative and renewal costs in such proportions as determined by the RCTTC Board. The reserve fund may be used for the costs of renewing the RCTBID.

B. Annual Budget

The total ten (10) year improvement and service plan budget is projected at approximately \$2,464,000 annually, and for a total amount of \$64,760,489 through 2031 if the maximum assessment rate increases are adopted. This budget is expected to fluctuate as room sales change and if the assessment rate is increased. If the maximum annual assessment increases are adopted by the Owners' Association upon approval from City Council, the annual budget will increase as illustrated in the table below. The initial annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. The Owners' Association may increase the assessment rate by a maximum of one percent (1%) per year to a maximum rate of ten percent (10%).

The assessment rate might not increase starting in 2022, the increases may be implemented in later years at the discretion of the Owners' Association. The table below demonstrates the maximum with the assumption that the rates will be increased in annually from 2022 through 2027 as it is a required disclosure, it is not the anticipated course of action. Alternate courses of action may be taken in regards to implementing the assessment rate increase other than what is demonstrated in the chart below, within the parameters of this Management District Plan. For example, increases may be implemented in years 2028-2031, with the stipulation that each annual increase is no more than one percent (1%) and that the total assessment rate may not exceed ten percent (10%). Additionally, a three percent (3%) annual increase in the total budget is shown, to account for estimated increased room night sales as a result of RCTBID efforts. This three percent (3%) annual increase is a conservative estimate based on the effects of similarly sized TBID budgets.

**Estimated Annual Budget If Maximum Assessment Rates Are Adopted
2021-2031**

Year	Sales & Marketing	Administration	Destination Development	Destination Recovery	Contingency/ Reserve	City Fee	Total
2021-22	\$1,158,080	\$492,800	\$443,520	\$197,120	\$123,200	\$49,280	\$2,464,000
2022-23	\$1,457,868	\$620,369	\$558,332	\$248,148	\$155,092	\$62,037	\$3,101,846
2023-24	\$1,774,595	\$755,147	\$679,632	\$302,059	\$188,787	\$75,515	\$3,775,734
2024-25	\$2,109,136	\$897,505	\$807,754	\$359,002	\$224,376	\$89,750	\$4,487,524
2025-26	\$2,461,993	\$1,047,657	\$942,891	\$419,063	\$261,914	\$104,766	\$5,238,283
2026-27	\$2,834,322	\$1,206,095	\$1,085,485	\$482,438	\$301,524	\$120,609	\$6,030,473
2027-28	\$4,455,807	\$1,896,088	\$1,706,479	\$758,435	\$474,022	\$189,609	\$9,480,441
2028-29	\$4,589,481	\$1,952,971	\$1,757,674	\$781,188	\$488,243	\$195,297	\$9,764,854
2029-30	\$4,727,166	\$2,011,560	\$1,810,404	\$804,624	\$502,890	\$201,156	\$10,057,800
2030-31	\$4,868,981	\$2,071,907	\$1,864,716	\$828,763	\$517,977	\$207,191	\$10,359,534
Total	\$30,437,430	\$12,952,098	\$11,656,888	\$5,180,839	\$3,238,024	\$1,295,210	\$64,760,489

The table below demonstrates the annual improvement and service plan budget with the assumption that the rates will not be increased during the district's ten (10) year term. Additionally, a three percent (3%) annual increase in the total budget is shown, to account for estimated increased room night sales as a result of RCTBID efforts.

**Estimated Annual Budget If Maximum Assessment Rates Are Not Adopted
2021-2031**

Year	Sales & Marketing	Administration	Destination Development	Destination Recovery	Contingency /Reserve	City Fee	Total
2021-22	\$1,158,080	\$492,800	\$443,520	\$197,120	\$123,200	\$49,280	\$2,464,000
2022-23	\$1,192,822	\$507,584	\$456,826	\$203,034	\$126,896	\$50,758	\$2,537,920
2023-24	\$1,228,607	\$522,812	\$470,530	\$209,125	\$130,703	\$52,281	\$2,614,058
2024-25	\$1,265,465	\$538,496	\$484,646	\$215,398	\$134,624	\$53,850	\$2,692,479
2025-26	\$1,303,429	\$554,651	\$499,186	\$221,860	\$138,663	\$55,465	\$2,773,254
2026-27	\$1,342,532	\$571,290	\$514,161	\$228,516	\$142,823	\$57,129	\$2,856,451
2027-28	\$1,382,808	\$588,429	\$529,586	\$235,372	\$147,107	\$58,843	\$2,942,145
2028-29	\$1,424,292	\$606,082	\$545,474	\$242,433	\$151,520	\$60,608	\$3,030,409
2029-30	\$1,467,021	\$624,264	\$561,838	\$249,706	\$156,066	\$62,426	\$3,121,321
2030-31	\$1,511,032	\$642,992	\$578,693	\$257,197	\$160,748	\$64,299	\$3,214,961
Total	\$13,276,089	\$5,649,400	\$5,084,460	\$2,259,760	\$1,412,350	\$564,940	\$28,246,999

C. California Constitutional Compliance

The RCTBID assessment is not a property-based assessment subject to the requirements of Proposition 218. Courts have found Proposition 218 limited the term 'assessments' to levies on real property.¹ Rather, the RCTBID assessment is a business-based assessment, and is subject to Proposition 26. Pursuant to Proposition 26 all levies are a tax unless they fit one of seven exceptions. Two of these exceptions apply to the RCTBID, a "specific benefit" and a "specific government service." Both require that the costs of benefits or services do not exceed the reasonable costs to the City of conferring the benefits or providing the services.

1. Specific Benefit

Proposition 26 requires that assessment funds be expended on, "a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege."² The services in this Plan are designed to provide targeted benefits directly to assessed businesses, and are intended only to provide benefits and services directly to those businesses paying the assessment. These services are tailored not to serve the general public, businesses in general, or parcels of land, but rather to serve the specific businesses within the RCTBID. The activities described in this Plan are specifically targeted to increase demand for room night sales for assessed lodging businesses within the boundaries of the RCTBID, and are narrowly tailored. RCTBID funds will be used exclusively to provide the specific benefit of increased demand for room night sales directly to the assessees. Assessment funds shall not be used to feature non-assessed lodging businesses in RCTBID programs, or to directly generate sales for non-assessed businesses. The activities paid for from assessment revenues are business services constituting and providing specific benefits to the assessed businesses.

¹ *Jarvis v. the City of San Diego* 72 Cal App. 4th 230

² Cal. Const. art XIII C § 1(e)(1)

The assessment imposed by this RCTBID is for a specific benefit conferred directly to the payors that is not provided to those not charged. The specific benefit conferred directly to the payors is an increase in demand for room night sales. The specific benefit of an increase in demand for room night sales for assessed lodging businesses will be provided only to lodging businesses paying the district assessment, with marketing and sales programs promoting lodging businesses paying the RCTBID assessment. The marketing and sales programs will be designed to increase room night sales at each assessed lodging businesses. Because they are necessary to provide the marketing and sales promotions, destination development, and destination recovery and crisis response programs that specifically benefit the assessed lodging businesses, the administration and contingency services also provide the specific benefit of increased demand for room night sales to the assessed lodging businesses.

Although the RCTBID, in providing specific benefits to payors, may produce incidental benefits to non-paying businesses, the incidental benefit does not preclude the services from being considered a specific benefit. The legislature has found that, "A specific benefit is not excluded from classification as a 'specific benefit' merely because an indirect benefit to a nonpayer occurs incidentally and without cost to the payor as a consequence of providing the specific benefit to the payor."³

2. Specific Government Service

The assessment may also be utilized to provide, "a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product."⁴ The legislature has recognized that marketing and promotions services like those to be provided by the RCTBID are government services within the meaning of Proposition 26⁵. Further, the legislature has determined that "a specific government service is not excluded from classification as a 'specific government service' merely because an indirect benefit to a nonpayer occurs incidentally and without cost to the payor as a consequence of providing the specific government service to the payor."⁶

3. Reasonable Cost

RCTBID services will be implemented carefully to ensure they do not exceed the reasonable cost of such services. The full amount assessed will be used to provide the services described herein. Funds will be managed by the RCTTC, and reports submitted on an annual basis to the City. Only assessed lodging businesses will be featured in marketing materials, receive sales leads generated from RCTBID-funded activities, be featured in advertising campaigns, and benefit from other RCTBID-funded services. Non-assessed lodging businesses will not receive these, nor any other, RCTBID-funded services and benefits.

The RCTBID-funded programs are all targeted directly at and feature only assessed businesses. It is, however, possible that there will be a spill over benefit to non-assessed

³ Government Code § 53758(a)

⁴ Cal. Const. art XIII C § 1(e)(2)

⁵ Government Code § 53758(b)

⁶ Government Code § 53758(b)

businesses. If non-assessed lodging businesses receive incremental room nights, that portion of the promotion or program generating those room nights shall be paid with non-RCTBID funds. RCTBID funds shall only be spent to benefit the assessed businesses, and shall not be spent on that portion of any program which directly generates incidental room nights for non-assessed businesses.

D. Assessment

The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in this Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to this Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the Owners' Association by a maximum of one percent (1%) of gross room rental. The total assessment rate may not exceed ten percent (10%).

The term "gross room rental revenue" as used herein means: the consideration charged, whether or not received, for the occupancy of space in a lodging business valued in money, whether to be received in money, goods, labor or otherwise, including all receipts, cash, credits and property and services of any kind or nature, without any deduction therefrom whatsoever. Gross room rental revenue shall not include any federal, state or local taxes collected, including but not limited to transient occupancy taxes.

The assessment is levied upon and a direct obligation of the assessed lodging business. However, the assessed lodging business may, at its discretion, pass the assessment on to transients. The amount of assessment, if passed on to each transient, shall be disclosed in advance and separately stated from the amount of rent charged and any other applicable taxes, and each transient shall receive a receipt for payment from the business. If the RCTBID assessment is identified separately it shall be disclosed as the "RCTBID Assessment." As an alternative, the disclosure may include the amount of the RCTBID assessment and the amount of the assessment imposed pursuant to the California Tourism Marketing Act, Government Code §13995 et seq. and shall be disclosed as the "Tourism Assessment." The assessment is imposed solely upon, and is the sole obligation of the assessed lodging business even if it is passed on to transients. The assessment shall not be considered revenue for any purpose, including calculation of transient occupancy taxes.

Bonds may be issued.

E. Penalties and Interest

The RCTBID shall reimburse the City of Rancho Cordova for any costs associated with collecting unpaid assessments. If sums in excess of the delinquent RCTBID assessment are sought to be recovered in the same collection action by the City, the RCTBID shall bear its pro rata share of such collection costs. Assessed lodging businesses which are delinquent in paying the assessment shall be responsible for paying:

1. *Original Delinquency.* When an assessment becomes delinquent, any owner who fails to remit any assessment imposed by this Plan within the time required shall pay a penalty of 10 percent (10%) of the amount of the assessment in addition to the amount of the assessment.
2. *Continued Delinquency.* Any owner who fails to remit any delinquent remittance on or before a period of thirty (30) days following the date on which the remittance first became delinquent shall pay a second delinquency penalty of ten percent (10%) of the amount of the assessment in addition to the amount of the assessment and the ten percent (10%) penalty first imposed.
3. *Fraud.* If the City determines that the nonpayment of any remittance due under this chapter is due to fraud, a penalty of twenty-five percent (25%) of the amount of the assessment shall be added thereto in addition to the penalties stated in subsections (1) and (2) of this section.
4. *Interest.* In addition to the penalties imposed, any owner who fails to remit any assessment imposed by this Plan shall pay interest at the rate of one and one-half percent (1.50%) per month or fraction thereof, compounded, on the amount of the assessment, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
5. *Penalties Merged with Assessment.* Every penalty imposed and such interest as accrues under the provisions of this section shall become a part of the assessment herein required to be paid.

F. Time and Manner for Collecting Assessments

The RCTBID assessment will be implemented beginning July 1, 2021 and will continue for ten (10) years through June 30, 2031. The City will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business. The City shall take all reasonable efforts to collect the assessments from each lodging business. The City shall forward the assessments collected to the Owners' Association.

Concurrent with the remittal of assessment funds to the Owners Association, the City shall also provide monthly reports stating details surrounding businesses that are default on expected payments, as well as the term of their delinquency and any other relevant information for the Owners Association to reasonably determine which assessed businesses are in compliance with the RCTBID assessment.

VI. GOVERNANCE**A. Owners' Association**

The City Council, through adoption of this Management District Plan, has the right, pursuant to Streets and Highways Code §36651, to identify the body that shall implement the proposed program, which shall be the Owners' Association of the RCTBID as defined in Streets and Highways Code §36612. The City Council has determined that Rancho Cordova Travel and Tourism Corporation (RCTTC) will serve as the Owners' Association for the RCTBID.

B. Brown Act and California Public Records Act Compliance

An Owners' Association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. The Owners' Association is, however, subject to government regulations relating to transparency, namely the Ralph M. Brown Act and the California Public Records Act. These regulations are designed to promote public accountability. The Owners' Association acts as a legislative body under the Ralph M. Brown Act (Government Code §54950 et seq.). Thus, meetings of the RCTTC board and certain committees must be held in compliance with the public notice and other requirements of the Brown Act. The Owners' Association is also subject to the record keeping and disclosure requirements of the California Public Records Act. Accordingly, the Owners' Association shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

C. Annual Report

The RCTTC shall present an annual report at the end of each fiscal year of operation to the City Council, and shall file the annual report with the City of Rancho Cordova City Clerk, pursuant to Streets and Highways Code §36650 (see Appendix 1). The annual report shall include:

- Any proposed changes in the boundaries of the improvement district or in any benefit zones or classification of businesses within the district.
- The improvements and activities to be provided for that fiscal year.
- An estimate of the cost of providing the improvements and the activities for that fiscal year.
- The method and basis of levying the assessment in sufficient detail to allow each business owner to estimate the amount of the assessment to be levied against his or her business for that fiscal year.
- The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

APPENDIX 1 – LAW

*** THIS DOCUMENT IS CURRENT THROUGH THE 2020 SUPPLEMENT ***
(ALL 2019 LEGISLATION)

STREETS AND HIGHWAYS CODE
DIVISION 18. PARKING
PART 7. PROPERTY AND BUSINESS IMPROVEMENT DISTRICT LAW OF 1994

CHAPTER 1. General Provisions**ARTICLE 1. Declarations****36600. Citation of part**

This part shall be known and may be cited as the “Property and Business Improvement District Law of 1994.”

36601. Legislative findings and declarations; Legislative guidance

The Legislature finds and declares all of the following:

- (a) Businesses located and operating within business districts in some of this state’s communities are economically disadvantaged, are underutilized, and are unable to attract customers due to inadequate facilities, services, and activities in the business districts.
- (b) It is in the public interest to promote the economic revitalization and physical maintenance of business districts in order to create jobs, attract new businesses, and prevent the erosion of the business districts.
- (c) It is of particular local benefit to allow business districts to fund business related improvements, maintenance, and activities through the levy of assessments upon the businesses or real property that receive benefits from those improvements.
- (d) Assessments levied for the purpose of conferring special benefit upon the real property or a specific benefit upon the businesses in a business district are not taxes for the general benefit of a city, even if property, businesses, or persons not assessed receive incidental or collateral effects that benefit them.
- (e) Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts and have made those properties and businesses more useful by providing the following benefits:
 - (1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied.
 - (2) Job creation.
 - (3) Business attraction.
 - (4) Business retention.
 - (5) Economic growth.
 - (6) New investments.
- (f) With the dissolution of redevelopment agencies throughout the state, property and business improvement districts have become even more important tools with which communities can combat blight, promote economic opportunities, and create a clean and safe environment.
- (g) Since the enactment of this act, the people of California have adopted Proposition 218, which added Article XIII D to the Constitution in order to place certain requirements and restrictions on the formation of, and activities, expenditures, and assessments by property-based districts. Article XIII D of the Constitution provides that property-based districts may only levy assessments for special benefits.
- (h) The act amending this section is intended to provide the Legislature’s guidance with regard to this act, its interaction with the provisions of Article XIII D of the Constitution, and the determination of special benefits in property-based districts.
 - (1) The lack of legislative guidance has resulted in uncertainty and inconsistent application of this act, which discourages the use of assessments to fund needed improvements, maintenance, and activities in property-based districts, contributing to blight and other underutilization of property.
 - (2) Activities undertaken for the purpose of conferring special benefits upon property to be assessed inherently produce incidental or collateral effects that benefit property or persons not assessed. Therefore, for special benefits to exist as a separate and distinct category from general benefits, the

incidental or collateral effects of those special benefits are inherently part of those special benefits. The mere fact that special benefits produce incidental or collateral effects that benefit property or persons not assessed does not convert any portion of those special benefits or their incidental or collateral effects into general benefits.

(3) It is of the utmost importance that property-based districts created under this act have clarity regarding restrictions on assessments they may levy and the proper determination of special benefits. Legislative clarity with regard to this act will provide districts with clear instructions and courts with legislative intent regarding restrictions on property-based assessments, and the manner in which special benefits should be determined.

36602. Purpose of part

The purpose of this part is to supplement previously enacted provisions of law that authorize cities to levy assessments within property and business improvement districts, to ensure that those assessments conform to all constitutional requirements and are determined and assessed in accordance with the guidance set forth in this act. This part does not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes.

36603. Preemption of authority or charter city to adopt ordinances levying assessments

Nothing in this part is intended to preempt the authority of a charter city to adopt ordinances providing for a different method of levying assessments for similar or additional purposes from those set forth in this part. A property and business improvement district created pursuant to this part is expressly exempt from the provisions of the Special Assessment Investigation, Limitation and Majority Protest Act of 1931 (Division 4 (commencing with Section 2800)).

36603.5. Part prevails over conflicting provisions

Any provision of this part that conflicts with any other provision of law shall prevail over the other provision of law, as to districts created under this part.

36604. Severability

This part is intended to be construed liberally and, if any provision is held invalid, the remaining provisions shall remain in full force and effect. Assessments levied under this part are not special taxes.

ARTICLE 2. Definitions

36606. “Activities”

“Activities” means, but is not limited to, all of the following that benefit businesses or real property in the district:

- (a) Promotion of public events.
- (b) Furnishing of music in any public place.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Other services provided for the purpose of conferring special benefit upon assessed real property or specific benefits upon assessed businesses located in the district.

36606.5. “Assessment”

“Assessment” means a levy for the purpose of acquiring, constructing, installing, or maintaining improvements and providing activities that will provide certain benefits to properties or businesses located within a property and business improvement district.

36607. “Business”

“Business” means all types of businesses and includes financial institutions and professions.

36608. “City”

“City” means a city, county, city and county, or an agency or entity created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code, the public member agencies of which includes only cities, counties, or a city and county, or the State of California.

36609. “City council”

“City council” means the city council of a city or the board of supervisors of a county, or the agency, commission, or board created pursuant to a joint powers agreement and which is a city within the meaning of this part.

36609.4. “Clerk”

“Clerk” means the clerk of the legislative body.

36609.5. “General benefit”

“General benefit” means, for purposes of a property-based district, any benefit that is not a “special benefit” as defined in Section 36615.5.

36610. “Improvement”

“Improvement” means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- (a) Parking facilities.
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs.
- (c) Trash receptacles and public restrooms.
- (d) Lighting and heating facilities.
- (e) Decorations.
- (f) Parks.
- (g) Fountains.
- (h) Planting areas.
- (i) Closing, opening, widening, or narrowing of existing streets.
- (j) Facilities or equipment, or both, to enhance security of persons and property within the district.
- (k) Ramps, sidewalks, plazas, and pedestrian malls.
- (l) Rehabilitation or removal of existing structures.

36611. “Management district plan”; “Plan”

“Management district plan” or “plan” means a proposal as defined in Section 36622.

36612. “Owners’ association”

“Owners’ association” means a private nonprofit entity that is under contract with a city to administer or implement improvements, maintenance, and activities specified in the management district plan. An owners’ association may be an existing nonprofit entity or a newly formed nonprofit entity. An owners’ association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. Notwithstanding this section, an owners’ association shall comply with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), at all times when matters within the subject matter of the district are heard, discussed, or deliberated, and with the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), for all records relating to activities of the district.

36614. “Property”

“Property” means real property situated within a district.

36614.5. “Property and business improvement district”; “District”

“Property and business improvement district,” or “district,” means a property and business improvement district established pursuant to this part.

36614.6. “Property-based assessment”

“Property-based assessment” means any assessment made pursuant to this part upon real property.

36614.7. “Property-based district”

“Property-based district” means any district in which a city levies a property-based assessment.

36615. “Property owner”; “Business owner”; “Owner”

“Property owner” means any person shown as the owner of land on the last equalized assessment roll or otherwise known to be the owner of land by the city council. “Business owner” means any person recognized by the city as the owner of the business. “Owner” means either a business owner or a property owner. The city council has no obligation to obtain other information as to the ownership of land or businesses, and its determination of ownership shall be final and conclusive for the purposes of this part. Wherever this part requires the signature of the property owner, the signature of the authorized agent of the property owner shall be sufficient. Wherever this part requires the signature of the business owner, the signature of the authorized agent of the business owner shall be sufficient.

36615.5. “Special benefit”

“Special benefit” means, for purposes of a property-based district, a particular and distinct benefit over and above general benefits conferred on real property located in a district or to the public at large. Special benefit includes incidental or collateral effects that arise from the improvements, maintenance, or activities of property-based districts even if those incidental or collateral effects benefit property or persons not assessed. Special benefit excludes general enhancement of property value.

36616. “Tenant”

“Tenant” means an occupant pursuant to a lease of commercial space or a dwelling unit, other than an owner.

ARTICLE 3. Prior Law**36617. Alternate method of financing certain improvements and activities; Effect on other provisions**

This part provides an alternative method of financing certain improvements and activities. The provisions of this part shall not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes. Every improvement area established pursuant to the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500) of this division) is valid and effective and is unaffected by this part.

CHAPTER 2. Establishment**36620. Establishment of property and business improvement district**

A property and business improvement district may be established as provided in this chapter.

36620.5. Requirement of consent of city council

A county may not form a district within the territorial jurisdiction of a city without the consent of the city council of that city. A city may not form a district within the unincorporated territory of a county without the consent of the board of supervisors of that county. A city may not form a district within the territorial jurisdiction of another city without the consent of the city council of the other city.

36621. Initiation of proceedings; Petition of property or business owners in proposed district

- (a) Upon the submission of a written petition, signed by the property or business owners in the proposed district who will pay more than 50 percent of the assessments proposed to be levied, the city council may initiate proceedings to form a district by the adoption of a resolution expressing its intention to form a district. The amount of assessment attributable to property or a business owned by the same property or business owner that is in excess of 40 percent of the amount of all assessments proposed to be levied, shall not be included in determining whether the petition is signed by property or business owners who will pay more than 50 percent of the total amount of assessments proposed to be levied.
- (b) The petition of property or business owners required under subdivision (a) shall include a summary of the management district plan. That summary shall include all of the following:
- (1) A map showing the boundaries of the district.
 - (2) Information specifying where the complete management district plan can be obtained.
 - (3) Information specifying that the complete management district plan shall be furnished upon request.
- (c) The resolution of intention described in subdivision (a) shall contain all of the following:
- (1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property or businesses within the district, a statement as to whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements do not need to be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities, and the location and extent of the proposed district.
 - (2) A time and place for a public hearing on the establishment of the property and business improvement district and the levy of assessments, which shall be consistent with the requirements of Section 36623.

36622. Contents of management district plan

The management district plan shall include, but is not limited to, all of the following:

- (a) If the assessment will be levied on property, a map of the district in sufficient detail to locate each parcel of property and, if businesses are to be assessed, each business within the district. If the assessment will be levied on businesses, a map that identifies the district boundaries in sufficient detail to allow a business owner to reasonably determine whether a business is located within the district boundaries. If the assessment will be levied on property and businesses, a map of the district in sufficient detail to locate each parcel of property and to allow a business owner to reasonably determine whether a business is located within the district boundaries.
- (b) The name of the proposed district.
- (c) A description of the boundaries of the district, including the boundaries of benefit zones, proposed for establishment or extension in a manner sufficient to identify the affected property and businesses included, which may be made by reference to any plan or map that is on file with the clerk. The boundaries of a proposed property assessment district shall not overlap with the boundaries of another existing property assessment district created pursuant to this part. This part does not prohibit the boundaries of a district created pursuant to this part to overlap with other assessment districts established pursuant to other provisions of law, including, but not limited to, the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500)). This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with another business assessment district created pursuant to this part. This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with a property assessment district created pursuant to this part.
- (d) The improvements, maintenance, and activities proposed for each year of operation of the district and the maximum cost thereof. If the improvements, maintenance, and activities proposed for each year of operation are the same, a description of the first year's proposed improvements, maintenance, and activities and a statement that the same improvements, maintenance, and activities are proposed for subsequent years shall satisfy the requirements of this subdivision.
- (e) The total annual amount proposed to be expended for improvements, maintenance, or activities, and debt service in each year of operation of the district. If the assessment is levied on businesses, this amount may be estimated based upon the assessment rate. If the total annual amount proposed to be expended in each year

of operation of the district is not significantly different, the amount proposed to be expended in the initial year and a statement that a similar amount applies to subsequent years shall satisfy the requirements of this subdivision.

(f) The proposed source or sources of financing, including the proposed method and basis of levying the assessment in sufficient detail to allow each property or business owner to calculate the amount of the assessment to be levied against his or her property or business. The plan also shall state whether bonds will be issued to finance improvements.

(g) The time and manner of collecting the assessments.

(h) The specific number of years in which assessments will be levied. In a new district, the maximum number of years shall be five. Upon renewal, a district shall have a term not to exceed 10 years. Notwithstanding these limitations, a district created pursuant to this part to finance capital improvements with bonds may levy assessments until the maximum maturity of the bonds. The management district plan may set forth specific increases in assessments for each year of operation of the district.

(i) The proposed time for implementation and completion of the management district plan.

(j) Any proposed rules and regulations to be applicable to the district.

(k) (1) A list of the properties or businesses to be assessed, including the assessor's parcel numbers for properties to be assessed, and a statement of the method or methods by which the expenses of a district will be imposed upon benefited real property or businesses, in proportion to the benefit received by the property or business, to defray the cost thereof.

(2) In a property-based district, the proportionate special benefit derived by each identified parcel shall be determined exclusively in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the activities. An assessment shall not be imposed on any parcel that exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and a property-based district shall separate the general benefits, if any, from the special benefits conferred on a parcel. Parcels within a property-based district that are owned or used by any city, public agency, the State of California, or the United States shall not be exempt from assessment unless the governmental entity can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit. The value of any incidental, secondary, or collateral effects that arise from the improvements, maintenance, or activities of a property-based district and that benefit property or persons not assessed shall not be deducted from the entirety of the cost of any special benefit or affect the proportionate special benefit derived by each identified parcel.

(l) In a property-based district, the total amount of all special benefits to be conferred upon the properties located within the property-based district.

(m) In a property-based district, the total amount of general benefits, if any.

(n) In a property-based district, a detailed engineer's report prepared by a registered professional engineer certified by the State of California supporting all assessments contemplated by the management district plan.

(o) Any other item or matter required to be incorporated therein by the city council.

36623. Procedure to levy assessment

(a) If a city council proposes to levy a new or increased property assessment, the notice and protest and hearing procedure shall comply with Section 53753 of the Government Code.

(b) If a city council proposes to levy a new or increased business assessment, the notice and protest and hearing procedure shall comply with Section 54954.6 of the Government Code, except that notice shall be mailed to the owners of the businesses proposed to be assessed. A protest may be made orally or in writing by any interested person. Every written protest shall be filed with the clerk at or before the time fixed for the public hearing. The city council may waive any irregularity in the form or content of any written protest. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing. Each written protest shall contain a description of the business in which the person subscribing the protest is interested sufficient to identify the business and, if a person subscribing is not shown on the official records of the city as the owner of the business, the protest shall contain or be accompanied by written evidence that the person subscribing is the owner of the business or the authorized representative. A written protest that does not comply with this section shall not be counted in determining a majority protest. If written protests are received from the owners or authorized representatives of businesses in the proposed district that will pay 50 percent or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50 percent, no further proceedings to levy the proposed assessment against such

businesses, as contained in the resolution of intention, shall be taken for a period of one year from the date of the finding of a majority protest by the city council.

(c) If a city council proposes to conduct a single proceeding to levy both a new or increased property assessment and a new or increased business assessment, the notice and protest and hearing procedure for the property assessment shall comply with subdivision (a), and the notice and protest and hearing procedure for the business assessment shall comply with subdivision (b). If a majority protest is received from either the property or business owners, that respective portion of the assessment shall not be levied. The remaining portion of the assessment may be levied unless the improvement or other special benefit was proposed to be funded by assessing both property and business owners.

36624. Changes to proposed assessments

At the conclusion of the public hearing to establish the district, the city council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements, maintenance, and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them. At the public hearing, the city council may only make changes in, to, or from the boundaries of the proposed property and business improvement district that will exclude territory that will not benefit from the proposed improvements, maintenance, and activities. Any modifications, revisions, reductions, or changes to the proposed assessment district shall be reflected in the notice and map recorded pursuant to Section 36627.

36625. Resolution of formation

(a) If the city council, following the public hearing, decides to establish a proposed property and business improvement district, the city council shall adopt a resolution of formation that shall include, but is not limited to, all of the following:

(1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property, businesses, or both within the district, a statement on whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements need not be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities and the location and extent of the proposed district.

(2) The number, date of adoption, and title of the resolution of intention.

(3) The time and place where the public hearing was held concerning the establishment of the district.

(4) A determination regarding any protests received. The city shall not establish the district or levy assessments if a majority protest was received.

(5) A statement that the properties, businesses, or properties and businesses in the district established by the resolution shall be subject to any amendments to this part.

(6) A statement that the improvements, maintenance, and activities to be conferred on businesses and properties in the district will be funded by the levy of the assessments. The revenue from the levy of assessments within a district shall not be used to provide improvements, maintenance, or activities outside the district or for any purpose other than the purposes specified in the resolution of intention, as modified by the city council at the hearing concerning establishment of the district. Notwithstanding the foregoing, improvements and activities that must be provided outside the district boundaries to create a special or specific benefit to the assessed parcels or businesses may be provided, but shall be limited to marketing or signage pointing to the district.

(7) A finding that the property or businesses within the area of the property and business improvement district will be benefited by the improvements, maintenance, and activities funded by the proposed assessments, and, for a property-based district, that property within the district will receive a special benefit.

(8) In a property-based district, the total amount of all special benefits to be conferred on the properties within the property-based district.

(b) The adoption of the resolution of formation and, if required, recordation of the notice and map pursuant to Section 36627 shall constitute the levy of an assessment in each of the fiscal years referred to in the management district plan.

36627. Notice and assessment diagram

Following adoption of the resolution establishing district assessments on properties pursuant to Section 36625, the clerk shall record a notice and an assessment diagram pursuant to Section 3114. No other provision of Division 4.5 (commencing with Section 3100) applies to an assessment district created pursuant to this part.

36628. Establishment of separate benefit zones within district; Categories of businesses

The city council may establish one or more separate benefit zones within the district based upon the degree of benefit derived from the improvements or activities to be provided within the benefit zone and may impose a different assessment within each benefit zone. If the assessment is to be levied on businesses, the city council may also define categories of businesses based upon the degree of benefit that each will derive from the improvements or activities to be provided within the district and may impose a different assessment or rate of assessment on each category of business, or on each category of business within each zone.

36628.5. Assessments on businesses or property owners

The city council may levy assessments on businesses or on property owners, or a combination of the two, pursuant to this part. The city council shall structure the assessments in whatever manner it determines corresponds with the distribution of benefits from the proposed improvements, maintenance, and activities, provided that any property-based assessment conforms with the requirements set forth in paragraph (2) of subdivision (k) of Section 36622.

36629. Provisions and procedures applicable to benefit zones and business categories

All provisions of this part applicable to the establishment, modification, or disestablishment of a property and business improvement district apply to the establishment, modification, or disestablishment of benefit zones or categories of business. The city council shall, to establish, modify, or disestablish a benefit zone or category of business, follow the procedure to establish, modify, or disestablish a property and business improvement district.

36630. Expiration of district; Creation of new district

If a property and business improvement district expires due to the time limit set pursuant to subdivision (h) of Section 36622, a new management district plan may be created and the district may be renewed pursuant to this part.

CHAPTER 3. Assessments

36631. Time and manner of collection of assessments; Delinquent payments

The collection of the assessments levied pursuant to this part shall be made at the time and in the manner set forth by the city council in the resolution levying the assessment. Assessments levied on real property may be collected at the same time and in the same manner as for the ad valorem property tax, and may provide for the same lien priority and penalties for delinquent payment. All delinquent payments for assessments levied pursuant to this part may be charged interest and penalties.

36632. Assessments to be based on estimated benefit; Classification of real property and businesses; Exclusion of residential and agricultural property

(a) The assessments levied on real property pursuant to this part shall be levied on the basis of the estimated benefit to the real property within the property and business improvement district. The city council may classify properties for purposes of determining the benefit to property of the improvements and activities provided pursuant to this part.

(b) Assessments levied on businesses pursuant to this part shall be levied on the basis of the estimated benefit to the businesses within the property and business improvement district. The city council may classify businesses for purposes of determining the benefit to the businesses of the improvements and activities provided pursuant to this part.

(c) Properties zoned solely for residential use, or that are zoned for agricultural use, are conclusively presumed not to benefit from the improvements and service funded through these assessments, and shall not be subject to any assessment pursuant to this part.

36633. Time for contesting validity of assessment

The validity of an assessment levied under this part shall not be contested in an action or proceeding unless the action or proceeding is commenced within 30 days after the resolution levying the assessment is adopted pursuant to Section 36626. An appeal from a final judgment in an action or proceeding shall be perfected within 30 days after the entry of judgment.

36634. Service contracts authorized to establish levels of city services

The city council may execute baseline service contracts that would establish levels of city services that would continue after a property and business improvement district has been formed.

36635. Request to modify management district plan

The owners' association may, at any time, request that the city council modify the management district plan. Any modification of the management district plan shall be made pursuant to this chapter.

36636. Modification of plan by resolution after public hearing; Adoption of resolution of intention

(a) Upon the written request of the owners' association, the city council may modify the management district plan after conducting one public hearing on the proposed modifications. The city council may modify the improvements and activities to be funded with the revenue derived from the levy of the assessments by adopting a resolution determining to make the modifications after holding a public hearing on the proposed modifications. If the modification includes the levy of a new or increased assessment, the city council shall comply with Section 36623. Notice of all other public hearings pursuant to this section shall comply with both of the following:

- (1) The resolution of intention shall be published in a newspaper of general circulation in the city once at least seven days before the public hearing.
- (2) A complete copy of the resolution of intention shall be mailed by first class mail, at least 10 days before the public hearing, to each business owner or property owner affected by the proposed modification.
- (b) The city council shall adopt a resolution of intention which states the proposed modification prior to the public hearing required by this section. The public hearing shall be held not more than 90 days after the adoption of the resolution of intention.

36637. Reflection of modification in notices recorded and maps

Any subsequent modification of the resolution shall be reflected in subsequent notices and maps recorded pursuant to Division 4.5 (commencing with Section 3100), in a manner consistent with the provisions of Section 36627.

CHAPTER 3.5. Financing**36640. Bonds authorized; Procedure; Restriction on reduction or termination of assessments**

(a) The city council may, by resolution, determine and declare that bonds shall be issued to finance the estimated cost of some or all of the proposed improvements described in the resolution of formation adopted pursuant to Section 36625, if the resolution of formation adopted pursuant to that section provides for the issuance of bonds, under the Improvement Bond Act of 1915 (Division 10 (commencing with Section 8500)) or in conjunction with Marks-Roos Local Bond Pooling Act of 1985 (Article 4 (commencing with Section 6584) of Chapter 5 of Division 7 of Title 1 of the Government Code). Either act, as the case may be, shall govern the proceedings relating to the issuance of bonds, although proceedings under the Bond Act of 1915 may be modified by the city council as necessary to accommodate assessments levied upon business pursuant to this part.

(b) The resolution adopted pursuant to subdivision (a) shall generally describe the proposed improvements specified in the resolution of formation adopted pursuant to Section 36625, set forth the estimated cost of those improvements, specify the number of annual installments and the fiscal years during which they are to

be collected. The amount of debt service to retire the bonds shall not exceed the amount of revenue estimated to be raised from assessments over 30 years.

(c) Notwithstanding any other provision of this part, assessments levied to pay the principal and interest on any bond issued pursuant to this section shall not be reduced or terminated if doing so would interfere with the timely retirement of the debt.

CHAPTER 4. Governance

36650. Report by owners' association; Approval or modification by city council

(a) The owners' association shall cause to be prepared a report for each fiscal year, except the first year, for which assessments are to be levied and collected to pay the costs of the improvements, maintenance, and activities described in the report. The owners' association's first report shall be due after the first year of operation of the district. The report may propose changes, including, but not limited to, the boundaries of the property and business improvement district or any benefit zones within the district, the basis and method of levying the assessments, and any changes in the classification of property, including any categories of business, if a classification is used.

(b) The report shall be filed with the clerk and shall refer to the property and business improvement district by name, specify the fiscal year to which the report applies, and, with respect to that fiscal year, shall contain all of the following information:

- (1) Any proposed changes in the boundaries of the property and business improvement district or in any benefit zones or classification of property or businesses within the district.
- (2) The improvements, maintenance, and activities to be provided for that fiscal year.
- (3) An estimate of the cost of providing the improvements, maintenance, and activities for that fiscal year.
- (4) The method and basis of levying the assessment in sufficient detail to allow each real property or business owner, as appropriate, to estimate the amount of the assessment to be levied against his or her property or business for that fiscal year.
- (5) The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- (6) The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

(c) The city council may approve the report as filed by the owners' association or may modify any particular contained in the report and approve it as modified. Any modification shall be made pursuant to Sections 36635 and 36636.

The city council shall not approve a change in the basis and method of levying assessments that would impair an authorized or executed contract to be paid from the revenues derived from the levy of assessments, including any commitment to pay principal and interest on any bonds issued on behalf of the district.

36651. Designation of owners' association to provide improvements, maintenance, and activities

The management district plan may, but is not required to, state that an owners' association will provide the improvements, maintenance, and activities described in the management district plan. If the management district plan designates an owners' association, the city shall contract with the designated nonprofit corporation to provide services.

CHAPTER 5. Renewal

36660. Renewal of district; Transfer or refund of remaining revenues; District term limit

(a) Any district previously established whose term has expired, or will expire, may be renewed by following the procedures for establishment as provided in this chapter.

(b) Upon renewal, any remaining revenues derived from the levy of assessments, or any revenues derived from the sale of assets acquired with the revenues, shall be transferred to the renewed district. If the renewed district includes additional parcels or businesses not included in the prior district, the remaining revenues shall be spent to benefit only the parcels or businesses in the prior district. If the renewed district does not include parcels or businesses included in the prior district, the remaining revenues attributable to these parcels shall be refunded to the owners of these parcels or businesses.

(c) Upon renewal, a district shall have a term not to exceed 10 years, or, if the district is authorized to issue bonds, until the maximum maturity of those bonds. There is no requirement that the boundaries, assessments, improvements, or activities of a renewed district be the same as the original or prior district.

CHAPTER 6. Disestablishment

36670. Circumstances permitting disestablishment of district; Procedure

(a) Any district established or extended pursuant to the provisions of this part, where there is no indebtedness, outstanding and unpaid, incurred to accomplish any of the purposes of the district, may be disestablished by resolution by the city council in either of the following circumstances:

(1) If the city council finds there has been misappropriation of funds, malfeasance, or a violation of law in connection with the management of the district, it shall notice a hearing on disestablishment.

(2) During the operation of the district, there shall be a 30-day period each year in which assesses may request disestablishment of the district. The first such period shall begin one year after the date of establishment of the district and shall continue for 30 days. The next such 30-day period shall begin two years after the date of the establishment of the district. Each successive year of operation of the district shall have such a 30-day period. Upon the written petition of the owners or authorized representatives of real property or the owners or authorized representatives of businesses in the district who pay 50 percent or more of the assessments levied, the city council shall pass a resolution of intention to disestablish the district. The city council shall notice a hearing on disestablishment.

(b) The city council shall adopt a resolution of intention to disestablish the district prior to the public hearing required by this section. The resolution shall state the reason for the disestablishment, shall state the time and place of the public hearing, and shall contain a proposal to dispose of any assets acquired with the revenues of the assessments levied within the property and business improvement district. The notice of the hearing on disestablishment required by this section shall be given by mail to the property owner of each parcel or to the owner of each business subject to assessment in the district, as appropriate. The city shall conduct the public hearing not less than 30 days after mailing the notice to the property or business owners. The public hearing shall be held not more than 60 days after the adoption of the resolution of intention.

36671. Refund of remaining revenues upon disestablishment or expiration without renewal of district; Calculation of refund; Use of outstanding revenue collected after disestablishment of district

(a) Upon the disestablishment or expiration without renewal of a district, any remaining revenues, after all outstanding debts are paid, derived from the levy of assessments, or derived from the sale of assets acquired with the revenues, or from bond reserve or construction funds, shall be refunded to the owners of the property or businesses then located and operating within the district in which assessments were levied by applying the same method and basis that was used to calculate the assessments levied in the fiscal year in which the district is disestablished or expires. All outstanding assessment revenue collected after disestablishment shall be spent on improvements and activities specified in the management district plan.

(b) If the disestablishment occurs before an assessment is levied for the fiscal year, the method and basis that was used to calculate the assessments levied in the immediate prior fiscal year shall be used to calculate the amount of any refund.

APPENDIX 2 – ASSESSED BUSINESSES

Business Name	Address	
Best Western Plus Rancho Cordova Inn	10713 White Rock Rd	Rancho Cordova
Comfort Inn & Suites near Folsom Lake	12249 Folsom Blvd	Rancho Cordova
Courtyard Sacramento Rancho Cordova	10683 White Rock Rd	Rancho Cordova
Days Inn & Suites Rancho Cordova	3240 Mather Field Rd	Rancho Cordova
Doubletree Suites by Hilton-Rancho Cordova	11260 Point East Dr	Rancho Cordova
Extended Stay America	10721 White Rock Rd	Rancho Cordova
Fairfield Inn & Suites Rancho Cordova	10745 Gold Center Dr	Rancho Cordova
Hampton Inn Sacramento Rancho Cordova	10755 Gold Center Dr	Rancho Cordova
Holiday Inn Sacramento Rancho Cordova	11269 Point East Dr	Rancho Cordova
HomeTowne Studios by Red Roof	11299 Point East Dr	Rancho Cordova
Homewood Suites by Hilton Rancho Cordova Sacramento	10700 White Rock Rd	Rancho Cordova
Hyatt Place Sacramento Rancho Cordova	10744 Gold Center Dr	Rancho Cordova
La Quinta Inn & Suites -Rancho Cordova	11131 Folsom Blvd	Rancho Cordova
Motel 6 Rancho Cordova	10694 Olson Dr	Rancho Cordova
California Inn Rancho Cordova	10800 Olson Dr	Rancho Cordova
Residence Inn Sacramento Rancho Cordova	2779 Prospect Park Dr	Rancho Cordova
Sacramento Marriott Rancho Cordova	11211 Point East Dr	Rancho Cordova

MEMORANDUM

ITEM 18.1.



DATE: April 19, 2021

TO: Honorable Mayor and Council Members

FROM: Nicholas Sosa, Associate Planner

SUBJECT: DUTCH BROS COFFEE – CONDITIONAL USE PERMIT, MINOR DESIGN REVIEW, AND EXCEPTION – PROJECT NO. DD9991- LOCATED AT 2805 ZINFANDEL DRIVE

PROPERTY OWNERS:	APPLICANT/DEVELOPER:
Joon Ahn 2801 Zinfandel Drive Rancho Cordova, CA 95670	Dutch Bros Coffee Russ Orsi 110 S.W. 4 th Street Grants Pass, OR 97526

PROJECT:	The Applicant is requesting a Conditional Use Permit, Minor Design Review and Exception for an 862 SF drive-thru coffee kiosk building with a 1,500 SF outdoor patio area. The project includes significant landscape improvements and parking lot modifications to the property. The requested exception to FBSP Development Standards is to exceed the maximum allowed 20' building setback requirement to allow the proposed site design of 25 feet.
FILE:	DD9991
LOCATION:	2805 Zinfandel Drive
APN:	072-0330-063-0000
ZONING:	Commercial Mixed Use (CMU) within Folsom Boulevard Specific Plan (FBSP)
PLANNER:	Nicholas Sosa, Associate Planner

RECOMMENDATION

There is no formal recommendation at this time. Staff is requesting Council insight and direction on the submitted project. The public hearing will be continued to a date certain. At that time, staff will bring back final action documents based upon Council's direction.

RESULT OF RECOMMENDED ACTION

Once staff has received direction, the project will be brought back to Council with a recommendation based upon this discussion.

EXISTING SITE CONDITIONS

The area is zoned Commercial Mixed Use (CMU) within the Folsom Boulevard Specific Plan (FBSP) and is surrounded by other commercially zoned properties. The project is designated as

part of the Olson Island Opportunity Site (OIOS) and Transit Oriented Development (TOD) as described in the FBSP.

The project site is located at the corner of Zinfandel Drive and Folsom Boulevard and is currently an underutilized parking lot for an existing Grocery Outlet. The property is approximately 0.91 acres and is its own parcel created by a Tentative Parcel Map approved on December 16, 2019 (**Resolution 139-2019**). Current conditions on the parcel include approximately 100 parking spaces, existing drive aisles, and 5 existing trees and groundcover (**See Figure 1 and Figure 2**).

Figure 1: Site Location

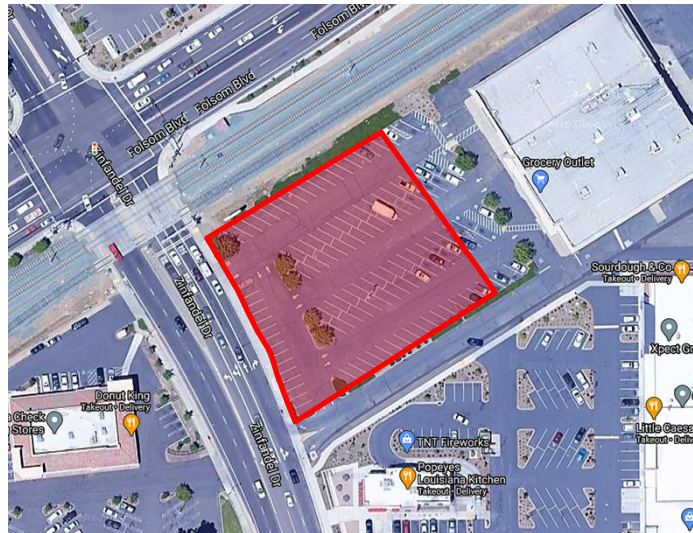


Figure 2: February 2020 Street View



Surrounding Land Use:

The following Table provides the current use, General Plan/Community Plan, and zoning of the adjacent properties (**Table 1**).

Table 1: Surrounding Designations and Existing Uses

Location	Existing Use	General Plan Designation	Zoning Designation
2805 Zinfandel Drive	Parking Lot	Downtown Planning Area	Commercial Mixed Use within Folsom Boulevard Specific

Location	Existing Use	General Plan Designation	Zoning Designation
			Plan (CMU-FBSP)
North	Light Rail Tracks	Downtown Planning Area	Transit (T) within Folsom Boulevard Specific Plan (T-FBSP)
East	Grocery Outlet	Downtown Planning Area	Commercial Mixed Use within Folsom Boulevard Specific Plan (CMU-FBSP)
South	Popeyes/ Zinfandel Village Shopping Center	Downtown Planning Area	Commercial Mixed Use within Folsom Boulevard Specific Plan (CMU-FBSP)
West	Zinfandel Crossings Shopping Center	Downtown Planning Area	Commercial Mixed Use within Folsom Boulevard Specific Plan (CMU-FBSP)

ANALYSIS

The Applicant is requesting the development of a coffee kiosk with drive-thru services within an underutilized parking lot in front of Grocery Outlet. The project will include an 862 SF building with 1,500 SF outdoor patio and two drive-thru lanes. The project will also include new parking, significant landscaping, and lighting on site. The entitlements that will be analyzed individually are as follows:

- Conditional Use Permit
- Minor Design Review
- Exception – Folsom Boulevard Specific Plan Development Standards

CONDITIONAL USE PERMIT REVIEW

Per the Folsom Boulevard Specific Plan (FBSP), a coffee drive-thru kiosk is categorized as a “drive-in/drive-through sales/services” use and per Table 2-2 of the FBSP, within a Commercial Mixed Use (CMU) zone, a Conditional Use Permit (CUP) is required at this location. The project site is also located within the Olson Island Opportunity Site (OIOS) of the FBSP which provides additional development standards for the area.

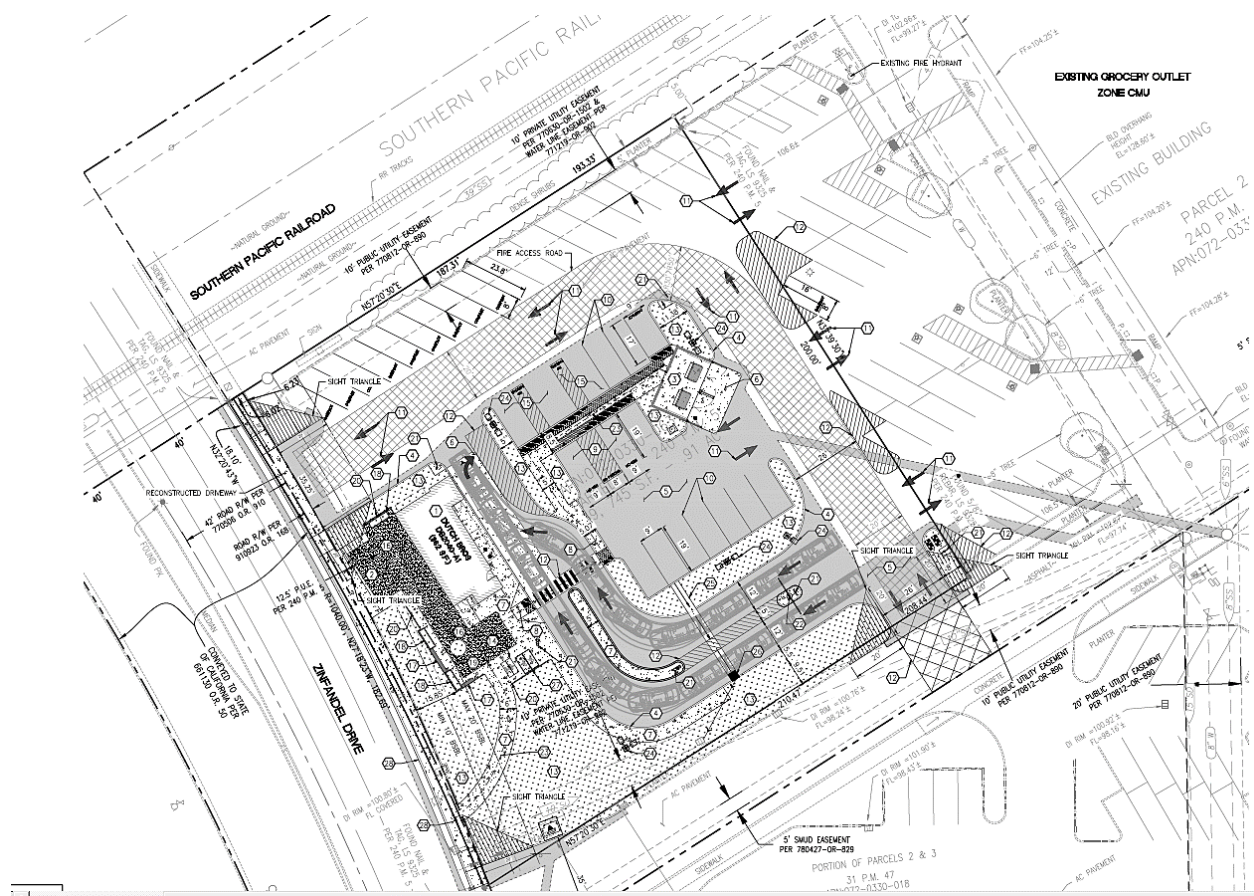
Site Plan Layout:

The overall project site is approximately 0.91 acres in size and consists of an 862 square foot coffee kiosk building and two drive-thru lanes. The drive-thru lanes are located behind the coffee kiosk, internal to the shopping center, to minimize visibility from Zinfandel Drive. The property will also have a total of 33 parking spaces on site which will be shared by a Parking and Access Agreement with the existing Grocery Outlet. There will be a total of 63 parking spaces between the two parcels which is adequate parking for both uses.

In addition to the drive-thru window, a walk-up window will also be provided for pedestrians and cyclists along Zinfandel. The walk-up window is located along the Zinfandel frontage of the building and includes a 300 SF canopy over the ordering window and a 1,500 SF patio area with seating and landscape planters. The project will also have a significant amount of landscaping on the property including trees, shrubs, and groundcover, that will enhance the entrance of the Olson Island shopping area.

The existing use of the property is an underutilized parking lot for the existing Grocery Outlet business. The project proposes significant changes that will revitalize the frontage along Zinfandel Drive while also adding to the variety of retail businesses within the shopping center. The project site is approximately 0.91 acres in size with an 862 SF coffee kiosk building and 1,500 square foot patio area with walk-up ordering window. As a drive-thru service use, a significant portion of the Dutch Bros business is conducted through the drive-thru window. The project proposes two drive-thru lanes located behind the kiosk building, internal to the shopping center to minimize visibility from Zinfandel Drive. Dutch Bros does not have order menu boards and instead has “runners” who walk up and down the drive-thru lane taking orders. This allows for faster service while also providing a level of traffic control throughout the day to ensure customers are guided efficiently through the site.

Figure 3: Project Site Plan



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The proposed project will occupy a portion of the existing parking lot of Grocery Outlet located at 2801 Zinfandel Drive. A parking adjustment to reduce the required parking from 100 spaces to 60 spaces for Grocery Outlet was approved on March 30, 2021. The parking adjustment provided an opportunity for new development along the street front of Zinfandel Drive.

With Grocery Outlet's now available parking area, Dutch Bros is proposing to remove approximately 75 of the 130 parking spaces on site to construct a new facility. For a drive-thru coffee kiosk Chapter 23.719 of the Rancho Cordova Municipal Code requires 1 space for every 2 employees during the period of greatest employment (peak hours). Dutch Bros anticipates approximately 6 employees on-site which would require a total of 3 parking spaces for the facility. The project is proposing a site plan which shows 16 parking spaces which satisfies their requirement while also providing parking for customers who may want to utilize the kiosk's walk-up window and patio area. The Dutch Bros Coffee and the Grocery Outlet parcels currently have a shared parking and access agreement between their two properties allowing both properties to meet the parking requirements of 60 for Grocery Outlet and 3 for Dutch Bros (Total 63 between both sites).

The proposed project will also provide 2 short term bicycle racks which will accommodate up to four bicycles. The bicycle racks will fulfill the bicycle parking standard required by Chapter 23.719.110 of the Rancho Cordova Municipal Code. Bike parking would also encourage pedestrians to utilize the patio area and walk-up window for service.

Transit Oriented Development (TOD) Overlay

The Transit Oriented Development Overlay (TOD) is applied to any area that is within a quarter mile of an existing or planned light rail/streetcar station or bus rapid station. The purpose and intent of the TOD district is to promote and provide for higher density and intensity uses as part of or in proximity to transit stations. The object of locating more intensive uses near transit stations is to promote transit services along major transit corridors of the City.

The proposed project location is within a quarter mile of the Zinfandel Light Rail Station and therefore is within the TOD overlay. Although a Dutch Bros establishment is generally an auto-centric use, the Applicant has made a significant effort to encourage pedestrians to utilize the Rancho Cordova facility by creating a welcoming space for walk-up customers. The kiosk includes a walk-up order window, covered by a 300 square foot canopy as well as a 1,500 square foot patio area with seating along the Zinfandel Drive frontage. The patio area will be surrounded by 4-foot wire mesh fencing and pre-cast landscape planters and trees along the perimeter to provide shade throughout the area. Bicycle parking will also be provided for cyclists.

As part of the standard project review process, the application was submitted to outside stakeholders for review and comments. Walk Sacramento was pleased to see a walk-up window that allows for pedestrian access without having to cross a drive-through lane. In addition, noted the additional landscaping would not only improve the streetscape, but also provide shade for customers. The Sacramento Metropolitan Air Quality Management District noted that the walk-up window and patio would be supportive of bicycle, pedestrian, and transit users. Sacramento Area Council of Governments did not have any comments to make on the project.

Typically, TOD overlays are encouraged to have residential or residential mixed-use uses. A draft study was commissioned in the fall of 2020 to explore property around Rancho Cordova light rail stations and the susceptibility of transit-orientated development. The property in

question was ranked as a Tier 2 property in the study, denoting that it did not have the potential in the foreseeable future to be developed or redeveloped to be supportive of transit-oriented development.

Figure 4: Distance from Transit Station



Traffic

The Applicant has been working directly with the Public Works Department regarding traffic concerns along the public right-of-way. Zinfandel Drive between Olson Drive and Folsom Boulevard is a highly traveled corridor and turning movements between the intersections in this segment are facilitated by a two-way-left-turn-lane. Additional traffic associated with the proposed project is estimated to require new infrastructure improvements in the near term including focusing on the location of left turns in and restricting left turns out of the shopping centers onto Zinfandel Drive. The new configuration of the road would change circulation patterns within parking lots on both sides of Zinfandel Drive by altering the way that travelers enter and exit the shopping centers. Dependent upon City Councils direction, Public Works will continue to work with the Applicant regarding potential mitigation measures for these traffic concerns.

MINOR DESIGN REVIEW

A minor design review is required for significant changes to nonresidential site plans that impact required site plan elements (e.g., required parking, shade canopy, lighting, landscaping). The project will significantly change the site plan from an existing parking lot to a 862 SF Dutch Bros coffee kiosk with two-lane drive-thru, significant landscaping, parking, and patio area.

Elevations

The proposed coffee kiosk building is consistent with the company's newer prototypes for Dutch Bros. The building will be 24 feet in height at the tallest point with multiple metal awnings surrounding the building and a variety of materials as part of the construction. Materials include a blend of metal and fiber cement siding throughout the exterior of the building, a wainscot of CMU along the elevation facing Zinfandel, and wood elements on the 300 SF patio canopy. All

roof mounted mechanical equipment will be screened from public view as required by the Rancho Cordova Zoning Code (See Figures 5-8).

Figure 5: North Elevation Facing Folsom Boulevard



Figure 6: West Elevation Facing Zinfandel Drive



Figure 7: South Elevation Facing Popeyes

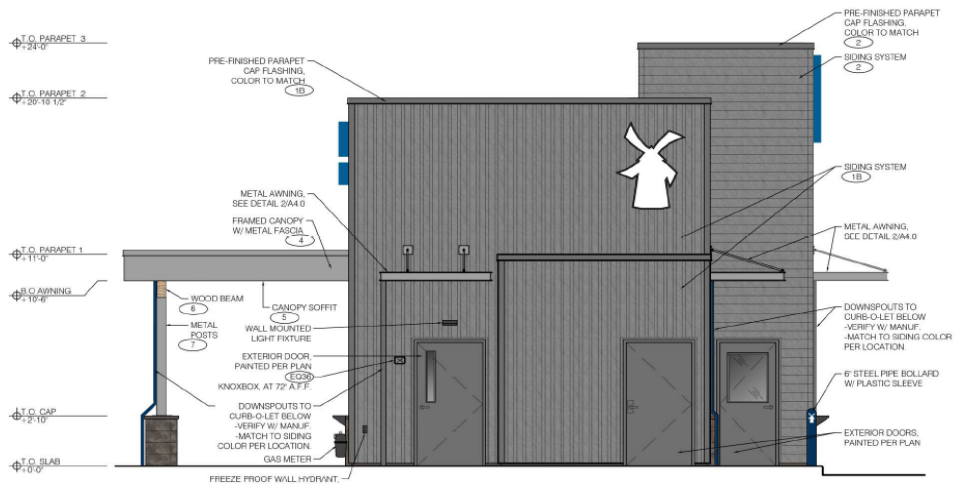
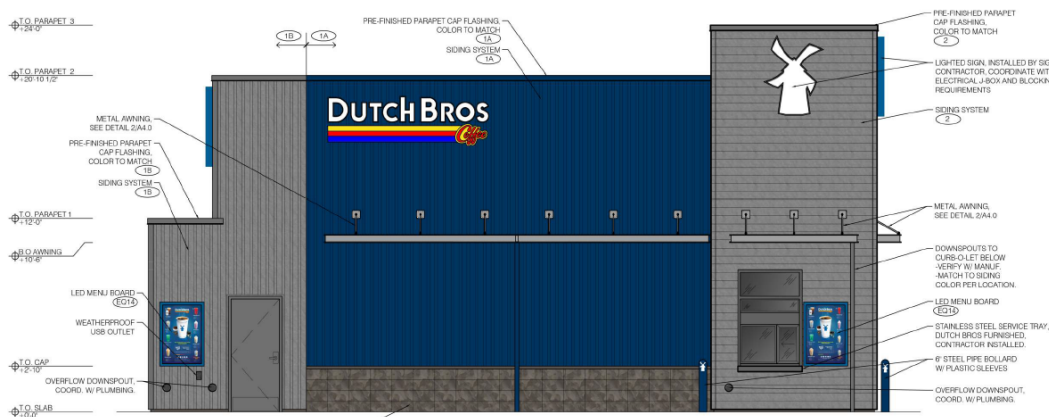


Figure 8: East Elevation Facing Grocery Outlet



Lighting:

The project has proposed adequate lighting throughout the property that meets the requirements for Chapter 23.725: Outdoor Lighting as well as the requirements and standards of Chapter 23.719.090: Design standards for surface parking lots, of the Rancho Cordova Zoning Code.

Landscaping:

The project proposes significant landscaping improvements along Zinfandel Drive as well as internal to the property. At the moment, the property is a parking lot with approximately 6 existing trees and various shrubs. The proposed Dutch Bros site design shows a large landscape buffer area between Zinfandel Drive and the coffee kiosk building that includes shrubs and trees that provide shade along pathways as well as screening of headlights for vehicles in the drive-thru lane. The Applicant is also proposing landscape planters and bench seating as an alternative to areas of fencing (**See Figure 9**), as well as trees soften the outdoor patio area and make it more welcoming to encourage pedestrian traffic. The project has been reviewed for compliance with applicable shade canopy requirements and the project plans show that the site plan is meeting the minimum 50% shade coverage for parking areas.

Figure 9: Patio Planters and Seating

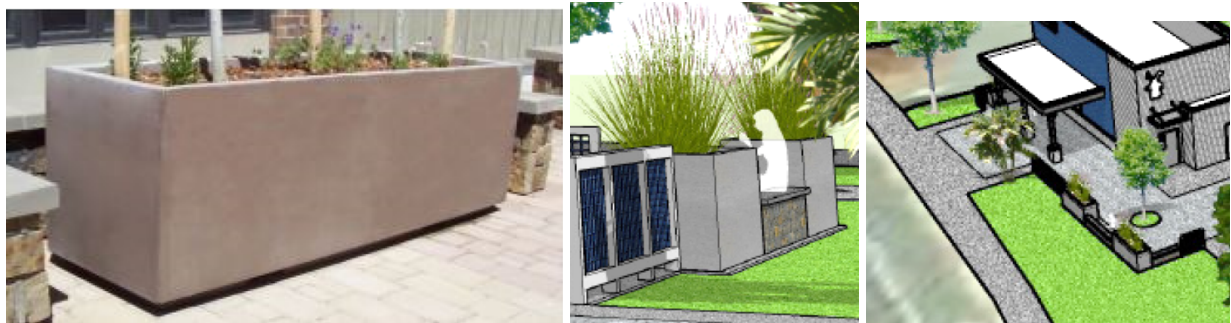


Figure 10 – Proposed Landscape Plan

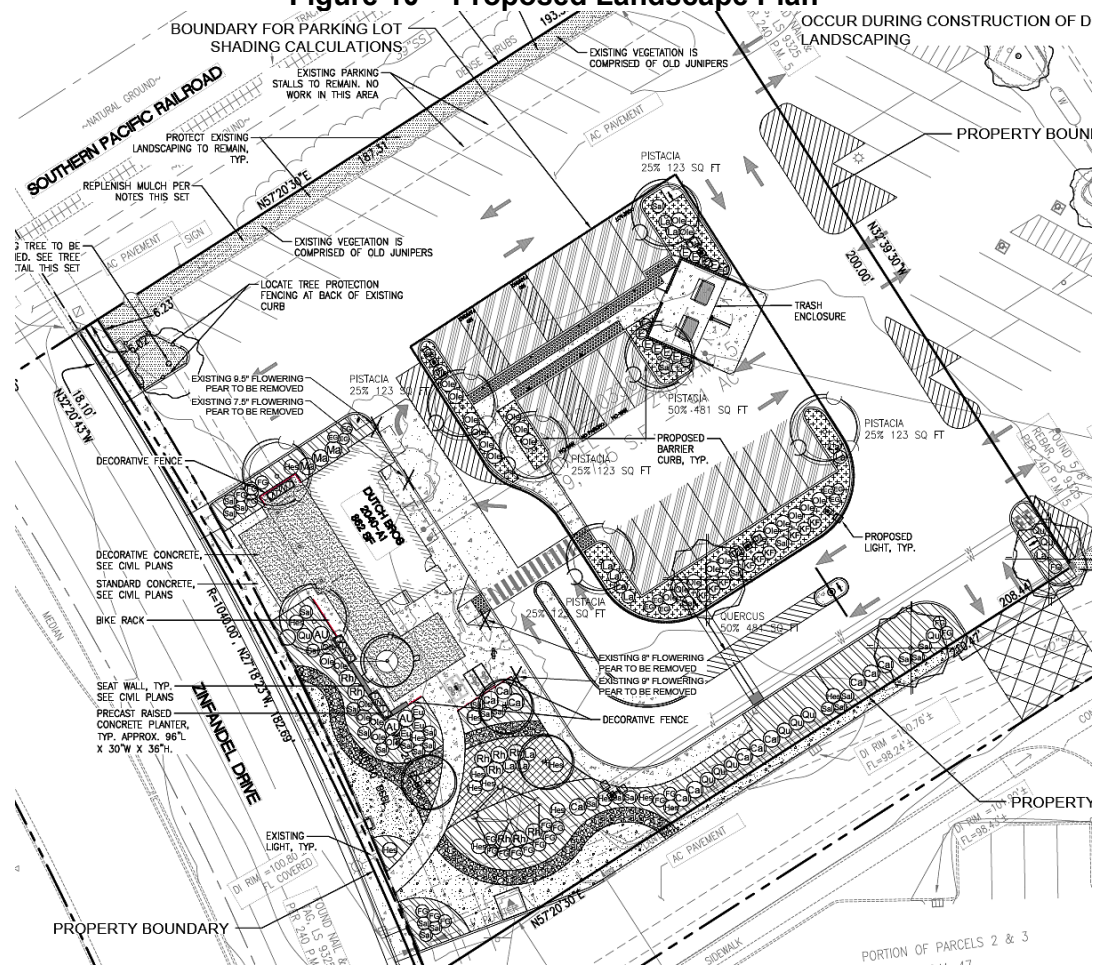
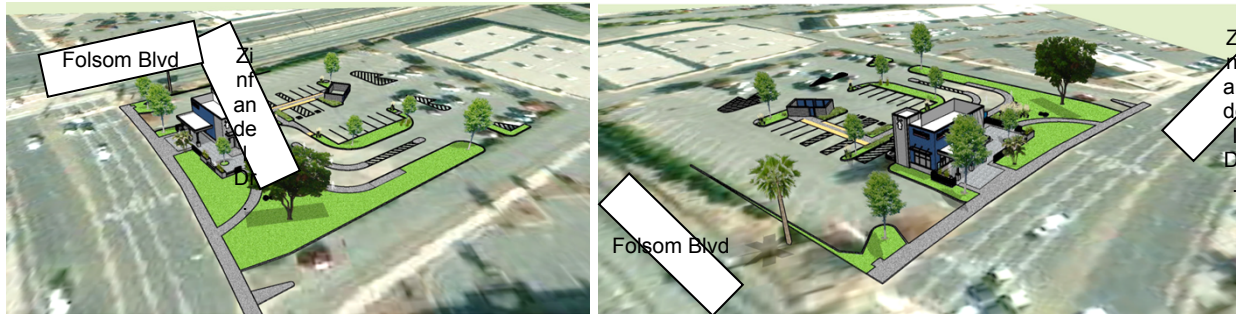
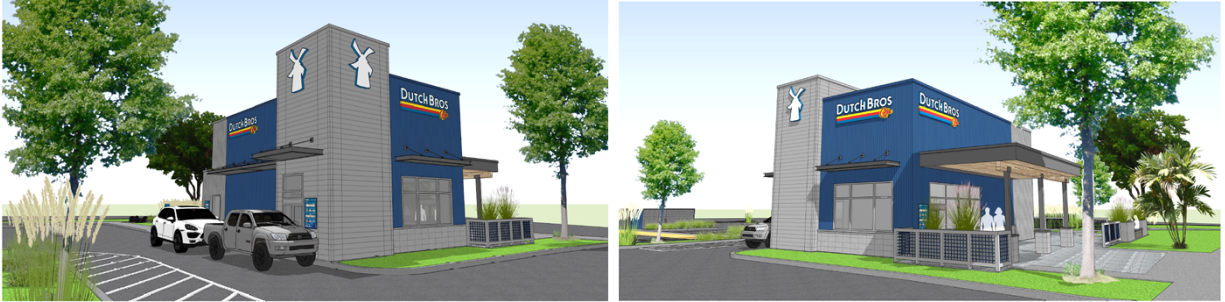


Figure 11: Site Renderings



EXCEPTION

The Applicant is also requesting an Exception from the maximum allowed front setback along public streets. Per the FBSP Chapter 4: “Development Standards” for CMU zones, the maximum front setback along Zinfandel would be 20 feet. To accommodate the 1,500 square foot patio and provide a significant landscape buffer from the drive-thru aisles, the building has been placed at 25 feet from the right of way which exceeds the maximum by 5 additional feet. City Council may grant an Exception for any development standard in the FBSP if the use is permitted as outlined in the Specific Plan and the project meets at least four of the following six conditions. Dutch Bros has met conditions 1-4 of those listed below.

- 1) Will fulfill a compelling community need, as indicated by an existing City goal, General Plan policy, budget priority, or other Council-adopted policy document.
 - a. The project proposes to redevelop areas of an existing parking lot with new retail that is designed to enhance the street frontage along Zinfandel Drive and encourage pedestrian traffic to the commercial area. The intent of the General Plan’s Transit Oriented Development (TOD) is to increase walkability within the area and create a main street feel within the downtown. The proposed walk-up window, 1,500 SF patio and additional seating, trees, and landscape would create a pedestrian environment that is consistent with the vision of the General Plan.
- 2) Will improve an existing blighted situation by removing 100 percent of the blight located on the subject property.
 - a. The project site is currently comprised of an underutilized surface parking lot with minimal landscaping and no pedestrian gather opportunities. Dutch Bros proposes to replace this parking area with an additional retail opportunity for the center thereby increasing the density and intensity of the use while also creating a more attractive frontage and pedestrian space overall.
- 3) Will provide unmet services to a currently underserved community.

- a. Currently there are minimal areas within the shopping center that cater to pedestrians and cyclists. Many of the existing retail buildings in the are set back far from the public right of way, requiring customers to trek across large parking areas to retail spaces. In addition to Dutch Bros typical drive-thru vehicle traffic, they have also made a significant effort to accommodate pedestrians and cyclists with their walk-up window and 1,500 square foot patio. This gathering area is a service that only the newly constructed Popeyes, has accommodated.
- 4) Will create a least 15 new permanent full-time jobs (or new jobs equivalent to at least 15 full-time equivalents) or a minimum of 1 job per 500 square feet.
 - a. The proposed Dutch Bros Coffee is an 862 SF coffee kiosk. The completed project will add 3-4 full-time permanent jobs and approximately 25-30 part-time jobs. According to the requirement of 1 job per 500 square feet, Dutch Bros would only be required to provide 2 full time jobs. Dutch Bros will be exceeding that requirement.
- 5) Will generate annual sales tax contributions to the City in excess of \$25,000.
 - a. Dutch Bros does not meet this condition.
- 6) Investments in the property will increase the property tax revenue for the subject parcel (s) by at least 250 percent.
 - a. Dutch Bros will be providing significant improvements to the subject parcel however, it is unclear if those improvements will result in at least an increase of 250% in property tax revenue.

GENERAL PLAN AND ZONING ORDINANCE CONSISTENCY

General Plan:

The project site is located within the General Plan's Downtown Planning Area (DTPA) and is designated as "Commercial Mixed Use." The DTPA includes a mix of commercial, office and a small portion of residential mixed-use designations. The City's intent for the Downtown area is that it becomes a vibrant place to live, work, play, and shop. The vision is for a pedestrian-friendly gathering place for both daytime and nighttime activities. Given that the DTPA area is already significantly urbanized, to accomplish the vision for the DTPA, the area would require redevelopment and enhancement of existing areas.

Although the Dutch Bros coffee kiosk does provide drive-thru services for its customers, the Applicant has made an effort to accommodate the vision of a pedestrian friendly walkable area as described by the General Plan and further by the intentions of the Transit Oriented Development Overlay. The Applicant has provided direct access from the public right of way to a walk-up order window positioned facing Zinfandel Drive. The site plan also shows a significant outdoor patio area with seating, landscaping, and trees to make the outdoor seating area more comfortable for customers. The development of the parking lot would increase the density and intensity of the retail shopping center and provide new retail frontage along the Zinfandel corridor.

Zoning Ordinance:

The project site is located in a Commercial Mixed Use (CMU) zone within the Folsom Boulevard Specific Plan (FBSP). A drive through sales/service use is allowed within the CMU-FBSP with approval of a Conditional Use permit (CUP). The project meets all required standards as dictated by the Folsom Boulevard Specific Plan and also adheres to all standards and requirements that are applicable from the City of Rancho Cordova Zoning Code.

ENVIRONMENTAL

The project is exempt from further CEQA analysis per Categorical Exemption 15332: In-Fill Development Projects. The proposed project is consistent with the General Plan Designation and polices as well as applicable zoning designations. The development would also be taking place within an area that is already paved as a parking lot and surrounded by urban use with no nearby environmental resources.

RECOMMENDED MOTIONS

At this time there are no recommendations by Staff for this project. Staff is requesting Council's direction for the submittal and dependent upon that direction, the project will be continued to the next available meeting or to a date uncertain for final decision.

ATTACHMENT(S)

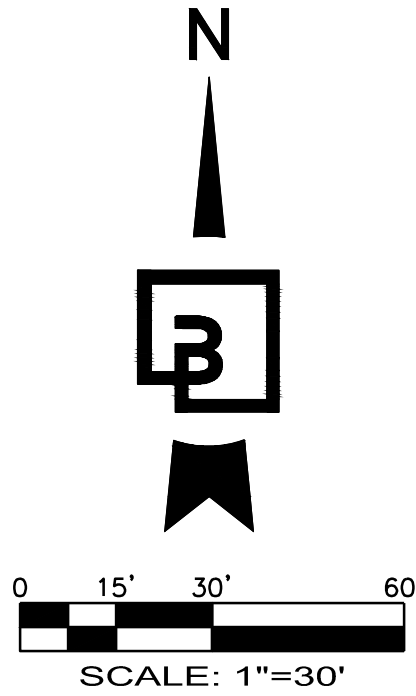
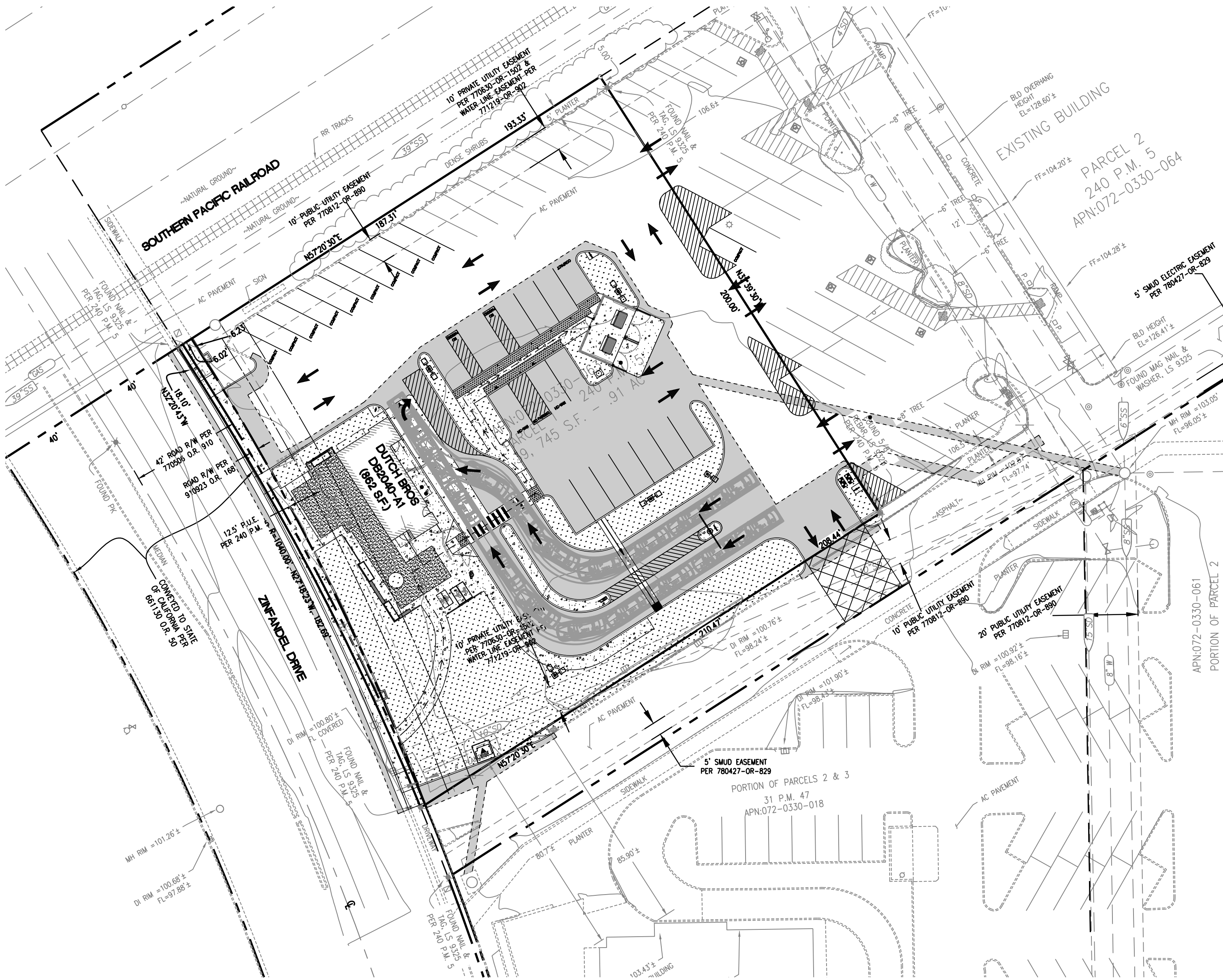
1. Dutch Bros Project Plans and Traffic Impact Study

"The name DUTCH BROS. and all associated logos, distinctive designs, content, information, and other materials featured, displayed, contained herein, and made available by Dutch Bros., including but not limited to, the "look and feel" of the establishments and products, all text, images, colors, configurations, graphics, designs, illustrations, photographs, and pictures (collectively, the "Materials") are owned by and/or licensed by DB Franchising USA, LLC and are protected by copyright, trademark, trade dress, patent, and/or other intellectual property rights and unfair competition laws under the United States and foreign laws."

PRELIMINARY COVER SHEET
DUTCH BROS. COFFEE - RANCHO CORDOVA, CA

SHEET LIST TABLE

- CIVIL
PC - PRELIMINARY COVER SHEET
1 OF 1 - TOPOGRAPHIC SURVEY
SP-1 - PRELIMINARY SITE PLAN
PGM - PRELIMINARY GRADING AND DRAINAGE PLAN
PU - PRELIMINARY UTILITY PLAN
PD - PRELIMINARY CIVIL DETAILS
- LANDSCAPING
L-1 - PRELIMINARY LANDSCAPE PLAN
L-2 - PLANT SCHEDULE + NOTES
L-3 - LANDSCAPE DETAILS



PROJECT DATA

NAME: DUTCH BROS COFFEE - RANCHO CORDOVA, CA
ASSESSORS PARCEL NUMBER: 072-0330-063
ADDRESS: 2805 ZINFANDEL DRIVE RANCHO CORDOVA, CA 95670
ZONED: CMU (FBSP)
CURRENT/PROPOSED GENERAL PLAN MAP DESIGNATION: DOWNTOWN PLANNING
SPECIFIC PLAN: FOLSOM BOULEVARD
GROSS PROJECT AREA: 25,773 SF (0.59 ACRES)
PARCEL AREA: 39,745 SF (0.91 ACRES)
BUILDING INFORMATION:
BUILDING HEIGHT: 21'-4"
BUILDING STORIES: 1
BUILDING AREA: 862 SF
FIRE SPRINKLERS REQUIRED: NOT REQUIRED
OCCUPANCY: B
CONSTRUCTION TYPE: VB
SETBACKS:
FRONT: 10' MINIMUM - 20' MAXIMUM
SIDE: N/A
REAR: 10'
PARKING SPACES:
- REQUIRED: 2 (1 PER 2 EMPLOYEES)
- EXISTING: 78 SPACES; 8 EXISTING SPACES TO REMAIN
- PROPOSED: 11 REGULAR STALLS, 2 ADA STALLS, 10 COMPACT STALL, 2 FUTURE EV PARKING SPACES.
- TOTAL: 33
OPEN SPACE REQUIRED: NO MINIMUM
PROPOSED GROUND COVER SUMMARY:
BUILDINGS (INCLUDES TRASH ENCLOSURE): 1,198 SF (4.7%)
PARKING AND MANEUVERING: 13,026 SF (50.5%)
WALKWAYS: 3,809 SF (14.8%)
LANDSCAPE: 7,740 SF (30.0%)
25,773 SF (100.0%)

OWNER

PROPERTY NINE DEVELOPMENT, LLC
4250 N DRINKWATER BLVD, SUITE 300
SCOTTSDALE, AZ 85251
CONTACT: MICHAEL DIGANGI
EMAIL: MIKE@P9DEVELOPMENT.COM
TEL: 949-423-9344

DEVELOPER

DUTCH BROS COFFEE
110 SW 4TH STREET
GRANTS PASS, OR 97526
CONTACT: RUSS ORSI
TEL: (916) 765-7270
EMAIL: RUSS.ORSI@DUTCHBROS.COM

ENGINEER

BARGHAUSEN CONSULTING ENGINEERS, INC.
18215 72ND AVE. SOUTH
KENT, WA 98032
TEL: (425) 251-6222
CONTACT: HAL P. GRUBB, P.E.

SURVEYOR

JTS ENGINEERING CONSULTANTS
1808 J STREET
SACRAMENTO, CA 95811
TEL: (916) 441-6708
CONTACT: MAHBUB A. AMIN PLS.

BUILDING ARCHITECT

GNICH ARCHITECTURE STUDIO
1001 SE SANDY BOULEVARD, SUITE 100
PORTLAND, OR 97214
TEL: (503) 552-9079
CONTACT: DUSTIN HENION

LANDSCAPE ARCHITECT

BARGHAUSEN CONSULTING ENGINEERS, INC.
18215 72ND AVENUE SOUTH
KENT, WA 98032
TEL: (425) 251-6222
CONTACT: JEFF VARLEY, R.L.A.

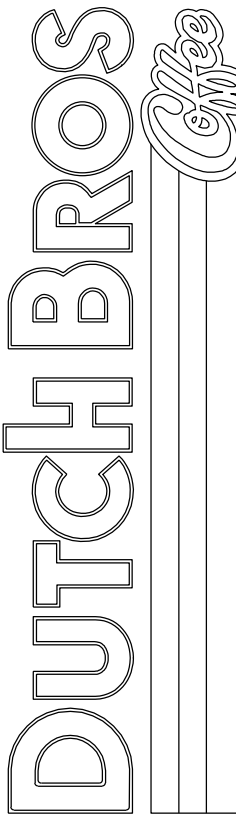
LEGEND:

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CURB AND GUTTER	LUMINAIRE (LUM.)
BARRIER CURB	YARD LIGHT
CONCRETE	UTILITY POLE
ASPHALT	JUNCTION BOX (AS NOTED)
SAWCUT	CATCH BASIN
CONTOUR	STORM DRAIN MANHOLE/INLET
WATER	GAS METER
WATER METER	GAS VALVE
STORM	WATER VALVE (WV)
SANITARY	FIRE HYDRANT(FH)
GAS	CONNECTION(FDC)
POWER	WATER METER
PAINT STRIPE	SIGN
TYPE 1 CATCH BASIN	DIRECTIONAL ARROW
TYPE 2 CATCH BASIN	BOLLARD
SANITARY SEWER CLEANOUT	

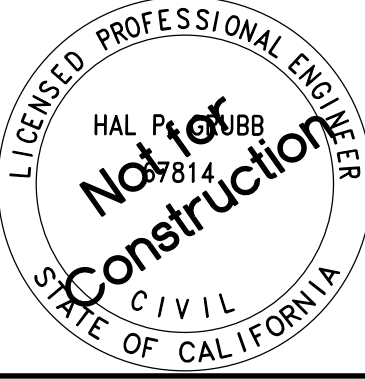
PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY COVER SHEET
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670

Title:



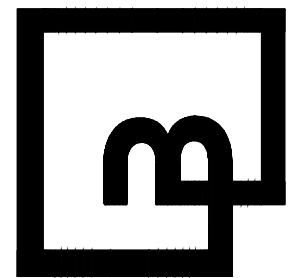
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Drawn JAH
Checked JAH
Approved HPG
Date 04/15/21

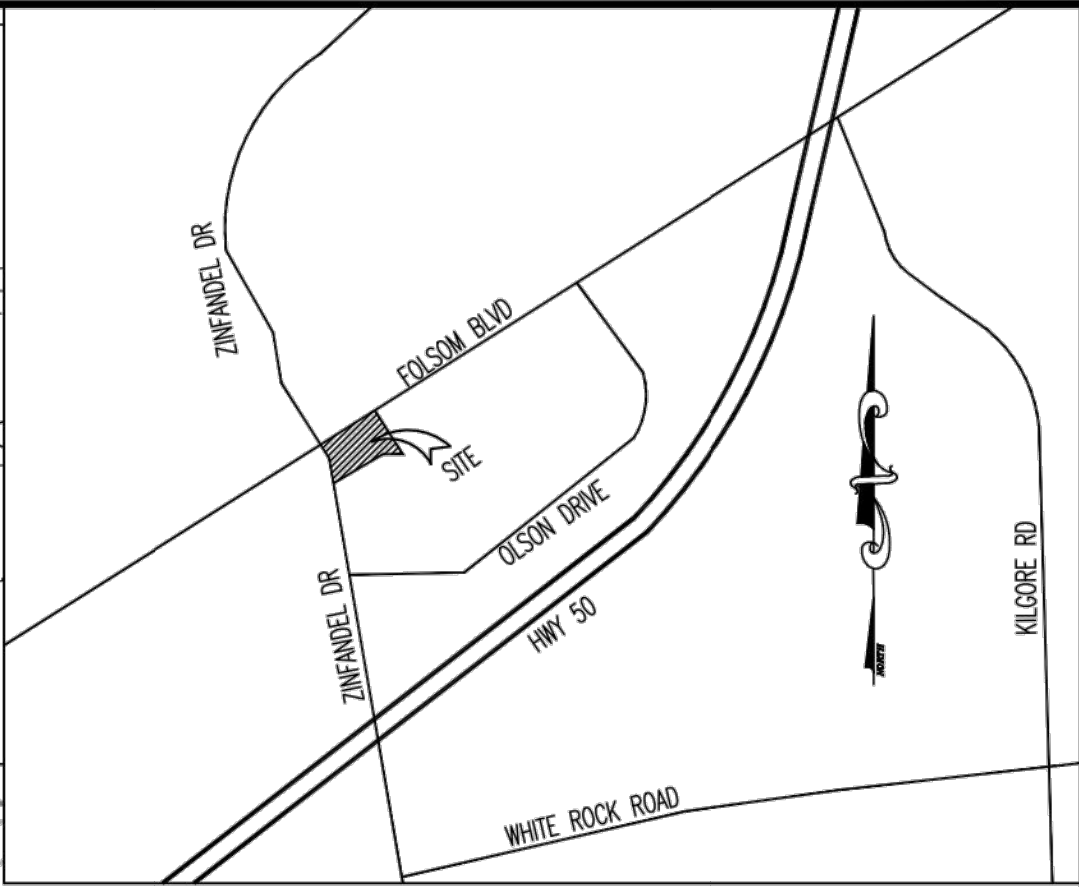
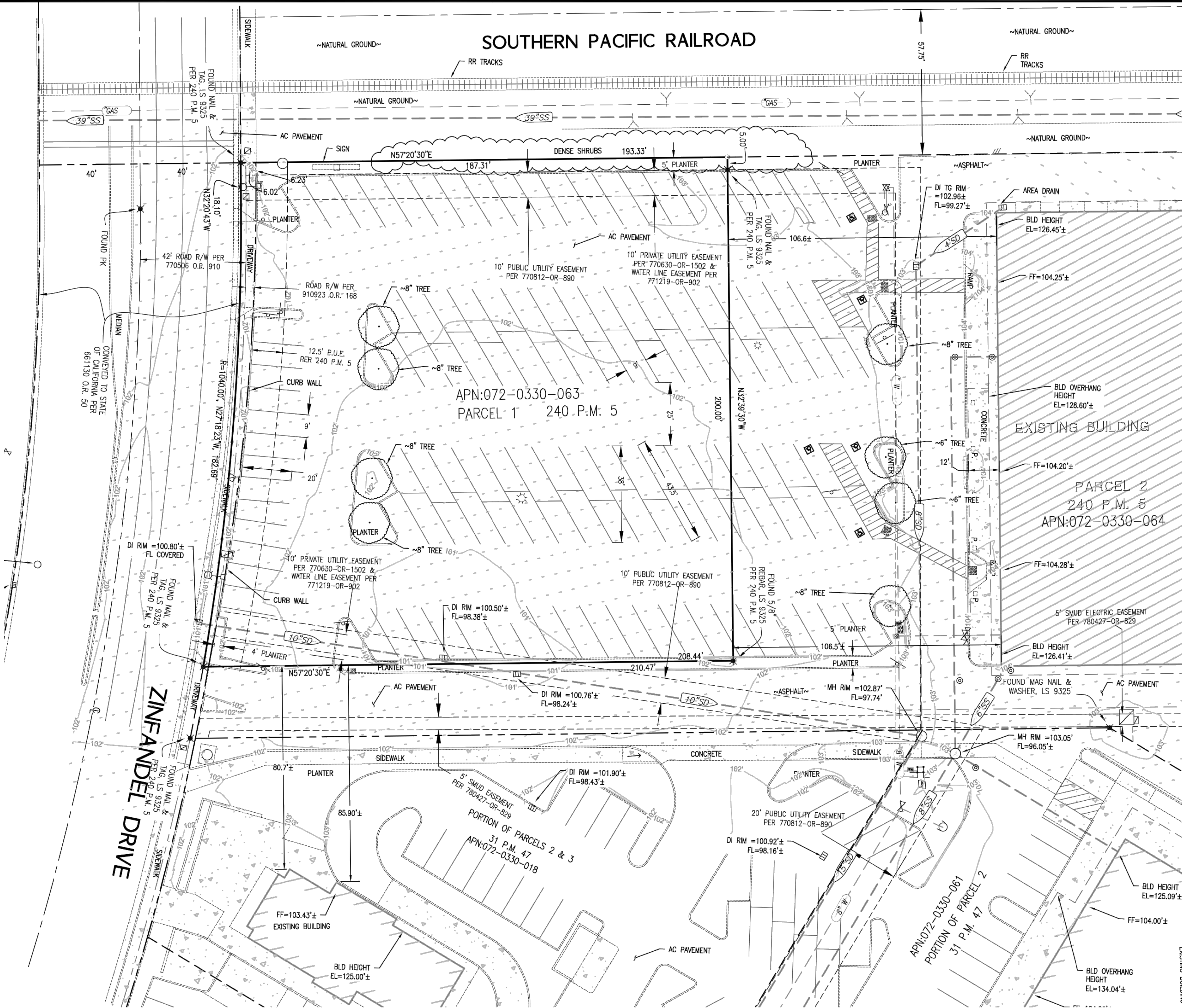
Barghausen Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222
barghausen.com



Job Number 21361
Sheet PC
2019 DB
Franchising USA, LLC

SURVEY NOTES:

- 1) PRELIMINARY TITLE REPORT WAS PROVIDED FOR THE PREPARATION OF THIS SURVEY BY CHICAGO TITLE COMPANY ORDER NO. 125099-TG3, UPDATE B, EFFECTIVE DATE 6/18/2020
- 2) THE POSITION OF IDENTIFIED RECORD EASEMENTS HAVE BEEN PLOTTED USING RECORD DESCRIPTIONS. SURFACE FACILITIES HAVE BEEN PLOTTED USING FIELD INFORMATION. THE ACTUAL LOCATIONS OF UNDERGROUND FACILITIES SHOULD BE VERIFIED PRIOR TO ANY NEW CONSTRUCTIONS.
- 3) BOUNDARY INFORMATION SHOWN HEREON IS FROM RECORD PER PARCEL MAP FILED IN 240-PM-5.
- 4) THE TYPES, LOCATION, SIZES AND/OR DEPTHS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS WERE OBTAINED FROM SOURCES OF VARYING RELIABILITY. INTERESTED PARTIES ARE CAUTIONED THAT ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. JTS ENGINEERING CONSULTANTS, INC. ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF ITS DELINEATION OF SUCH UNDERGROUND UTILITIES NOR FOR THE EXISTENCE OF OTHER BURIED OBJECTS OR UTILITIES WHICH MAY BE ENCOUNTERED BUT WHICH ARE NOT SHOWN ON THESE DRAWINGS. PRESCRIPTIVE EASEMENTS MAY EXIST OVER THOSE FACILITIES WHICH ARE NOT WITHIN THE RECORD EASEMENT.
- 5) FOUND MONUMENTS ARE SHOWN. NO MONUMENTS WERE SET AS A PART OF THIS SURVEY.



VICINITY MAP
NO SCALE

LEGEND

- MANHOLE
- DRAIN INLET
- WATER LINE
- DRAIN LINE
- SEWER LINE
- GAS LINE
- FIRE HYDRANT
- WATER VALVE
- SEWER CLEAN OUT
- WATER METER
- FIRE DEPT. CONNECTION
- EDGE OF PAVEMENT
- BACK FLOW PREVENTER
- CONCRETE CURB
- SPOT ELEVATION
- TRAFFIC SIGNAL
- TRAFFIC SIGNAL WITH LIGHT
- PARKING LIGHT
- PULL BOX
- GAS VALVE
- UTILITY POLE
- GAS METER
- OVER HEAD WIRE
- UTILITY POLE W/GUY
- PUBLIC STREET LIGHT
- SIGN
- FENCE
- WALL
- GUARD POST
- TREE
- VAULT
- TRANSFORMER
- RAIN WATER LEADER

BENCHMARK ELEV. 92.53' NAVD88
29961 BM 8" STAMPED "CO CM 19-21" BD
WEST END OF NORTH HEADWALL 27' N. OF
BELCAN WAY AND 150' W. OF ZINFANDEL DR.
FIELD BOOK NO. _____ PG. _____

JTS ENGINEERING CONSULTANTS, INC.
1808 J STREET
SACRAMENTO CALIFORNIA 95811 (916) 441-6708

DESIGNED: N/A
DRAWN: HKS
CHECKED: JTS
SUBMITTED: JAVED T. SIDDIQUI, P.E. 25924

SCALE:
1"=20'



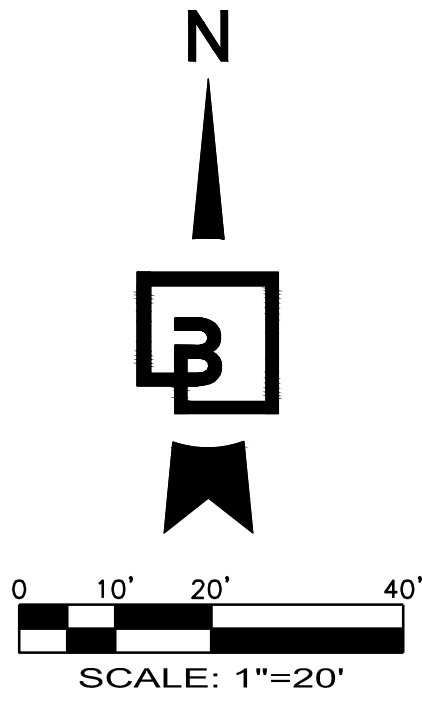
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TOPOGRAPHIC SURVEY
2805 ZINFANDEL DRIVE
CITY OF RANCHO CORDOVA
APN: 072-0330-063

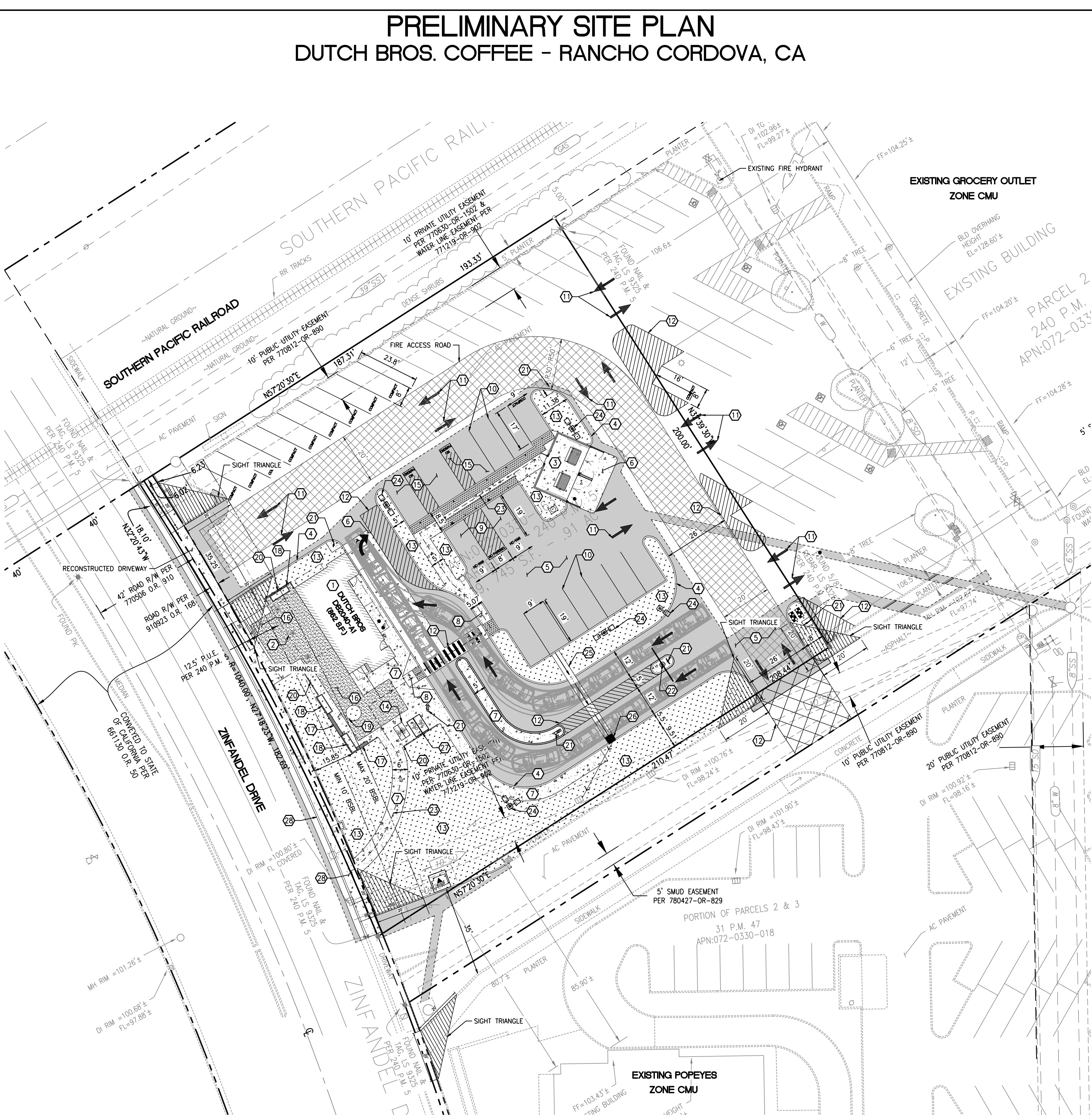
DATE: 7/7/2020
SHEET
1
OF 1

ITEM 18.1

The name DUTCH BROS., and all associated logos, distinctive designs, content, information, and other materials featured, displayed, contained herein, and made available by Dutch Bros., including but not limited to, the "look and feel" of the establishments and products, all text, images, colors, configurations, graphics, designs, illustrations, photographs, and pictures (collectively, the "Materials") are owned by and/or licensed by DB Franchising USA, LLC and are protected by copyright, trademark, trade dress, patent, and/or other intellectual property rights and unfair competition laws under the United States and foreign laws.



LEGEND	
EXISTING CURB TO REMAIN	
PROPOSED CURB	
PROPOSED LANDSCAPING	
PROPOSED ASPHALT	
PROPOSED CONCRETE	



CONSTRUCTION NOTES:

1. PROPOSED DUTCH BROS. COFFEE. SEE ARCHITECTURAL PLANS FOR DETAILS.
2. PROPOSED CANOPY. SEE ARCHITECTURAL PLANS FOR DETAILS.
3. PROPOSED 14'X24' TRASH ENCLOSURE WITH CONCRETE PAD. SEE ARCHITECTURAL PLANS FOR DETAILS.
4. PROPOSED CONCRETE BARRIER CURB, TYPICAL. REFER TO DETAIL 1/PD.
5. PROPOSED ASPHALT PAVEMENT, TYPICAL.
6. PROPOSED ON-SITE CONCRETE PAVEMENT, TYPICAL.
7. PROPOSED ON-SITE CONCRETE SIDEWALK, TYPICAL.
8. PROPOSED ADA RAMP.
9. PROPOSED ACCESSIBLE PARKING SPACE AND AISLE WITH ALL REQUIRED SIGNAGE.
10. PROPOSED 4" WIDE WHITE REFLECTIVE PAINT PARKING STALL STRIPES, TYPICAL.
11. PROPOSED DIRECTIONAL PAVEMENT MARKINGS, TYPICAL.
12. PROPOSED PAVEMENT MARKING.
13. PROPOSED LANDSCAPE AREA, TYPICAL.
14. PROPOSED SHORT TERM BICYCLE PARKING. REFER TO DETAIL 2/PD.
15. PROPOSED FUTURE EV PARKING.
16. PROPOSED DECORATIVE STAMPED CONCRETE.
17. PROPOSED 20" HIGH CMU SEAT WALL: WRAPPED IN STONE TO MATCH BUILDING ARCHITECTURE. REFER TO DETAIL 4/PD.
18. PROPOSED PRECAST CONCRETE PLANTER.
19. PROPOSED LANDSCAPE PLANTER WITH SHADE TREE.
20. PROPOSED 42" TALL DECORATIVE WIRE MESH FENCE. REFER TO DETAIL 3/PD.
21. PROPOSED SIGN. REFER TO SIGNING PLANS BY OTHERS FOR ADDITIONAL INFORMATION, TYPICAL.
22. PROPOSED CLEARANCE BAR. REFER TO SIGNING PLANS BY OTHERS FOR ADDITIONAL INFORMATION, TYPICAL.
23. ADA ACCESSIBLE PATH.
24. PROPOSED SITE LIGHTING. REFER TO LIGHTING PLANS BY OTHERS FOR ADDITIONAL INFORMATION.
25. PROPOSED CONCRETE SWALE. PER DETAIL 5/PD.
26. PROPOSED CATCHBASIN.
27. PROPOSED LONG TERM BICYCLE PARKING.
28. PROPOSED OFF-SITE CONCRETE SIDEWALK, CURB, AND GUTTER PER SACRAMENTO COUNTY STANDARD DETAILS 4-30 - 4-32.

FLOOD ZONE:

THE FLOOD ZONE DESIGNATION FOR THE SUBJECT PROPERTY IS ZONE "X", WHICH IS DESCRIBED TO BE AN AREA OF MINIMAL FLOOD HAZARD PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 06067C0206H, EFFECTIVE ON 08/16/2012.

SIGHT TRIANGLE NOTE

RESTRICT MATURE PLANT HEIGHTS AND OTHER OBSTRUCTIONS TO 30" MAXIMUM ABOVE THE PAVEMENT ELEVATION

ATTACHMENT 1

PRELIMINARY SITE PLAN
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670

Title:

For:

Scale:

Horizontal
1" = 20'

Vertical
N/A

Designed JAH

Drawn JAH

Checked JAH

Approved HFG

Date 04/15/21

Barghausen Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222
barghausen.com

Job Number
21361

Sheet
SP-1

2019 DB
Franchising USA, LLC

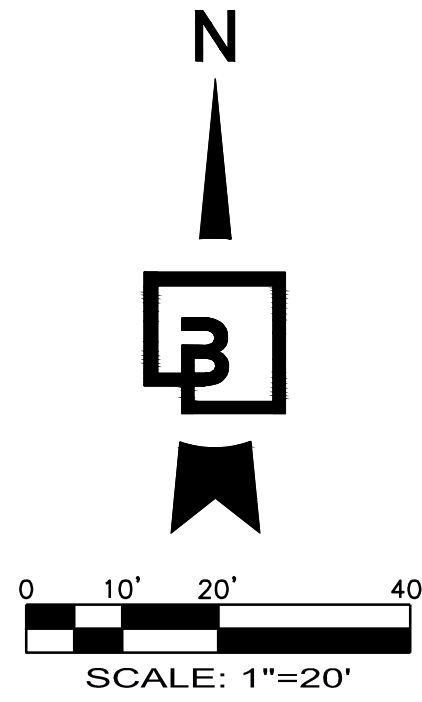
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LICENSED PROFESSIONAL ENGINEER
HAL P. BARGHAUSEN
No. 9814
CIVIL
STATE OF CALIFORNIA

4/15/2021 5:43 PM CTHOMPSON

Page 288 of 1082

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PRELIMINARY GRADING AND DRAINAGE DUTCH BROS. COFFEE - RANCHO CORDOVA, CA

GRADING LEGEND

FF - FINISHED FLOOR
FL - FLOWLINE
FSH- FLUSH
ME - MATCH EXISTING
TC - TOP OF CURB/SIDEWALK
TP - TOP OF PAVING

STORM WATER SUMMARY

THE PROPOSED SITE IMPROVEMENTS WILL RESULT IN AN IMPERVIOUS AREA LESS THAN ONE (1) ACRE. AS A RESULT, THE SITE WILL NOT BE SUBJECT TOTREATMENT OR HYDROMODIFICATION REQUIREMENTS.

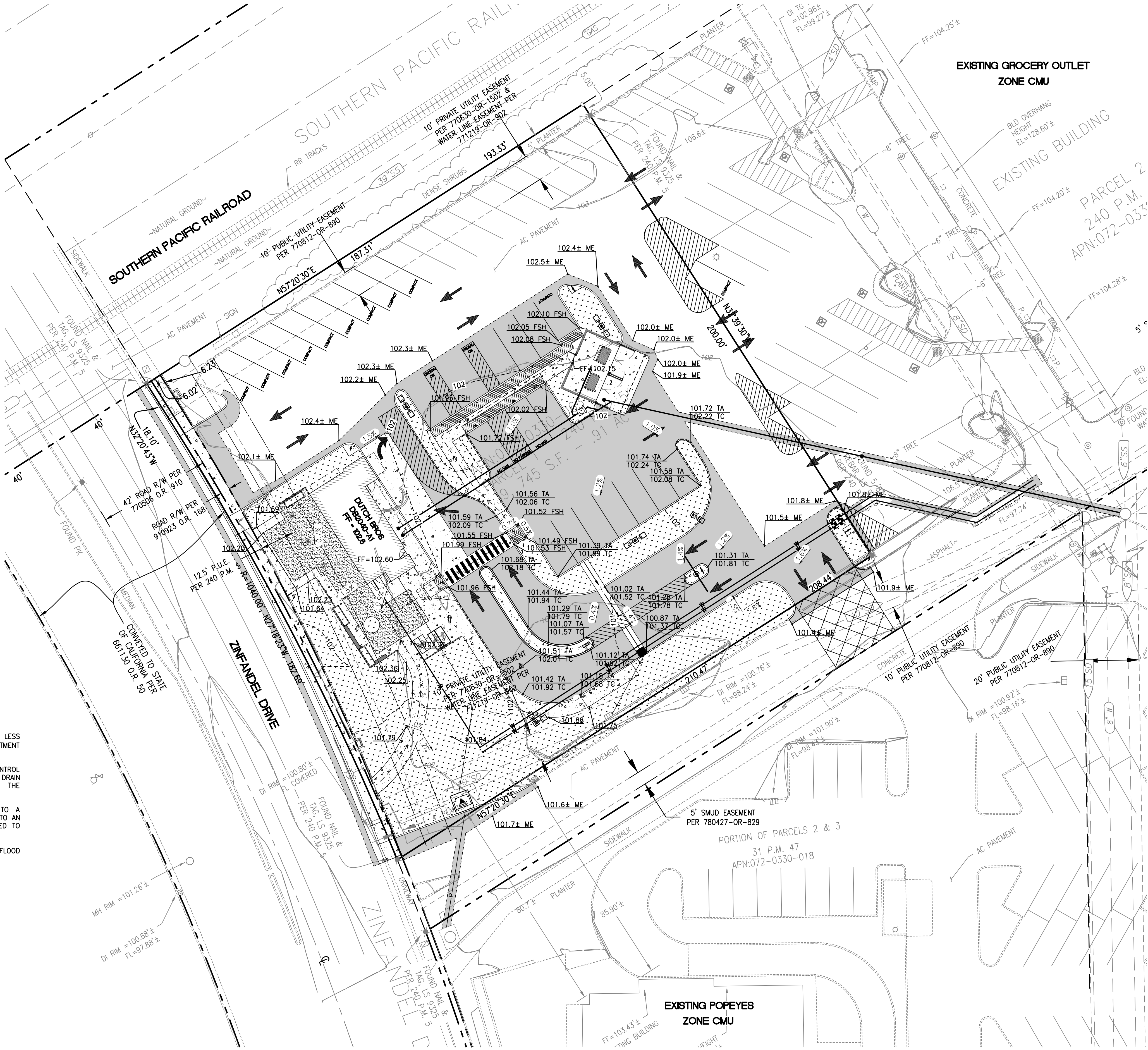
THE PROPOSED REFUSE ENCLOSURE WILL CONFORM TO SOURCE CONTROL REQUIREMENTS. THE ENCLOSURE WILL BE COVERED AND HAVE AN INTERIOR DRAIN THAT FLOWS THROUGH A GREASE INTERCEPTOR BEFORE CONNECTING TO THE SANITARY SEWER SYSTEM.

THE PROPOSED STORMWATER SYSTEM WILL INCORPORATE SURFACE FLOW TO A PROPOSED ONSITE CATCH BASIN. THE PROPOSED CATCH BASIN WILL CONNECT TO AN EXISTING CATCH BASIN. FROM THE CATCH BASINS THE STORM WATER IS PIPED TO THE CITY'S STORMWATER SYSTEM.

THE PROPOSED FINISH FLOOR ELEVATION IS 1.5 FEET ABOVE THE BASE FLOOD ELEVATION.

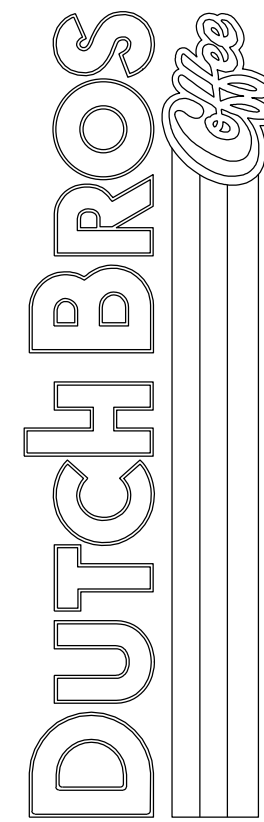
LEGEND

EXISTING CURB TO REMAIN	
PROPOSED CURB	
PROPOSED LANDSCAPING	
PROPOSED ASPHALT	
PROPOSED CONCRETE	

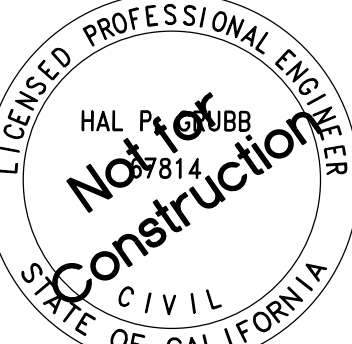


PRELIMINARY NOT FOR CONSTRUCTION

Title:
PRELIMINARY GRADING AND DRAINAGE PLAN
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670



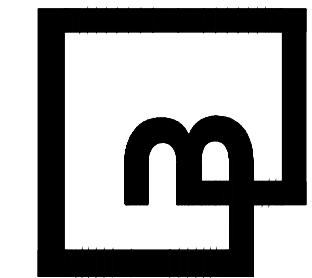
For:



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1" = 20'
Vertical
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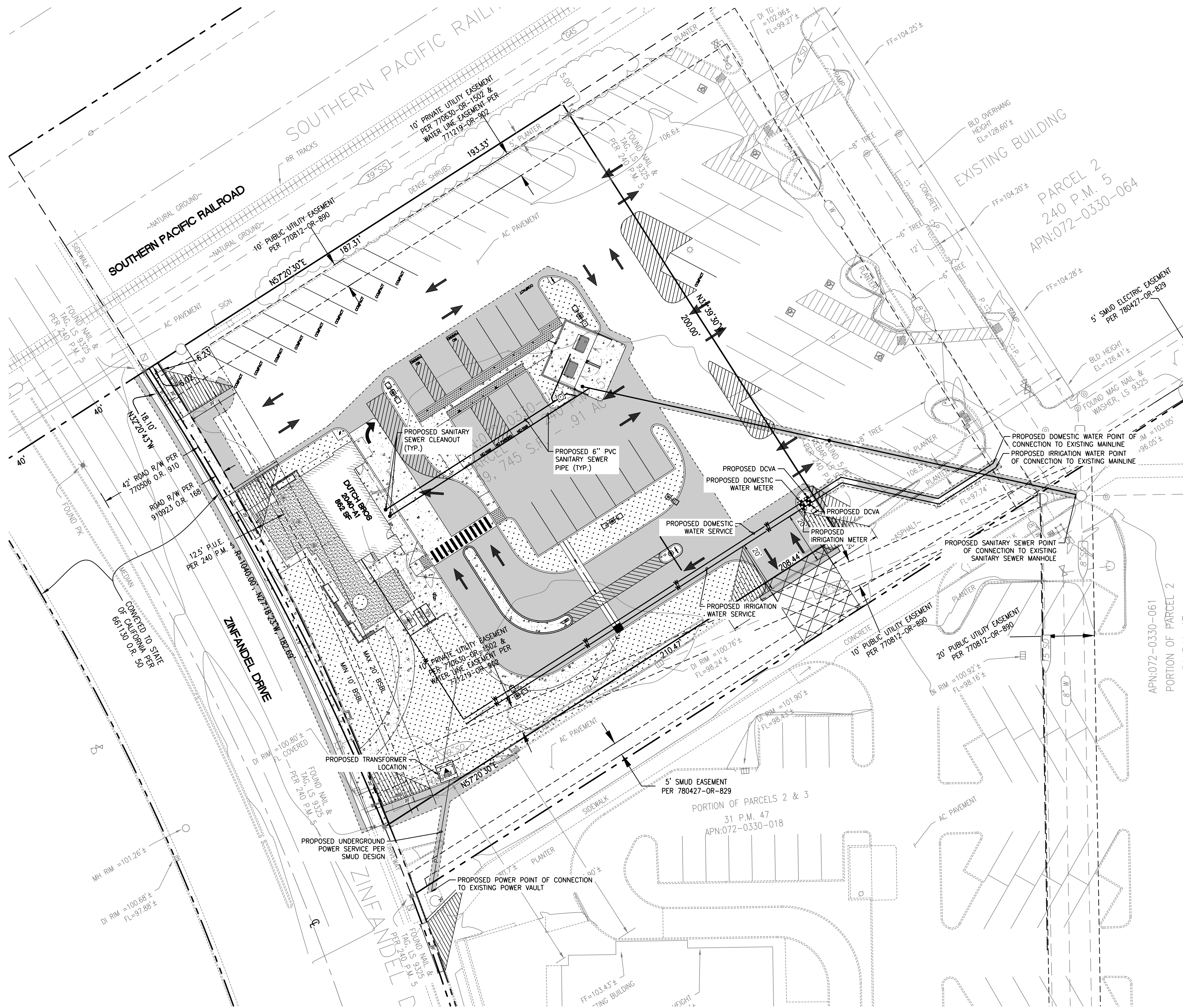
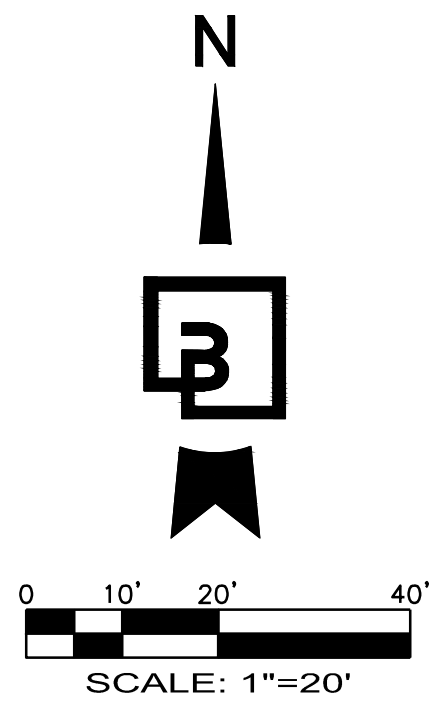
Designed	JAH
Drawn	JAH
Checked	JAH
Approved	HFG
Date	04/15/21

Barghausen Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222 barghausen.com



Job Number	21361
Sheet	PGM
2019 DB Franchising USA, LLC	

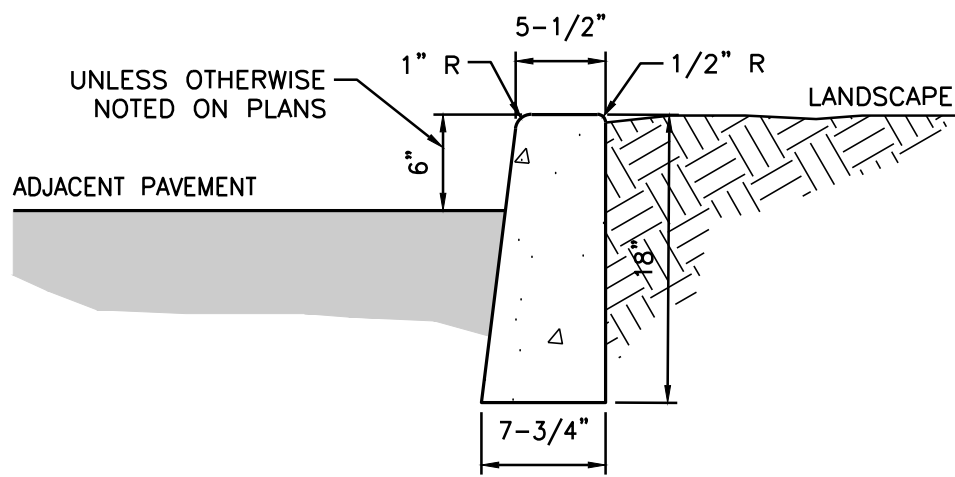
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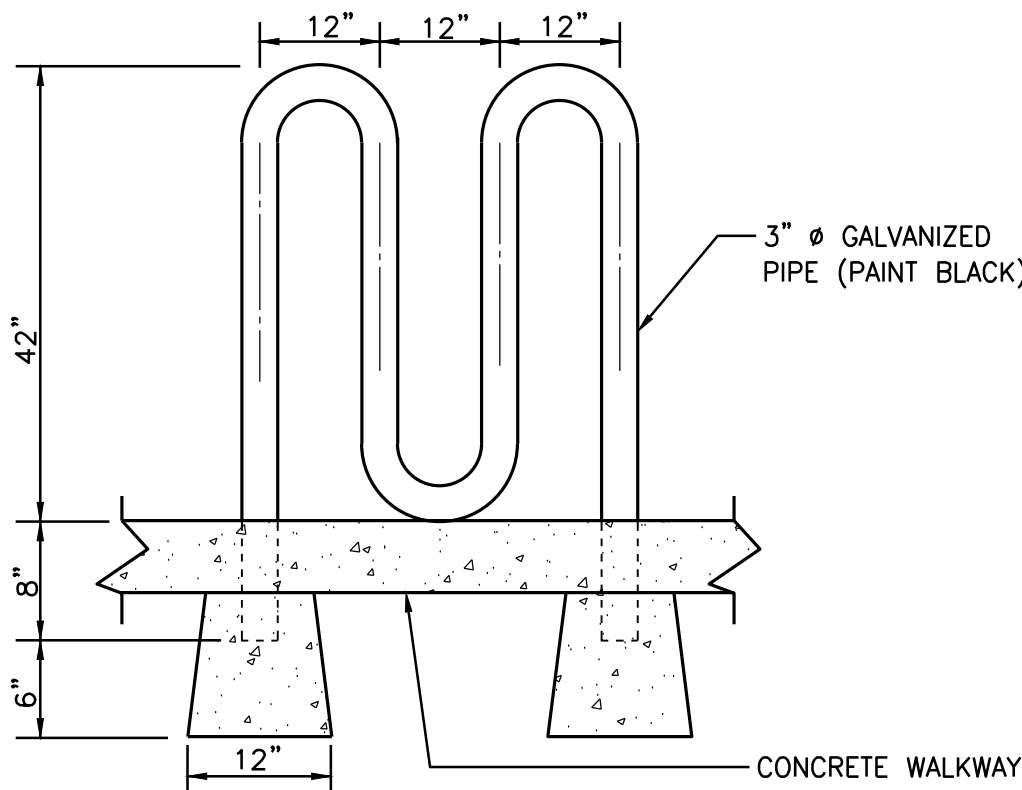
ITEM 18.1.

The name DUTCH BROS. and all associated logos, distinctive designs, content, information, and other materials featured, displayed, contained herein, and made available by Dutch Bros., including but not limited to, the "look and feel" of the establishments and products, all text, images, colors, configurations, graphics, designs, illustrations, photographs, and pictures (collectively, the "Materials") are owned by and/or licensed by DB Franchising USA, LLC and are protected by copyright, trademark, trade dress, patent, and/or other intellectual property rights and unfair competition laws under the United States and foreign laws."

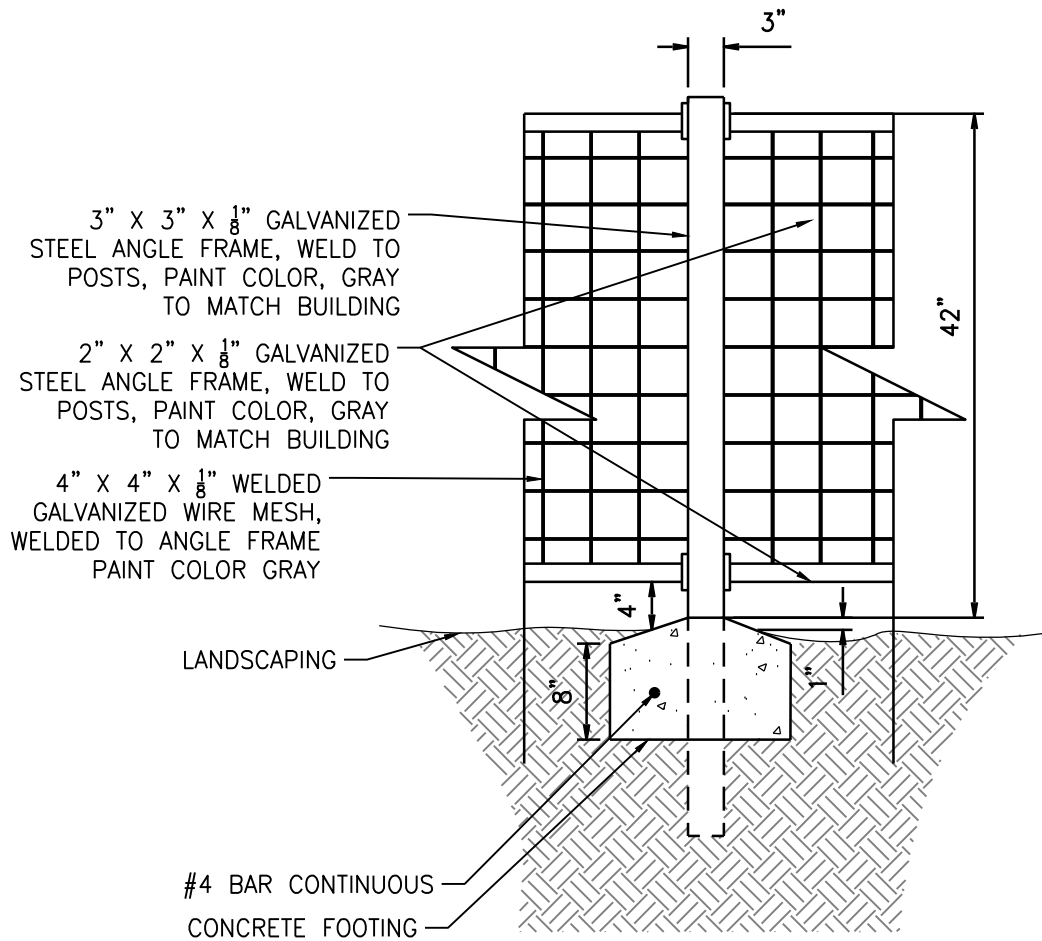
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DUTCH BROS. COFFEE – RANCHO CORDOVA, CA



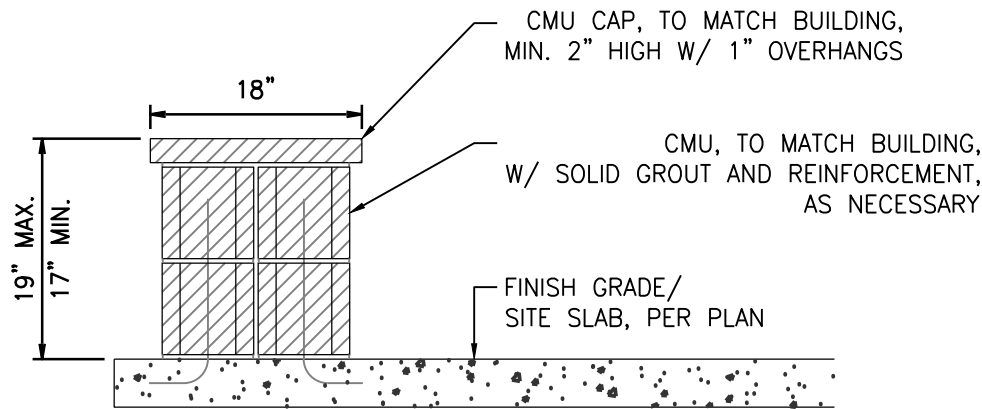
1 ON-SITE BARRIER CURB
PD NOT TO SCALE



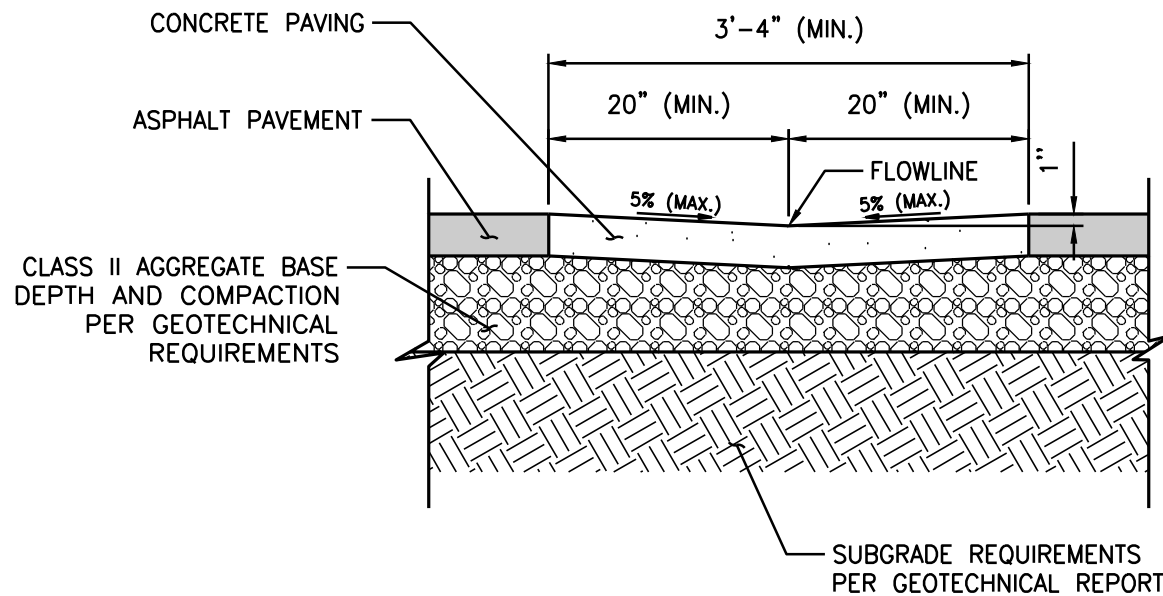
2 BIKE RACK
PD NOT TO SCALE



3 WIRE MESH FENCE
PD NOT TO SCALE



4 SEAT WALL
PD NOT TO SCALE

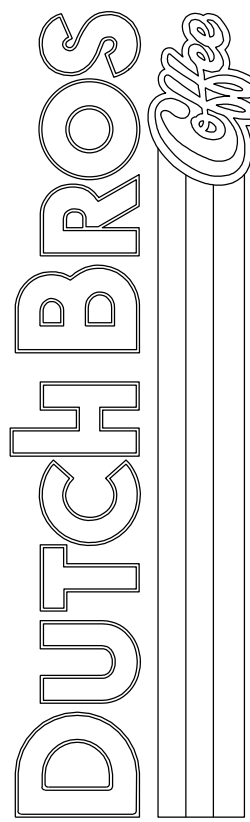


5 CONCRETE SWALE
PD NOT TO SCALE

ATTACHMENT 1

PRELIMINARY CIVIL DETAILS SHEET
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670

Title:



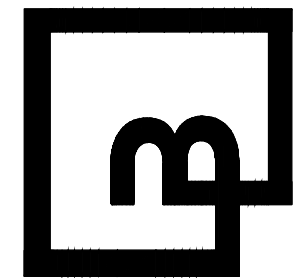
For:



Scale:
Horizontal N/A
Vertical N/A

Designed: JAH
Drawn: JAH
Checked: JAH
Approved: HPG
Date: 04/15/21

Barghausen Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222 barghausen.com



Job Number
21361

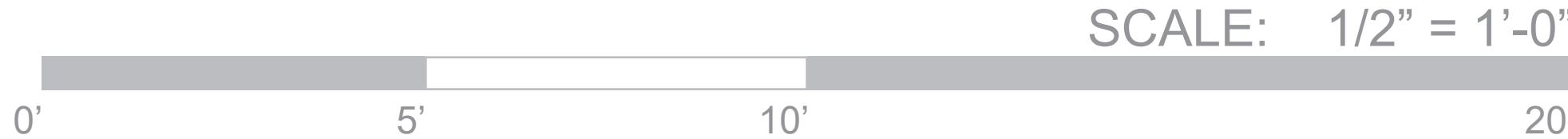
Sheet
PD
2019 DB
Franchising USA, LLC

PRELIMINARY NOT FOR CONSTRUCTION



SIDING SCHEDULE				
ID TAG	MATERIAL	MANUFACTURER	MODEL	REMARKS
ZONE 1 (BODY)				
1A	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: COOL REGAL BLUE ORIENTATION: VERTICAL
1B	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: OLD TOWN GRAY ORIENTATION: VERTICAL
ZONE 2 (TOWER)				
2	FIBER CEMENT SIDING & CORNERS	NICHIHA	VINTAGEWOOD, AWP1818	COLOR: ASH
ZONE 3 (3' BASE)				
3	CMU VENEER AND SILL	WILLAMETTE GRAYSTONE	4-8-16, SPLIT FACE	COLOR: PEWTER - REVIEW FINAL COLOR SELECTION WITH DB
ZONE 4 (FRAMED CANOPY)				
4	FASCIA	-	METAL FASCIA	3 SIDES. COLOR: OLD TOWN GRAY (DB GRAY AS AVAILABLE)
5	SOFFIT	HEWN ELEMENTS	NATURAL NORTHWESTER SPRUCE	1x8, T&G, 1/8" REVEAL
6	BEAM	-	6x, COORD. W/ STRUCT.	NO. 1 COMMON, STAIN TO MATCH 5
7	POSTS	-	6x6 HSS; COORD. W/ STRUCT.	COLOR: SHERWIN-WILLIAMS, GP-0624 (DB GRAY)
NOTE: PROVIDE 3"x2" SMOOTH DOWNSPOUTS, AND ALL NECESSARY ADAPTORS, AT AWNING AND CANOPY LOCATIONS; DOWNSPOUT COLOR TO MATCH BODY MATERIAL PER ELEVATION.				

NOTE:
HVAC AND OTHER MECHANICAL
EQUIPMENT IS ROOF TOP
MOUNTED AND SCREENED BY
PARAPET 2





SIDING SCHEDULE				
ID TAG	MATERIAL	MANUFACTURER	MODEL	REMARKS
ZONE 1 (BODY)				
1A	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: COOL REGAL BLUE ORIENTATION: VERTICAL
1B	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: OLD TOWN GRAY ORIENTATION: VERTICAL
ZONE 2 (TOWER)				
2	FIBER CEMENT SIDING & CORNERS	NICHIHA	VINTAGEWOOD, AWP1818	COLOR: ASH
ZONE 3 (3' BASE)				
3	CMU VENEER AND SILL	WILLAMETTE GRAYSTONE	4-8-16, SPLIT FACE	COLOR: PEWTER - REVIEW FINAL COLOR SELECTION WITH DB
ZONE 4 (FRAMED CANOPY)				
4	FASCIA	-	METAL FASCIA	3 SIDES; COLOR: OLD TOWN GRAY (DB GRAY AS AVAILABLE)
5	SOFFIT	HEWN ELEMENTS	NATURAL NORTHWESTER SPRUCE	1x8, T&G, 1/8" REVEAL
6	BEAM	-	6x, COORD. W/ STRUCT.	NO. 1 COMMON; STAIN TO MATCH 5
7	POSTS	-	6x6 HSS; COORD. W/ STRUCT.	COLOR: SHERWIN-WILLIAMS, GP-0624 (DB GRAY)
NOTE: PROVIDE 3"x2" SMOOTH DOWNSPOUTS, AND ALL NECESSARY ADAPTORS, AT AWNING AND CANOPY LOCATIONS; DOWNSPOUT COLOR TO MATCH BODY MATERIAL PER ELEVATION.				

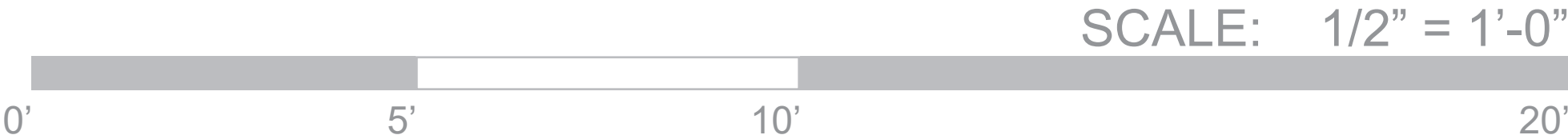
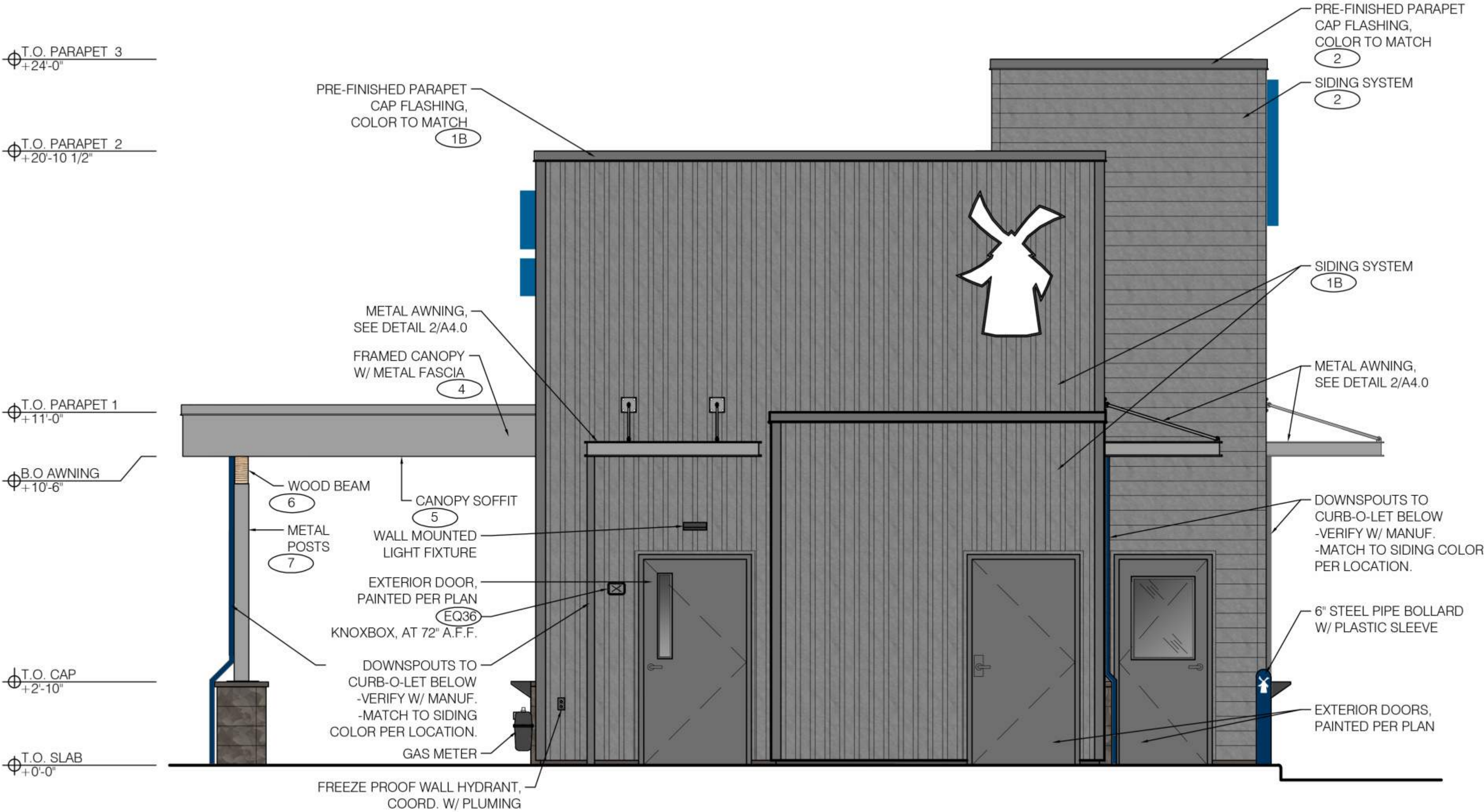
NOTE:
HVAC AND OTHER MECHANICAL
EQUIPMENT IS ROOF TOP
MOUNTED AND SCREENED BY
PARAPET 2





SIDING SCHEDULE				
ID TAG	MATERIAL	MANUFACTURER	MODEL	REMARKS
ZONE 1 (BODY)				
1A	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: COOL REGAL BLUE ORIENTATION: VERTICAL
1B	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: OLD TOWN GRAY ORIENTATION: VERTICAL
ZONE 2 (TOWER)				
2	FIBER CEMENT SIDING & CORNERS	NICHIHA	VINTAGEWOOD, AWP1818	COLOR: ASH
ZONE 3 (3' BASE)				
3	CMU VENEER AND SILL	WILLAMETTE GRAYSTONE	4-8-16, SPLIT FACE	COLOR: PEWTER - REVIEW FINAL COLOR SELECTION WITH DB
ZONE 4 (FRAMED CANOPY)				
4	FASCIA	-	METAL FASCIA	3 SIDES; COLOR: OLD TOWN GRAY (DB GRAY AS AVAILABLE)
5	SOFFIT	HEWN ELEMENTS	NATURAL NORTHWESTER SPRUCE	1x8, T&G, 1/8" REVEAL
6	BEAM	-	6x, COORD. W/ STRUCT.	NO. 1 COMMON; STAIN TO MATCH 5
7	POSTS	-	6x6 HSS; COORD. W/ STRUCT.	COLOR: SHERWIN-WILLIAMS, GP-0624 (DB GRAY)
NOTE: PROVIDE 3"x2" SMOOTH DOWNSPOUTS, AND ALL NECESSARY ADAPTORS, AT AWNING AND CANOPY LOCATIONS; DOWNSPOUT COLOR TO MATCH BODY MATERIAL PER ELEVATION.				

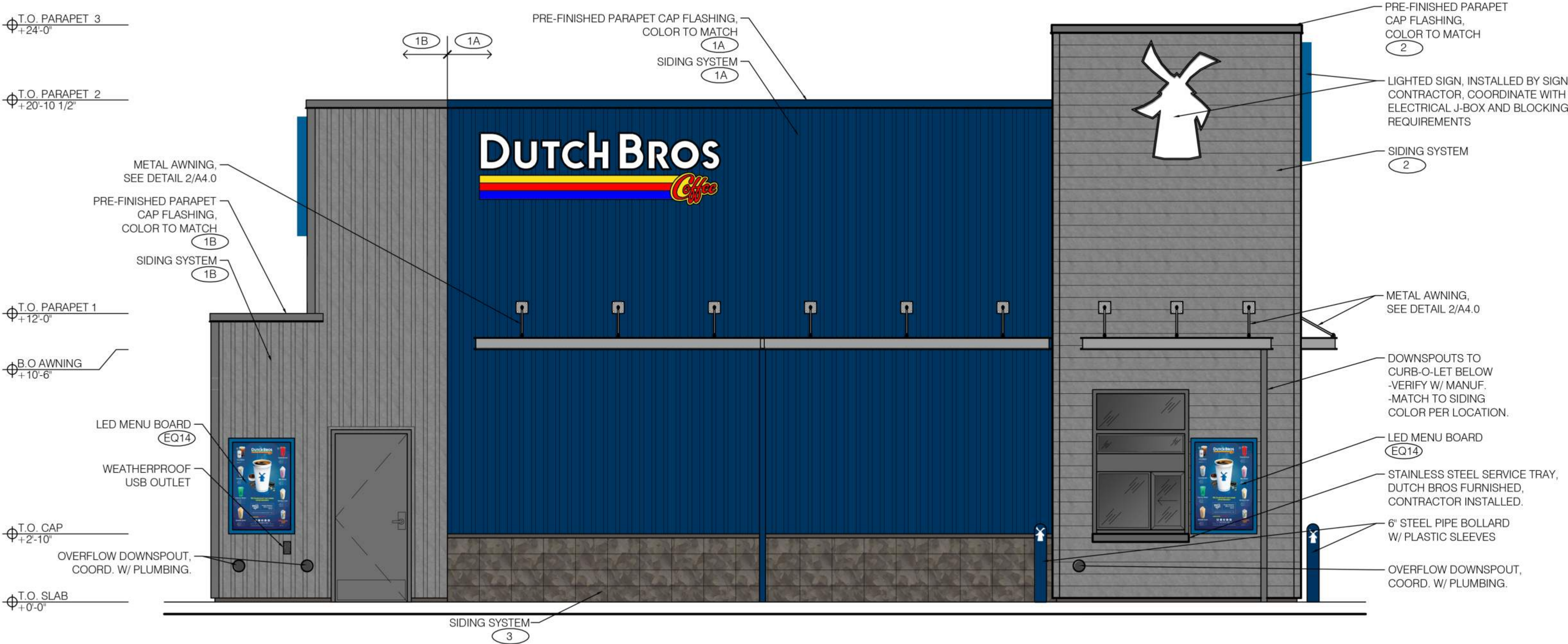
NOTE:
HVAC AND OTHER MECHANICAL
EQUIPMENT IS ROOF TOP
MOUNTED AND SCREENED BY
PARAPET 2

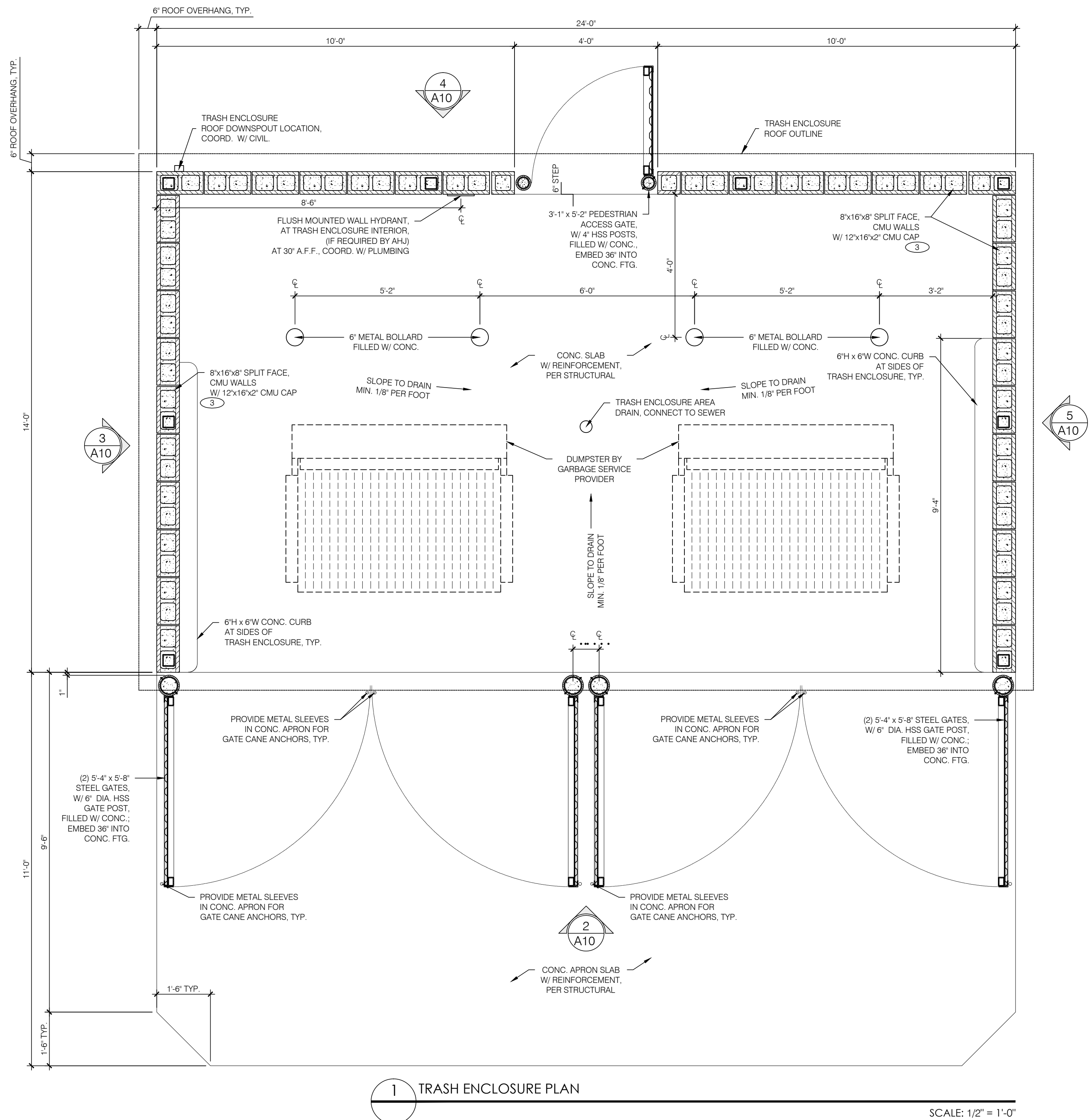




SIDING SCHEDULE				
ID TAG	MATERIAL	MANUFACTURER	MODEL	REMARKS
ZONE 1 (BODY)				
1A	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: COOL REGAL BLUE ORIENTATION: VERTICAL
1B	METAL SIDING	AEP SPAN	PROFILE: BOX RIB	COLOR: OLD TOWN GRAY ORIENTATION: VERTICAL
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ZONE 3 (3' BASE)				
3	CMU VENEER AND SILL	WILLAMETTE GRAYSTONE	4-8-16, SPLIT FACE	COLOR: PEWTER - REVIEW FINAL COLOR SELECTION WITH DB
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4	FASCIA	-	METAL FASCIA	3 SIDES; COLOR: OLD TOWN GRAY (DB GRAY AS AVAILABLE)
5	SOFFIT	HEWN ELEMENTS	NATURAL NORTHWESTER SPRUCE	1x8, T&G, 1/8" REVEAL
6	BEAM	-	6x, COORD. W/ STRUCT.	NO. 1 COMMON; STAIN TO MATCH 5
7	POSTS	-	6x6 HSS; COORD. W/ STRUCT.	COLOR: SHERWIN-WILLIAMS, GP-0624 (DB GRAY)
NOTE: PROVIDE 3"x2" SMOOTH DOWNSPOUTS, AND ALL NECESSARY ADAPTORS, AT AWNING AND CANOPY LOCATIONS; DOWNSPOUT COLOR TO MATCH BODY MATERIAL PER ELEVATION.				

NOTE:
HVAC AND OTHER MECHANICAL
EQUIPMENT IS ROOF TOP
MOUNTED AND SCREENED BY
PARAPET 2

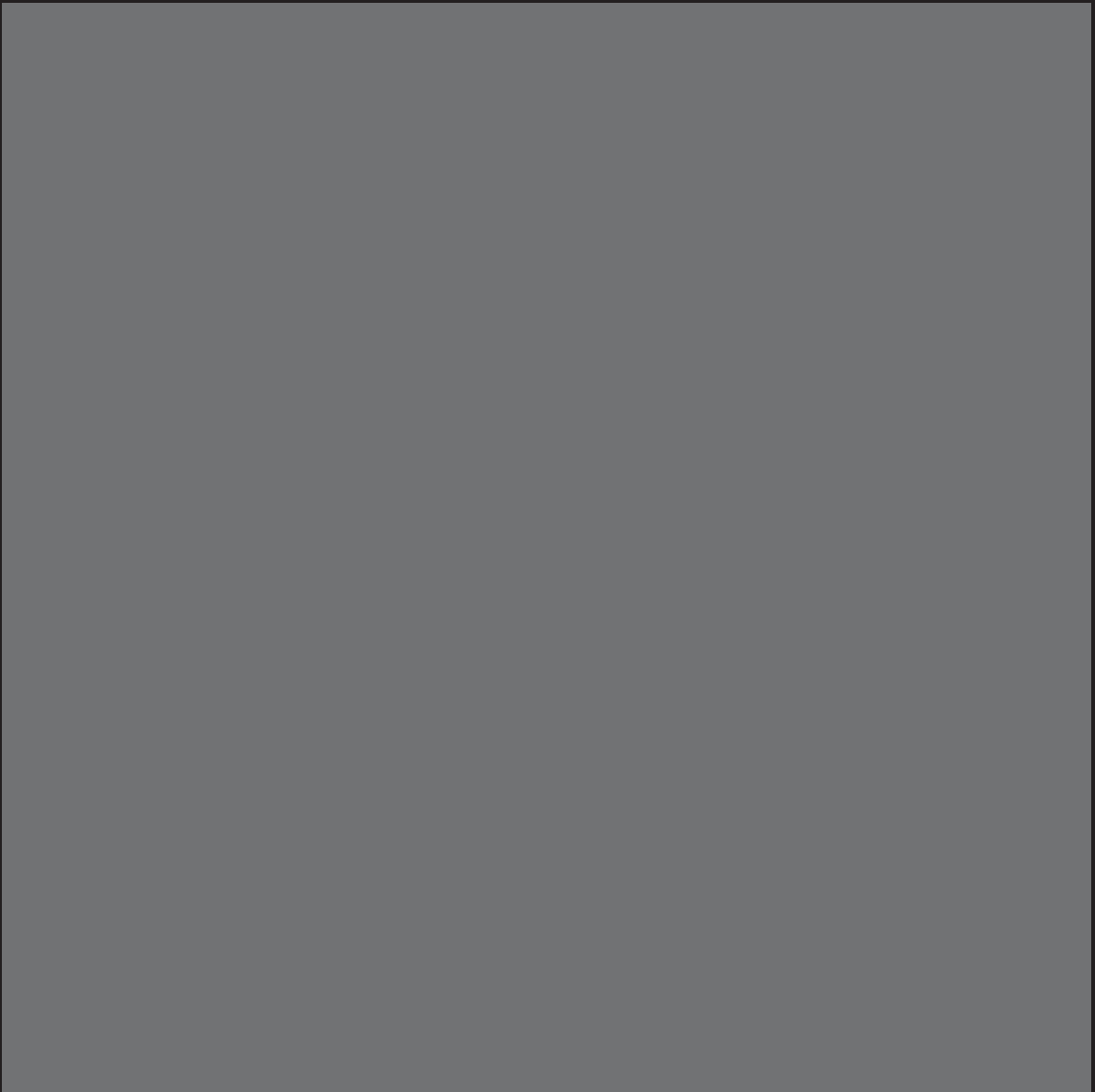






METAL SIDING

MANUFACTURER: AEP SPAN
PROFILE: BOX RIB
COLOR: REGAL BLUE



METAL SIDING

MANUFACTURER: AEP SPAN
PROFILE: BOX RIB
COLOR: OLD TOWN GRAY



FIBER CEMENT SIDING

MANUFACTURER: NICHIIHA
PROFILE: VINTAGEWOOD, AWP 1818
COLOR: ASH



CMU

MANUFACTURER: WILLAMETTE GRAY-
STONE
PROFILE: SPLIT-FACE
COLOR: PEWTER



WINDOW SYSTEM

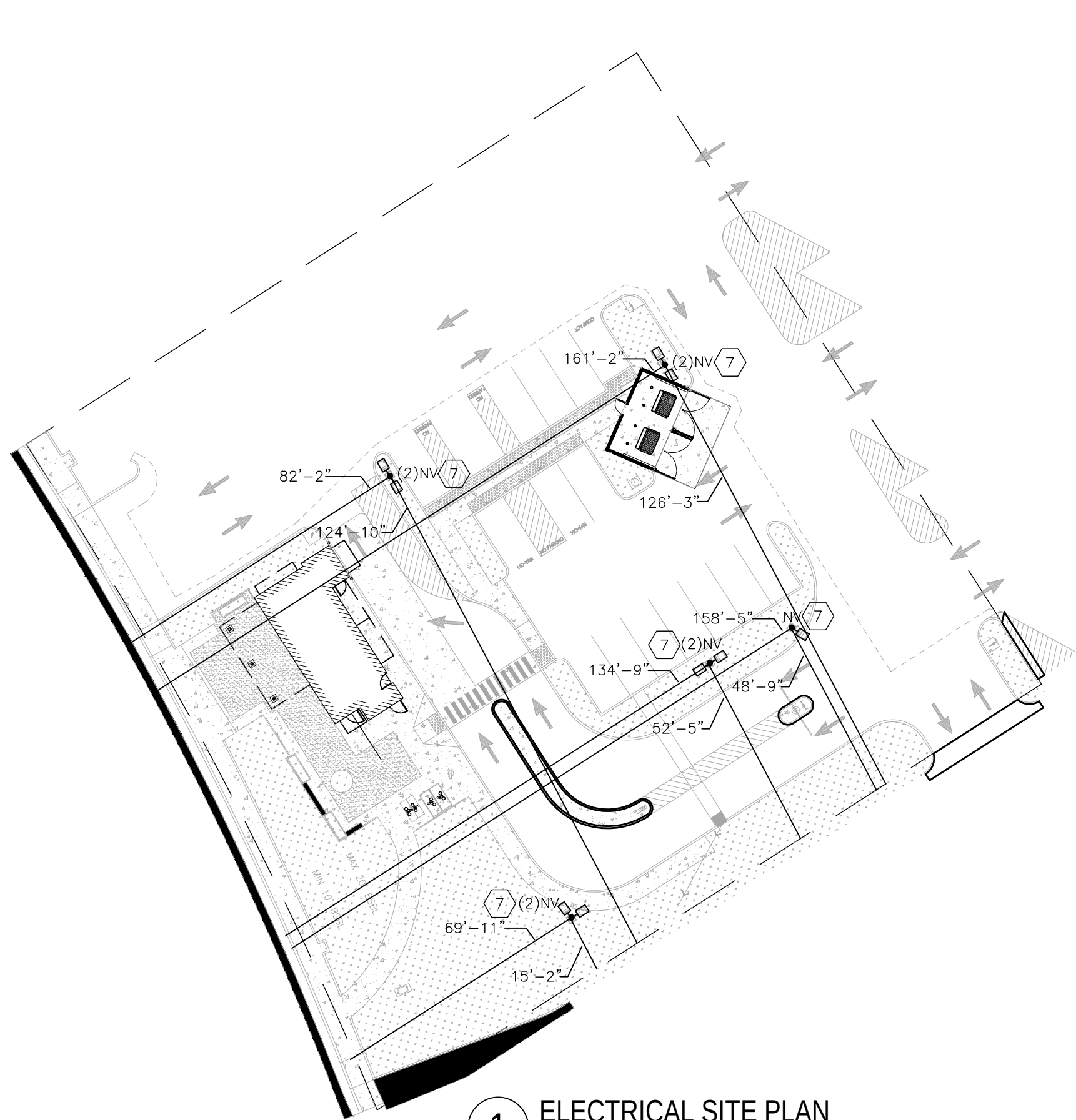
MANUFACTURER: KAWNEER OR
SUBSTANTIALLY SIMILAR
PROFILE: PERMANODIC ANODIZED
FINISHES
FINISH: CLEAR NO 14 / 17



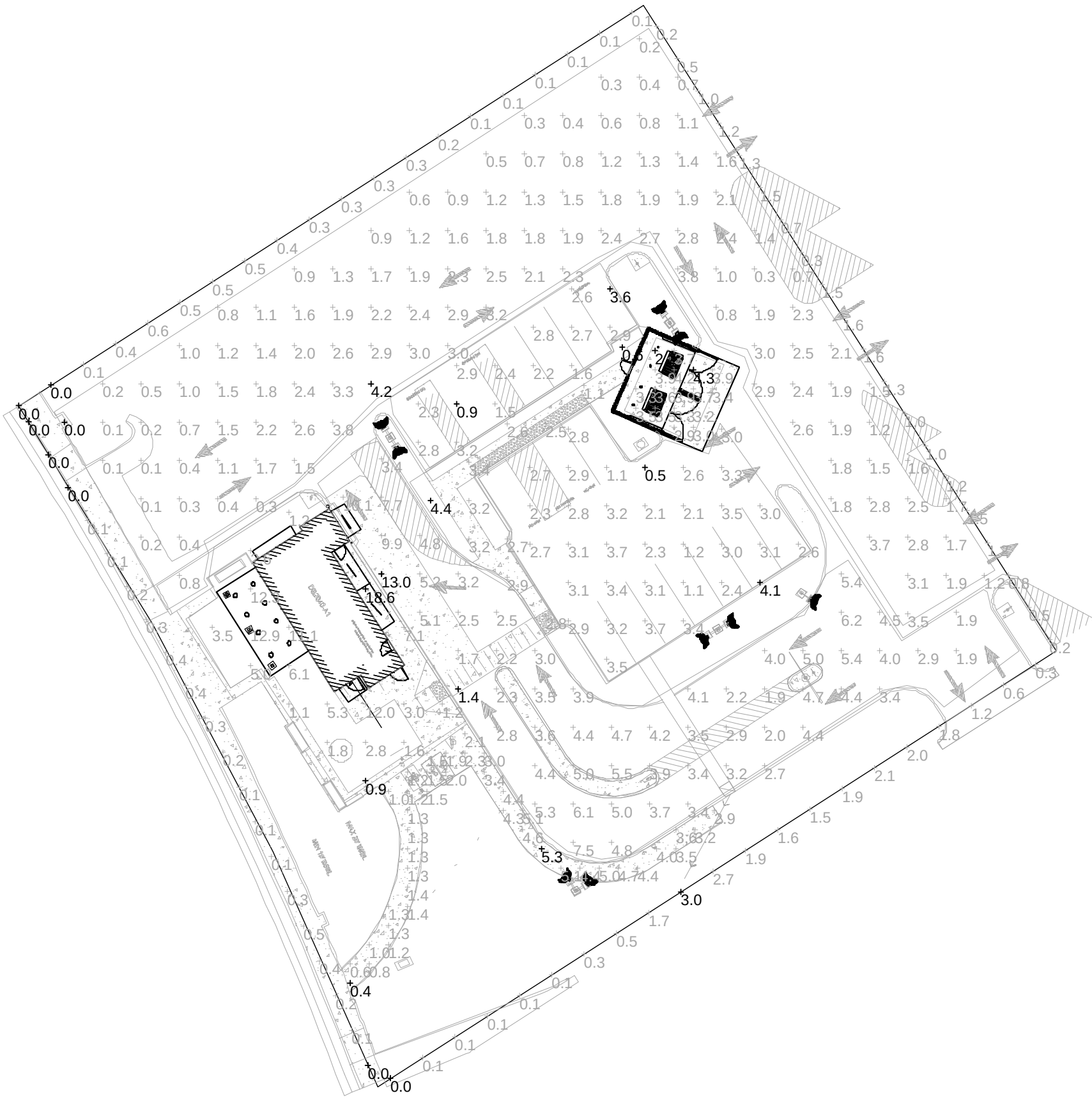
SOFFIT

MANUFACTURER: HEWN
PROFILE: 1X8
COLOR: NATURAL

The name DUTCH BROS. and all associated logos, distinctive designs, content, information, and other materials featured, displayed, contained herein, and made available by Dutch Bros., including but not limited to, the "look and feel" of the establishments and products, all trademarks, trade dress, patent, and/or other intellectual property rights and under competition laws under the United States and foreign laws.



1 ELECTRICAL SITE PLAN
SCALE: 1/32" = 1'-0"



2 ELECTRICAL PHOTOMETRIC PLAN
SCALE: 1/32" = 1'-0"

MIN. DUTCH BROS. REQUIREMENTS:
- SFTC AT BUILDING
- SFTC AT SITE/PARKING
- SFTC AT TRASH ENCLOSURE

SEE \$1.4 FOR POLE BASE DETAIL

GENERAL NOTES

- FOR UTILITY TRANSFORMER, TELEPHONE SERVICE, GAS, WATER, AND SANITARY SEWER LOCATIONS; SEE CIVIL SITE PLAN.
- THE ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR COORDINATION AND COMPLIANCE WITH ALL UTILITY COMPANIES REQUIREMENTS, INCOMING POWER AND TELEPHONE SERVICES IS EXISTING TO REMAIN. VERIFY REQUIREMENTS WITH UTILITIES PRIOR TO INSTALLATION.

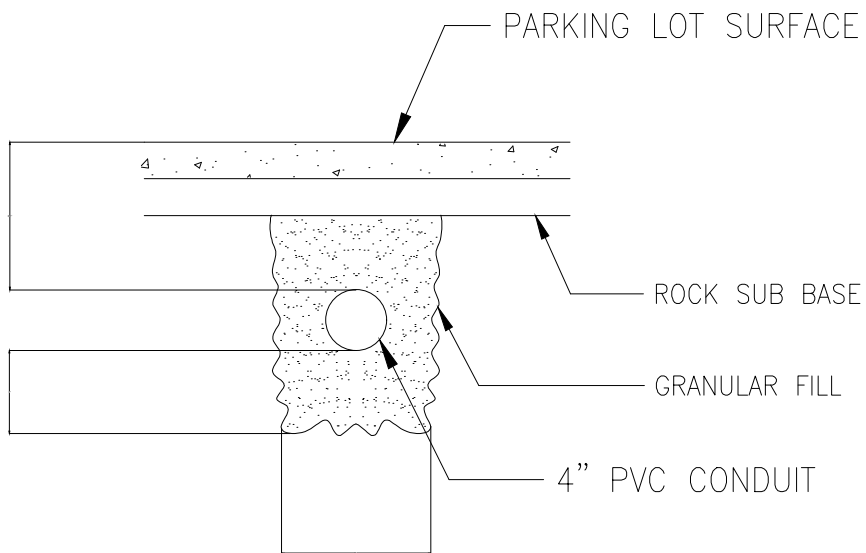
KEYED NOTES

- LOCATION OF UTILITY METER DISCONNECT SWITCH AND CT CABINET, REFER TO "RISER DIAGRAM" ON SHEET E3.01.
- PROVIDE 120V ELECTRICAL CONNECTION WITH (2) #8 & (1) #8G, IN 2" PVC ROUTED BELOW GRADE FOR DRIVE-THRU BACKLIT MENU BOARD PER MANUFACTURER'S INSTRUCTIONS. CONDUIT SHALL COME UP IN CENTER OF POST. SIGN COMPANY REPRESENTATIVE TO GIVE EXACT LOCATIONS/DIMENSIONS FOR GC TO MATCH. CONTRACTOR SHALL REPAIR EXISTING PARKING SURFACES FROM TRENCHING TO MATCH PREVIOUS CONDITIONS.
- PROVIDE 120V ELECTRICAL CONNECTION WITH (2) #8 & (1) #8G, IN 2" PVC ROUTED BELOW GRADE FOR NEW MONUMENT SIGN PER REPRESENTATIVE PRIOR TO ROUGH-IN. CONTRACTOR SHALL REPAIR EXISTING PARKING SURFACES FROM TRENCHING TO MATCH PREVIOUS CONDITIONS.
- FUTURE CHARGING STATION LOCATION, EC TO PROVIDE 2" CONDUIT MARKED "EV CAPABLE" FROM PANEL 'B' TO THE JUNCTION BOX AS SHOWN ON PLANS. SEE PANEL SCHEDULE ON SHEET E1.0 FOR MORE INFORMATION.
- LOCATION OF CABLE INTERNET DEMARC
- PROVIDE 2" CONDUIT W/ PULL STRING TO CHRISTY BOX FOR FUTURE DIGITAL MENU BOARD UPGRADE. COORDINATE W/ SIGN MANUFACTURER.
- PARKING LOT FIXTURES TO DIM TO 40% WHILE NOT OCCUPIED AND SET TO FULL BRIGHTNESS WHILE IN USE.
- PROVIDE 2" CONDUIT W/ PULL STRING 24" BEHIND MENU BOARD TO CHRISTY BOX FOR FUTURE DIGITAL MENU BOARD UPGRADE. COORDINATE W/ SIGN MANUFACTURER.
- PROVIDE 2" CONDUIT W/ PULL STRING TO CHRISTY BOX BETWEEN "CHOOSE LANE" DIRECTIONAL SIGNAGE AND CLEARANCE BAR FOR FUTURE DRIVE THRU SENSORS.

SITE NOTES

WATER LINES, CONDUITS FOR ELECTRICAL, OR OTHER UTILITIES SHALL BE LOCATED SO AS TO NOT CONFLICT WITH REQUIRED TREE LOCATIONS FOR STREETS AND PARKING LOTS.

LIGHT POLE DIMENSIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.



3 TRENCHING DETAIL
SCALE: 1/16" = 1'-0"

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Building	+	5.8 fc	18.6 fc	0.9 fc	20.7:1	6.4:1
Drive Thru	+	4.3 fc	13.0 fc	1.4 fc	9.3:1	3.1:1
Drive Way	+	1.6 fc	4.2 fc	0.0 fc	N/A	N/A
Parking 1	+	2.5 fc	3.6 fc	0.9 fc	4.0:1	2.8:1
Parking 2	+	2.7 fc	4.1 fc	0.5 fc	8.2:1	5.4:1
Path 1	+	2.7 fc	4.4 fc	0.6 fc	7.3:1	4.5:1
Path 2	+	2.5 fc	5.3 fc	0.4 fc	13.3:1	6.3:1
Perimeter	+	0.6 fc	3.0 fc	0.0 fc	N/A	N/A
Trash	+	3.5 fc	4.3 fc	2.2 fc	2.0:1	1.6:1

Schedule								
Symbol	Label	QTY	Catalog Number	Description	Lamp	Number Lamps	Lumens per Lamp	LLF Wattage
	L7	3		CROWN-L90-27V 830_BA110	LED	1	4200	1 40
○	L9	8	DRD55-4R-10930	DRD55-4R-10930	LED	1	1015	1 11.8
□	NV	9	NV-1-T4-48L-1-40K-UNV-HSS	T4 OPTICS WITH BLACK HSS	LED	1	9674	1 156
□	L6	1	WPLED26-WPLED26/D10 (WALLPACK) - ALED26-ALED26/D10 (AREA LIGHTER)	CAST FINNED METAL HOUSING, MACHINED METAL HEAT SINK, 1 CIRCUIT BOARD WITH 1 LED, MOLDED PLASTIC REFLECTOR WITH SEMI-SPECULAR FINISH, CLEAR FLAT GLASS LENS IN CAST BROWN PAINTED METAL FRAME.	ONE WHITE MULTI-CHIP LIGHT EMITTING DIODE (LED), TILTED 33-DEGREES FROM VERTICAL BASE-UP POSITION. INPUT VOLTAGE TO THE LED DRIVERS: Facade, Government, Harbor, Healthcare, Hospitality, Hotel, Industrial, Institutional, Library Manufacturing, Marine, Medical, Office, Parking, Parks, Pathway Pedestrian, Pool, Recreation, Residential, Retail, Site, Tunnel, Underpass, Utility, Walkway Warehouse, Water Treatment, Direct, Emergency, Security	1	3474	1 30

CASE
Engineering Inc.

796 Menus Court
St. Louis, MO 63026

T 636.349.1600
F 636.349.1730



1001 SE SANDY BLVD, SUITE 100
PORTLAND, OR 97214
V. 503.552.9079
F. 503.241.7055
WWW.GNICHARCH.COM

07.17.20

Project No: CA-3601
Dutch Bros Coffee - New Freestanding Store
2805 Zinfandel Drive
Rancho Cordova, CA 95670
for: Dutch Bros Coffee
110 SW 4th Street
Grants Pass, OR 97526

DB2040-A1

ISSUED FOR DESIGN
REVIEW: 12.16.2020

REV	DATE	DESCRIPTION

SHEET NAME:

ELECTRICAL
SITE & PHOTOMETRIC
PLAN

SHEET NUMBER:

A12

ITEM 18.1

SUMMARY DRAWING

DRAWING #:

31322

CLIENT:

DUTCH BROS - CA3601
2801 ZINFANDEL DR.
RANCHO CORDOVA, CA 95670

DATE OF SHOP DRAWING:

7/30/20

SHOP REVISIONS:

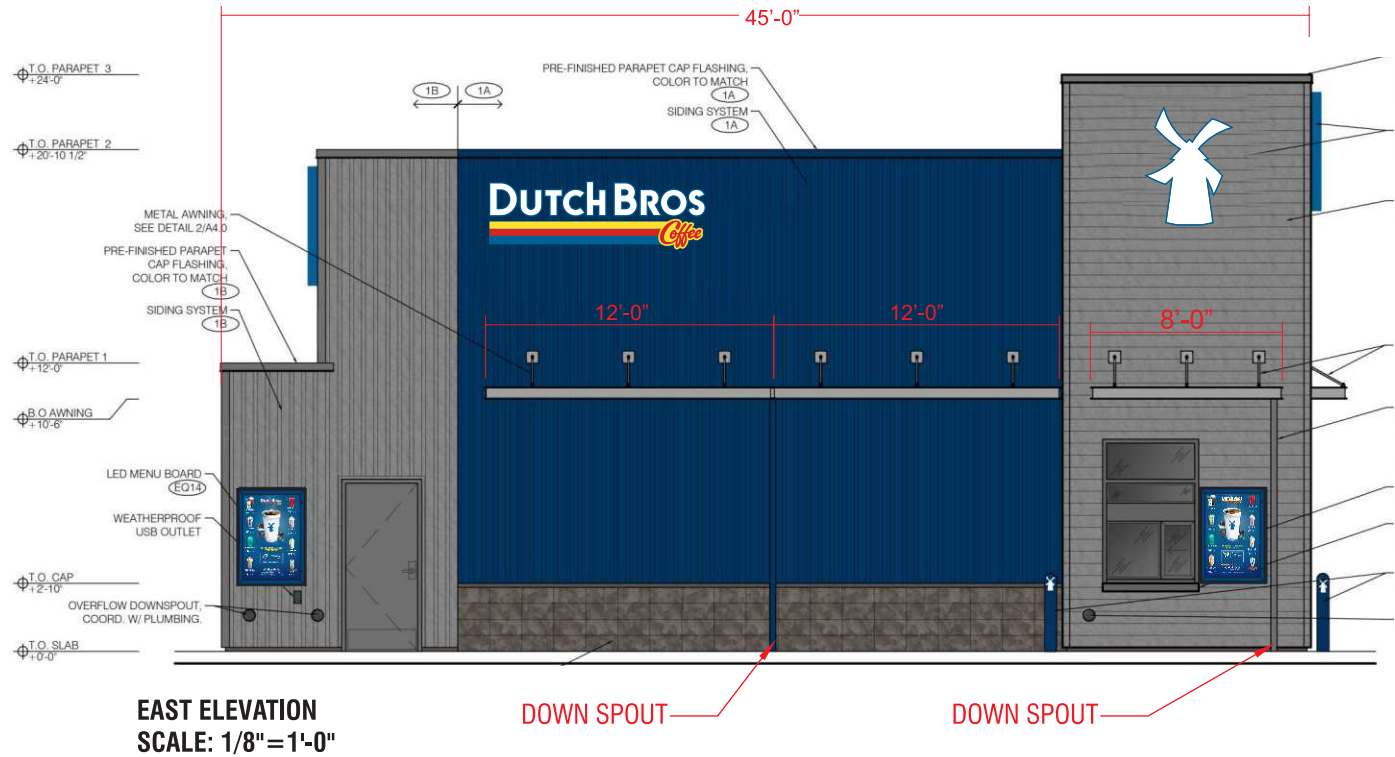
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NJ	CH	CH	I of I

ES&A SIGN & AWNING

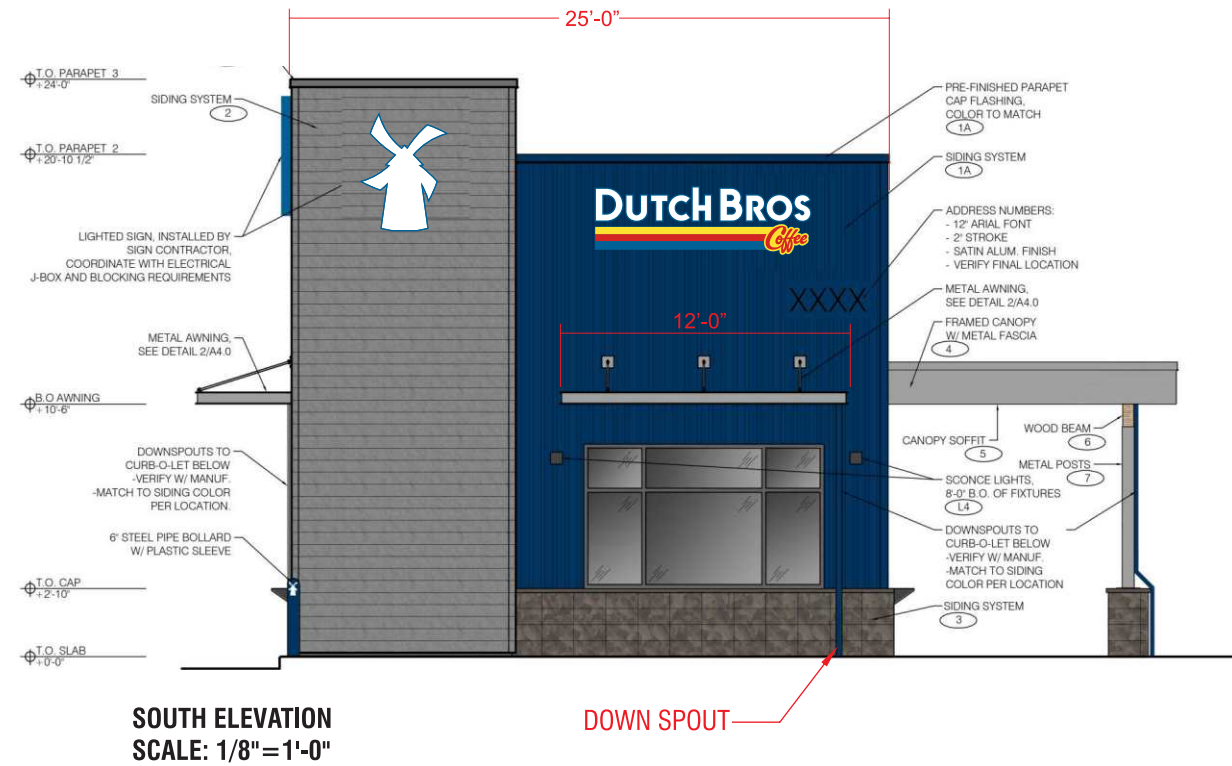
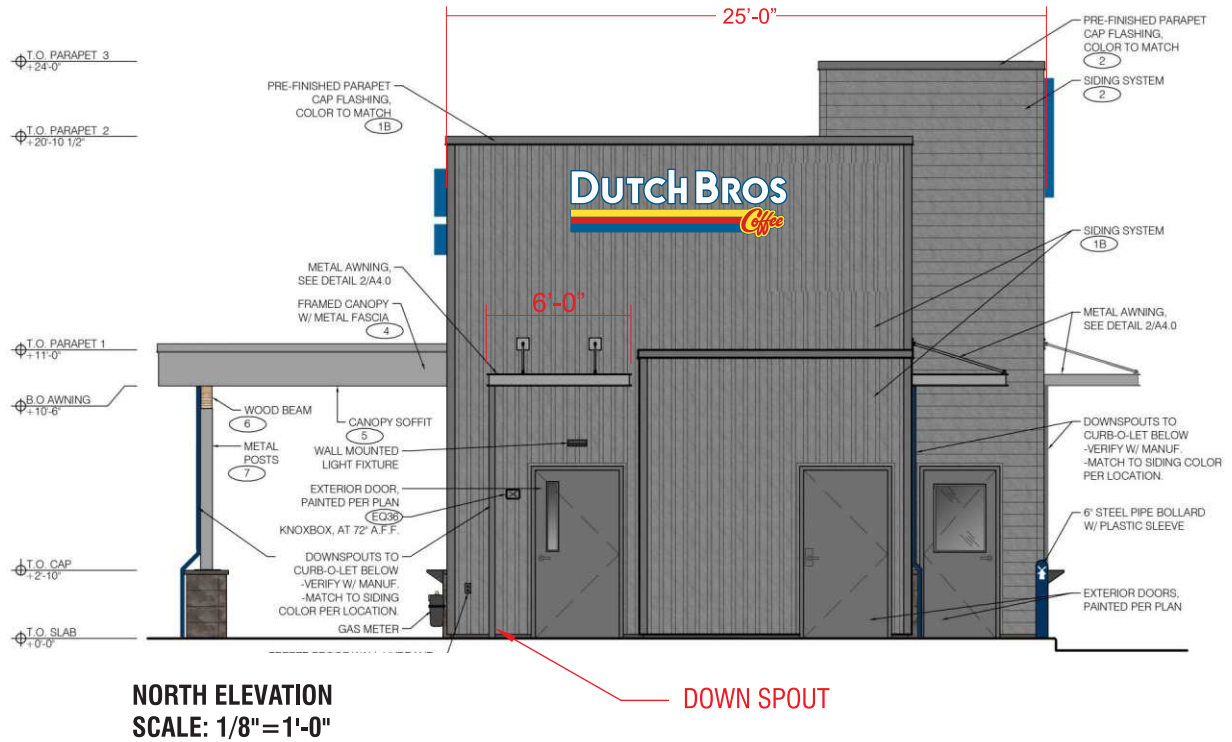
89975 PRAIRIE RD. | EUGENE, OR 97402

P 541.485.5546 | F 541.485.5813

SUMMARY - BUILDING CANOPIES



ATTACHMENT 1





SHOP DRAWING #:
31322A

CLIENT:
DUTCH BROS - CA3601
2801 ZINFANDEL DR.
RANCHO CORDOVA, CA 95670

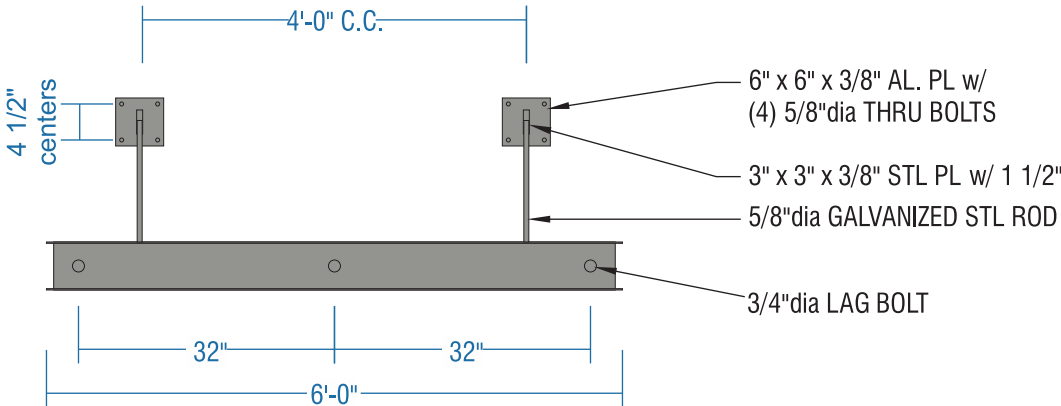
DATE OF SHOP DRAWING:
7/30/20

SHOP REVISIONS:

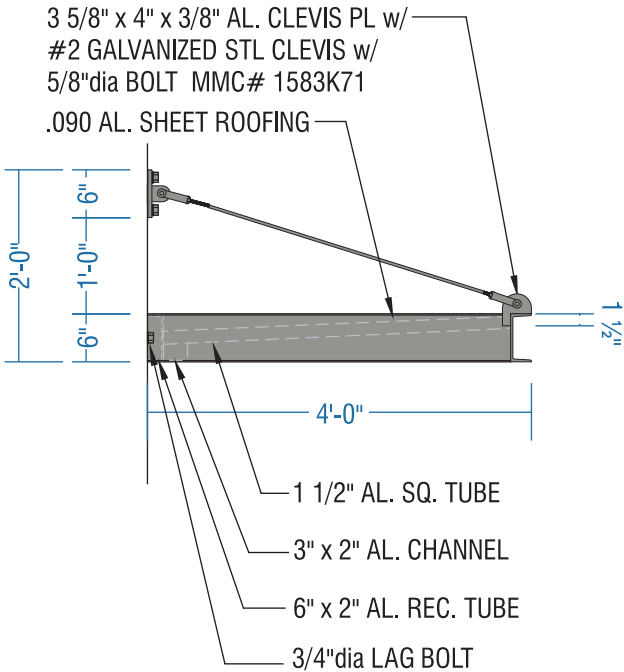
SALES:	CONCEPT. DESIGN:	PROD. DESIGN:	PAGE NO:
NJ	CH	CH	I of I

ES&A SIGN & AWNING
89975 PRAIRIE RD. | EUGENE, OR 97402
P 541.485.5546 | F 541.485.5813

CANOPY FRONT VIEW
SCALE: 1/2"= 1'-0"



CANOPY SIDE VIEW
SCALE: 1/2"= 1'-0"



6" ALUMINUM C-CHANNEL FRONT & SIDES, WITH FLANGE POINTING OUT.

2" X 6" ALUMINUM REC. TUBE AT BACK OF CANOPY.

.090 ALUMINUM SHEET ROOFING MOUNTED INSIDE C-CHANNEL & DRAINAGE GUTTER CHANNEL SLOPED TOWARDS BUILDING.

TURNBUCKLES, 5/8" GALVANIZED STEEL ROD SUPPORTS WITH #2 GALVANIZED STEEL CLEVIS & PIN ATTACHED TO 6" X 6" X 3/8" ALUMINUM PLATE/BACKET AT WALL.

PAINT ENTIRE CANOPY, BRACKETS, SUPPORTS DB CUSTOM GREY.

INSTALLATION BY G.C.

ES&A WILL ORGANIZE SHIPPING TO THE GC'S PREFERRED LOCATION ON DUTCH BROS SHIPPING ACCOUNT.

COLOR CODE

 DB CUSTOM GREY



SHOP DRAWING #:

31322B

CLIENT:

DUTCH BROS - CA3601
2801 ZINFANDEL DR.
RANCHO CORDOVA, CA 95670

DATE OF SHOP DRAWING:

7/30/20

SHOP REVISIONS:

SALES:	CONCEPT. DESIGN:	PROD. DESIGN:	PAGE NO:
NJ	CH	CH	I of I

ES&A SIGN & AWNING

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P 541.485.5546 | F 541.485.5813

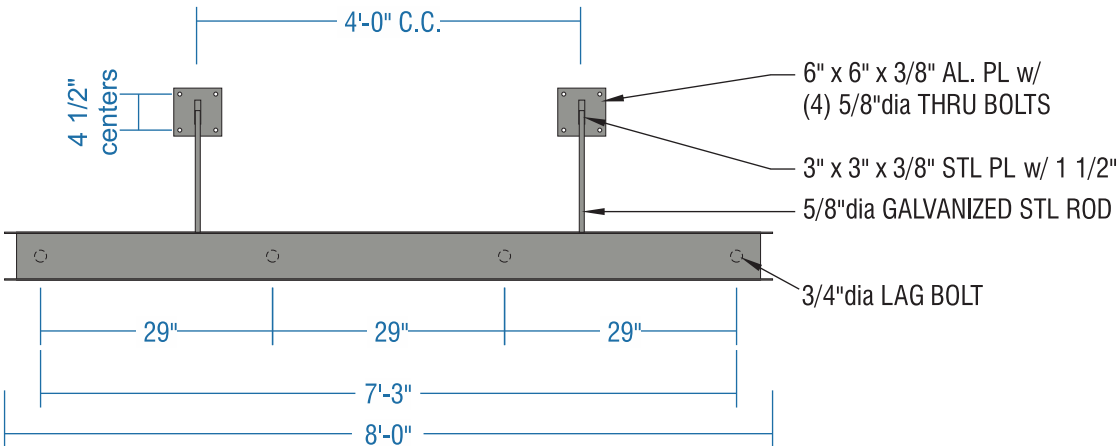
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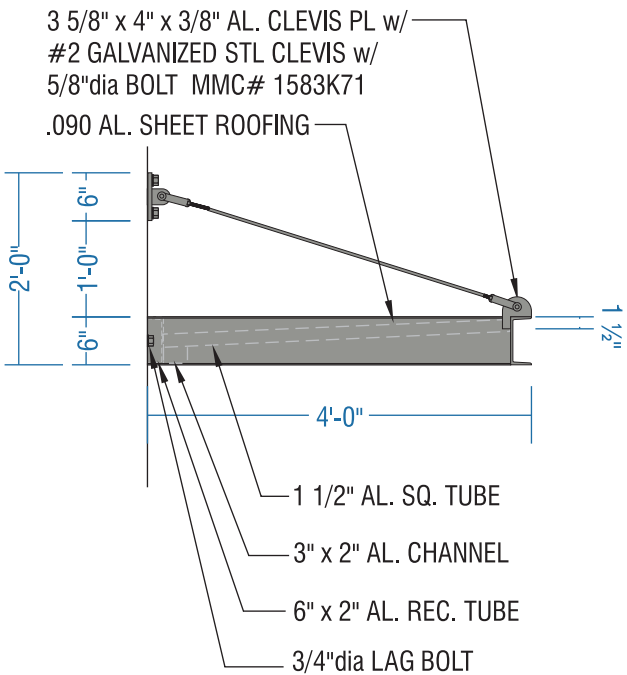
CANOPY FRONT VIEW

SCALE: 1/2" = 1'-0"



CANOPY SIDE VIEW

SCALE: 1/2" = 1'-0"



6" ALUMINUM C-CHANNEL FRONT & SIDES, WITH FLANGE POINTING OUT.

2" X 6" ALUMINUM REC. TUBE AT BACK OF CANOPY.

.090 ALUMINUM SHEET ROOFING MOUNTED INSIDE C-CHANNEL & DRAINAGE GUTTER CHANNEL SLOPED TOWARDS BUILDING.

TURNBUCKLES, 5/8" GALVANIZED STEEL ROD SUPPORTS WITH #2 GALVANIZED STEEL CLEVIS & PIN

ATTACHED TO 6" X 6" X 3/8" ALUMINUM PLATE/BRACKET AT WALL.

PAINT ENTIRE CANOPY, BRACKETS, SUPPORTS DB CUSTOM GREY.

INSTALLATION BY G.C.

ES&A WILL ORGANIZE SHIPPING TO THE GC'S PREFERRED LOCATION ON DUTCH BROS SHIPPING ACCOUNT.



SHOP DRAWING #:
31322C

CLIENT:
DUTCH BROS - CA3601
2801 ZINFANDEL DR.
RANCHO CORDOVA, CA 95670

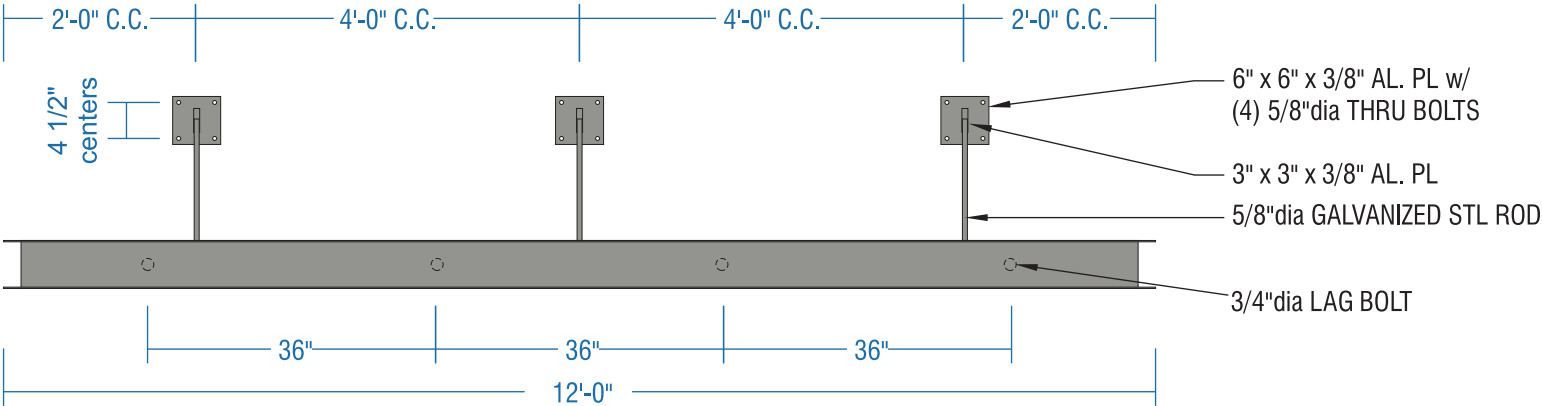
DATE OF SHOP DRAWING:
7/30/20

SHOP REVISIONS:

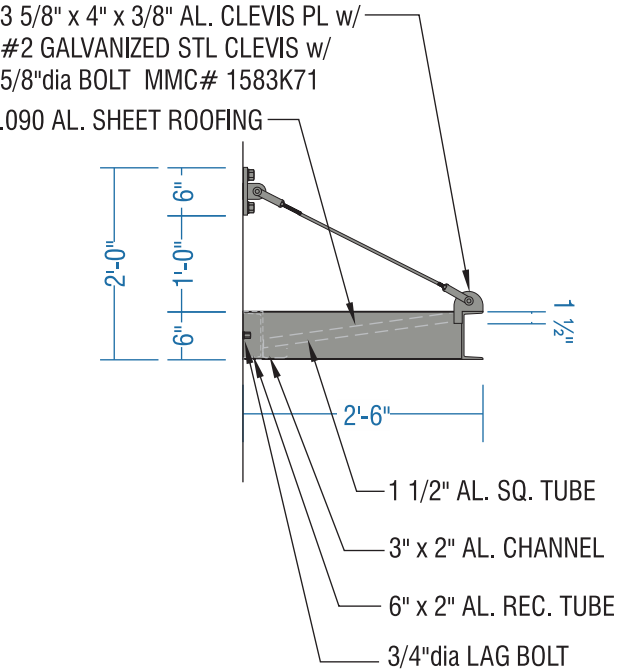
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ES&A SIGN & AWNING
89975 PRAIRIE RD. | EUGENE, OR 97402
P 541.485.5546 | F 541.485.5813

CANOPY FRONT VIEW
SCALE: 1/2" = 1'-0"



CANOPY SIDE VIEW
SCALE: 1/2" = 1'-0"



6" ALUMINUM C-CHANNEL FRONT & SIDES, WITH FLANGE POINTING OUT.
2" X 6" ALUMINUM REC. TUBE AT BACK OF CANOPY.
.090 ALUMINUM SHEET ROOFING MOUNTED INSIDE C-CHANNEL & DRAINAGE GUTTER CHANNEL SLOPED TOWARDS BUILDING.
TURNBUCKLES, 5/8" GALVANIZED STEEL ROD SUPPORTS WITH #2 GALVANIZED STEEL CLEVIS & PIN
ATTACHED TO 6" X 6" X 3/8" ALUMINUM PLATE/BRACKET AT WALL.
PAINT ENTIRE CANOPY, BRACKETS, SUPPORTS DB CUSTOM GREY.
INSTALLATION BY G.C.
ES&A WILL ORGANIZE SHIPPING TO THE GC'S PREFERRED LOCATION ON DUTCH BROS SHIPPING ACCOUNT.

COLOR CODE

 DB CUSTOM GREY



SHOP DRAWING #:
31322D

CLIENT:
DUTCH BROS - CA3601
2801 ZINFANDEL DR.
RANCHO CORDOVA, CA 95670

DATE OF SHOP DRAWING:
7/30/20

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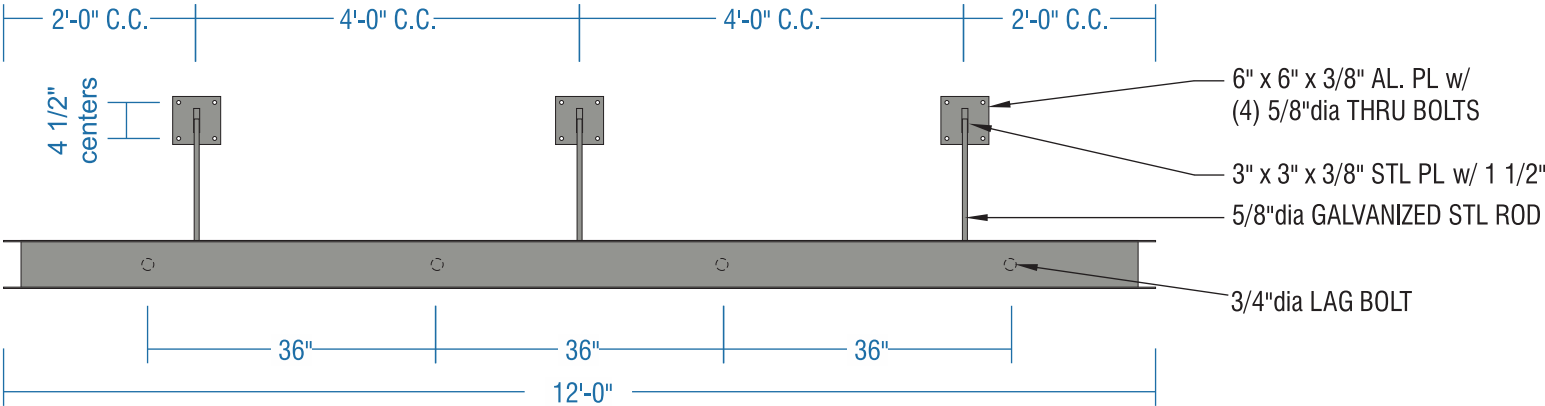
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P 541.485.5546 | F 541.485.5813

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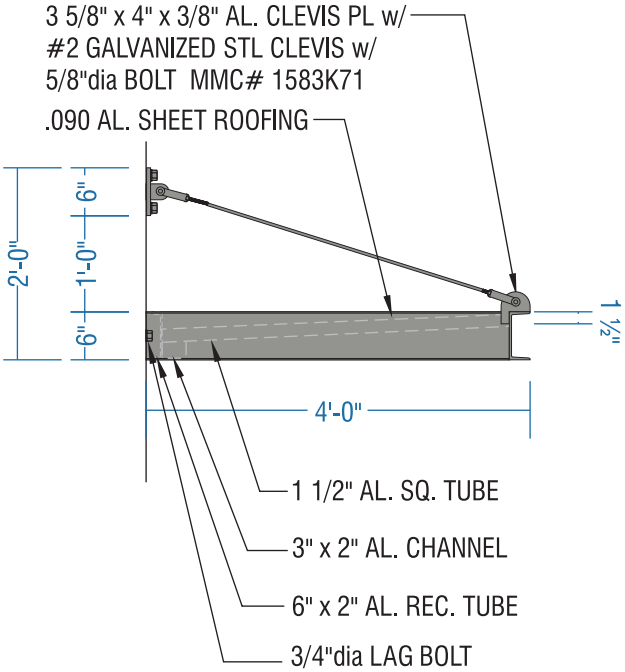
 DB CUSTOM GREY

CANOPY FRONT VIEW
SCALE: 1/2" = 1'-0"

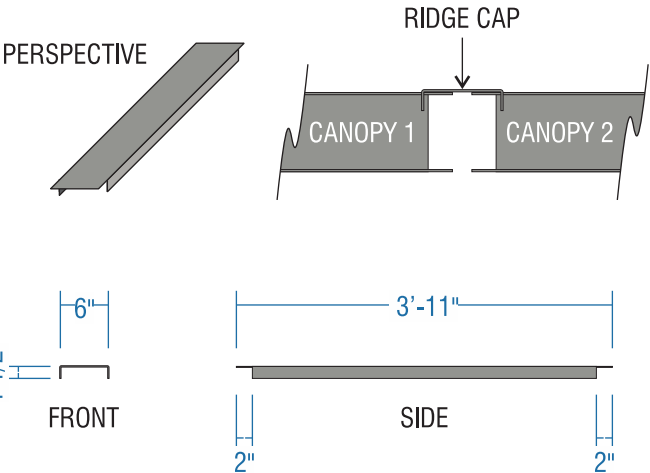


6" ALUMINUM C-CHANNEL FRONT & SIDES, WITH FLANGE POINTING OUT.
2" X 6" ALUMINUM REC. TUBE AT BACK OF CANOPY.
.090 ALUMINUM SHEET ROOFING MOUNTED INSIDE C-CHANNEL & DRAINAGE GUTTER CHANNEL SLOPED TOWARDS BUILDING.
TURNBUCKLES, 5/8" GALVANIZED STEEL ROD SUPPORTS WITH #2 GALVANIZED STEEL CLEVIS & PIN
ATTACHED TO 6" X 6" X 3/8" ALUMINUM PLATE/BACKET AT WALL.
FABRICATED ALUMINUM .063 BREAK-FORMED RIDGE CAP FLASHING TO MOUNT WITH VHB & SILICONE OVER THE GAP BETWEEN CANOPIES.
PAINT ENTIRE CANOPY, BRACKETS, SUPPORTS DB CUSTOM GREY.
INSTALLATION BY G.C.
ES&A WILL ORGANIZE SHIPPING TO THE GC'S PREFERRED LOCATION ON DUTCH BROS SHIPPING ACCOUNT.

CANOPY SIDE VIEW
SCALE: 1/2" = 1'-0"



RIDGE CAP (QTY. 1)
SCALE: 1/2" = 1'-0"



ITEM 18.1

The name DUTCH BROS. and all associated logos, distinctive designs, content, information, and other materials featured, displayed, contained herein, and made available by Dutch Bros., including but not limited to, the "look and feel" of the establishments and products, all text, images, colors, configurations, graphics, designs, illustrations, photographs, and pictures (collectively, the "Materials") are owned by and/or licensed by DB Franchising USA, LLC and are protected by copyright, trademark, trade dress, patent, and/or other intellectual property rights and unfair competition laws under the United States and foreign laws.

PRELIMINARY LANDSCAPE PLAN

DUTCH BROS. COFFEE - RANCHO CORDOVA, CA

ATTACHMENT 1

PRELIMINARY LANDSCAPE PLAN
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670

Title:

Dutch Bros

For:



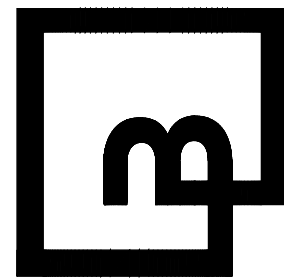
Scale:

Horizontal
1" = 20'

Vertical
N/A

Designed LRP
Drawn LRP
Checked LRP
Approved JMW
Date 07/29/20

Barghausen
Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222
barghausen.com

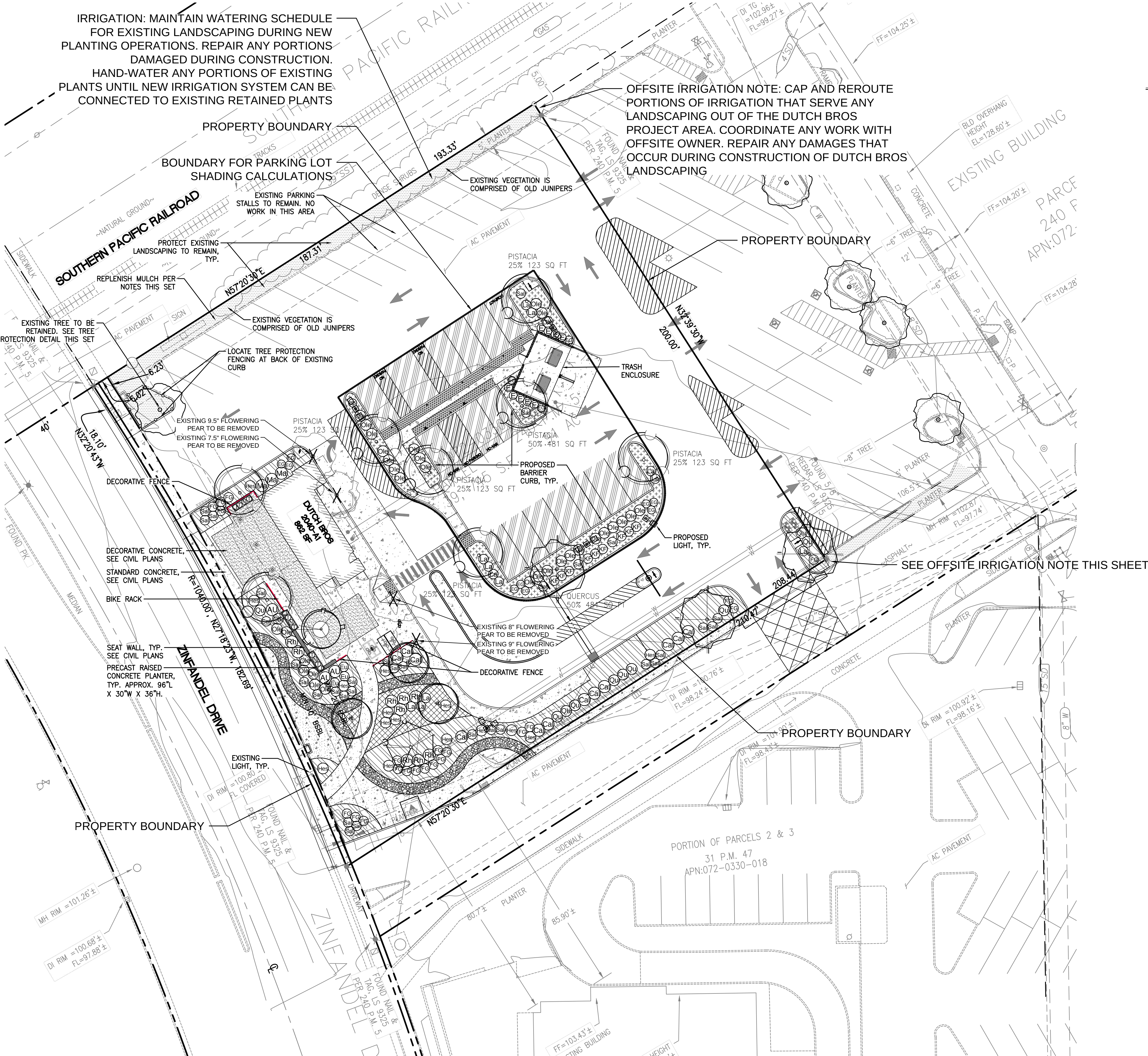


Job Number
21361

Sheet
L-1

2019 DB
Franchising USA, LLC

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PARKING LOT SHADING CALCULATIONS

SYMBOL	BOTANICAL/COMMON NAMES	QTY AT 100%	QTY AT 75%	QTY AT 50%	QTY AT 25%	TOTAL
	PISTACHE CHINENSIS 'KEITH DAVEY' / CHINESE PISTACHE	0 @ 100%	0 @ 75%	1 @ 50% = 481 sq ft	5 @ 25% = 613 sq ft	1,096 SF
	QUERCUS ILEX / HOLLY OAK	0 @ 100%	0 @ 75%	1 @ 50% = 481 sq ft	0 @ 25%	481 SF
TOTAL TREE SHADE PROVIDED						1,577 sq ft
TOTAL SHADE REQ'D						1,560 sq ft
PERCENT SHADE PROVIDED						50.52%

PARKING LOT SHADING LEGEND

BOUNDARY FOR PARKING LOT SHADING AS PART OF THIS PROJECT

AREA THAT CONTRIBUTES TO PARKING LOT SHADING REQUIREMENTS

MINIMUM 50% OF PARKING STALL SQUARE FOOTAGE TO BE SHADED
AREA THAT CONTRIBUTES TO PARKING LOT SHADING REQUIREMENTS: 3,121 SQ. FEET
3,121 X 50% = 1,560 SQ FT PARKING LOT SHADING REQUIRED
1,577 SQ FT PARKING LOT SQ FT SHADING PROVIDED, (50.52%)

TREE REPLACEMENT

4 EXISTING TREES PROPOSED TO BE REMOVED
TOTAL IN 34 CALIPER INCHES REQUIRED

EACH 15 GALLON EQUIVALENT TO 1 REPLACEMENT INCH
EACH 24" BOX EQUIVALENT TO 2 REPLACEMENT INCHES
EACH 36" BOX EQUIVALENT TO 3 REPLACEMENT INCHES

0 15-GALLON TREES PROPOSED, 0 REPLACEMENT INCHES PROPOSED
16 24" BOX TREES PROPOSED, 36 REPLACEMENT INCHES PROPOSED
0 36" BOX TREES PROPOSED, 0 REPLACEMENT INCHES PROPOSED
36 TOTAL REPLACEMENT INCHES PROPOSED

TREE REQUIREMENTS

MINIMUM 30% OF TREES TO BE EVERGREEN SPECIES.
16 TREES PROPOSED
16 X 30% = 4.8
6 EVERGREEN TREES PROVIDED

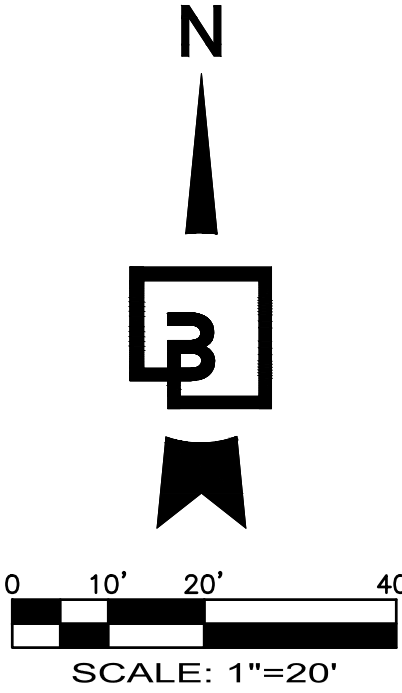
MINIMUM 25% OF TREES REQUIRED TO BE 24" BOX.
16 TREES PROPOSED
16 X 25% = 4 REQUIRED TO BE 24" BOX
16 ARE 24" BOX IN ORDER TO MEET REPLACEMENT INCHES REQUIREMENTS

ROOT BARRIER PANELS

ALL PROPOSED TREES WITHIN 10' OF ANY HARDSCAPE ARE TO RECEIVE ROOT BARRIER PANELS

LEGEND

- EXISTING TREE TO BE RETAINED. PROTECT DURING CONSTRUCTION
- EXISTING TREE TO BE REMOVED
- TREE PROTECTION FENCE. SEE NOTES AND DETAIL THIS SET
- EXISTING LANDSCAPING TO REMAIN. NO WORK IS PROPOSED IN THESE AREAS. PROTECT DURING CONSTRUCTION. REPLACE WITH MATCHING, IF DISTURBED OR DAMAGED DURING RELATED CONSTRUCTION ACTIVITIES
- PROPOSED DECORATIVE FENCE, DESIGN TBD



Know what's below.
Call before you dig.
Dial 811

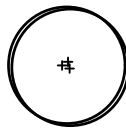
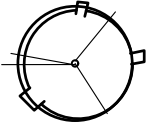
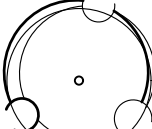
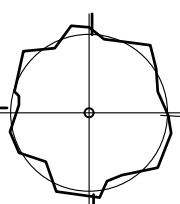
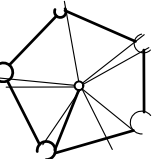
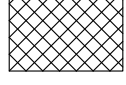
PRELIMINARY NOT FOR CONSTRUCTION

ITEM 18.1

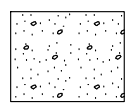
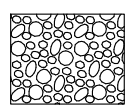
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PRELIMINARY LANDSCAPE PLAN
DUTCH BROS. COFFEE – RANCHO CORDOVA, CA

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT.	SIZE	WATER USE WUCOLS IV REGION 2	QTY	MATURE HEIGHT AND WIDTH
	LAURUS X 'SARATOGA' / SARATOGA HYBRID LAUREL EVERGREEN FULL AND MATCHING. GROWN FOR STREET TREE USE. BRANCHING STARTS AT 5' ABOVE ROOT FLARE. SINGLE, UN-CUT LEADER	24" BOX	2" CAL	LOW	3	40' HT. x 15'-30' W
	PARKINSONIA X 'DESERT MUSEUM' / DESERT MUSEUM PALO VERDE FULL AND MATCHING. GROWN FOR STREET TREE USE. BRANCHING STARTS AT 5' ABOVE ROOT FLARE. SINGLE, UN-CUT LEADER	24" BOX	2" CAL	VERY LOW	1	20'-40' HT. x 20'-40' W
	PISTACIA CHINENSIS 'KEITH DAVEY' / KEITH DAVEY CHINESE PISTACHE FULL AND MATCHING. GROWN FOR STREET TREE USE. BRANCHING STARTS AT 5' ABOVE ROOT FLARE. SINGLE, UN-CUT LEADER	24" BOX	2" CAL	LOW	8	30'-40' HT. x 30'-40' W
	QUERCUS ILEX / HOLLY OAK EVERGREEN FULL AND MATCHING. GROWN FOR STREET TREE USE. BRANCHING STARTS AT 5' ABOVE ROOT FLARE. SINGLE, UN-CUT LEADER	24" BOX	2" CAL	LOW	3	40'-50' HT. x 40'-50' W
	ZELKOVA SERRATA 'CITY SPRITE' / SAWLEAF ZELKOVA FULL AND MATCHING. GROWN FOR STREET TREE USE. BRANCHING STARTS AT 5' ABOVE ROOT FLARE. SINGLE, UN-CUT LEADER	24" BOX	2" CAL	MEDIUM	1	30' HT. x 20'-25' W
SHRUBS	BOTANICAL / COMMON NAME	CONT.	WATER USE	ORIGIN	SPACING	QTY
	ARBUTUS UNEDO 'COMPACTA' / DWARF STRAWBERRY TREE FULL & BUSHY	5 GAL.	LOW		54" o.c.	3 7' HT. x 7' W
	CALAMAGROSTIS X ACUTIFLORA / FEATHER REED GRASS FULL TOP GROWTH	5 GAL.	LOW		42" o.c.	9 3'-5' HT. x 3' W
	CALLISTEMON VIMINALIS 'LITTLE JOHN' / DWARF WEEPING BOTTLEBRUSH FULL & BUSHY	5 GAL.	LOW		54" o.c.	12 3'-4 HT. x 4'-5' W
	CHAENOMELES X SUPERBA 'CRIMSON & GOLD' / FLOWERING QUINCE FULL & BUSHY	5 GAL.	LOW		48" o.c.	10 3' HT. x 4' W
	EUONYMUS FORTUNEI 'EMERALD GAIETY' TM / EMERALD GAIETY WINTERCREEPER FULL & BUSHY	5 GAL.	LOW		36" o.c.	13 3' HT. x 3' W
	EUONYMUS JAPONICUS 'GREEN SPIRE' / GREEN SPIRE EUONYMUS FULL & BUSHY, MIN 24" HT	5 GAL.	LOW		36" o.c.	9 6' HT. x 2' W
	EURYOPS PECTINATUS 'MUNCHKIN' / DWARF EURYOPS FULL TOP GROWTH	5 GAL.	LOW		42" o.c.	3 3' HT. x 4' W
	HESPERALOE PARVIFLORA 'DESERT FLAMENCO' TM / DESERT FLAMENCO RED YUCCA FULL TOP GROWTH	5 GAL.	LOW		48" o.c.	15 3' HT. x 4' W
	JASMINUM POLYANTHUM / PINK JASMINE FULL TOP GROWTH	2 GAL.	MEDIUM		24" o.c.	3 20' HT. WNE
	LAVANDULA STOECHAS 'OTTO QUAST' / SPANISH LAVENDER FULL & BUSHY	5 GAL.	LOW		42" o.c.	12 3.5' HT. x 3.5' W
	MAHONIA PINNATA / CALIFORNIA HOLLY GRAPE FULL & BUSHY	5 GAL.	LOW		54" o.c.	3 4' HT. x 5' W
	NANDINA DOMESTICA 'FIREPOWER' / FIREPOWER HEAVENLY BAMBOO FULL & BUSHY	2 GAL.	LOW		24" o.c.	3 3' HT. x 3' W
	NERIUM OLEANDER 'PETITE PINK' / PETITE PINK OLEANDER FULL & BUSHY	5 GAL.	LOW		48" o.c.	33 4' HT. x 4' W
	PENNISETUM ALOPECUROIDES 'HADELN' / HADELN FOUNTAIN GRASS FULL TOP GROWTH	2 GAL.	LOW		42" o.c.	21 3.5' HT. x 3.5' W
	RHAPHIOLEPIS UMBELLATA 'RUTRHAPHI' TM / SOUTHERN MOON YEDDA HAWTHORN FULL & BUSHY	5 GAL.	LOW		54" o.c.	9 4' HT. x 4' W
	SALVIA SONOMENSIS / CREEPING SAGE FULL & BUSHY	2 GAL.	LOW		42" o.c.	32 1' HT. x 5' W
	TEUCRIUM X LUCIDRYS / HEDGE GERMANDER FULL & BUSHY	#2	LOW		24" o.c.	6 2' HT. x 2' W
GROUND COVERS	BOTANICAL / COMMON NAME	CONT.	WATER USE	ORIGIN	SPACING	QTY
	APTENIA CORDIFOLIA 'RED APPLE' / BABY SUNROSE WELL ROOTED, FULL TOP GROWTH, TRIANGULAR SPACING	#1	LOW		36" o.c.	271 1' HT. x 3' W
	ARCTOSTAPHYLOS UVA-URSI 'GREEN SUPREME' / GREEN SUPREME BEARBERRY WELL ROOTED, FULL TOP GROWTH, TRIANGULAR SPACING	#1	LOW		36" o.c.	117 1' HT. x 3' W
	DYMONDIA MARGARETAE / SILVER CARPET DYMONDIA WELL ROOTED, FULL TOP GROWTH, TRIANGULAR SPACING	#1	LOW		36" o.c.	45 6' HT. x 3' W

CONCEPT PLANT SCHEDULE

	WASHED COBBLE ROCK MULCH 2"-4" DEPTH OF APPROXIMATELY 1" DIAMETER WASHED DRAIN ROCK OVER WEED BARRIER FABRIC. OVERLAP ENDS AND SIDES OF FABRIC MINIMUM 6". STAPLES 48" ON-CENTER	3,071 SF
	WASHED COBBLE ROCK MULCH - MEDIUM-LARGE SINGLE LAYER OF APPROXIMATELY 4"-8" DIAMETER WASHED DRAIN ROCK OVER WEED BARRIER FABRIC. OVERLAP ENDS AND SIDES OF FABRIC MINIMUM 6". STAPLES 48" ON-CENTER. FILL IN GAPS OF LARGER STONES WITH 1" DIAMETER STONES SO THAT WEED BARRIER FABRIC IS NOT EXPOSED	1,324 SF

FOR BOTH TYPES OF ROCK MULCH, PROVIDE PICTURES OF ROCK
TYPES TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO ORDERING

LANDSCAPE PLANTING NOTES AND MATERIALS

SCOPE OF WORK

FURNISH ALL MATERIALS, LABOR, EQUIPMENT AND RELATED ITEMS NECESSARY TO ACCOMPLISH TOPSOIL, TREATMENT AND PREPARATION OF SOIL, FINISH GRADING, PLACEMENT OF SPECIFIED PLANT MATERIALS, FERTILIZER, STAKING, MULCH, CLEAN-UP, DEBRIS REMOVAL, AND 90-DAY MAINTENANCE.

QUALIFICATIONS:

LANDSCAPE CONTRACTOR TO BE SKILLED AND KNOWLEDGEABLE IN THE FIELD OF WORK AND HAVE A MINIMUM OF FIVE (5) YEAR'S EXPERIENCE INSTALLING SIMILAR WORK. CONTRACTOR TO BE LICENSED TO PERFORM THE WORK SPECIFIED WITHIN THE PRESIDING JURISDICTION.

JOB CONDITIONS:

IT IS THE CONTRACTOR'S RESPONSIBILITY TO REVIEW THE SITE AND REPORT ANY DISCREPANCIES TO THE OWNER OR THE OWNER'S REPRESENTATIVES. ALL PLANT MATERIAL AND FINISH GRADES ARE SUBJECT TO APPROVAL BY THE OWNER.

PROTECTION:

SAVE AND PROTECT ALL EXISTING PLANTINGS SHOWN TO REMAIN. DO NOT PLANT UNTIL OTHER CONSTRUCTION OPERATIONS WHICH CONFLICT HAVE BEEN COMPLETED. IF AN IRRIGATION SYSTEM IS TO BE INSTALLED DO NOT PLANT UNTIL THE SYSTEM HAS BEEN INSTALLED, TESTED, AND APPROVED BY THE OWNER. HANDLE PLANTS WITH CARE – DO NOT DAMAGE OR BREAK ROOT SYSTEM, BARK, OR BRANCHES. REPAIR AND/OR REPLACE ITEMS DAMAGED AS A RESULT OF WORK, OR WORK NOT IN COMPLIANCE WITH PLANS AND SPECIFICATIONS, AS DIRECTED BY OWNER AT NO ADDITIONAL COST TO THE OWNER.

REPAIR OF EXISTING PLANTINGS:

DURING THE COURSE OF WORK, REPAIR ALL EXISTING PLANTING AREAS BY PRUNING DEAD GROWTH, RE-ESTABLISHING FINISH GRADE AND RE-MULCHING TO SPECIFIED DEPTH.

IRRIGATION SYSTEM:

LANDSCAPE CONTRACTOR TO VERIFY AVAILABLE WATER PRESSURE PRIOR TO BEGINNING ANY WORK ON THE PROPOSED IRRIGATION SYSTEM. PROVIDE WRITTEN RESULTS OF WATER PRESSURE TO LANDSCAPE ARCHITECT

REPAIR OF IRRIGATION SYSTEM:

DURING THE COURSE OF WORK, REPAIR ANY DAMAGE TO THE IRRIGATION SYSTEM TO MATCH CONDITIONS PRIOR TO THE DAMAGE.

GUARANTEE:

GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM DATE OF FINAL ACCEPTANCE OF THE JOB BY OWNER.

60-DAY MAINTENANCE:

CONTRACTOR TO PROVIDE OWNER WITH A SCOPE OF WORK AT TIME OF INITIAL PROJECT BID TO PROVIDE LANDSCAPE AND IRRIGATION MAINTENANCE FOR 60 DAYS FOLLOWING STORE OPENING. WORK TO INCLUDE MAINTENANCE AS DESCRIBED BELOW, IN PLANTING AND IRRIGATION MAINTENANCE.

SUBMITTALS:

SUBMIT FIVE (5) COPIES THE FOLLOWING TO THE LANDSCAPE ARCHITECT FOR REVIEW AND APPROVAL PRIOR TO THE START OF ANY WORK:

- DOCUMENTATION THAT ALL PLANT MATERIAL HAS BEEN ORDERED.
- TOPSOIL ANALYSIS AND RECOMMENDED AMENDMENTS.
- TREE STAKING AND GUYING MATERIALS.
- ONE (1) QUART SIZE OF TOPSOIL AND MULCH.
- PLANTING SCHEDULE INCLUDING DATES AND TIMES.
- MAINTENANCE INSTRUCTIONS FOR ONE (1) FULL YEAR.

MATERIALS:

PLANT MATERIALS:

PLANT MATERIALS TO BE GRADE NO. 1, SIZED IN ACCORDANCE WITH (AAN) AMERICAN STANDARDS FOR NURSERY STOCK (ANSI Z60.1-2004). PRUNE PLANTS RECEIVED FROM THE NURSERY ONLY UPON AUTHORIZATION BY THE LANDSCAPE ARCHITECT. "B & B" INDICATES BALLED AND BURLAPPED, "CONT." INDICATES CONTAINER, "BR" INDICATES BARE ROOT, "CAL" INDICATES CALIPER AT 6" ABOVE SOIL LINE, "GAL" INDICATES GALLON.

- SPECIFIED PLANT CANOPY SIZE OR CALIPER IS THE MINIMUM ACCEPTABLE CONTAINER OR BALL SIZE AND ESTABLISHES MINIMUM PLANT CONDITION TO BE PROVIDED.
- QUALITY:
PLANT MATERIAL TO COMPLY WITH STATE AND FEDERAL LAWS FOR DISEASE INSPECTION. PLANTS TO BE FULLY LIVE, VIGOROUS, WELL FORMED, WITH WELL DEVELOPED FIBROUS ROOT SYSTEMS. PLANTS TO BE SOLID AND FIRMLY HELD TOGETHER, SECURELY CONTAINED AND PROTECTED FROM INJURY AND DESICCATION. PLANTS DETERMINED BY LANDSCAPE ARCHITECT TO HAVE BEEN DAMAGED: HAVE DEFORMITIES OF STEM, BRANCHES, OR ROOTS; LACK SYMMETRY, HAVE MULTIPLE LEADERS OR "Y" CROTCHES LESS THAN 30 DEGREES IN TREES, OR DO NOT MEET SIZE OR QUALITY STANDARDS WILL BE REJECTED. PLANT MATERIAL TO BE FROM A SINGLE NURSERY SOURCE FOR EACH SPECIFIED SPECIES/HYBRID. NURSERY SOURCES TO BE THOSE LOCATED IN THE SAME REGION AS THE JOB SITE.
- SUBSTITUTION:
NO SUBSTITUTION OF PLANT MATERIAL, SPECIES OR VARIETY, WILL BE PERMITTED UNLESS WRITTEN EVIDENCE IS SUBMITTED TO THE OWNER FROM TWO QUALIFIED PLANT BROKERAGE OFFICES. SUBSTITUTIONS WHICH ARE PERMITTED TO BE IN WRITING FROM THE OWNER AND LANDSCAPE ARCHITECT. THE SPECIFIED SIZE, SPECIES AND NEAREST VARIETY, AS APPROVED, TO BE FURNISHED. SUBSTITUTIONS MAY REQUIRE SUBMITTAL TO REVISED LANDSCAPE PLAN TO CITY FOR APPROVAL.
- LABEL AT LEAST ONE (1) TREE, SHRUB, AND GROUNDCOVER OF EACH VARIETY WITH A SECURELY ATTACHED WATERPROOF TAG BEARING LEGIBLE DESIGNATION OF BOTANICAL AND COMMON NAMES.
- DELIVER PLANT MATERIAL AFTER PREPARATION OF PLANTING AREAS HAVE BEEN COMPLETED AND PLANT IMMEDIATELY. IF PLANTING IS DELAYED MORE THAN SIX (6) HOURS AFTER DELIVERY, SET MATERIAL IN SHADE, PROTECT FOR WEATHER AND MECHANICAL DAMAGE, AND KEEP ROOT BALLS MOIST BY COVERING WITH MULCH, BURLAP OR OTHER ACCEPTABLE MEANS OF RETAINING MOISTURE.

SOIL PREPARATION:

TOPSOIL, AMENDMENT, AND BACKFILL, ARE GENERAL REQUIREMENTS FOR ALL LANDSCAPE AREAS, UNLESS NOTED OTHERWISE ON THE PLANS. SOIL AMENDMENTS AND FERTILIZER NOTED BELOW ARE TO BE USED FOR BID PRICE BASIS ONLY. SPECIFIC AMENDMENTS AND FERTILIZERS WILL BE MADE AFTER SOIL SAMPLES ARE LABORATORY TESTED BY THE CONTRACTOR. PROVIDE CHANGE ORDER FOR ADDITIONAL OR REDUCTION OF MATERIALS REQUIRED OR NOT REQUIRED BY THE SOILS REPORT.

SOIL FERTILITY AND AGRICULTURAL SUITABILITY ANALYSIS:

AFTER ROUGH GRADING AND PRIOR TO SOIL PREPARATION, CONTRACTOR TO OBTAIN TWO REPRESENTATIVE SOIL SAMPLES, FROM LOCATIONS AS DIRECTED BY THE LANDSCAPE ARCHITECT, TO A SOIL TESTING LABORATORY. SUBMIT RESULTS TO LANDSCAPE ARCHITECT FOR REVIEW. TESTS TO INCLUDE FERTILITY AND SUITABILITY ANALYSIS WITH WRITTEN RECOMMENDATIONS FOR SOIL AMENDMENT, FERTILIZER, CONDITIONERS, APPLICATION RATES, AND POST-CONSTRUCTION MAINTENANCE PROGRAM. TESTS TO BE CONTRACTED WITH AND PAID FOR BY THE CONTRACTOR.

- TOPSOIL:
CONTRACTOR IS RESPONSIBLE FOR SUPPLYING ALL TOPSOIL AND FOR DETERMINING THE VOLUME OF TOPSOIL REQUIRED PER THE INFORMATION ON PLANS AND NOTED HERE-IN. CONTRACTOR IS RESPONSIBLE FOR ANY NECESSARY WEED CONTROL RESULTING FROM CONTAMINATED OFF SITE SOURCES.
- TOPSOIL TO CONSIST OF 1/3 BY VOLUME SANDY LOAM, 1/3 BY VOLUME COMPOSTED GARDEN MULCH, AND 1/3 BY VOLUME COARSE WASHED SAND OR EQUIVALENT. OR APPROVED EQUAL

D) TOPSOIL PREPARATION AND INSTALLATION:

- VERIFY SUBGRADES TO -7 INCHES IN LANDSCAPE AREAS AND -18/24 INCHES IN PARKING LOT ISLANDS BELOW FINISH ELEVATION, OR AS INDICATED ON PLANS. THIS ACCOMMODATES TOPSOIL, AMENDMENTS, AND MULCH.
- ERADICATE ANY SURFACE VEGETATION ROOTED IN THE SUB-GRADE PRIOR TO SUB-GRADE PREPARATION.
- THOROUGHLY SCARIFY AND RIP ALL LANDSCAPE SUB-GRADES WHICH HAVE BECOME COMPACTED TO A DEPTH OF 12 INCHES WITH MULTIPLE PASSES, 90 DEGREES TO EACH OTHER. SCARIFY AREAS INACCESSIBLE TO MECHANIZED EQUIPMENT AND AROUND EXISTING PLANTINGS NOTED TO REMAIN WITH HAND TOOLS.
- REMOVE SOIL LUMPS, ROCK, VEGETATION AND/OR DEBRIS LARGER THAN 2 INCHES FROM ALL SUB-GRADE PRIOR TO PLACEMENT OF SPECIFIED TOPSOIL.
- REMOVE ANY ASPHALT EXTENDING BEYOND 6 INCHES FROM CURBS INTO ADJACENT LANDSCAPE AREAS.
- PARKING LOT PLANTER ISLANDS TO BE OVER EXCAVATED BY BACKHOE. REMOVE PAVING WASTE, GRAVEL BASE MATERIAL AND UNDERLYING SUBSOIL TO 18 INCHES BELOW TOP OF PAVING. SCARIFY AND OVER EXCAVATE PLANT PIT BOTTOM 12 INCHES TO MINIMIZE STRUCTURAL COMPACTION.

E) TOPSOIL PLACEMENT:

- PROVIDE A TOTAL FINISH COURSE OF 4 INCHES OF TOPSOIL FOR LANDSCAPE AREAS AND 18/24 INCHES IN PARKING LOT ISLANDS.
- IN ALL LANDSCAPE AREAS, PLACE 2 INCHES (6 INCHES IN PARKING LOT ISLANDS) OF TOPSOIL MIX WITH AMENDMENTS OVER THE PREPARED SUB-GRADE AND THOROUGHLY ROTOTILL WITH MULTIPLE PASSES INTO THE TOP 6 INCHES OF SUB-GRADE FOR A TOTAL DEPTH OF 8 INCHES IN LANDSCAPE AREAS (12 INCHES IN PARKING LOT ISLANDS). PLACE AN ADDITIONAL 2 INCH LIFT OF TOPSOIL, IN ALL LANDSCAPE AREAS AND A MINIMUM 12 INCH LIFT IN ALL PARKING LOT ISLANDS, FOR THE FINAL TOPSOIL DEPTH OF 4 INCHES IN LANDSCAPE AREAS AND 18/24 INCHES IN PARKING LOT ISLANDS.
- PLACE ADDITIONAL TOPSOIL AND SOIL MIX AS REQUIRED TO MEET FINISH ELEVATIONS.

MULCH (TOPDRESSING):

SEE PLANT SCHEDULE THIS SET REGARDING ROCK MULCH TYPES AND LOCATIONS. IN ALL LANDSCAPE AREAS THAT DO NOT RECEIVE ROCK MULCH, LANDSCAPE CONTRACTOR IS TO INSTALL MINIMUM 3-INCH DEPTH OF MEDIUM BARK MULCH.

STAKES:

2-INCH DIAMETER BY 8-FOOT MINIMUM LODGEPOLE PINE STAKES.

GUY MATERIAL:

1-INCH WIDE POLYETHYLENE CHAIN LOCK TYPE TIES; OR, 3/8" DIAMETER RUBBER. NO WIRE.

HERBICIDE:

LANDSCAPE CONTRACTOR TO INSTALL A PRE-EMERGENT IN ALL LANDSCAPE AREAS PRIOR TO PLANTING.

ANTI-DESICCANT:

"WILT-PROOF," 48 HOURS PRIOR TO SHIPMENT TO SITE FROM JUNE 1 THROUGH SEPTEMBER. THOROUGHLY ROOT WATER PLANTS PRIOR TO DELIVERY. PLANT MATERIAL DELIVERED TO SITE TO BE KEPT CONTINUALLY MOIST THROUGH INSTALLATION.

EXECUTION:

CONTAMINANTS:

VERIFY THAT ALL SOIL CONTAMINANTS (E.G., PAINT, SEALANTS, SOLVENTS, OILS, GREASES, CONCRETE/ASPHALT SPOILS, ETC.) HAVE BEEN SATISFACTORY REMOVED FROM ALL PLANTING AREAS. DO NOT BEGIN WORK UNTIL UNSATISFACTORY CONDITIONS HAVE BEEN CORRECTED.

FINISH GRADES:

FINE GRADE AND REMOVE ROCKS, DEBRIS, AND FOREIGN OBJECTS OVER 2 INCHES DIAMETER FROM TOP SURFACE OF PREPARED LANDSCAPE AREAS. FINISH ELEVATIONS TO BE DEFINED AS 3 INCHES BELOW CURBS, WALKS AND/OR OTHER ADJACENT HARDSCAPE FOR ALL PLANTING BED AREAS AND 1-INCH BELOW CURBS, WALKS AND/OR OTHER ADJACENT HARDSCAPE FOR ALL LAWN AREAS. FINISH GRADE REFER TO GRADES PRIOR TO INSTALLATION OF MULCH OR LAWN. ALL FINISH GRADES TO BE SMOOTH EVEN GRADES, LIGHTLY COMPACTED, AS SHOWN ON THE PLAN AND DETAILED. PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AND STRUCTURES. SITE CIVIL DRAWINGS IDENTIFY FINAL ELEVATIONS. MOISTEN PREPARED AREAS BEFORE PLANTING IF SOIL IS DRY. WATER THOROUGHLY AND ALLOW SURFACE TO DRY BEFORE PLANTING. DO NOT CREATE MUDDY SOIL.

TREES AND SHRUBS:

ARRANGE TREES AND SHRUBS ON SITE IN PROPOSED LOCATIONS PER DRAWINGS. EXCAVATE PIT, PLANT AND STAKE OR GUY, AS CALLED OUT AND DETAILED. ALL TREES, SHRUBS, AND SUPPORTS TO STAND VERTICAL. BACKFILL SHALL BE PIT SPOILS. SETTLE BACKFILL USING WATER ONLY. NO MECHANICAL COMPACTION.

GROUNDCOVERS:

EXCAVATE PITS TO A MINIMUM OF 3 INCHES BELOW, AND TWICE THE ROOT BALL DIAMETER. WATER THOROUGHLY AND TAKE CARE TO ENSURE THAT ROOT CROWN IS AT PROPER GRADE, AS DETAILED.

MULCH:

SEE PLANT SCHEDULE THIS SET REGARDING ROCK MULCH TYPES AND LOCATIONS. IN ALL LANDSCAPE AREAS THAT DO NOT RECEIVE ROCK MULCH, LANDSCAPE CONTRACTOR IS TO INSTALL MINIMUM 3-INCH DEPTH OF MEDIUM BARK MULCH.

UTILITY CLEARANCES:

FIELD ADJUST PLANT LOCATIONS FOR 8-FOOT SEPARATION OF TREES/SHRUBS AND 2-FOOT SEPARATION FOR GROUNDCOVER FROM FIRE HYDRANTS AND UTILITY VAULTS. 10-FOOT SEPARATION FROM TREES AND LIGHT POLES.

CLEANUP AND PROTECTION:

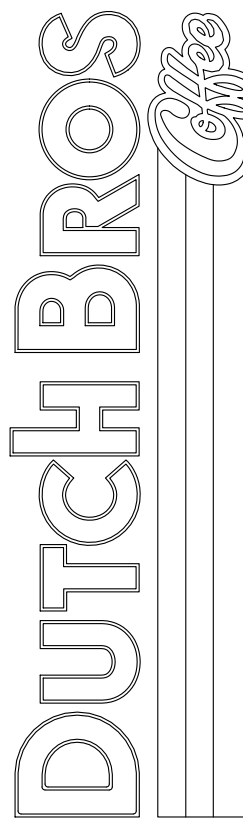
DURING LANDSCAPE WORK, KEEP ALL PAVEMENT CLEAN AND WORK AREAS IN AN ORDERLY CONDITION. PROTECT LANDSCAPE WORK AND MATERIALS FROM DAMAGE DUE TO LANDSCAPE OPERATIONS AND TRESPASSERS. MAINTAIN PROTECTION DURING INSTALLATION AND MAINTENANCE PERIOD. TREAT, REPAIR, OR REPLACE DAMAGE LANDSCAPE WORK AS DIRECTED BY THE OWNER.

PLANTING MAINTENANCE:

PROVIDE FULL MAINTENANCE BY SKILLED EMPLOYEES OF LANDSCAPE INSTALLERS. CONTRACTOR TO MAINTAIN PLANTINGS THROUGH COMPLETED INSTALLATION, AND UNTIL ACCEPTANCE OF LANDSCAPE INSTALLATION. PLANTING MAINTENANCE TO INCLUDE WATERING, WEEDING, CULTIVATING, TIGHTENING AND REPAIRING OF TREE GUYS, RESETTLING PLANTS TO PROPER GRADES OR POSITION, RE-ESTABLISHING SETTLED GRADES, AND MOWING LAWNS WEEKLY AFTER LAWN ESTABLISHMENT. HERBICIDE IS NOT RECOMMENDED FOR ONE YEAR FOLLOWING LANDSCAPE INSTALLATION. INCLUDED IS REPLACEMENT OF DEAD PLANTS AND PLANTS SHOWING LOSS OF 40 PERCENT OR MORE OF CANOPY.

PLANT SCHEDULE + NOTES
2805 ZINFANDEL DRIVE
RANCHO CORDOVA, CA 95670

Title:



For:



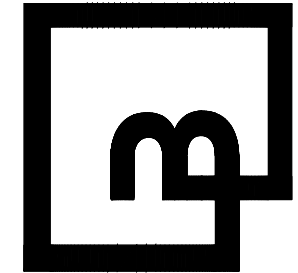
Scale:

Horizontal N/A
Vertical N/A

Designed LRP

Drawn LRP
Checked LRP
Approved JMW
Date 07/29/20

Barghausen
Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222
barghausen.com



Job Number
21361

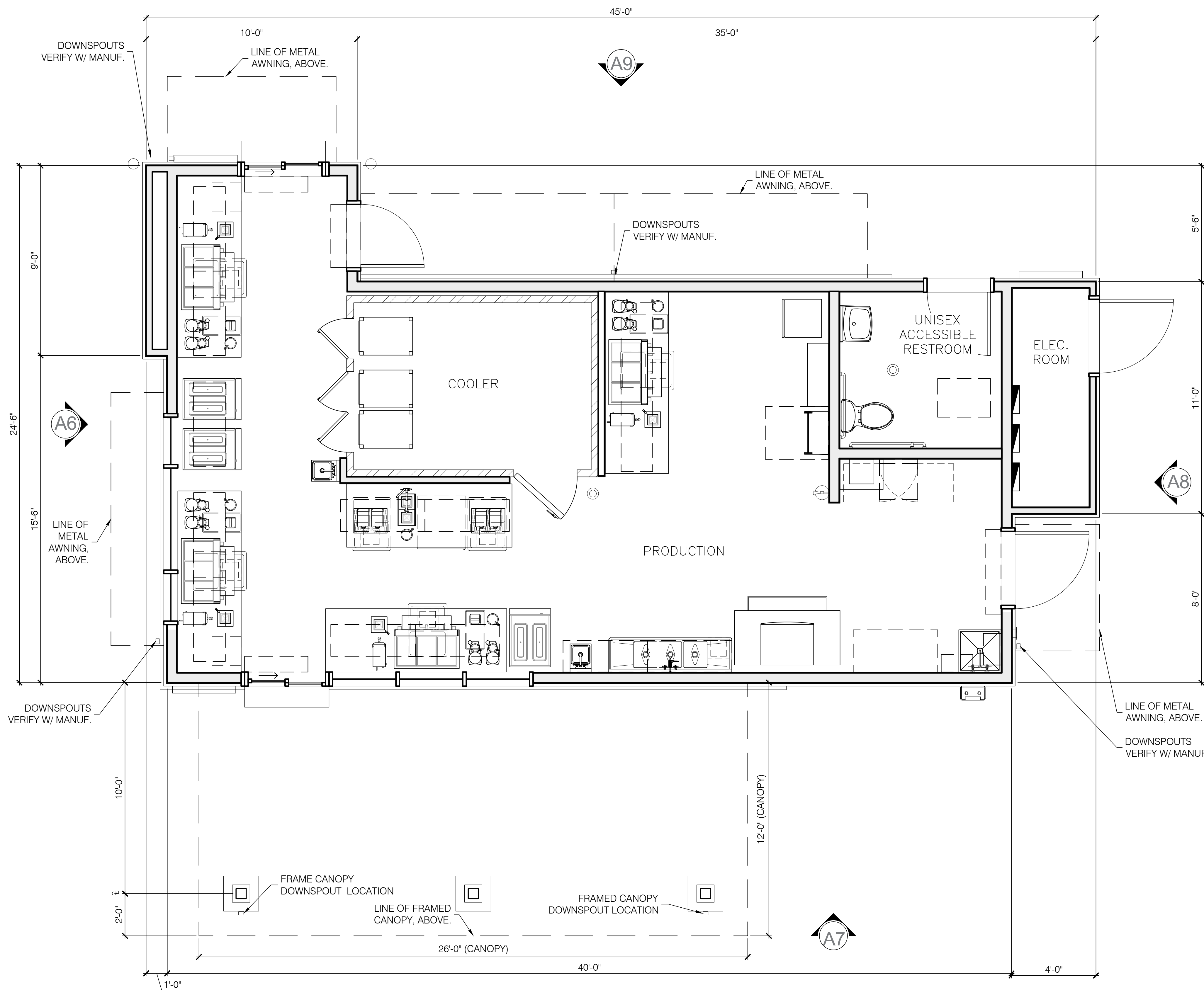
Sheet
L-2
2019 DB
Franchising USA, LLC



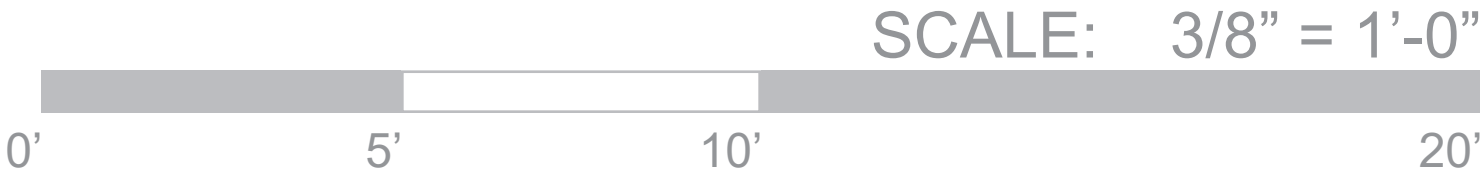








FLOOR PLAN NOTES:
GROSS SQ. FT.: 862
CONSTRUCTION TYPE: V-B
OCCUPANCY: B (BUSINESS)



December 21, 2020

Mr. Jason Sanks
SEG
8280 E. Gelding Drive, Suite 101
Scottsdale, AZ 85260

**RE: SITE EVALUATION – DUTCH BROTHERS COFFEE KIOSK, ZINFANDEL DRIVE,
RANCHO CORDOVA, CALIFORNIA**

Dear Mr. Sanks:

KD Anderson & Associates, Inc. has completed our analysis for the proposed Dutch Brothers Coffee Kiosk to be located at 2805 Zinfandel Drive in Rancho Cordova. The site is located in the southeast quadrant of the Folsom Blvd / Zinfandel Drive intersection, south of the RT light rail line in the Grocery Outlet parking lot. The purpose of this analysis was the following:

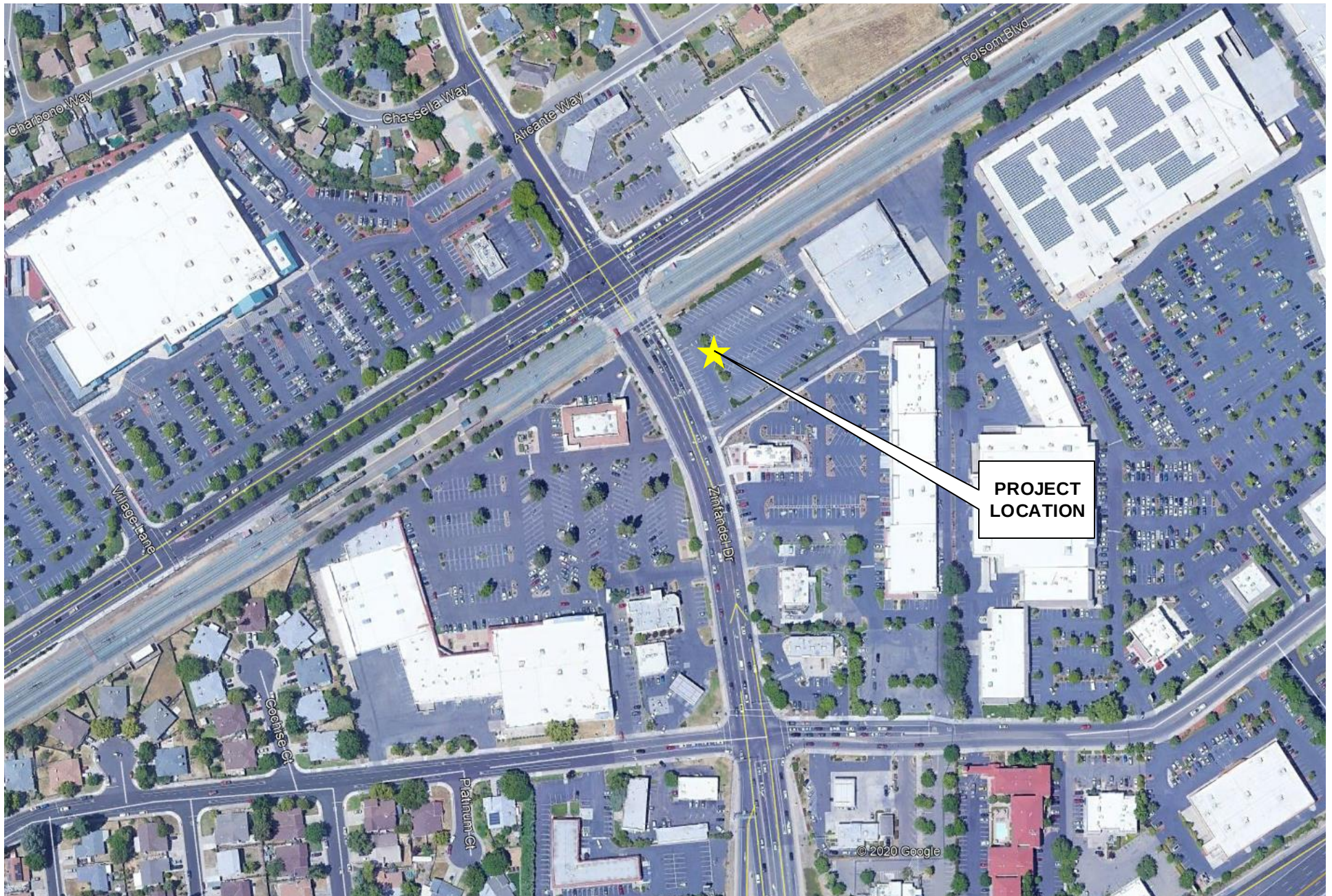
1. What traffic patterns will be created by customers arriving and departing during peak periods?
2. Are adequate gaps available in northbound traffic to allow departing traffic to enter Zinfandel Drive to make a left or U-turn?
3. What amount of queueing should be expected at a coffee kiosk in this location, and can anticipated queueing be accommodated without interfering with on-site circulation or with the flow of traffic and/or queues on adjoining streets?
4. Will queues develop on-site or off-site that could exhaust the capacity of the project's service aisles and back up onto Zinfandel Drive?

Based on discussion with City of Rancho Cordova staff the a.m. and p.m. peak hours were evaluated.

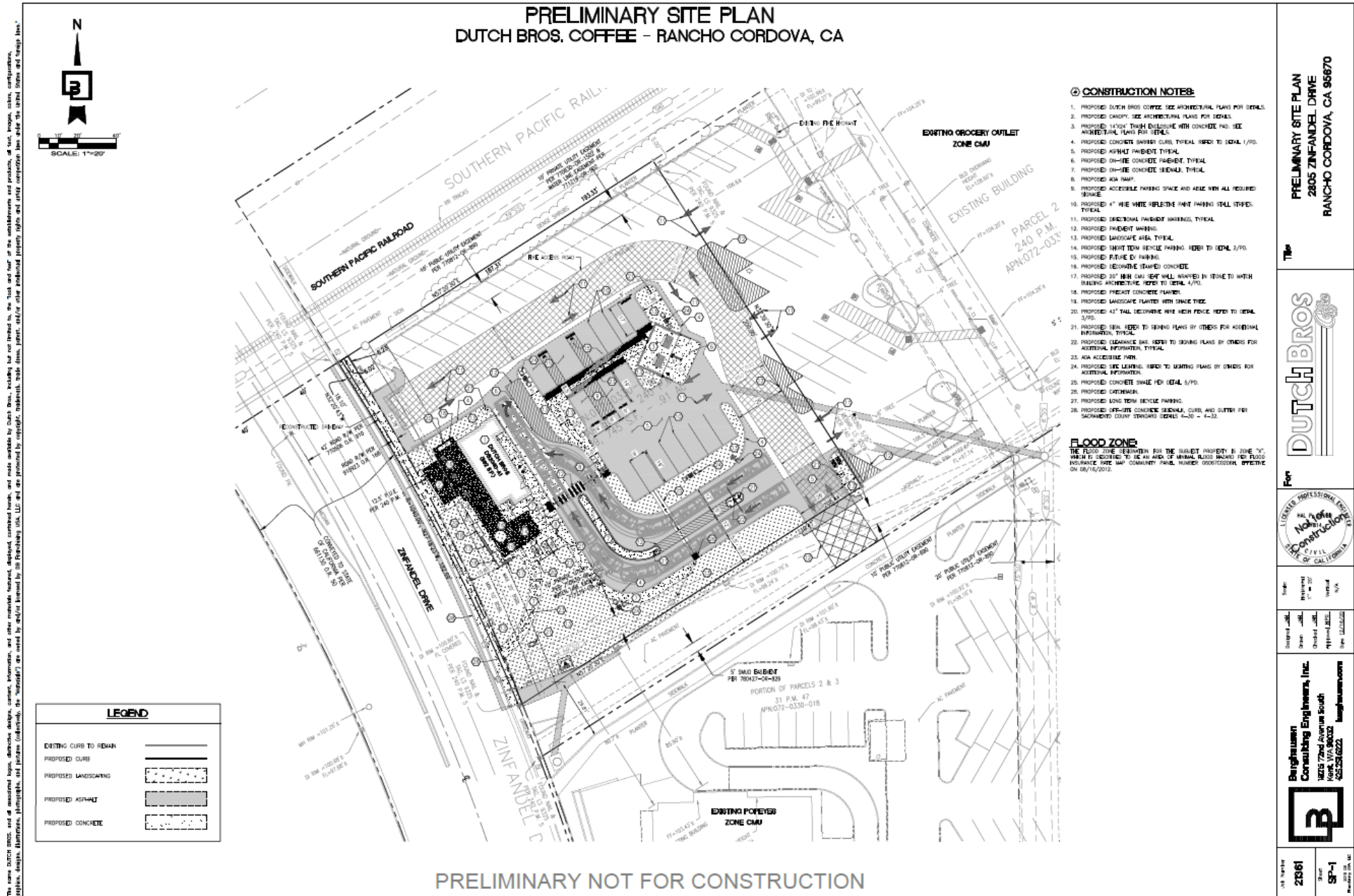
INTRODUCTION

Proposed Project. The proposed project is an 862 square foot Dutch Brothers coffee kiosk that will be constructed adjacent to Zinfandel Drive within the existing Grocery Outlet supermarket site. The kiosk will be a stand-alone building between the two existing driveways that provide access to Grocery Outlet. The north driveway provides right-in, right-out access along Zinfandel Drive and is located about 50 feet from the RT rail line. The south driveway is about 175 feet south of the north driveway and also provides right-in, right-out access. This driveway allows joint use with the adjacent Zinfandel Village Retail Center.

As noted earlier, the kiosk will stand alone along the west side of the site, adjacent to Zinfandel Drive. The project will reconstruct a portion of the Grocery Outlet parking lot and provide a realigned access from the joint use driveway opposite the interior driveway to Zinfandel Village. The access to the Dutch Brothers / Grocery Outlet aisle will move from about 40 feet from Zinfandel Drive to about 200 feet from Zinfandel Drive. The Dutch Brothers site will provide two lanes for customers to order and queue and then proceed to a single pick-up window. The north driveway provides only a queuing area of about 50 feet between Zinfandel Drive and the kiosk driveway; therefore, the project intends to direct customers back to the south driveway to exit the site. This will be done with right turn arrow markings and signs. Figure 1 presents a vicinity map of the project while the site plan is illustrated in Figure 2.



VICINITY MAP



KD Anderson & Associates, Inc.
Transportation Engineers

7660-02 RA 12/23/2020

SITE PLAN

figure 2

EXISTING SETTING & CONDITIONS

The proposed project will construct a Dutch Brothers coffee kiosk in the southeast quadrant of the Folsom Blvd / Zinfandel Drive intersection. The proposed kiosk will include a single window for pick-up with two-lanes in advance to order and queue.

Along the project frontage Zinfandel Drive is a 4-lane roadway with a two-way-left-turn-lane (TWLTL) beginning south of the south driveway and extending to Olson Drive. Right-in, right-out only access is allowed at the project driveways while two additional full-access driveways into the adjacent retail center are also present.

City of Rancho Cordova staff provided intersection turning movements (ITM) at the adjacent intersections, with a.m. and p.m. peak hour traffic provided at Folsom Blvd and p.m. peak hour traffic provided at Olson Drive. An a.m. peak hour traffic count was conducted at Olson Drive in November to analyze the a.m. peak hour. Additionally, traffic counts were conducted at the project driveways for both a.m. and p.m. peak hours. Because of the Covid-19 pandemic, travel patterns have been affected downward due to school and work closures. Intersection turning movements (ITM) are therefore, generally lower than usual traffic counts. The a.m. ITM for the Zinfandel Drive / Olson Drive intersection and the project driveways were adjusted to reflect pre-Covid-19 conditions. This was accomplished by using traffic data analytics provided from *StreetLight Data*. *StreetLight Data* uses “Big-Data” travel information gathered from multiple sources. Using this data they algorithmically develop travel patterns which is then validated using existing traffic counters. The Olson Drive a.m. ITM’s were then adjusted using the relative proportion between Covid-19 volumes and pre-Covid-19 data. Figure 3 presents the peak hour a.m. and p.m. volumes at the two intersections and two project driveways.

Analysis Purpose and Criteria

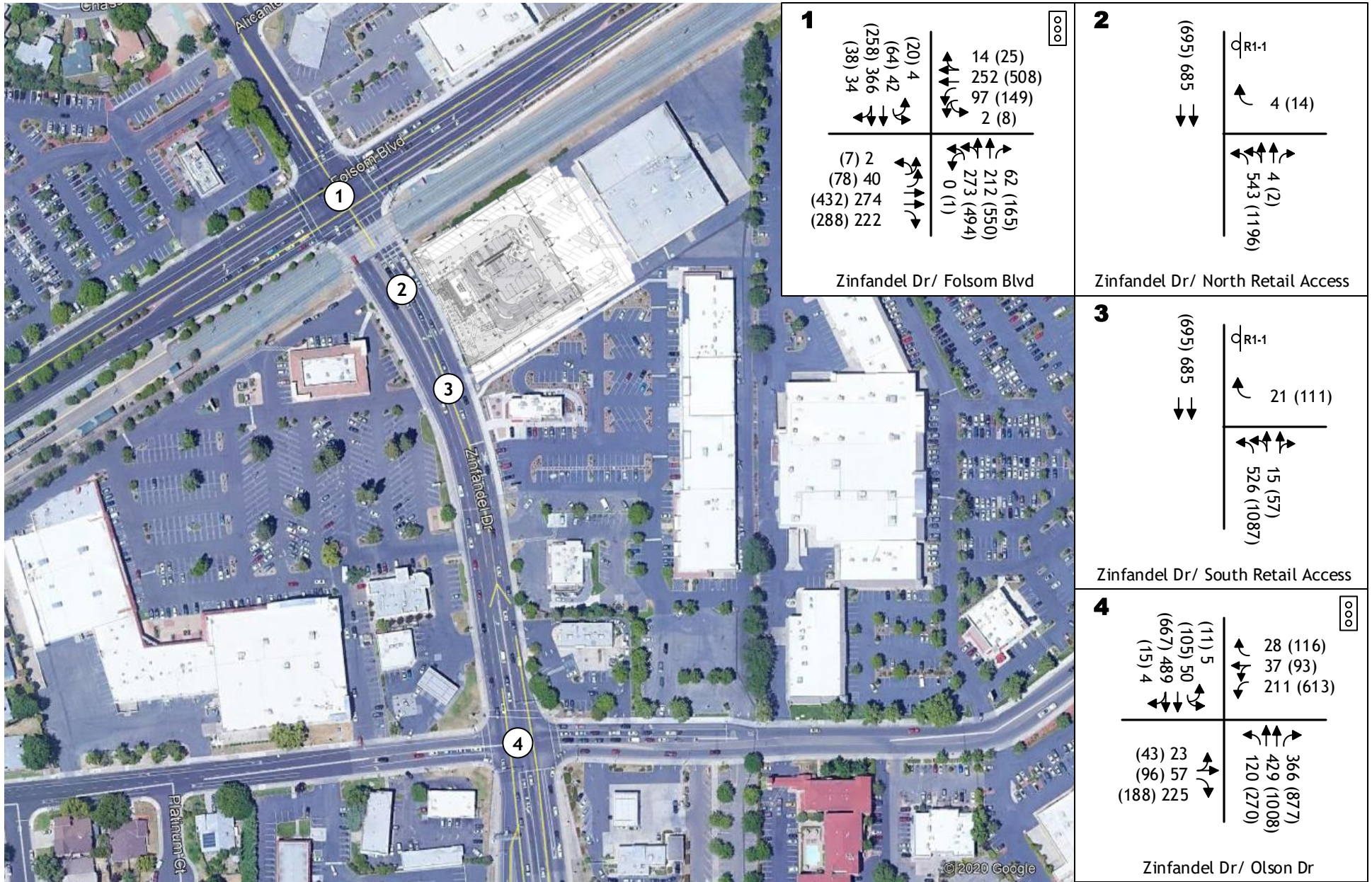
The City has requested that a queuing analysis be conducted to determine what the impact of the Dutch Brothers coffee kiosk may have on traffic conditions along Zinfandel Drive. This includes what queues may occur on Zinfandel Drive, what queues may develop along the project driveways and whether customers will be able to enter Zinfandel Drive. In addition, the City asked that the southbound left-U-turn lane at Olson Drive be evaluated to determine whether the project may negatively impact the left turn lane.

Synchro/SimTraffic software was used to simulate Existing and Existing plus Project conditions. The software is a stochastic model, i.e., randomness is present when running the simulations. The results will vary within each scenario and between scenarios, which is indicative of real-world traffic conditions. This may result in some approach lanes at intersections having queues that are larger or smaller in the ‘Plus Project’ scenarios than in the ‘No Project’ scenarios. This is a normal occurrence for stochastic models, and it is not unexpected that queues could decrease at one location in the ‘Plus Project’ condition while increasing at another location. The changes typically should be reasonable; a substantial reduction in queuing should not be anticipated.

The network was seeded for a 5-minute period to allow the network to fill, followed by a 15-minute run. Sacramento RT operates trains at 15-minute headways in each direction; therefore, the 15-minute run allows a light-rail train to pass through Zinfandel Drive in each direction. The simulation results were compared to a field survey of queuing vehicles along Zinfandel Drive in the a.m. and p.m. peak hours. Adjustments were made to calibrate “No Project” *Synchro/SimTraffic* files to the observed queues. The simulation results reflect the average of the mean of 16 simulation runs selected from 20-run samples.

ITEM 18.1.

ATTACHMENT 1



EXISTING TRAFFIC VOLUMES AND LANE CONFIGURATIONS

figure 3

Existing Conditions

Simulations were conducted for Existing conditions and calibrated to reflect the approximate observed queue length conditions. A 95% confidence level was used, meaning that the forecast queue length should be exceeded only 5% of the time.

Table 1 displays the observed and projected queue lengths along northbound Zinfandel Drive, the southbound left turn lane at Olson Drive and along the north and south driveways entering Zinfandel Drive.

The current queues along Zinfandel Drive vary between a.m. and p.m. peak hours. During the a.m. peak two-hours the observed 95th percentile queue for northbound traffic along Zinfandel Drive was generally about 145 feet with the longest queue reaching about 220 feet. During the p.m. peak hour traffic is heavier, resulting in longer queues. In the p.m. peak two-hours the observed 95th percentile queue was about 475 feet with the longest queue about 540 feet.

TABLE 1 95th PERCENTILE QUEUES EXISTING CONDITIONS				
Location	AM		PM	
	95% Observed	95% Calculated	95% Observed	95% Calculated
Zinfandel Drive – Northbound*	145	140	475	534
Olson Drive – Southbound Left Turn	---	77	---	163
Site - North Driveway Westbound Right Turn	25	<25	25	69
Site - South Driveway Westbound Right Turn	40	36	100	115

* - longest queue length from light rail crossing limit line

PROJECT CONDITIONS

Trip Generation. Trip generation is determined by identifying the type and size of development. The Institute of Transportation Engineers (ITE) publication *Trip Generation* publishes trip generation rates for a variety of land uses. Land-Use 938 “Coffee/Donut Shop with Drive-Through Window and No Indoor Seating” is similar to the Dutch Brothers model of a drive-through coffee kiosk; however, limited data is available for this land use. The Dutch Brothers coffee kiosk model is a drive-through operation with outdoor tables generally for walk-up customers.

Because of the limited data available for coffee kiosks, peak hour trips were observed for two existing Dutch Brothers sites that had similar operational characteristics to the proposed project. This included two-lane queuing with a single drive-through window. The sites included one along Sunrise Avenue in Roseville and one at the El Camino Avenue / Eastern Avenue intersection in the Arden-Arcade area of Sacramento County. Both locations are along four-lane roadways similar to Zinfandel Drive. The El Camino Avenue / Eastern Avenue site is in the southeast corner of the intersection. According to Sacramento County traffic data, the intersection handles about 33,000 average daily trips (ADT).

According to City of Roseville traffic counts, the Sunrise Avenue location south of Coloma has about 39,000 ADT. The most recent traffic counts from Rancho Cordova (2016) indicate that traffic along Zinfandel Drive along the project frontage is about 25,000 ADT; *StreetLight* data indicates that over the four-month period of March, April, September and October 2019 the ADT along Zinfandel Drive was about 33,600 ADT.

Review of the observed counts indicate that the site traffic may be reflective of the time of day relative to commute periods, the time and distance to the end destination and the traffic conditions that may be encountered. Dutch Brothers goal is to serve 60 vehicles per hour at their peak, i.e., about 120 total trips per hour. Driveway counts at the El Camino Avenue store observed 120 a.m. peak hour trips and 112 p.m. peak hour trips while the Sunrise Avenue store observations were 114 a.m. peak hour trips and 66 p.m. peak hour trips. The Sunrise Avenue store exhibits similar a.m. characteristics during the “inbound” commute; however, in the p.m. peak hours the location of the Sunrise Avenue kiosk, being further from downtown Sacramento may result in fewer trips as commuters may be less likely to stop due its distance along the “outbound” commute. With the El Camino store confirming the Dutch Brothers projections, the observed driveway volumes at that store were used, providing a worst-case analysis.

Trip Distribution & Trip Assignment. The distribution of project traffic was determined based on traffic volumes along Zinfandel Drive. It is expected that a.m. traffic will be split about 50%/50% along both directions of Zinfandel Drive. Southbound traffic will be required to make a U-turn to enter the Dutch Brothers driveway. This could occur at Olson Drive, the Zinfandel Village Retail Center driveway or from the TWLTL. After reviewing the existing queuing, it is expected that southbound customers will either make a mid-block U-turn from the TWLTL or enter Zinfandel Village to access Dutch Brothers; the existing queuing does not appear to extend beyond the southerly Dutch Brothers driveway, thereby allowing a mid-block turn to be made. It is unlikely that many customers will drive to Olson Drive and wait for a green arrow to make a U-turn when a mid-block U-turn can be made with minimal delay. Therefore, in the morning peak hour, all-U-turns were assumed to occur mid-block. These same vehicles then must exit the site and cross into the inside left turn lane to make a U-turn to continue their trip towards US 50. In the p.m. peak hour about $\frac{2}{3}$ of the trips are expected to be from along northbound Zinfandel Drive. During this period, southbound customers are expected to use Olson Drive to make a U-turn due to the higher northbound traffic volumes and longer queues. Table 2 presents the projected distribution. Existing plus Project traffic is presented in Figure 4.

TABLE 2 PROJECT TRIP DISTRIBUTION				
Route	% of Total Trips AM		% of Total Trips PM	
	Approach	Departure	Approach	Departure
Northbound Zinfandel Drive	50%	50%	68%	68%
Southbound Zinfandel Drive	50%	50%	32%	32%
Total	100%	100%	100%	100%

ITEM 18.1.

ATTACHMENT 1



Existing plus Project Conditions. Simulations were conducted under Existing plus Project conditions based on the calibrated simulations conducted under Existing conditions. The queues along Zinfandel Drive will again vary in the a.m. and p.m. peak hours. As shown in Table 3 northbound queues are expected to lengthen with the project. This is a result of project traffic being able to enter Zinfandel Drive, and then becoming part of the queue for the traffic signal at Folsom Blvd. Queues in the southbound left turn lane of Zinfandel Drive at Olson Drive are shown to decrease by about 14 feet. However, this reduction is a function of stochastic modeling, and it is expected that the queues for the southbound left turn lane will have no noticeable change. Customers will likely make a mid-block U-turn or enter the Zinfandel Village parking lot rather than traveling to Olson Drive. The queues at the north driveway are not expected to have any appreciable change with outbound project traffic being routed to the south driveway. The queue at the south driveway is expected to lengthen to about 61 feet. While this extends the existing queue from two vehicles to three vehicles, the project traffic should be able to enter northbound Zinfandel Drive based on the available gaps in northbound traffic.

During the p.m. peak hour, traffic along northbound Zinfandel Drive is heavier, with longer queues currently existing that routinely extend beyond the project's south driveway. Under project conditions the simulation shows that the queue along northbound Zinfandel Drive would decrease from 534 feet to 505 feet, about one vehicle. Again, this 'reduction' is a result of averaging the runs of the stochastic model. In the p.m. peak hour southbound Zinfandel Drive customers will travel to Olson Drive to make a U-turn. The resultant queue in the left turn lane is projected to lengthen from 163 feet to 214 feet. The left turn lane will continue to have adequate storage for this additional queue. Queues along the north driveway will remain at about three vehicles while the queues along the south driveway will lengthen from about 115 feet to about 212 feet. This is a result of existing and project vehicles having to queue for longer periods of time along the south driveway aisle while waiting for adequate gaps along Zinfandel Drive.

The analysis indicates that when adequate gaps are available along Zinfandel Drive driveway traffic can enter the roadway; however, as the queue extends to the south driveway and beyond, the driveway queues lengthen with motorists waiting for gaps in traffic flow. The queues along Zinfandel Drive are a function of whether driveway traffic can enter. If more driveway traffic can enter Zinfandel Drive the queues along Zinfandel Drive will lengthen. If driveway vehicles cannot enter the traffic flow the driveway queues lengthen.

TABLE 3 95th PERCENTILE QUEUES EXISTING PLUS PROJECT CONDITIONS				
Location	AM 95% Queue		PM 95% Queue	
	Existing	Existing plus Project	Existing	Existing plus Project
Zinfandel Drive – Northbound*	140	284	534	505
Olson Drive – Southbound Left Turn	77	63	163	214
Site - North Driveway Westbound Right Turn	<25	<25	69	68
Site - South Driveway Westbound Right Turn	36	61	115	212

* - longest lane queue length from light rail crossing limit line

Queuing at Drive-Through Lanes. To determine projected queuing within the site, vehicle queuing was observed at the two Dutch Brothers coffee kiosks. The project site will have a similar layout to these locations, with dual queue lanes and a single pick-up window. Queueing data was recorded on a per minute basis for each of the locations during the two-hour a.m. and p.m. peak periods, from 7:00 a.m. to 9:00 a.m. and from 4:00 p.m. to 6:00 p.m. The queuing observations are provided in the appendix.

Table 4 presents queueing information at 15-minute intervals showing the longest queues observed for each stacking lane beginning at each order-board; these volumes represent the highest volumes observed in each interval. The table also presents the combined queues for each 15-minute period. The longest combined queues do not necessarily correspond with the longest queues in each lane. The data shows that the longest queues at the El Camino Avenue kiosk were six vehicles in one lane and five vehicles in the second lane. The largest total observed queue was ten vehicles in the a.m. and 11 vehicles in the p.m. The Sunrise Avenue kiosk had the longest queue of six vehicles in one lane during the a.m. peak hour with a total of nine vehicle queued in both lanes; as stated earlier, the p.m. period of this kiosk has about half of the envisaged traffic.

A worst-case assessment shows that the El Camino Avenue store had the longest queue of ten vehicles at their a.m. peak and 11 vehicles at their p.m. peak. As queuing was conducted at one-minute intervals, a review of how long these longest queues lasted was reviewed. During the a.m. period, the ten-car queue occurred twice with each lasting for one minute, separated by five minutes. Leading up to the first ten-car queue, queues ranged between six and nine cars in the preceding 10-minute interval. Between the 10-car queues the queues varied between seven and nine cars while after the second 10-car queue, the subsequent queues reduced to eight vehicles and continued to decline until the next crest in customers was observed. The afternoon period showed the longest occurring queue of 12 cars. This occurred over a one-minute period. Queues in the preceding 15-minute period began with a five-car queue and lengthened to ten cars in the next three minutes, remain between eight and eleven cars for until the 12-car queue was reached. Following the 12-car queue the queues remained at 11 cars for 5 minutes before decreasing to seven or less cars until the next crest occurred. During the a.m. period, the Sunrise Avenue kiosk did not experience queues experienced at the El Camino Avenue store; however, the queues appeared to remain consistent during these peak periods.

The queuing data indicates that queues during peak periods tend to be consistent with the longest queue reaching seven vehicles and the longest overall queues of 12 vehicles. Based on the observed queuing data it appears that Dutch Brothers can serve customers at about one-minute intervals. This turnaround time allows Dutch Brothers to develop kiosks that can accommodate at least a 12-vehicle queue. It is noted that the Sunrise Avenue site has queuing for about 20 cars; yet the longest observed queue at this location was nine vehicles. The Zinfandel Drive location is laid out to provide one lane with a queue length of seven cars and the second lane a queue length of five cars.

Table 5 compares the longest queues to the calculated 95th percentile queues. Compared to the observed data the site should provide queue storage of 11 vehicles beginning at the order-board to meet the 95th percentile queue. The proposed 12-car queue would appear to be adequate.

TABLE 4 QUEUING DATA IN DRIVE-THROUGH LANES 15 Minute Conditions		
Time Beginning A.M. P.M.	El Camino Ave	Sunrise Ave
7:00	4 / 4 (8)	3 / 1 (3)
4:00	7 / 5 (12)	3 / 2 (4)
7:15	5 / 5 (10)	2 / 1 (3)
4:15	6 / 5 (11)	1 / 2 (2)
7:30	3 / 2 (5)	3 / 4 (5)
4:30	6 / 5 (10)	0 / 1 (1)
7:45	5 / 4 (8)	2 / 1 (2)
4:45	5 / 4 (9)	0 / 0 (0)
8:00	5 / 5 (9)	5 / 4 (9)
5:00	1 / 1 (2)	0 / 0 (0)
8:15	5 / 5 (10)	6 / 4 (9)
5:15	1 / 4 (5)	1 / 1 (2)
8:30	4 / 5 (9)	6 / 5 (9)
5:30	4 / 5 (8)	0 / 0 (0)
8:45	4 / 3 (7)	3 / 2 (5)
5:45	3 / 4 (7)	0 / 1 (1)

- Lane 1 / Lane 2 longest queue during 15 minute period (maximum vehicles queued in 15 minute period)

- **bold** indicates **a.m.** observed maximum queue in one lane and /or maximum queue at site

- **bold** indicates **p.m.** observed maximum queue in one lane and /or maximum queue at site

TABLE 5 95th PERCENTILE QUEUES				
	El Camino Ave / Eastern Ave Dutch Brothers		Sunrise Ave south of Coloma Dutch Brothers	
	Lane 1	Lane 2	Lane 1	Lane 2
Longest Observed Queue	5 (7)	5 (5)	6 (3)	5 (2)
95 th Percentile Queue	5 (6)	5 (5)	5 (1)	4 (1)

a.m. (p.m.)

Table 6 presents the results of a Poisson Distribution analysis assuming the scenario with an arrival rate of 60 customers arriving per hour. While Dutch Brothers strives to serve one car every minute this analysis considered a 72 second service rate. Excluding adjacent traffic volumes and any other variables such as kiosk size and focusing on the service rate of a kiosk and the number of customers served, the 95% rate is six vehicles per lane, or 12 cars total. This is consistent with the proposed on-site lane storage.

TABLE 6 POISSON DISTRIBUTION DUTCH BROTHERS DRIVE-THROUGH QUEUE (2 Lanes)		
Probability	Queue Exceeded (rounded)	Average Number of Vehicles Appearing in Interval (Per Lane)
25.00%	25.00%	0
30.00%	55.00%	1
18.00%	73.00%	2
10.80%	83.80%	3
6.48%	90.28%	4
3.89%	94.17%	5
2.33%	96.50%	6

Pedestrian Traffic. Pedestrian traffic was also reviewed for both study locations. While Dutch Brothers kiosks provide a walk-up window, their primary business is drive-through customers. No walk-up traffic was observed at either location during the two two-hour peak periods. The proposed site is within walking distance, about $\frac{1}{8}$ mile, from the Zinfandel light rail station. Three RT routes provide access to this station, lines 175, 176 and 177. All operate during the a.m. and p.m. peak hours. It is reasonable that a percentage of these customers will use the walk-up window prior to, or after riding light rail. It would be expected that to maintain the vehicle queuing parameters of not exceeding the available queuing lanes the kiosk would provide additional staffing during peak walk-up times.

CONCLUSIONS

The proposed Dutch Brothers coffee kiosk will be constructed along the west side of the Grocery Outlet parking lot along Zinfandel Drive in the southeast quadrant of the Folsom Blvd / Zinfandel Drive intersection. The project will be constructed between the two driveways, both of which provide right-in, right-out access. Access to the dual drive-through lanes will be easiest from the south driveway, with an internal access about 200 feet from Zinfandel Drive, opposite the access to Zinfandel Village Retail Center; based on traffic counts conducted at the driveways, the north driveway has minimal inbound traffic while outbound traffic is limited due to the location relative to the stop line for the Folsom Blvd / Light Rail intersection and traffic signal. The pick-up window will be located about 50 feet from Zinfandel Drive; therefore, outbound access will be designed for customers to depart through the south driveway.

Project traffic was developed from traffic counts of existing Dutch Brothers sites with similar site and adjacent roadway volume characteristics as well as Dutch Brothers goal to serve about 60 customers (vehicles) per hour. The two sites confirmed that about 60 customers per hour in the a.m. peak are served while only one approached this volume during the p.m. peak. This analysis used these volumes to assess a worse-case scenario.

The site's south driveway currently has queues of up to two vehicles in the a.m. peak hour and about four vehicles in the p.m. peak hour while the north driveway has queues of about one vehicle. Queues along northbound Zinfandel Drive vary, with shorter queues of about 145 feet in the a.m. peak hour and about 475 feet in the p.m. peak hour.

Under Project conditions, queues at the north driveway are not projected to increase in either a.m. or p.m. peak hour while the south driveway queue will lengthen to about 61 feet in the a.m. peak hour and 212 feet in the p.m. peak hour. The existing queues at the project driveway and along Zinfandel Drive are shorter in the a.m. peak hour than during the p.m. The shorter queues along Zinfandel Drive will allow driveway traffic to enter the roadway, resulting in longer queues along Zinfandel Drive. These shorter queues should provide gaps to allow driveway traffic to enter the inside left turn lane to make a U-turn at Folsom Blvd. During the p.m. peak hour, the queues along Zinfandel Drive extend past the south driveway, permitting less driveway traffic to enter the roadway, thereby lengthening the driveway queue. As the Zinfandel Drive queue clears driveway traffic will be able to enter Zinfandel Drive and those motorists heading to southbound Zinfandel Drive should be able to enter the inside left turn lane.

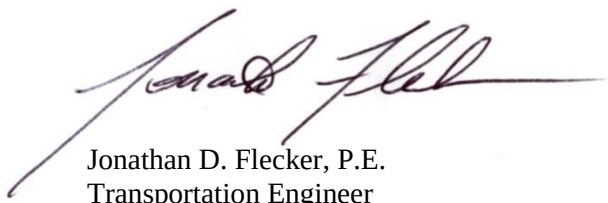
Queuing in the southbound left turn lane of Zinfandel Drive at Olson Drive was also reviewed to determine whether the queue would block the Zinfandel Village driveway, about 260 feet south of the intersection. The *Synchro /SimTraffic* analysis showed that the queues in the a.m. peak hour are under 100 feet while in the p.m. peak hour they lengthen to about 165 feet. Because the northbound queues at the Folsom Blvd traffic signal provide gaps in traffic it was assumed that few customers who have to make a U-turn to enter Dutch Brothers would use the signal at Olson Drive, and instead make a mid-block U-turn from the existing TWLTL. During the p.m. peak however, with fewer gaps available, all U-turning traffic was assumed to use Olson Drive. Subsequently, the left turn lane queues are projected to remain at about three vehicles in the a.m. peak while extending to about 225 feet, about nine vehicles in the p.m. peak hour.

Queueing at the coffee kiosk was developed based on the observed queues at the two study locations. The queues were observed to be a maximum of 12 vehicles total and up to a maximum of seven vehicles in one lane. With a maximum of 60 customers served per hour, a Poisson Distribution analysis suggests that 12 vehicles could be queued. The proposed layout provides space in the order-board lanes for 12 vehicles to queue in two service lanes.

Should you have any questions please free to contact me at (916) 660-1555 or you may reach me via e-mail at jfleck@kdanderson.com.

Sincerely,

KD Anderson & Associates, Inc.



Jonathan D. Flecker, P.E.
Transportation Engineer



Attachments

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing AM
12/07/2020**Intersection: 1: Folsom Blvd & Zinfandel Ave**

Movement	EB	EB	EB	EB	EB	WB	WB	WB	WB	NB	NB	NB
Directions Served	UL	L	T	T	R	UL	L	T	TR	UL	LT	T
Maximum Queue (ft)	26	47	118	130	124	59	53	109	114	31	17	4
Average Queue (ft)	5	25	77	81	70	26	29	66	70	7	4	0
95th Queue (ft)	22	57	123	132	137	62	57	114	121	29	18	4
Link Distance (ft)			2930	2930				2764	2764	55	55	55
Upstream Blk Time (%)										1		
Queuing Penalty (veh)										2		
Storage Bay Dist (ft)	200	200			180	270	270					
Storage Blk Time (%)				0	0							
Queuing Penalty (veh)				1	1							

Intersection: 1: Folsom Blvd & Zinfandel Ave

Movement	NB	SB	SB	SB
Directions Served	R	UL	T	TR
Maximum Queue (ft)	15	81	201	226
Average Queue (ft)	2	33	111	133
95th Queue (ft)	12	92	204	234
Link Distance (ft)	55			472
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)		160	160	
Storage Blk Time (%)			3	6
Queuing Penalty (veh)			7	13

Intersection: 2: Olson Dr & Zinfandel Dr

Movement	EB	EB	WB	WB	WB	NB	NB	NB	NB	SB	SB	SB
Directions Served	LT	R	L	LT	R	L	T	T	R	UL	T	TR
Maximum Queue (ft)	78	122	72	116	29	91	108	98	76	70	147	156
Average Queue (ft)	42	69	30	69	11	55	68	54	39	35	90	94
95th Queue (ft)	75	118	78	117	31	101	110	102	75	77	151	161
Link Distance (ft)	992			1468			1824	1824	1824		376	376
Upstream Blk Time (%)												
Queuing Penalty (veh)												
Storage Bay Dist (ft)		200	280		280	300				225		
Storage Blk Time (%)												0
Queuing Penalty (veh)												0

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing AM
12/07/2020**Intersection: 3:**

Movement	EB	WB	NB	NB	NB	NB	SB	SB
Directions Served	T	T	T	T	T	T	T	T
Maximum Queue (ft)	205	115	116	109	110	63	31	115
Average Queue (ft)	10	19	91	85	65	29	9	82
95th Queue (ft)	55	98	131	123	117	71	33	127
Link Distance (ft)	3026	2859	36	36	36	36	55	55
Upstream Blk Time (%)			39	44	31	11	0	27
Queuing Penalty (veh)			53	60	43	14	1	92
Storage Bay Dist (ft)								
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 4: Grocery Outlet North

Movement	WB	NB	NB	NB	NB
Directions Served	R	T	T	T	TR
Maximum Queue (ft)	22	69	62	38	4
Average Queue (ft)	5	20	12	6	1
95th Queue (ft)	23	68	56	37	7
Link Distance (ft)	480	100	100	100	100
Upstream Blk Time (%)		0	0	0	
Queuing Penalty (veh)		0	0	0	
Storage Bay Dist (ft)					
Storage Blk Time (%)					
Queuing Penalty (veh)					

Intersection: 5: Zinfandel Dr & Grocery Outlet South

Movement	WB	NB	B14	B14
Directions Served	R	T	T	T
Maximum Queue (ft)	35	6	4	4
Average Queue (ft)	11	1	0	1
95th Queue (ft)	36	11	7	7
Link Distance (ft)	490	66	376	376
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Zone Summary

Zone wide Queuing Penalty: 287

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**

Existing PM

12/08/2020

Intersection: 1: Folsom Blvd & Zinfandel Ave

Movement	EB	EB	EB	EB	EB	WB	WB	WB	WB	NB	NB	NB
Directions Served	UL	L	T	T	R	UL	L	T	TR	UL	LT	T
Maximum Queue (ft)	52	118	225	237	215	104	112	254	232	30	49	47
Average Queue (ft)	25	61	150	146	132	44	72	167	159	9	25	18
95th Queue (ft)	58	123	224	246	239	93	124	256	245	36	53	47
Link Distance (ft)			1876	1876				1534	1534	54	54	54
Upstream Blk Time (%)										6	1	0
Queuing Penalty (veh)										18	4	1
Storage Bay Dist (ft)	200	200			180	270	270					
Storage Blk Time (%)			3	4	5			1				
Queuing Penalty (veh)			3	13	10			1				

Intersection: 1: Folsom Blvd & Zinfandel Ave

Movement	NB	SB	SB	SB
Directions Served	R	UL	T	TR
Maximum Queue (ft)	43	103	154	192
Average Queue (ft)	14	60	102	134
95th Queue (ft)	45	107	167	207
Link Distance (ft)	54			663
Upstream Blk Time (%)	1			
Queuing Penalty (veh)	2			
Storage Bay Dist (ft)		160	160	
Storage Blk Time (%)			0	4
Queuing Penalty (veh)			0	9

Intersection: 2: Olson Dr & Zinfandel Dr

Movement	EB	EB	WB	WB	WB	NB	NB	NB	NB	SB	SB	SB
Directions Served	LT	R	L	LT	R	L	T	T	R	UL	T	TR
Maximum Queue (ft)	164	115	283	372	217	325	410	399	311	150	292	316
Average Queue (ft)	111	69	213	245	69	213	292	285	180	97	217	224
95th Queue (ft)	186	114	304	372	207	347	443	436	342	163	303	319
Link Distance (ft)	992			1468			1824	1824	1824		503	503
Upstream Blk Time (%)												
Queuing Penalty (veh)												
Storage Bay Dist (ft)		200	280		280	300				400		
Storage Blk Time (%)	0		1	3	0	1	9					
Queuing Penalty (veh)	0		4	12	0	6	24					

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing PM
12/08/2020**Intersection: 3:**

Movement	EB	WB	NB	NB	NB	NB	SB	SB
Directions Served	T	T	T	T	T	T	T	T
Maximum Queue (ft)	64	159	109	120	114	106	40	58
Average Queue (ft)	15	31	99	108	107	68	17	54
95th Queue (ft)	64	133	132	130	135	123	53	63
Link Distance (ft)	2400	2437	37	37	37	37	54	54
Upstream Blk Time (%)			52	65	59	39	4	30
Queuing Penalty (veh)			158	196	177	117	14	103
Storage Bay Dist (ft)								
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 4: Grocery Outlet North

Movement	WB	NB	NB	NB	NB
Directions Served	R	T	T	T	TR
Maximum Queue (ft)	59	101	177	175	57
Average Queue (ft)	22	69	132	125	16
95th Queue (ft)	69	138	224	211	65
Link Distance (ft)	605	101	101	101	101
Upstream Blk Time (%)		1	18	22	1
Queuing Penalty (veh)		2	55	66	3
Storage Bay Dist (ft)					
Storage Blk Time (%)					
Queuing Penalty (veh)					

Intersection: 5: Zinfandel Dr & Grocery Outlet South

Movement	WB	NB	NB
Directions Served	R	T	TR
Maximum Queue (ft)	116	254	237
Average Queue (ft)	60	98	82
95th Queue (ft)	115	287	257
Link Distance (ft)	588	503	503
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)		12	
Queuing Penalty (veh)		42	

Zone Summary

Zone wide Queuing Penalty: 1040

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing plus Project AM
traffic shifted to south driveway**Intersection: 1: Folsom Blvd & Zinfandel Ave**

Movement	EB	EB	EB	EB	EB	WB	WB	WB	WB	NB	NB	NB
Directions Served	UL	L	T	T	R	UL	L	T	TR	UL	LT	T
Maximum Queue (ft)	27	52	129	169	163	53	59	111	113	60	29	2
Average Queue (ft)	10	30	82	97	94	29	38	70	71	34	7	0
95th Queue (ft)	33	58	138	185	185	59	64	112	116	77	28	5
Link Distance (ft)			2930	2930				2764	2764	55	55	55
Upstream Blk Time (%)										32	0	
Queuing Penalty (veh)										46	0	
Storage Bay Dist (ft)	200	200			180	270	270					
Storage Blk Time (%)				1	1							
Queuing Penalty (veh)				2	2							

Intersection: 1: Folsom Blvd & Zinfandel Ave

Movement	NB	SB	SB	SB
Directions Served	R	UL	T	TR
Maximum Queue (ft)	12	73	181	174
Average Queue (ft)	3	34	122	120
95th Queue (ft)	17	80	192	191
Link Distance (ft)	55		472	472
Upstream Blk Time (%)	0			
Queuing Penalty (veh)	0			
Storage Bay Dist (ft)		160		
Storage Blk Time (%)			3	
Queuing Penalty (veh)			1	

Intersection: 2: Olson Dr & Zinfandel Dr

Movement	EB	EB	WB	WB	WB	NB	NB	NB	NB	SB	SB	SB
Directions Served	LT	R	L	LT	R	L	T	T	R	UL	T	TR
Maximum Queue (ft)	87	95	70	98	32	89	108	117	70	59	156	161
Average Queue (ft)	52	57	31	63	14	54	61	59	36	28	93	105
95th Queue (ft)	94	99	71	103	35	94	111	118	71	63	157	165
Link Distance (ft)	992			1468			1824	1824	1824		376	376
Upstream Blk Time (%)												
Queuing Penalty (veh)												
Storage Bay Dist (ft)		200	280		280	300				225		
Storage Blk Time (%)												
Queuing Penalty (veh)												

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing plus Project AM
traffic shifted to south driveway**Intersection: 3:**

Movement	EB	WB	NB	NB	NB	NB	SB	SB
Directions Served	T	T	T	T	T	T	T	T
Maximum Queue (ft)	216	146	116	109	95	50	46	59
Average Queue (ft)	5	22	94	89	61	25	17	52
95th Queue (ft)	36	116	134	131	112	54	47	70
Link Distance (ft)	3026	2859	36	36	36	36	55	55
Upstream Blk Time (%)			57	41	25	11	2	27
Queuing Penalty (veh)			82	59	37	16	5	95
Storage Bay Dist (ft)								
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 4: Grocery Outlet North

Movement	WB	NB	NB	NB
Directions Served	R	T	T	T
Maximum Queue (ft)	7	91	92	54
Average Queue (ft)	1	34	30	11
95th Queue (ft)	10	106	99	61
Link Distance (ft)	480	100	100	100
Upstream Blk Time (%)		3	2	1
Queuing Penalty (veh)		4	3	1
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 5: Zinfandel Dr & Grocery Outlet South

Movement	WB	NB	NB	NB	B14	B14
Directions Served	R	T	T	TR	T	T
Maximum Queue (ft)	57	20	3	7	27	28
Average Queue (ft)	33	4	0	1	4	4
95th Queue (ft)	61	37	5	7	52	53
Link Distance (ft)	490	66	66	66	376	376
Upstream Blk Time (%)		0				
Queuing Penalty (veh)		0				
Storage Bay Dist (ft)						
Storage Blk Time (%)						
Queuing Penalty (veh)						

Zone Summary

Zone wide Queuing Penalty: 355

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing plus Project PM
Traffic Shifted to South Driveway**Intersection: 1: Folsom Blvd & Zinfandel Ave**

Movement	EB	EB	EB	EB	EB	WB	WB	WB	WB	NB	NB	NB
Directions Served	UL	L	T	T	R	UL	L	T	TR	UL	LT	T
Maximum Queue (ft)	53	81	196	218	220	99	128	224	219	73	63	46
Average Queue (ft)	24	47	146	140	130	48	72	160	149	40	36	22
95th Queue (ft)	60	87	211	230	231	102	134	236	233	85	68	53
Link Distance (ft)			1876	1876				1534	1534	54	54	54
Upstream Blk Time (%)										43	6	3
Queuing Penalty (veh)										133	20	9
Storage Bay Dist (ft)	200	200			180	270	270					
Storage Blk Time (%)			2	3	5			0				
Queuing Penalty (veh)			1	9	10			0				

Intersection: 1: Folsom Blvd & Zinfandel Ave

Movement	NB	SB	SB	SB
Directions Served	R	UL	T	TR
Maximum Queue (ft)	35	103	166	188
Average Queue (ft)	8	57	101	126
95th Queue (ft)	34	111	174	204
Link Distance (ft)	54			663
Upstream Blk Time (%)	0			
Queuing Penalty (veh)	1			
Storage Bay Dist (ft)		160	160	
Storage Blk Time (%)		0	0	4
Queuing Penalty (veh)		0	1	9

Intersection: 2: Olson Dr & Zinfandel Dr

Movement	EB	EB	WB	WB	WB	NB	NB	NB	NB	SB	SB	SB
Directions Served	LT	R	L	LT	R	L	T	T	R	UL	T	TR
Maximum Queue (ft)	212	161	301	433	227	370	458	423	400	192	317	327
Average Queue (ft)	130	86	221	274	75	246	320	300	216	119	216	222
95th Queue (ft)	224	172	324	454	224	400	475	447	395	214	328	338
Link Distance (ft)	992			1468			1824	1824	1824		490	490
Upstream Blk Time (%)												
Queuing Penalty (veh)												
Storage Bay Dist (ft)		200	280		280	300				400		
Storage Blk Time (%)	2	0	1	5	0	3	12				0	
Queuing Penalty (veh)	4	0	3	22	0	17	32				0	

ITEM 18.1.**Queuing and Blocking Report
Baseline****ATTACHMENT 1**Existing plus Project PM
Traffic Shifted to South Driveway**Intersection: 3:**

Movement	EB	WB	NB	NB	NB	NB	SB	SB
Directions Served	T	T	T	T	T	T	T	T
Maximum Queue (ft)	76	138	112	120	119	106	47	61
Average Queue (ft)	19	21	105	109	108	72	18	55
95th Queue (ft)	87	109	134	128	130	121	52	62
Link Distance (ft)	2400	2437	37	37	37	37	54	54
Upstream Blk Time (%)			65	62	56	40	3	31
Queuing Penalty (veh)			200	192	172	121	10	111
Storage Bay Dist (ft)								
Storage Blk Time (%)								
Queuing Penalty (veh)								

Intersection: 4: Grocery Outlet North

Movement	WB	NB	NB	NB	NB
Directions Served	R	T	T	T	TR
Maximum Queue (ft)	58	116	196	191	51
Average Queue (ft)	23	83	142	131	11
95th Queue (ft)	68	154	242	237	52
Link Distance (ft)	605	116	116	116	116
Upstream Blk Time (%)		1	22	21	0
Queuing Penalty (veh)		4	67	64	1
Storage Bay Dist (ft)					
Storage Blk Time (%)					
Queuing Penalty (veh)					

Intersection: 5: Zinfandel Dr & Grocery Outlet South

Movement	WB	NB	NB	NB
Directions Served	R	UT	T	TR
Maximum Queue (ft)	204	18	233	205
Average Queue (ft)	104	3	83	70
95th Queue (ft)	212	23	258	230
Link Distance (ft)	585		490	490
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)		35		
Storage Blk Time (%)			13	
Queuing Penalty (veh)			47	

Zone Summary

Zone wide Queuing Penalty: 1259

ITEM 18.1.

ATTACHMENT 1

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
7:00:00	2	0	2	2	4
7:01:00	2	0	2	3	5
7:02:00	2	1	3	3	5
7:03:00	2	1	3	3	5
7:04:00	2	2	4	3	5
7:05:00	2	2	4	3	5
7:06:00	2	2	4	3	5
7:07:00	2	2	4	3	5
7:08:00	2	2	4	3	5
7:09:00	2	2	4	3	5
7:10:00	2	2	4	3	5
7:11:00	3	3	6	4	7
7:12:00	3	3	6	3	6
7:13:00	1	2	3	3	4
7:14:00	2	3	5	2	4
7:15:00	2	4	6	4	6
7:16:00	2	4	6	5	7
7:17:00	2	5	7	5	7
7:18:00	2	4	6	5	7
7:19:00	3	4	7	4	7
7:20:00	3	4	7	4	7
7:21:00	3	3	6	4	7
7:22:00	2	3	5	4	6
7:23:00	3	2	5	4	7
7:24:00	2	1	3	4	6
7:25:00	2	0	2	2	4
7:26:00	2	0	2	2	4
7:27:00	2	0	2	2	4
7:28:00	2	1	3	1	3
7:29:00	2	1	3	1	3
7:30:00	2	1	3	1	3
7:31:00	2	0	2	1	3
7:32:00	2	0	2	1	3
7:33:00	2	0	2	0	2
7:34:00	1	0	1	0	1
7:35:00	2	0	2	0	2
7:36:00	2	0	2	0	2
7:37:00	2	0	2	1	3
7:38:00	2	0	2	2	4
7:39:00	2	1	3	1	3
7:40:00	2	1	3	1	3
7:41:00	2	1	3	2	4
7:42:00	2	2	4	2	4
7:43:00	2	1	3	2	4
7:44:00	3	1	4	2	5
7:45:00	3	3	6	2	5
7:46:00	3	2	5	4	7
7:47:00	3	2	5	3	6
7:48:00	3	3	6	3	6
7:49:00	3	2	5	3	6
7:50:00	3	2	5	3	6
7:51:00	3	4	7	3	6
7:52:00	3	4	7	2	5
7:53:00	3	3	6	2	5
7:54:00	3	4	7	2	5
7:55:00	3	4	7	2	5
7:56:00	3	4	7	1	4
7:57:00	3	4	7	2	5
7:58:00	3	5	8	3	6
7:59:00	3	4	7	3	6
8:00:00	2	4	6	4	6
8:01:00	3	2	5	2	5
8:02:00	3	2	5	2	5
8:03:00	3	3	6	2	5
8:04:00	3	2	5	5	8
8:05:00	3	3	6	3	6
8:06:00	3	3	6	3	6
8:07:00	3	3	6	3	6
8:08:00	3	3	6	3	6
8:09:00	3	3	6	3	6
8:10:00	3	4	7	3	6
8:11:00	3	5	8	3	6

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
8:12:00	3	4	7	4	7
8:13:00	3	5	8	4	7
8:14:00	3	4	7	4	7
8:15:00	3	4	7	3	6
8:16:00	3	5	8	5	8
8:17:00	3	4	7	5	8
8:18:00	3	3	6	4	7
8:19:00	3	4	7	4	7
8:20:00	3	5	8	4	7
8:21:00	3	5	8	5	8
8:22:00	3	4	7	3	6
8:23:00	3	3	6	5	8
8:24:00	3	4	7	4	7
8:25:00	3	4	7	4	7
8:26:00	3	3	6	3	6
8:27:00	3	2	5	2	5
8:28:00	2	2	4	3	5
8:29:00	3	2	5	3	6
8:30:00	3	0	3	2	5
8:31:00	3	2	5	1	4
8:32:00	3	3	6	1	4
8:33:00	3	1	4	0	3
8:34:00	3	1	4	0	3
8:35:00	2	0	2	0	2
8:36:00	3	2	5	3	6
8:37:00	3	2	5	3	6
8:38:00	3	2	5	3	6
8:39:00	3	3	6	4	7
8:40:00	3	4	7	5	8
8:41:00	3	4	7	3	6
8:42:00	3	4	7	3	6
8:43:00	3	3	6	3	6
8:44:00	3	3	6	2	5
8:45:00	3	2	5	2	5
8:46:00	3	1	4	1	4
8:47:00	3	0	3	2	5
8:48:00	3	2	5	1	4
8:49:00	3	2	5	1	4
8:50:00	3	3	6	2	5
8:51:00	3	3	6	2	5
8:52:00	3	4	7	3	6
8:53:00	3	4	7	3	6
8:54:00	3	3	6	3	6
8:55:00	3	2	5	2	5
8:56:00	3	3	6	3	6
8:57:00	3	3	6	3	6
8:58:00	3	3	6	3	6
8:59:00	3	3	6	2	5
9:00:00	3	2	5	0	3
16:00:00	3	2	5	3	6
16:01:00	3	3	6	4	7
16:02:00	3	5	8	5	8
16:03:00	3	6	9	5	8
16:04:00	3	6	9	5	8
16:05:00	3	5	8	5	8
16:06:00	2	5	7	5	7
16:07:00	2	5	7	4	6
16:08:00	3	4	7	4	7
16:09:00	3	4	7	5	8
16:10:00	3	3	6	5	8
16:11:00	3	5	8	4	7
16:12:00	3	4	7	3	6
16:13:00	3	4	7	3	6
16:14:00	3	6	9	4	7
16:15:00	3	7	10	5	8
16:16:00	3	5	8	4	7
16:17:00	3	6	9	5	8
16:18:00	2	6	8	5	7
16:19:00	2	6	8	5	7
16:20:00	2	6	8	5	7
16:21:00	1	6	7	5	6
16:22:00	2	4	6	3	5

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
16:23:00	3	2	5	4	7
16:24:00	2	1	3	5	7
16:25:00	2	2	4	5	7
16:26:00	2	4	6	2	4
16:27:00	3	4	7	2	5
16:28:00	2	3	5	4	6
16:29:00	2	4	6	5	7
16:30:00	3	3	6	4	7
16:31:00	2	5	7	5	7
16:32:00	3	4	7	4	7
16:33:00	3	4	7	4	7
16:34:00	3	5	8	4	7
16:35:00	3	4	7	4	7
16:36:00	2	4	6	4	6
16:37:00	3	5	8	4	7
16:38:00	3	5	8	5	8
16:39:00	3	5	8	3	6
16:40:00	3	5	8	4	7
16:41:00	3	5	8	4	7
16:42:00	3	5	8	3	6
16:43:00	2	6	8	4	6
16:44:00	1	4	5	4	5
16:45:00	3	4	7	3	6
16:46:00	2	5	7	4	6
16:47:00	3	5	8	2	5
16:48:00	3	4	7	3	6
16:49:00	2	4	6	3	5
16:50:00	3	3	6	4	7
16:51:00	2	2	4	3	5
16:52:00	2	2	4	3	5
16:53:00	3	1	4	3	6
16:54:00	3	0	3	2	5
16:55:00	2	1	3	1	3
16:56:00	2	1	3	0	2
16:57:00	3	0	3	0	3
16:58:00	3	0	3	0	3
16:59:00	3	0	3	0	3
17:00:00	2	0	2	0	2
17:01:00	2	0	2	1	3
17:02:00	0	0	0	1	1
17:03:00	0	1	1	1	1
17:04:00	1	1	2	1	2
17:05:00	3	0	3	0	3
17:06:00	3	0	3	0	3
17:07:00	1	0	1	0	1
17:08:00	1	0	1	0	1
17:09:00	0	0	0	0	0
17:10:00	0	0	0	1	1
17:11:00	0	0	0	1	1
17:12:00	1	0	1	0	1
17:13:00	0	0	0	0	0
17:14:00	0	0	0	0	0
17:15:00	0	0	0	1	1
17:16:00	1	0	1	0	1
17:17:00	1	0	1	0	1
17:18:00	0	0	0	0	0
17:19:00	0	1	1	0	0
17:20:00	1	0	1	0	1
17:21:00	0	0	0	2	2
17:22:00	0	1	1	4	4
17:23:00	1	1	2	3	4
17:24:00	2	1	3	2	4
17:25:00	2	1	3	3	5
17:26:00	3	0	3	2	5
17:27:00	3	0	3	1	4
17:28:00	3	0	3	1	4
17:29:00	2	0	2	1	3
17:30:00	3	0	3	0	3
17:31:00	1	0	1	1	2
17:32:00	2	1	3	1	3
17:33:00	1	1	2	2	3
17:34:00	2	0	2	3	5

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
17:35:00	1	1	2	2	3
17:36:00	3	1	4	2	5
17:37:00	3	2	5	3	6
17:38:00	3	2	5	3	6
17:39:00	3	3	6	3	6
17:40:00	3	4	7	4	7
17:41:00	2	3	5	5	7
17:42:00	3	3	6	4	7
17:43:00	3	3	6	3	6
17:44:00	3	4	7	4	7
17:45:00	3	3	6	4	7
17:46:00	3	2	5	3	6
17:47:00	3	3	6	3	6
17:48:00	3	3	6	4	7
17:49:00	3	3	6	3	6
17:50:00	1	2	3	3	4
17:51:00	3	1	4	1	4
17:52:00	3	1	4	2	5
17:53:00	3	1	4	2	5
17:54:00	3	1	4	1	4
17:55:00	3	1	4	1	4
17:56:00	3	1	4	1	4
17:57:00	3	1	4	1	4
17:58:00	3	1	4	1	4
17:59:00	3	1	4	1	4
18:00:00	3	0	3	0	3

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-002

Location: Dutch Bros Drive Thru at Sunrise Ave

City: Roseville

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
7:00:00	1	0	1	0	1
7:01:00	2	0	2	0	2
7:02:00	1	0	1	0	1
7:03:00	1	0	1	0	1
7:04:00	0	0	0	0	0
7:05:00	0	0	0	0	0
7:06:00	0	0	0	0	0
7:07:00	0	0	0	0	0
7:08:00	0	0	0	0	0
7:09:00	3	0	3	0	3
7:10:00	4	0	4	0	4
7:11:00	5	2	7	0	5
7:12:00	4	3	7	0	4
7:13:00	3	0	3	0	3
7:14:00	5	1	6	0	5
7:15:00	5	1	6	1	6
7:16:00	5	2	7	1	6
7:17:00	5	1	6	1	6
7:18:00	5	1	6	1	6
7:19:00	5	1	6	0	5
7:20:00	3	1	4	0	3
7:21:00	2	2	4	1	3
7:22:00	5	0	5	0	5
7:23:00	5	1	6	0	5
7:24:00	4	1	5	0	4
7:25:00	4	0	4	0	4
7:26:00	1	0	1	0	1
7:27:00	1	0	1	0	1
7:28:00	1	0	1	0	1
7:29:00	2	0	2	0	2
7:30:00	2	0	2	0	2
7:31:00	2	0	2	0	2
7:32:00	1	0	1	0	1
7:33:00	1	0	1	0	1
7:34:00	2	0	2	0	2
7:35:00	2	0	2	0	2
7:36:00	2	0	2	0	2
7:37:00	2	0	2	0	2
7:38:00	1	0	1	0	1
7:39:00	2	0	2	0	2
7:40:00	4	0	4	0	4
7:41:00	3	1	4	4	7
7:42:00	5	3	8	2	7
7:43:00	5	2	7	2	7
7:44:00	4	2	6	2	6
7:45:00	5	1	6	1	6
7:46:00	4	2	6	1	5
7:47:00	4	1	5	1	5
7:48:00	5	1	6	0	5
7:49:00	5	1	6	0	5
7:50:00	4	1	5	0	4
7:51:00	5	0	5	1	6
7:52:00	4	0	4	1	5
7:53:00	3	0	3	0	3
7:54:00	3	0	3	0	3
7:55:00	3	2	5	0	3
7:56:00	3	1	4	0	3
7:57:00	5	0	5	0	5
7:58:00	4	0	4	0	4
7:59:00	3	0	3	0	3
8:00:00	3	0	3	0	3
8:01:00	1	0	1	0	1
8:02:00	3	0	3	0	3
8:03:00	3	0	3	0	3
8:04:00	5	1	6	0	5
8:05:00	2	2	4	1	3
8:06:00	4	2	6	0	4
8:07:00	5	2	7	0	5
8:08:00	4	2	6	1	5
8:09:00	4	3	7	1	5
8:10:00	5	3	8	3	8
8:11:00	4	5	9	3	7
8:12:00	4	5	9	2	6
8:13:00	4	5	9	2	6
8:14:00	5	4	9	4	9
8:15:00	5	4	9	3	8
8:16:00	5	3	8	3	8
8:17:00	5	3	8	4	9
8:18:00	5	4	9	4	9
8:19:00	4	5	9	4	8
8:20:00	5	5	10	4	9
8:21:00	5	6	11	2	7
8:22:00	5	5	10	3	8
8:23:00	5	5	10	3	8
8:24:00	5	5	10	3	8
8:25:00	5	5	10	3	8

ITEM 18.1.

ATTACHMENT 1

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-002

Location: Dutch Bros Drive Thru at Sunrise Ave

City: Roseville

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
8:26:00	5	4	9	3	8
8:27:00	5	3	8	3	8
8:28:00	5	2	7	3	8
8:29:00	5	3	8	4	9
8:30:00	5	2	7	2	7
8:31:00	5	4	9	2	7
8:32:00	5	3	8	2	7
8:33:00	5	5	10	2	7
8:34:00	5	4	9	2	7
8:35:00	5	4	9	5	10
8:36:00	5	4	9	4	9
8:37:00	5	5	10	4	9
8:38:00	5	5	10	4	9
8:39:00	5	5	10	3	8
8:40:00	5	6	11	3	8
8:41:00	4	6	10	3	7
8:42:00	5	5	10	2	7
8:43:00	5	5	10	2	7
8:44:00	5	5	10	2	7
8:45:00	4	4	8	2	6
8:46:00	5	3	8	1	6
8:47:00	5	3	8	1	6
8:48:00	5	3	8	2	7
8:49:00	5	3	8	2	7
8:50:00	4	2	6	2	6
8:51:00	5	3	8	1	6
8:52:00	4	3	7	1	5
8:53:00	4	3	7	0	4
8:54:00	5	2	7	0	5
8:55:00	5	1	6	0	5
8:56:00	5	0	5	0	5
8:57:00	4	0	4	0	4
8:58:00	4	0	4	0	4
8:59:00	3	0	3	0	3
9:00:00	2	1	3	1	3
16:00:00	0	0	0	0	0
16:01:00	2	0	2	0	2
16:02:00	2	0	2	0	2
16:03:00	2	0	2	0	2
16:04:00	1	0	1	0	1
16:05:00	1	0	1	0	1
16:06:00	1	0	1	0	1
16:07:00	2	0	2	0	2
16:08:00	2	0	2	0	2
16:09:00	2	0	2	0	2
16:10:00	2	0	2	0	2
16:11:00	4	3	7	1	5
16:12:00	4	2	6	2	6
16:13:00	5	2	7	1	6
16:14:00	4	2	6	2	6
16:15:00	5	1	6	2	7
16:16:00	4	1	5	1	5
16:17:00	4	0	4	1	5
16:18:00	5	0	5	1	6
16:19:00	5	0	5	2	7
16:20:00	5	0	5	2	7
16:21:00	4	0	4	2	6
16:22:00	2	0	2	0	2
16:23:00	3	0	3	0	3
16:24:00	3	0	3	0	3
16:25:00	4	0	4	0	4
16:26:00	3	0	3	0	3
16:27:00	2	0	2	0	2
16:28:00	2	0	2	0	2
16:29:00	2	0	2	0	2
16:30:00	3	0	3	0	3
16:31:00	3	0	3	0	3
16:32:00	1	0	1	0	1
16:33:00	1	0	1	0	1
16:34:00	2	0	2	0	2
16:35:00	2	0	2	0	2
16:36:00	2	0	2	0	2
16:37:00	3	0	3	0	3
16:38:00	3	0	3	0	3
16:39:00	4	0	4	0	4
16:40:00	5	0	5	0	5
16:41:00	4	0	4	0	4
16:42:00	3	0	3	0	3
16:43:00	5	0	5	0	5
16:44:00	4	0	4	1	5
16:45:00	5	0	5	1	6
16:46:00	4	0	4	0	4
16:47:00	3	0	3	0	3
16:48:00	2	0	2	0	2
16:49:00	1	0	1	0	1
16:50:00	0	0	0	0	0

Prepared by National Data & Surveying Services

Queue Study

Project#: 20-070196-002

Location: Dutch Bros Drive Thru at Sunrise Ave

City: Roseville

Date: 11/19/2020

Day: Thursday

Interval	From Pickup Window to Merging Point	From Merging point to End of Left Lane	Total Queue from Pickup Window to End of Left Lane	From Merging point to End of Right Lane	Total Queue from Pickup Window to End of Right Lane
16:51:00	0	0	0	0	0
16:52:00	1	0	1	0	1
16:53:00	3	0	3	0	3
16:54:00	2	0	2	0	2
16:55:00	1	0	1	0	1
16:56:00	1	0	1	0	1
16:57:00	0	0	0	0	0
16:58:00	0	0	0	0	0
16:59:00	1	0	1	0	1
17:00:00	1	0	1	0	1
17:01:00	1	0	1	0	1
17:02:00	1	0	1	0	1
17:03:00	1	0	1	0	1
17:04:00	1	0	1	0	1
17:05:00	2	0	2	0	2
17:06:00	1	0	1	0	1
17:07:00	1	0	1	0	1
17:08:00	0	0	0	0	0
17:09:00	0	0	0	0	0
17:10:00	0	0	0	0	0
17:11:00	1	0	1	0	1
17:12:00	1	0	1	0	1
17:13:00	2	0	2	0	2
17:14:00	1	0	1	0	1
17:15:00	4	0	4	0	4
17:16:00	4	0	4	0	4
17:17:00	5	0	5	0	5
17:18:00	4	0	4	0	4
17:19:00	4	0	4	0	4
17:20:00	4	0	4	0	4
17:21:00	4	0	4	0	4
17:22:00	4	0	4	0	4
17:23:00	4	0	4	1	5
17:24:00	4	1	5	1	5
17:25:00	3	0	3	0	3
17:26:00	2	0	2	0	2
17:27:00	2	0	2	0	2
17:28:00	2	0	2	0	2
17:29:00	3	0	3	0	3
17:30:00	3	1	4	0	3
17:31:00	2	0	2	0	2
17:32:00	2	0	2	0	2
17:33:00	3	0	3	0	3
17:34:00	4	0	4	0	4
17:35:00	3	0	3	0	3
17:36:00	4	0	4	0	4
17:37:00	4	0	4	0	4
17:38:00	2	0	2	0	2
17:39:00	4	0	4	0	4
17:40:00	4	0	4	0	4
17:41:00	3	0	3	0	3
17:42:00	3	0	3	0	3
17:43:00	1	0	1	0	1
17:44:00	2	0	2	0	2
17:45:00	2	0	2	0	2
17:46:00	1	0	1	0	1
17:47:00	0	0	0	0	0
17:48:00	0	0	0	1	1
17:49:00	0	0	0	1	1
17:50:00	1	0	1	1	2
17:51:00	2	0	2	0	2
17:52:00	2	0	2	0	2
17:53:00	3	0	3	0	3
17:54:00	3	0	3	0	3
17:55:00	2	0	2	0	2
17:56:00	1	0	1	0	1
17:57:00	0	0	0	0	0
17:58:00	0	0	0	0	0
17:59:00	0	0	0	0	0
18:00:00	0	0	0	0	0

Queuing

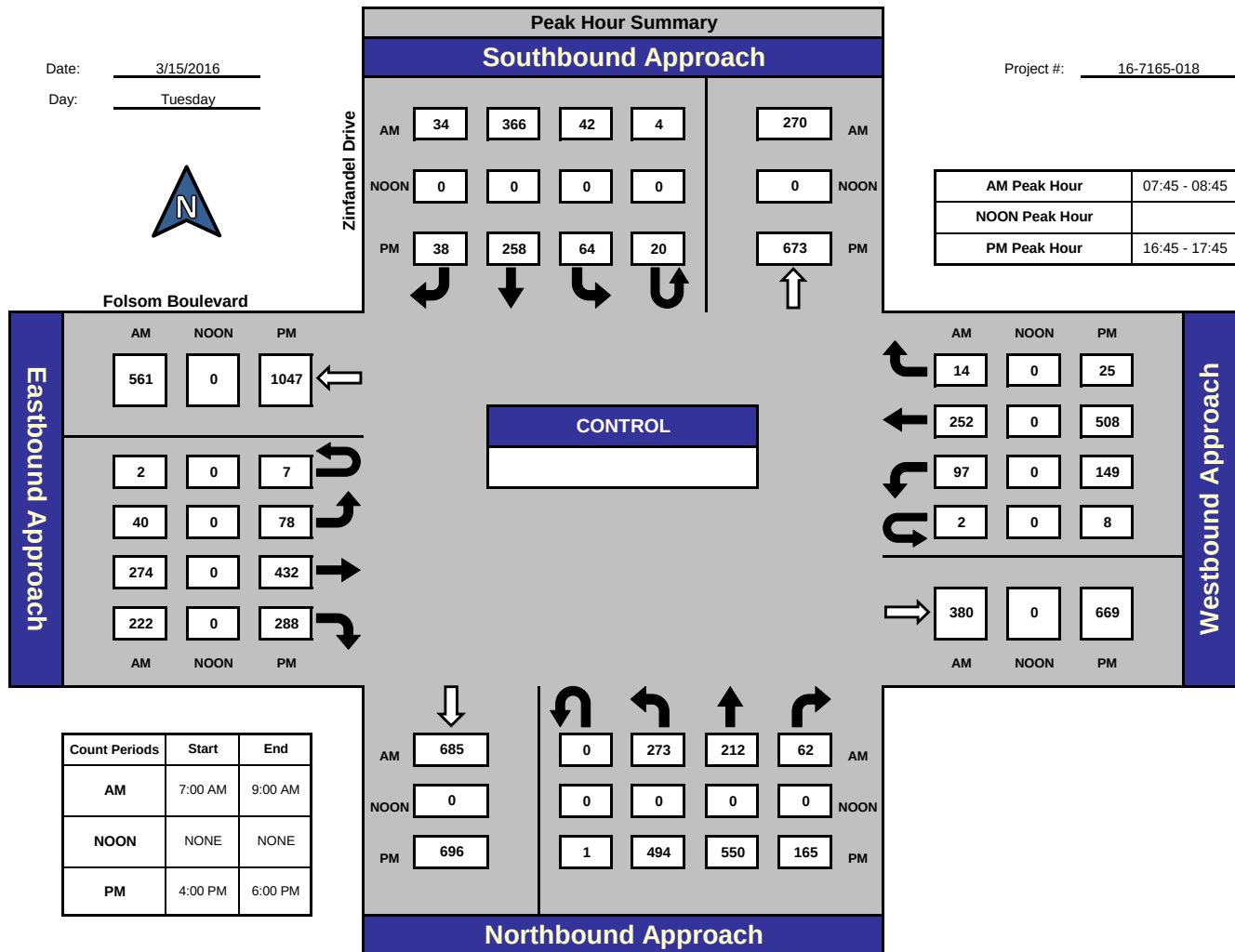
Queuing Analysis										
FIFO, exponentially distributed service and interarrival times										
Enter the Arrival Rate and Design Service Rate Below										
			Vehicles							
			Per Hour							
Arrival Rate (All Channels):			60	(lambda)						
Design Service Rate Per Channel:			50	(mu)	72 (Seconds per Vehicle)					
Utilization Factor:			1.20	(rho)						
Number	Single Channel		Two Channels		Three Channels		Four Channels		Five Channels	
in system	Probability	Cumulative	Probability	Cumulative	Probability	Cumulative	Probability	Cumulative	Probability	Cumulative
0			25.00%	25.00%	29.41%	29.41%	30.02%	30.02%	30.11%	30.11%
1			30.00%	55.00%	35.29%	64.71%	36.02%	66.04%	36.13%	66.23%
2			18.00%	73.00%	21.18%	85.88%	21.61%	87.65%	21.68%	87.91%
3			10.80%	83.80%	8.47%	94.35%	8.64%	96.30%	8.67%	96.58%
4			6.48%	90.28%	3.39%	97.74%	2.59%	98.89%	2.60%	99.18%
5			3.89%	94.17%	1.36%	99.10%	0.78%	99.67%	0.62%	99.80%
6			2.33%	96.50%	0.54%	99.64%	0.23%	99.90%	0.15%	99.95%
7			1.40%	97.90%	0.22%	99.86%	0.07%	99.97%	0.04%	99.99%
8			0.84%	98.74%	0.09%	99.94%	0.02%	99.99%	0.01%	100.00%
9			0.50%	99.24%	0.03%	99.98%	0.01%	100.00%	0.00%	100.00%
10			0.30%	99.55%	0.01%	99.99%	0.00%	100.00%	0.00%	100.00%
11			0.18%	99.73%	0.01%	100.00%	0.00%	100.00%	0.00%	100.00%
12			0.11%	99.84%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
13			0.07%	99.90%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
14			0.04%	99.94%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
15			0.02%	99.96%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
16			0.01%	99.98%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
17			0.01%	99.99%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
18			0.01%	99.99%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
19			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
20			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
21			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
22			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
23			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
24			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%
25			0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%

Zinfandel Drive & Folsom Boulevard

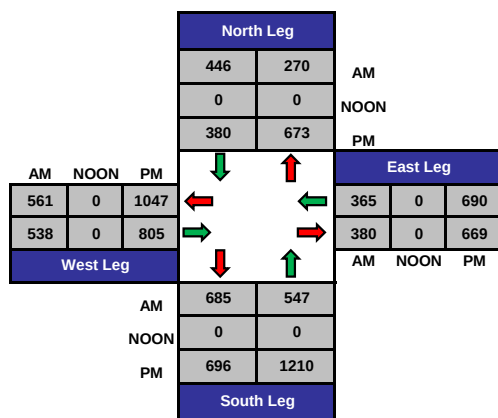
Date: 3/15/2016

Day: Tuesday

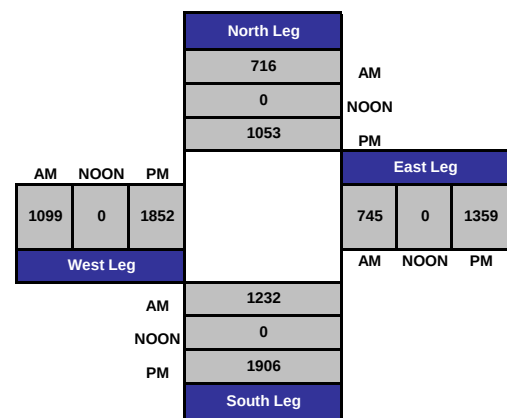
Project #: 16-7165-018



Total Ins & Outs



Total Volume Per Leg



ALL TRAFFIC DATA

City of Rancho Cordova
All Vehicles & Uturns On Unshifted
Bikes & Peds On Bank 1
Nothing On Bank 2

(916) 771-8700

orders@atdtraffic.com

File Name : 16-7165-018 Zinfandel Drive & Folsom Boulevard

Date : 3/15/2016

Unshifted Count = All Vehicles & Uturns

	Zinfandel Drive Southbound					Folsom Boulevard Westbound					Zinfandel Drive Northbound					Folsom Boulevard Eastbound					Total	Uturns Total
START TIME	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL		
7:00	5	65	2	1	73	22	42	3	0	67	40	21	9	0	70	3	33	38	0	74	284	1
7:15	2	93	5	0	100	34	82	1	0	117	51	29	11	0	91	3	54	42	1	100	408	1
7:30	7	95	5	0	107	16	66	0	0	82	71	63	8	0	142	4	61	57	0	122	453	0
7:45	8	128	6	1	143	27	64	4	0	95	48	66	10	0	124	6	92	59	0	157	519	1
Total	22	381	18	2	423	99	254	8	0	361	210	179	38	0	427	16	240	196	1	453	1664	3
8:00	10	84	7	1	102	27	54	1	1	83	51	59	14	0	124	5	50	55	1	111	420	3
8:15	14	86	12	1	113	26	56	5	0	87	69	40	20	0	129	17	71	56	0	144	473	1
8:30	10	68	9	1	88	17	78	4	1	100	105	47	18	0	170	12	61	52	1	126	484	3
8:45	10	83	8	2	103	23	67	3	1	94	102	46	11	0	159	11	71	49	1	132	488	4
Total	44	321	36	5	406	93	255	13	3	364	327	192	63	0	582	45	253	212	3	513	1865	11
16:00	11	55	7	5	78	28	98	3	4	133	129	109	34	1	273	15	82	81	0	178	662	10
16:15	19	65	15	5	104	16	117	3	1	137	115	129	34	0	278	20	84	61	0	165	684	6
16:30	18	65	7	1	91	46	85	5	1	137	133	128	32	1	294	24	88	77	1	190	712	4
16:45	14	53	15	6	88	31	128	6	4	169	128	123	37	0	288	18	106	83	2	209	754	12
Total	62	238	44	17	361	121	428	17	10	576	505	489	137	2	1133	77	360	302	3	742	2812	32
17:00	17	77	8	4	106	37	129	8	2	176	116	159	43	0	318	29	109	60	2	200	800	8
17:15	10	53	5	4	72	32	117	9	1	159	123	141	47	0	311	13	114	82	0	209	751	5
17:30	23	75	10	6	114	49	134	2	1	186	127	127	38	1	293	18	103	63	3	187	780	11
17:45	14	60	5	8	87	37	109	5	0	151	109	96	35	1	241	16	108	71	1	196	675	10
Total	64	265	28	22	379	155	489	24	4	672	475	523	163	2	1163	76	434	276	6	792	3006	34
Grand Total	192	1205	126	46	1569	468	1426	62	17	1973	1517	1383	401	4	3305	214	1287	986	13	2500	9347	80
Apprch %	12.2%	76.8%	8.0%	2.9%		23.7%	72.3%	3.1%	0.9%		45.9%	41.8%	12.1%	0.1%		8.6%	51.5%	39.4%	0.5%			
Total %	2.1%	12.9%	1.3%	0.5%	16.8%	5.0%	15.3%	0.7%	0.2%	21.1%	16.2%	14.8%	4.3%	0.0%	35.4%	2.3%	13.8%	10.5%	0.1%	26.7%	100.0%	

AM PEAK HOUR	Zinfandel Drive Southbound					Folsom Boulevard Westbound					Zinfandel Drive Northbound					Folsom Boulevard Eastbound					Total
START TIME	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	
Peak Hour Analysis From 07:45 to 08:45																					
Peak Hour For Entire Intersection Begins at 07:45																					
7:45	8	128	6	1	143	27	64	4	0	95	48	66	10	0	124	6	92	59	0	157	519
8:00	10	84	7	1	102	27	54	1	1	83	51	59	14	0	124	5	50	55	1	111	420
8:15	14	86	12	1	113	26	56	5	0	87	69	40	20	0	129	17	71	56	0	144	473
8:30	10	68	9	1	88	17	78	4	1	100	105	47	18	0	170	12	61	52	1	126	484
Total Volume	42	366	34	4	446	97	252	14	2	365	273	212	62	0	547	40	274	222	2	538	1896
% App Total	9.4%	82.1%	7.6%	0.9%		26.6%	69.0%	3.8%	0.5%		49.9%	38.8%	11.3%	0.0%		7.4%	50.9%	41.3%	0.4%		
PHF	.750	.715	.708	1.000	.780	.898	.808	.700	.500	.913	.650	.803	.775	.000	.804	.588	.745	.941	.500	.857	.913

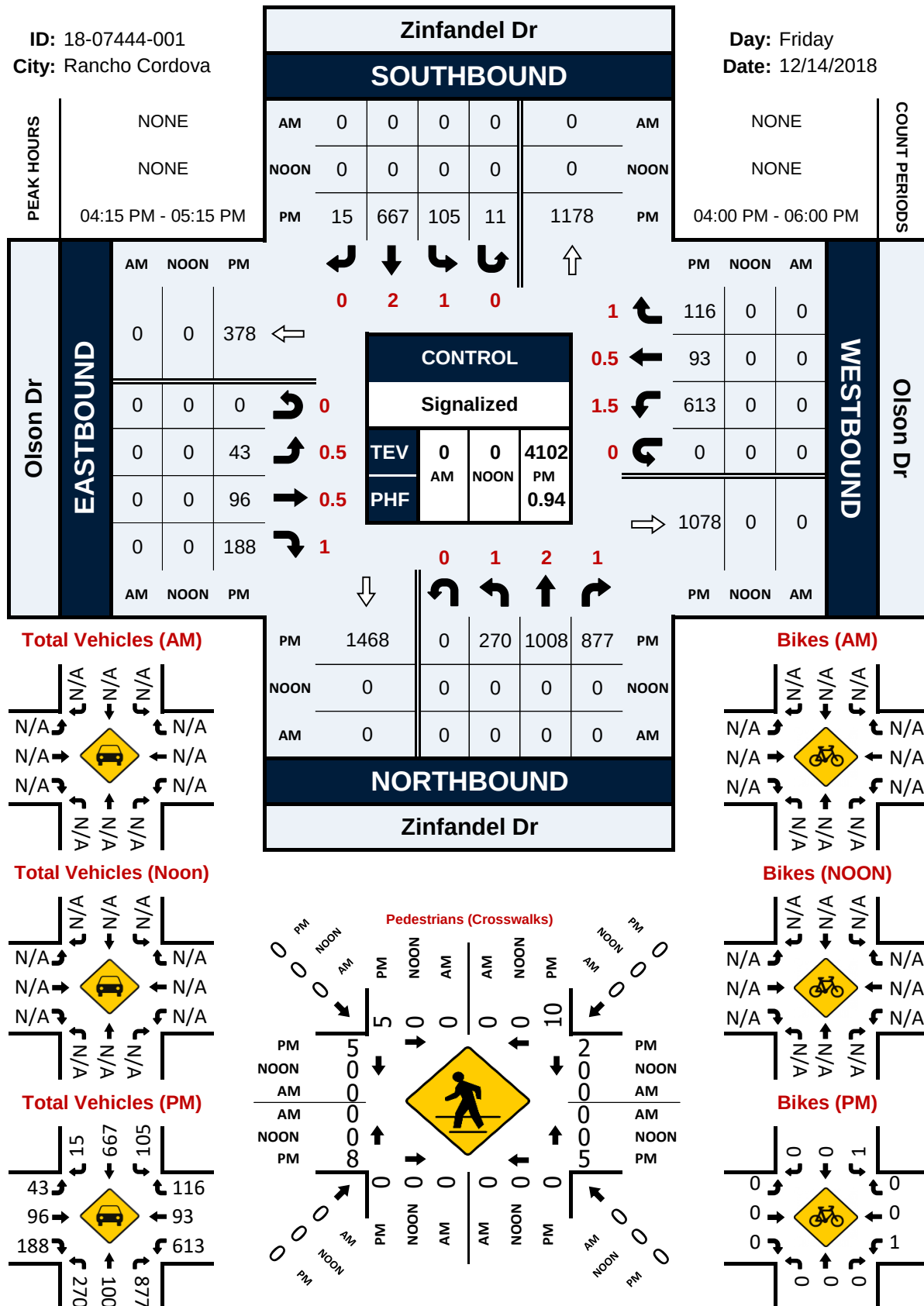
PM PEAK HOUR	Zinfandel Drive Southbound					Folsom Boulevard Westbound					Zinfandel Drive Northbound					Folsom Boulevard Eastbound					Total
START TIME	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	LEFT	THRU	RIGHT	UTURNS	APP.TOTAL	
Peak Hour Analysis From 16:45 to 17:45																					
Peak Hour For Entire Intersection Begins at 16:45																					
16:45	14	53	15	6	88	31	128	6	4	169	128	123	37	0	288	18	106	83	2	209	754
17:00	17	77	8	4	106	37	129	8	2	176	116	159	43	0	318	29	109	60	2	200	800
17:15	10	53	5	4	72	32	117	9	1	159	123	141	47	0	311	13	114	82	0	209	751
17:30	23	75	10	6	114	49	134	2	1	186	127	127	38	1	293	18	103	63	3	187	780
Total Volume	64	258	38	20	380	149	508	25	8	690	494	550	165	1	1210	78	432	288	7	805	3085
% App Total	16.8%	67.9%	10.0%	5.3%		21.6%	73.6%	3.6%	1.2%		40.8%	45.5%	13.6%	0.1%		9.7%	53.7%	35.8%	0.9%		
PHF	.696	.838	.633	.833	.833	.760	.948	.694	.500	.927	.965	.865	.878	.250	.951	.672	.947	.867	.583	.963	.964

Zinfandel Dr & Olson Dr

Peak Hour Turning Movement Count

ID: 18-07444-001
City: Rancho Cordova

Day: Friday
Date: 12/14/2018



National Data & Surveying Services
Intersection Turning Movement Count

Location: Zinfandel Dr & Olson Dr
City: Rancho Cordova
Control: Signalized

Project ID: 18-07444-001
Date: 2018-12-14

Total

NS/EW Streets:		Zinfandel Dr				Zinfandel Dr				Olson Dr				Olson Dr				
PM		NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				
	1 NL	2 NT	1 NR	0 NU	1 SL	2 ST	0 SR	0 SU	0.5 EL	0.5 ET	1 ER	0 EU	1.5 WL	0.5 WT	1 WR	0 WU	TOTAL	
	4:00 PM	68	240	214	0	27	148	6	1	12	31	41	0	149	22	21	0	980
	4:15 PM	69	276	230	0	23	179	1	3	8	19	48	0	138	27	30	0	1051
	4:30 PM	59	211	199	0	26	162	4	2	10	28	45	0	167	28	27	0	968
	4:45 PM	80	288	233	0	30	172	6	2	11	22	52	0	151	17	32	0	1096
	5:00 PM	62	233	215	0	26	154	4	4	14	27	43	0	157	21	27	0	987
	5:15 PM	69	271	216	0	29	185	8	2	20	15	46	0	139	18	28	0	1046
	5:30 PM	56	203	193	0	27	153	7	3	14	29	53	0	137	22	25	0	922
	5:45 PM	66	234	205	0	24	133	6	4	13	24	47	0	140	21	25	0	942
TOTAL VOLUMES:		NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
APPROACH %'s:		529	1956	1705	0	212	1286	42	21	102	195	375	0	1178	176	215	0	7992
		12.63%	46.68%	40.69%	0.00%	13.58%	82.38%	2.69%	1.35%	15.18%	29.02%	55.80%	0.00%	75.08%	11.22%	13.70%	0.00%	
PEAK HR:		04:15 PM - 05:15 PM																TOTAL
PEAK HR VOL:		270	1008	877	0	105	667	15	11	43	96	188	0	613	93	116	0	4102
PEAK HR FACTOR:		0.844	0.875	0.941	0.000	0.875	0.932	0.625	0.688	0.768	0.857	0.904	0.000	0.918	0.830	0.906	0.000	0.936
		0.896				0.950				0.962				0.926				

National Data & Surveying Services
Intersection Turning Movement Count

Location: Zinfandel Dr & Olson Dr
City: Rancho Cordova
Control: Signalized

Project ID: 18-07444-001
Date: 2018-12-14

Bikes

NS/EW Streets:	Zinfandel Dr				Zinfandel Dr				Olson Dr				Olson Dr				
PM	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND				TOTAL
	1 NL	2 NT	1 NR	0 NU	1 SL	2 ST	0 SR	0 SU	0.5 EL	0.5 ET	1 ER	0 EU	1.5 WL	0.5 WT	1 WR	0 WU	
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
4:45 PM	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	2
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:30 PM	2	0	0	0	0	0	0	0	0	0	1	0	0	2	0	0	5
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL VOLUMES:	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU	TOTAL
APPROACH %'s:	2	0	0	0	1	0	0	1	0	0	1	0	1	2	1	0	9
	100.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%	50.00%	0.00%	0.00%	100.00%	0.00%	25.00%	50.00%	25.00%	0.00%	
PEAK HR:	04:15 PM - 05:15 PM																TOTAL
PEAK HR VOL:	0	0	0	0	1	0	0	1	0	0	0	0	1	0	0	0	3
PEAK HR FACTOR:	0.00	0.000	0.000	0.000	0.250	0.000	0.000	0.250	0.000	0.000	0.000	0.000	0.250	0.000	0.000	0.000	0.375
						0.250								0.250			

National Data & Surveying Services

Intersection Turning Movement Count

Location: Zinfandel Dr & Olson Dr
City: Rancho Cordova

Project ID: 18-07444-001
Date: 2018-12-14

Pedestrians (Crosswalks)

NS/EW Streets:	Zinfandel Dr		Zinfandel Dr		Olson Dr		Olson Dr		
PM	NORTH LEG		SOUTH LEG		EAST LEG		WEST LEG		TOTAL
	EB	WB	EB	WB	NB	SB	NB	SB	
4:00 PM	2	2	0	0	1	1	1	1	8
4:15 PM	1	3	0	0	1	0	3	2	10
4:30 PM	2	4	0	0	2	2	1	1	12
4:45 PM	2	1	0	0	2	0	0	0	5
5:00 PM	0	2	0	0	0	0	4	2	8
5:15 PM	6	3	0	0	0	2	2	2	15
5:30 PM	1	2	0	0	0	2	0	0	5
5:45 PM	2	2	0	0	1	1	3	2	11
TOTAL VOLUMES :	EB	WB	EB	WB	NB	SB	NB	SB	TOTAL
APPROACH %'s :	16	19	0	0	7	8	14	10	74
	45.71%	54.29%			46.67%	53.33%	58.33%	41.67%	
PEAK HR :	04:15 PM - 05:15 PM								TOTAL
PEAK HR VOL :	5	10	0	0	5	2	8	5	35
PEAK HR FACTOR :	0.625	0.625			0.625	0.250	0.500	0.625	0.729
	0.625				0.438		0.542		

Prepared by National Data & Surveying Services

Pedestrian Observation Study

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	Peds Walkup Window Path 1 (Eastern Ave)		Peds Walkup Window Path 2 (Eastern Ave)		Peds Walkup Window Path 3 (El Camino Ave)	
	In	Out	In	Out	In	Out
7:00:00	0	0	0	0	0	0
7:15:00	0	0	0	0	0	0
7:30:00	0	0	0	0	0	0
7:45:00	0	0	0	0	0	0
8:00:00	0	0	0	0	0	0
8:15:00	0	0	0	0	0	0
8:30:00	0	0	0	0	0	0
8:45:00	0	0	0	0	1	0
16:00:00	0	0	0	0	0	0
16:15:00	0	0	0	0	0	0
16:30:00	0	0	0	0	0	0
16:45:00	0	0	0	0	1	0
17:00:00	0	0	0	0	0	0
17:15:00	0	0	0	0	0	0
17:30:00	0	0	0	0	0	0
17:45:00	0	0	0	0	0	0

Prepared by National Data & Surveying Services

In & Out

Project#: 20-070196-001

Location: Dutch Bros Coffee Drive Thru at Eastern Ave

City: Sacramento

Date: 11/19/2020

Day: Thursday

Interval	Driveway At El Camino Ave		Driveway At Eastern Ave	
	In	Out	In	Out
7:00:00	0	0	13	8
7:15:00	0	1	9	15
7:30:00	0	0	13	8
7:45:00	0	1	11	9
8:00:00	0	0	13	11
8:15:00	0	0	13	19
8:30:00	0	1	17	15
8:45:00	1	3	13	14
16:00:00	0	0	12	8
16:15:00	0	0	15	21
16:30:00	0	0	16	15
16:45:00	0	1	10	14
17:00:00	0	2	5	8
17:15:00	0	1	9	7
17:30:00	0	0	20	11
17:45:00	0	3	7	13

Prepared by National Data & Surveying Services

Pedestrian Observation Study

Project#: 20-070196-002

Location: Dutch Bros Drive Thru at Sunrise Ave

City: Roseville

Date: 11/19/2020

Day: Thursday

Interval	Peds Walkup to Window	
	In	Out
7:00:00	0	0
7:15:00	0	0
7:30:00	0	0
7:45:00	0	0
8:00:00	0	0
8:15:00	0	0
8:30:00	0	0
8:45:00	0	0
16:00:00	0	0
16:15:00	0	0
16:30:00	0	0
16:45:00	0	0
17:00:00	0	0
17:15:00	0	0
17:30:00	0	0
17:45:00	0	0

*Note - No pedestrians were seen approaching the window directly

Prepared by National Data & Surveying Services

In & Out

Project#: 20-070196-002

Location: Dutch Bros Drive Thru at Sunrise Ave

City: Roseville

Date: 11/19/2020

Day: Thursday

Interval	Driveway at Sunrise Ave	
	In	Out
7:00:00	13	6
7:15:00	8	14
7:30:00	13	8
7:45:00	7	11
8:00:00	23	14
8:15:00	13	16
8:30:00	16	14
8:45:00	5	12
16:00:00	12	5
16:15:00	7	12
16:30:00	10	7
16:45:00	4	9
17:00:00	8	5
17:15:00	6	6
17:30:00	6	9
17:45:00	3	5

ITEM 18.1.

ATTACHMENT 1

Day Type

0: Weekday (Tu-Th)

TURNING MOVEMENT COUNTS

[illegible]

TURNING MOVEMENT PERCENTAGE

[illegible]

ITEM 18.1.

ATTACHMENT 1

Day Type

1: Weekday (Tu-Th)

TURNING MOVEMENT COUNTS

[illegible]

TURNING MOVEMENT PERCENTAGE

[illegible]

ITEM 18.1.

ATTACHMENT 1

Day Type

1: Weekday (Tu-Th)

TURNING MOVEMENT COUNTS

[illegible]

TURNING MOVEMENT PERCENTAGE

[illegible]

MEMORANDUM



ITEM 19.1.

DATE: April 19, 2021
TO: Honorable Mayor and Council Members
FROM: Stacy Delaney, Community Enhancement Analyst
SUBJECT: **RECOMMENDATIONS ON THE FISCAL YEAR 2021/2022 COMMUNITY ENHANCEMENT FUND GRANT APPLICATIONS RECEIVED AND DISCUSS COUNCIL LED INITIATIVES FOR CONSIDERATION**

RECOMMENDATION

Staff to provide recommendations on the Fiscal Year 2021/2022 Community Enhancement Fund grant applications and receive and discuss individual City Council requested items for Council consideration.

RESULT OF RECOMMENDED ACTION

Council will receive a summary of the grant applications with recommendations for Community Enhancement Fund grant money, by the review committee, in Fiscal Year 2021/2022. The summary will include those projects that are recommended to receive full funding, no funding, as well as those recommended to receive partial funding. Staff will receive direction from Council on these projects and programs; this may include preliminary funding decisions.

BACKGROUND

The application period for the Fiscal Year 2021/2022 Community Enhancement Fund opened on February 8, 2021 and closed on March 19, 2021. During this time, the City received 82 grant applications.

On April 5, 2021, Council received a summary update of all the grant applications received for the Fiscal Year 2021/2022 Community Enhancement Fund. Council also received access to the grant applications. Council received and discussed the internally led City proposed initiatives and projects as well as the legacy fund allocation for consideration.

The members of the internal review committee independently reviewed each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Then, the internal review committee met collectively to discuss the applications and decided on whether an application

met criteria or not. If it did meet criteria, it was then prioritized.

For an education related application to be considered complete, each applicant interested in having their project/program operate or take place at a public K-12 school site must have requested the endorsement of the applicable school superintendent. The school superintendents had the option of giving their endorsement or withholding their endorsement. Similarly, projects or programs that are proposed on property owned or operated by outside agencies or a private party required the coordination with and potentially approvals from outside agencies, organizations, and/or the private party. This information, in conjunction with things such as priority within each school district helped to inform the recommendation of the review committee.

Most applications submitted met the minimum established grant requirements. Many applicants are past and current recipients of Community Enhancement Fund grants. Of the applications submitted, about a 40% of them are for the continuation of existing projects/programs.

Through the prioritization method, the review committee looked at a variety of things including, but not limited to:

- What is the probability of a program or project's ability to move forward due to the latest available information on social distancing requirements and the stay-at-home order due to COVID-19?
- Is the applicant leveraging other funding sources and partnerships?
- What is the return on investment?
- Does the applicant have the capacity to carry out the project and to accomplish it in a finite period?
- Can the progress be measured?
- What is the intended use of the money? (Staff costs, one-time expense, etc.)
- Is there duplication of programs at the intended site or with the same audience?
- Has a suitable location been identified?
- How many people are served by the project/program?
- Has the applicant asked for the same funding in prior years?
- If the applicant received prior funding, was the project/program successful?

The grant application requests total approximately \$5.3 million, have been reduced to approximately \$2.1 million based on staff recommendations. The recommended budget presented totals approximately \$10 million when also adding in the funding categories of Legacy, Public Safety, Public Works, Community/Economic Development, and Administration of Fund. This is in line with the projected revenues in Fiscal Year 2021/2022. Some of the applications recommended for Council consideration are recommended by the review committee but at an amount less than what was requested.

FISCAL IMPACT AND FUNDING SOURCE

The projected Fiscal Year 2021/2022 revenues for the Community Enhancement Fund are estimated to be \$10 million. It is anticipated that the Community Enhancement Fund process will run concurrent with the City's budget process with adoption planned in June of 2021.

ATTACHMENT(S)

1. Community Enhancement Fund Recommendations
2. Application Matrix with Recommendations
3. FY 2021 2022 Community Enhancement Fund Grant Applications Received

COMMUNITY ENHANCEMENT FUND RECOMMENDATIONS

April 19, 2021



AGENDA



- Review and Discuss Recommendations on Grant Applications
- Add any City Council Requests for Consideration
- Next Steps

RECOMMENDATIONS

GRANT APPLICATIONS/INITIATIVES



BUDGET AMOUNTS

Funding Categories	Revised Budget FY 2020/2021	<i>Estimated Budget FY 2021/2022</i>
Legacy Project Allocation	3,525,000	2,800,000
Community Grants <i>(FY 2021/22 recommendations shared starting 4/19)</i>	1,915,000	2,105,974
Public Safety	1,658,106	1,761,839
Infrastructure/Public Works	1,011,000	1,300,000
Community Development/Economic Development <i>(Budget increase for Youth Center in FY 2021/22)</i>	936,000	1,475,000
Administration of Fund	454,894	500,000
Total	\$9,500,000	\$9,942,813

GRANT RECOMMENDATIONS

Review committee looked at a variety of things including, but not limited to:

- Is the applicant leveraging other funding sources and partnerships?
- What is the return on investment?
- Does the applicant have the capacity to carry out the project and to accomplish it in a finite period?
- Can the progress be measured?
- What is the intended use of the money?
- Is there duplication of programs at the intended site or with the same audience?
- Has a suitable location been identified?
- How many people are served by the project/program?
- Has the applicant asked for the same funding in prior years?
- If the applicant received prior funding, was the project/program successful?
- What is the probability of a program or project's ability to move forward due to COVID-19 restrictions?

INITIATIVES

Previously Approved Ongoing Initiatives:

- Art in Public Places: \$50K
- Performing Arts: \$35K
- Youth Sports Growth and Start-up Fund: \$30K
- Field Trip and Assemblies Fund: \$50K
- Local Community Service Partnerships Fund: \$75K

REVIEW & DISCUSS PROJECT LIST

Staff will transition to the project list that includes recommendations.

A sample sheet is included below, and the full list is in the agenda packet.

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
1	Arts, Culture, History, Entertainment & Sports	Gujarati Samaj of Sacramento (GSS): Navratri Function and Diwali Function (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	Gujarati Samaj of Sacramento (GSS), a non-profit organization, is seeking funding to celebrate two cultural festivals. The Navratri Function is a festival where people of all ages and backgrounds come together to dance as part of the celebrations of the female goddess that destroyed evil and established good, faith and happiness. Navratri spans nine nights and is celebrated every year in the autumn. The Diwali function is a festival where people celebrate the victory of light over darkness, good over evil, and knowledge over ignorance and is also celebrated on an annual basis in the October/November timeframe. This is a multi-year request. Application indicates that activity may occur at a Cordova Recreation and Park District facility. - Recommend to partially fund at an amount not to exceed \$5,000.	\$11,000	\$5,000	Recommend to fund Navratri one year only as a sponsorship of \$5,000. CRPD will require a special use permit if a park facility is used. Diwali has traditionally been covered through micro grant activities.
2	Arts, Culture, History, Entertainment & Sports	NIMBUS Films: Documentary	NIMBUS Films, Inc. is seeking funding to produce "Rancho Cordova - A City of Innovation, from the Gold Rush to Moon Dust." The 30-minute documentary film would capture the people, places, and events through a sweeping, 160-year history that shaped Rancho Cordova. The documentary will be aired by PBS, KVIE and funding would also support a premier event to be held in Rancho Cordova.	\$57,500	\$0	Not recommended for funding; recommend soliciting for proposals if a documentary is desired.
3	Arts, Culture, History, Entertainment & Sports	Sacramento Theatre Company: After-School Musical Production and In-Class Theatre Arts Integration Program (STC-SPP)	This proposed project intends to provide White Rock Elementary School with a semester long, after school theatre arts program that is organized and taught by Sacramento Theatre Company artists as well as an increased number of Theatre Arts Integration classes during the school day in every classroom (5 sessions in each classroom). Sacramento Theatre Company is in their fourth year at White Rock Elementary School and funding would allow the expansion and continuation of the program. - Recommend to partially fund at an amount not to exceed \$2,500. - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in FY 2021/22.	\$20,000	\$2,500	Recommend to fund \$2,500 only from FY 2021/22 since they will have an anticipated estimated rollover of \$17,500 available to them to do programming.
4	Arts, Culture, History, Entertainment & Sports	Rancho Cordova Student Athlete Coalition (RCSAC): Cordova High School Athletic Improvement Plan	Rancho Cordova Student Athlete Coalition (RCSAC) is requesting funding to equitably and efficiently support and recognize the diverse Rancho Cordova student athletes while maintaining, improving, and upgrading all that is Rancho Cordova athletics. With an absence of any booster club, Cordova High School has struggled to gain financial parental support and currently has limited fundraising capabilities. Funding would provide the school with better athletic equipment and enhanced academic support. A robust academic tutoring program would also be open and available to all Cordova High School students. This is a multi-year request. - Recommend to partially fund at an amount not to exceed \$50,000.	\$292,500	\$50,000	Recommend to fund one year only as a pilot program, not to exceed \$50,000; work with applicant and school district on scope of work.

APPLICATION LEGEND

Legend details:

Application tied to Cordova Recreation and Park District facility/program

**Council Member needs to recuse (shaded this color regardless of overall recommendation made in order to segment discussion)*

Recommend to consider by Economic Development/Measure R or workforce RFP

Recommend to approve some level of funding

If recommendation is less than what was requested amount is shown in **red*

Recommend that they carry over existing funding approved in FY 2020/21 and use it for the program/event in FY 2021/22 instead (no additional new funding recommended)

Recommend that school districts receive a pro rata share of funding towards field trips and assemblies of their choice

Not recommended for funding in FY 2021/22 (no shading)

Cordova Recreation and Park District (CRPD) related applications for consideration will be discussed first, before moving down the category list. This is being done for recusal purposes and includes the following applications:

- #1, Gujarati Samaj of Sacramento (GSS): Navratri and Diwali Functions potentially at a CRPD facility
 - *Recommend to partially fund up to \$5,000 as a sponsorship of Navratri*
- #5, Ankur: Festival of Knowledge/Basant Panchami potentially at a CRPD facility
 - *Recommend to partially fund up to \$5,000 as a sponsorship of Basant Panchami*
- #8, Kannada Sangha of Sacramento (KSS): Multi Cultural Community Events potentially at a CRPD facility
 - *Recommend to partially fund up to \$5,000 as a sponsorship of Ranga Vasantha*
- #17, Hummingbird Theatre Company: 2021-2022 Season potentially at a CRPD facility
 - *Recommend to fund out of Performing Arts Bucket; Not to exceed \$20,000.*
- #25, Cordova Community Council Foundation Renovations and Maintenance of Youth Sports Facilities on FCUSD and CRPD property
 - *Recommend to fund up to \$50,000 in FY 2021/22*
- #42, Kaleidoschool: Scholarships for Single Parental Families potentially at a CRPD facility
 - *Not recommended for funding*

Cordova Recreation and Park District (CRPD) related applications for consideration will be discussed first, before moving down the category list. This is being done for recusal purposes and includes the following applications:

- #51, Rancho Cordova Disc Golf Club: Exploratory Program potentially at a CRPD facility
 - *Not recommended for funding*
- #54, Rancho Endurance Sports: Kids on Bikes potentially at a CRPD facility
 - *Not recommended for funding*
- #59, D.L. Williamson Park Base Construction
 - *Not recommended for funding*
- #70, Mather Sports Complex Crosswalks Project
 - *Public Works staff are available for discussions with applicants.*
- #71, Federspiel Park Enhancement Project
 - *Recommend to fund out of Park Renovation Fee; will require coordination with City staff and community on the specific scope and additional contributions from CRPD.*

NEXT STEPS

FUTURE CITY COUNCIL MEETINGS



UPCOMING MEETINGS

- On or before May 17, make final project selection and funding decisions
- At the June 7 meeting adopt the budget
- Notify all applicants of funding decisions by end of June 2021

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
1	Arts, Culture, History, Entertainment & Sports	Gujarati Samaj of Sacramento (GSS): Navratri Function and Diwali Function (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	Gujarati Samaj of Sacramento (GSS), a non-profit organization, is seeking funding to celebrate two cultural festivals. The Navratri Function is a festival where people of all ages and backgrounds come together to dance as part of the celebrations of the female goddess that destroyed evil and established good, faith and happiness. Navratri spans nine nights and is celebrated every year in the autumn. The Diwali function is a festival where people celebrate the victory of light over darkness, good over evil, and knowledge over ignorance and is also celebrated on an annual basis in the October/November timeframe. This is a multi-year request. Application indicates that activity may occur at a Cordova Recreation and Park District facility. - Recommend to partially fund at an amount not to exceed \$5,000.	\$11,000	\$5,000	Recommend to fund Navratri one year only as a sponsorship of \$5,000. CRPD will require a special use permit if a park facility is used. Diwali has traditionally been covered through micro grant activities.
2	Arts, Culture, History, Entertainment & Sports	NIMBUS Films: Documentary	NIMBUS Films, Inc. is seeking funding to produce "Rancho Cordova - A City of Innovation, from the Gold Rush to Moon Dust." The 30-minute documentary film would capture the people, places, and events through a sweeping, 160-year history that shaped Rancho Cordova. The documentary will be aired by PBS, KVIE and funding would also support a premier event to be held in Rancho Cordova.	\$57,500	\$0	Not recommended for funding; recommend soliciting for proposals if a documentary is desired.
3	Arts, Culture, History, Entertainment & Sports	Sacramento Theatre Company: After-School Musical Production and In-Class Theatre Arts Integration Program (STC-SPP)	This proposed project intends to provide White Rock Elementary School with a semester long, after school theatre arts program that is organized and taught by Sacramento Theatre Company artists as well as an increased number of Theatre Arts Integration classes during the school day in every classroom (5 sessions in each classroom). Sacramento Theatre Company is in their fourth year at White Rock Elementary School and funding would allow the expansion and continuation of the program. - Recommend to partially fund at an amount not to exceed \$2,500. - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in FY 2021/22.	\$20,000	\$2,500	Recommend to fund \$2,500 only from FY 2021/22 since they will have an anticipated estimated rollover of \$17,500 available to them to do programming.

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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
4	Arts, Culture, History, Entertainment & Sports	Rancho Cordova Student Athlete Coalition (RCSAC): Cordova High School Athletic Improvement Plan	Rancho Cordova Student Athlete Coalition (RCSAC) is requesting funding to equitably and efficiently support and recognize the diverse Rancho Cordova student athletes while maintaining, improving, and upgrading all that is Rancho Cordova athletics. With an absence of any booster club, Cordova High School has struggled to gain financial parental support and currently has limited fundraising capabilities. Funding would provide the school with better athletic equipment and enhanced academic support. A robust academic tutoring program would also be open and available to all Cordova High School students. This is a multi-year request. - Recommend to partially fund at an amount not to exceed \$50,000.	\$292,500	\$50,000	Recommend to fund one year only as a pilot program, not to exceed \$50,000; work with applicant and school district on scope of work.
5	Arts, Culture, History, Entertainment & Sports	Ankur: Festival of Knowledge/ Basant Panchami (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	This proposed project intends to bring the cultural event of Basant Panchami: the Festival of Knowledge to Rancho Cordova. Ankur is a nonprofit organization that promotes South East Asian culture through community service and socio-cultural events. Funding would cover the costs of event expenses such as rental charges for the event facility, musical performances, and a live streaming technician. Application indicates that activity may occur at a Cordova Recreation and Park District facility. - Recommend to partially fund at an amount not to exceed \$5,000.	\$9,260	\$5,000	Recommend to fund Basant Panchami one year only as a sponsorship of \$5,000. Same funding level as FY 2020/21. CRPD will require a special use permit if a park facility is used.
6	Arts, Culture, History, Entertainment & Sports	Mather Wrestling Club: Youth Program	This proposed project intends to sponsor a summer wrestling club offered to children ages 8-14. Funding includes program equipment, uniforms, and scholarships for students who cannot afford the participation fee. The club teaches basic and fundamental skills and plans on operating at Mitchell Middle School. This is a multi-year request. - Recommend that they carry over the existing funding approved in a prior fiscal year and use it for the program in the summer of 2022; additionally, recommend to partially fund at an amount not to exceed \$2,000.	\$8,500	\$2,000	Recommend to partially fund at an amount not to exceed \$2,000; plus this assumes an additional estimated \$6,500 in rollover from unspent funding granted in FY 2020/21.
7	Arts, Culture, History, Entertainment & Sports	Rancho Cordova River City Concert Band: Enhancements	This proposed project would provide funds to the Rancho Cordova River City Concert Band for equipment, musical talent, and related expenses, thereby enhancing its potential to provide high-quality musical performance events in Rancho Cordova.	\$20,000	\$20,000	Recommend to receive full grant request.

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8	Arts, Culture, History, Entertainment & Sports	Kannada Sangha of Sacramento (KSS): 2021 - 2022 Multi Cultural Community Events (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	Kannada Sangha of Sacramento, a non-profit organization, is committed to preserve and promote the art, culture, and history of India and bridge the gap between multi-ethnic and multi-cultural activities in the community. This application intends to bring three cultural events to Rancho Cordova: Festival of Kites (Sankranthi) in January/February, Festival of Art & Culture (Ranga Vasantha) in March/April, and Festival of Lights (Deepavali) in October/November. - Recommend to partially fund at an amount not to exceed \$5,000.	\$8,000	\$5,000	Recommend to fund Ranga Vasantha one year only as a sponsorship of \$5,000. CRPD will require a special use permit if a park facility is used. Festival of Kites is part of an existing contract with approved rollover. Deepavali has traditionally been covered through micro grant activities.
9	Arts, Culture, History, Entertainment & Sports	NorCal School of the Arts: Outreach Program	This application intends to enable NorCal School of the Arts, a non-profit organization, to serve more than 500 students at Williamson Elementary with theater arts and social-emotional learning-integrated classes during school in the Fall of 2021. During the Spring of 2022, students will have the option to participate in an after-school program that will culminate in a fully-produced musical at the school. - Recommend to partially fund at an amount not to exceed \$15,000.	\$20,000	\$15,000	Recommend to partially fund at an amount not to exceed \$15,000; equal to the average historic performing arts award granted and it would be our first time working with this organization. Endorsed by FCUSD
10	Arts, Culture, History, Entertainment & Sports	Mandarins of Sacramento: Music Academy Scholarships at Sunrise and McGarvey Elementary Schools	The Sacramento Mandarins are currently offering their Mandarins Music Academy instrumental music and choir programs at Sunrise and Robert J. McGarvey Elementary Schools in Rancho Cordova. This application intends to provide up to 60 student scholarships to provide greater access to those students who are unable to afford music education.	\$22,000	\$22,000	Recommend to receive full grant request. Endorsed by EGUSD
11	Arts, Culture, History, Entertainment & Sports	Sacramento Performing Arts Conservatory: Cordova Youth Spotlight Orchestra Live	The intention of this application is to fund the Cordova Youth Spotlight Orchestra Live program. This project will bring both live and recorded mixed instrument ensemble performances by student performers to Rancho Cordova residents. In addition to recorded performances, there would be three live public concerts. The program can accept a maximum of 40 young musicians. Funding will be applied to live-streaming services, recording sessions, venue fees, promotion, sanitizer supplies, and video editing software.	\$9,950	\$0	Not recommended for funding; serves a low number of students and other projects. Endorsed by FCUSD, but was not ranked in their top tiers of projects.

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Community Enhancement Fund FY 2021/2022 Applications Received
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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
12	Arts, Culture, History, Entertainment & Sports	Symphony d'Oro: Band Enhancements	This application intends to continue the funding of equipment and related expenses, thereby enhancing Symphony d'Oro's ability to continue to bring and expand music offerings in traditional and non-traditional venues in the City of Rancho Cordova. The request includes storage rental charges, funding for guest artists/composers, concert venue fees, additional rehearsal space, outreach expenses, music purchases, rehearsal technical support, and small ensemble video recording equipment. - Recommend to partially fund at an amount not to exceed \$20,000.	\$26,900	\$20,000	Recommend to partially fund at an amount not to exceed \$20,000; this is an increase over current grant award.
13	Arts, Culture, History, Entertainment & Sports	LaCars' Legacy: Your World Your Canvas Puppetry Arts	LaCars' Legacy provides free youth-based services to Rancho Cordova and neighboring cities. The intent of the application is to launch the Puppetry Arts installment of the Your World Your Canvas Arts projects. Intended to serve 50 Rancho Cordova youth ages 10-19, sessions will engage participants with puppet making, set building and design, and puppetry theatrics. Funding would cover puppet supplies, facility rentals, and instructor costs. - Recommend to partially fund at an amount not to exceed \$19,000.	\$35,450	\$19,000	Recommend to partially fund at an amount not to exceed \$19,000; equal to the average historic visual arts award granted and it would be our first time working with this organization on a larger-scale program.
14	Arts, Culture, History, Entertainment & Sports	SCUSD: A.M. Winn Team Sports Support	A.M. Winn Elementary School has formed two middle school basketball teams, two soccer teams, and a track team. Providing athletic attire and equipment has been a struggle due to budget constraints. The proposed project would allow the school to outfit its players with uniforms and shoes as well as purchase new equipment. Each student in grades 6-8 at A.M. Winn Elementary School is invited to participate on the teams.	\$12,000	\$12,000	Recommend to receive full grant request. Endorsed by SCUSD
15	Arts, Culture, History, Entertainment & Sports	Rancho Cordova Youth Track Club: Equipment	This proposed program would help the Rancho Cordova Track Club with the purchase of equipment and materials. Rancho Cordova Track Club (RCTC) is a USATF/AAU Youth developmental running club with a 501(c)(3) status. The RCTC will provide youth with a positive outlet for building stronger community connections, promote physical fitness, and enhance participation in sporting activities. Funds will be spent on timing equipment, marketing/branding materials, and other related equipment. - Recommend to fund out of Youth Sports Growth and Startup Fund Bucket; Not to exceed \$20,000.	\$25,000	See note	Recommend to fund out of Youth Sports Growth and Startup Fund Bucket; Not to exceed \$20,000. Therefore, dollars recommended are not shown here.

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Community Enhancement Fund FY 2021/2022 Applications Received
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16	Arts, Culture, History, Entertainment & Sports	CalCap Studios: Fall and Winter Season	This proposed program, in collaboration with Hummingbird Theatre Company, will produce three plays for Rancho Cordova. "Freeze!" is a timeless two-man play that reminds us that some things never change. "Kate: The Unexamined Life" investigates Katherine Hepburn at the age of 92 at the advent of the new millennium. The final play, "A Charles Dickens Christmas," puts a humorous spin on the classic from Charles Dicken's behind-the-scenes perspective. Sponsorship would include actor fees, royalties, set design and props, costumes, marketing efforts, and light/sound technician costs. - Recommend to fund out of Performing Arts Bucket; Not to exceed \$11,250.	\$22,450	See note	Recommend to fund out of Performing Arts Bucket; Not to exceed \$11,250. Therefore, dollars recommended are not shown here.
17	Arts, Culture, History, Entertainment & Sports	Hummingbird Theatre Company: 2021-2022 Season (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	This proposed program will provide a full theatrical season provided by the Hummingbird Theatre Company. The program will 1) expand access to theatre arts opportunities for local performers in dance, music, and acting with coaching from expert and professional actors, dancers, and dance instructors supporting the development of artist and technical skills; and 2) engage the community in artistic programming and civic engagement, culminating in performances to the public. Program elements include a musical in the fall, spring musical theatre cabaret, a summer comedic play, and an elementary school touring show. Application indicates that activity may occur at a Cordova Recreation and Park District facility. - Recommend to fund out of Performing Arts Bucket; Not to exceed \$20,000.	\$88,520	See note	Recommend to fund out of Performing Arts Bucket; Not to exceed \$20,000. CRPD will require a special use permit if a park facility is used.
18	Arts, Culture, History, Entertainment & Sports	Mandarins of Sacramento Music Center: Safe Rehearsal Space	The Mandarins of Sacramento Music Center has become an asset to the Rancho Cordova musical community. The applicant is seeking to enhance the existing rehearsal space by purchasing portable soundproofing curtains, musician stands and chairs, a portable P.A. system and mixers, visual sound recording equipment, ceiling to floor mirrors, metronome and timing equipment, performance acoustical doors, and handheld thermometers.	\$30,000	\$30,000	Recommend to receive full grant request.
19	Arts, Culture, History, Entertainment & Sports	River City Christian: Middle School and High School Crossover Basketball	River City Christian hosts a Crossover Basketball League for high school and middle school students who want to play basketball and demonstrate teamwork. The middle school league runs January-March and the high school league runs March-June. Practices and games are held once a week. Funding will be used to provide scholarships to youth and host professional athlete guest speakers. - Recommend to partially fund at an amount not to exceed \$10,000.	\$20,000	\$10,000	Recommend to partially fund at an amount not to exceed \$10,000.

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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
20	Arts, Culture, History, Entertainment & Sports	FCUSD: Athletic Improvement Plan for Cordova High School	This proposed project intends to improve the athletic program at Cordova High with enrichment and updated equipment/supplies needed to maintain a high-caliber program. Funding will cover transportation for athletes, meet the increasing coaching needs, provide security during events, recognition awards, and add new or replacement equipment/supplies. - Recommend to partially fund at a combined amount not to exceed \$200,000 (for applications 20 and 21).	\$142,500	\$200,000	Recommend to partially fund at a combined amount not to exceed \$200,000 (for applications 20 and 21). Endorsed by FCUSD
21	Arts, Culture, History, Entertainment & Sports	FCUSD: Athletic Improvement Plan Year Three For Mills, Mitchell and Kinney	This proposed project intends to improve the athletic program at Mills Middle, Mitchell Middle, and Kinney High School with enrichment and updated equipment/supplies needed to maintain a high-caliber program. Funding will cover transportation for athletes, meet the increasing coaching needs, recognition awards, and add new or replacement equipment/supplies including uniforms. - Recommend to partially fund at a combined amount not to exceed \$200,000 (for applications 20 and 21).	\$60,750		
22	Arts, Culture, History, Entertainment & Sports	Sacramento Philharmonic & Opera: Rancho Cordova Community Pop-Up Concerts	The Sacramento Philharmonic & Opera is an established performing arts organization that is seeking to produce a free concert series set in locations throughout Rancho Cordova. Each concert would feature 10-15 musicians who would perform a variety of genres. Funding would cover musician fees, facilities costs, equipment, promotion, and staff costs. - Recommend to partially fund at an amount not to exceed \$15,000.	\$30,000	\$15,000	Recommend to partially fund at an amount not to exceed \$15,000.
23	Arts, Culture, History, Entertainment & Sports	Sacramento Children's Museum: Operational Budget	In addition to the funding of general operating expenses, the Sacramento Children's Museum request will enhance resource development, finish the new administration space, and recruit and train high quality staff members. - Recommend to partially fund at an amount not to exceed \$130,000; this is the same funding level awarded before.	\$150,000	\$130,000	Recommend to partially fund at an amount not to exceed \$130,000; this is equal to the grant award in FY 2020/21.
24	Arts, Culture, History, Entertainment & Sports	CCCF: Rehearsal Space for Band and Symphony	This project continues to provide funds to the Cordova Community Council to be expended for the rental of rehearsal and/or performance space on property owned by the Folsom Cordova Unified School District, Mandarins, and/or other locations, for the Rancho Cordova River City Concert Band, the Rancho Cordova Civic Light Orchestra, and the RC Swing Band. This is a multi-year request. - Recommend that they carry over the existing funding approved in prior fiscal years (approximately \$27,000). - Also recommend to fund \$18,900 to make up the difference noted in the multi-year request.	\$18,900	\$18,900	Recommend to fund at an amount not to exceed \$18,900; plus this assumes an additional estimated \$27,000 in rollover from unspent funding granted in prior fiscal years. Together this addresses the multi-year request in the application.

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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
25	Arts, Culture, History, Entertainment & Sports	CCCF: Renovations and Maintenance for Youth Sports Facilities (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	This application intends to continue the funding of addressing Folsom Cordova Unified School District and Cordova Recreation and Park District fields. Rounds of prior funding have been successful in improving playing conditions for participating youth sports leagues. The sports leagues which stand to benefit from this project are Rancho Cordova Little League, Cordova Girls Softball, Rancho Cordova Soccer, Rancho Cordova Track Club, Cordova Blue Marlins, Cordova Cordettes, Cordova Jr. Lancers, and possibly others. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$50,000	\$50,000	Recommend to receive full grant request. Endorsed by FCUSD
26	Arts, Culture, History, Entertainment & Sports	CCCF: Youth Sports Leagues COVID Recovery Promo Campaign	This project would provide funds to engage consultants to develop a COVID recovery campaign and continue efforts to improve and expand promotion for youth sports leagues in Rancho Cordova. The program would continue to expand outreach in search of players, coaches, and officials with the goal of bringing participants back. - Recommend that they carry over existing funding approved in FY 2020/21 (approximately \$14,000); additionally, - Recommend to partially fund at an amount not to exceed \$31,000.	\$50,000	\$31,000	Recommend to partially fund at amount not to exceed \$31,000; plus this assumes an additional estimated \$14,000 in estimated rollover from unspent funding granted in FY 2020/21. Endorsed by FCUSD and SCUSD
27	Arts, Culture, History, Entertainment & Sports	Runnin' for Rhett: Youth Fitness Program	This application intends to partially fund the existing Runnin' for Rhett Fitness Program at participating schools. Twice a year, Runnin' for Rhett funds an after-school training program that includes a twice per week coached workout (virtual when necessary), and an entry into a local race in the Fall. Children in the program who are in need also receive a new pair of running shoes. The cost to put one child through the program is approximately \$30. This program will serve 250-300 students depending on how many shoes are purchased.	\$15,000	\$0	Not recommended for funding; currently providing support to local track club. Endorsed by FCUSD, SCUSD, and EGUSD, but was not ranked in their top tiers of projects.
28	Arts, Culture, History, Entertainment & Sports	CCCF: MACC Programming and Operations	This project continues to provides funds to the Cordova Community Council to be expended on a project to evolve and enhance operations and programming at The MACC. The MACC is in its third year of operation and provides a year-long schedule of events and exhibits to the community. This is a multi-year request for the funding of staff and exhibit resources.	\$172,000	\$172,000	This is recommended as a multi-year grant award. Recommend to receive full grant request in the year's outlined below: \$172,000 for FY 2021/22 \$180,610 for FY 2022/23 \$189,640 for FY 2023/24

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N/A	Arts, Culture, History, Entertainment & Sports	Arts in Public Places Bucket	Under prior Council direction, established funding for future public art projects in the City. The amount listed is the same as last fiscal year. This is a placeholder for now.	\$50,000	\$50,000	A separate targeted call for visual art applications will likely occur in the Fall of 2021.
N/A	Arts, Culture, History, Entertainment & Sports	Performing Arts Bucket	Under prior Council direction, established funding for performing arts projects in the City. The amount listed is the same as last fiscal year. This is a placeholder for now. - Recommend to partially fund Hummingbird Theatre Company: 2021-2022 Season, app. 17, up to \$20,000 - Recommend to partially fund CalCap Studios, app. 16, \$11,250	\$30,000	\$35,000	Recommend to partially fund Hummingbird Theatre Company, app. 17, up to \$20,000 and to partially fund CalCap Studios, app. 16 up to \$11,250; this leaves \$3,750 unprogrammed in the bucket.
N/A	Arts, Culture, History, Entertainment & Sports	Youth Sports Growth and Startup Fund Bucket	Under prior Council direction, established funding for youth sports for the purpose of growing an existing league or starting a new league in Rancho Cordova, including, but not limited to, the purchase of new equipment, purchase of new uniforms, fees, and other required costs. The amount listed is the same as last fiscal year. - Recommend to partially fund Rancho Cordova Youth Track Club, app. 15, up to \$20,000	\$30,000	\$30,000	Recommend to partially fund Rancho Cordova Youth Track Club, app. 15, up to \$20,000; this leaves \$10,000 unprogrammed in the bucket.
			Arts, Culture, History, Entertainment & Sports Subtotal	\$1,538,180	\$949,400	

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29	Education	The Muganzo Experience: A Business Coaching Intensive	This application intends to fund the second (but first live) annual two-day business coaching and empowerment conference that will provide attendees with opportunities to meet with potential employers and industry experts as well as establish career goals alongside business professionals. This year's 2021 conference will be in Rancho Cordova and focus upon re-entry employment, vocational training, and development for post-COVID-19 re-entry employment in Rancho Cordova. This program will serve up to 100 people. This is a multi-year request.	\$100,000	\$0	Not recommended for funding; recommend that Economic Development consider under Measure R or workforce development RFP.
30	Education	FCCP: Youth Career Centers	This application intends to continue the funding of on-site youth career centers for a fourth year at Walnutwood and Kinney High Schools. If funded, the centers will provide staff assisted services to help students explore career pathways, develop career plans, build career readiness skills, and connect to workplace experiences in the local business community through internships, job shadowing, and part-time employment. The goals of this project are for continued career services for students at Cordova and Kinney High School, to graduate with exposure to a wider array of career opportunities, an informed sense of their career direction, and a strong correlation between continued education and achieving their career goals. This program will serve a minimum of 90 students. - Recommend to partially fund at an amount not to exceed \$30,000; additionally, - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in 2021/22.	\$40,000	\$30,000	Recommend to partially fund at an amount not to exceed \$30,000; plus this assumes an additional estimated \$10,000 in rollover from unspent funding granted in FY 2020/21. Endorsed by FCUSD
31	Education	Boys and Girls Clubs of Greater Sacramento: Navigator Elementary - Keeping Kids Connected	For the past three years, the Boys & Girls Clubs of Greater Sacramento has served Navigator Elementary with in-person instruction offering academic, social, and recreational activities. For Fiscal Year 2021/22, they are embracing a flexible delivery model of in-person, hybrid, and virtual after-school programs. Their goals for the year are to serve a minimum of 300 youth and improve attendance, academic scores, and social-emotional skills. - Recommend to partially fund at an amount not to exceed \$60,000.	\$75,000	\$60,000	Recommend to partially fund at an amount not to exceed \$60,000; this is an increase over current grant award. Endorsed by FCUSD

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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
32	Education	EGUSD: Readers Today, Leaders Tomorrow at Sunrise	In an effort to ensure that diversity and other positive social messages are supported, constructive, and reflective of students' backgrounds and cultures, Elk Grove Unified School District (EGUSD) is requesting funding to expand the Sunrise Elementary School Library's inventory with 300-350 multicultural picture books. Funding would also cover some library technician time and materials for processing books for circulation.	\$3,750	\$3,750	Recommend to receive full grant request. Endorsed by EGUSD
33	Education	EGUSD: Readers Today, Leaders Tomorrow at Robert J. McGarvey Elementary School	In an effort to ensure that diversity and other positive social messages are supported, constructive, and reflective of students' backgrounds and cultures, Elk Grove Unified School District (EGUSD) is requesting funding to expand the Robert J. McGarvey Elementary School Library's inventory with 300-350 multicultural picture books. Funding would also cover some library technician time and materials for processing books for circulation.	\$3,750	\$3,750	Recommend to receive full grant request. Endorsed by EGUSD
34	Education	CL3: MACH Program	This application intends to continue the funding of the Cordova Lancers Leaders & Legends (CL3) Mentors at Cordova High Program for a sixth year, a free community-based mentoring program focused on promoting positive behavior, academic improvement, and improved attendance at school, while also engaging participants in community service, and vocational skill development. The program will serve up to 125 participants in total from Cordova and Kinney High Schools. The application also requests the expansion of the program to Mitchell Middle School for up to 40 participants. - Recommend to partially fund at an amount not to exceed \$75,000.	\$92,650	\$75,000	Recommend to partially fund at an amount not to exceed \$75,000; this is an increase over current grant award for expansion purposes. Endorsed by FCUSD
35	Education	PRO Youth and Families: Governments Engaging Youth in Rancho Cordova	This application intends to continue the funding of a civic engagement program by PRO Youth and Families for a seventh year. The two-pronged approach for 100 youth between the ages of 13 and 18 to engage in government and civic education in the City of Rancho Cordova includes: 1) Youth @ City Council Program, an academic year-round civic education program; 2) Summer @ City Hall Academy, a four-week intensive summer program to learn about local government, careers, and how to advocate for community change. A community investment project will also be included in both programs.	\$81,168	\$81,168	Recommend to receive full grant request. Endorsed by FCUSD and SCUSD

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36	Education	Sacramento Splash: Youth Environmental Leadership Camp	This application intends to fund an immersive 3-4 week summer Youth Environmental Leadership Camp (YELC) by Sacramento Splash for approximately 30 students in 5th and 6th grades. Sacramento Splash will emphasize recruitment of campers from underrepresented groups in the outdoors, science, and engineering. Campers will attend a 1-week camp, in groups of 10, where youth will become change-agents who design and implement solutions aimed at improving air quality, water quality, and/or aquatic habitats where they live. After the camp, Splash will convene YELC leaders monthly in a two-hour after-school club for the remainder of the 12-month rolling year. This is a multi-year request.	\$29,700	\$0	Not recommended for funding; school districts have the ability and discretion to use their proposed Field Trips & Assemblies allocation on field trips of their choice.
37	Education	SCUSD: George Washington Carver College Prep/Summer Bridge Program	The application intends to sponsor a college prep/summer bridge program at George Washington Carver High School during the summer of 2021. It will create a hybrid space where students from Carver and throughout Rancho Cordova can reconnect to school, makeup graduation credit, rebuild relationships and school culture, and prepare for the college application process. Students will be able to choose to participate in one or both of the courses available in the summer program.	\$26,150	\$26,150	Recommend to receive full grant request. Endorsed by SCUSD
38	Education	FCUSD: Mills Middle School Positive Behavior Intervention Supports (PBIS)	The proposed program will support student engagement and behavioral success through a merit and rewards program, behavior expectations, restorative infrastructure, and student engagement activities such as guest speakers and field trips. This is a multi-year request.	\$10,000	\$10,000	Recommend to fund one year only; FY 2021/22 at \$10,000. Endorsed by FCUSD
39	Education	Soil Born Farms: Urban Agriculture and Education Project	This application continues the funding to support technical assistance, training, and the continued improvement and expansion of a comprehensive and coordinated school garden program in target schools throughout the City. This year the goals of the program are 1) increase the interconnection of garden programs at the elementary, middle, and high school level through the continued development of a food and agriculture educational pathway; 2) expand hands-on learning for Cordova High School Agriculture and Culinary Academy students through integration with Soil Born Farms programs such as a teen empowerment and job training program and field trips; and 3) increase capacity of school sites to implement and sustain best practice school garden programs by providing new school garden learning kits for teachers, continued development of a college intern program, and increasing presence with the schools.	\$30,000	\$30,000	Recommend to receive full grant request. Endorsed by FCUSD

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40	Education	916 Ink: Find Your Voice Creative Writing Workshop Series	This application intends to continue the funding of an arts-based literacy program that provides creative writing workshops to youth ages 8-18. The program will have 75-125 local students participate in the 2021-22 school year. If funded, workshops will take place at three Rancho Cordova high schools (Walnutwood, Kinney, and George Washington Carver High Schools) and two Rancho Cordova elementary schools (Robert J. McGarvey and A.M. Winn Elementary Schools). During each session students learn about the creative process and have a unique opportunity to engage playfully with words. Students then write to a variety of visual and tactile prompts. The writing prompts are sequenced to build upon each other as part of 916 Ink's storytelling curriculum. - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in 2021/22; additionally, recommend to partially fund at an amount not to exceed \$47,000.	\$52,317	\$47,000	Recommend to partially fund at an amount not to exceed \$47,000; plus this assumes an additional estimated \$5,000 in rollover from unspent funding granted in FY 2020/21. Endorsed by FCUSD, SCUSD, and EGUSD
41	Education	The Student and Landowner Education and Watershed Stewardship (SLEWS): Program at George Washington Carver High School	The Student and Landowner Education and Watershed Stewardship (SLEWS) Program engages high school students in environmental stewardship on local habitat restoration projects. The intent of the application is to bring the SLEWS program to George Washington Carver High School. Through the program, students would learn numerous restoration tasks including how to safely use tools, install a drip irrigation system, plant native trees, shrubs, and grasses, build and install wildlife structures, and more. Funding would afford transportation to field day visits, gear and supplies, and some staff costs.	\$15,000	\$15,000	Recommend to receive full grant request. Endorsed by SCUSD
42	Education	Kaleidoschool: Scholarships for Single Parental Families (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	The intent of this application is to provide scholarships to children of single-parent families who might not otherwise afford Kaleidoschool's courses. Kaleidoschool, a local nonprofit, offers courses in many forms to support homeschool families who need an instructional partner for academic enrichment or intervention, families whose children attend a local public school that need assistance due to learning loss, and families who recognize that their child needs help with social skills. Funding would provide scholarships to three participants per session. Most sessions are eight weeks long and they repeat four times per year. Five different classes are offered. The scholarships would represent about 25% of total enrollees/60 participants per year. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$13,000	\$0	Not recommended for funding; would serve a small number of participants.

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43	Education	Suvidha International Foundation: Robotics Training for Underprivileged Students	Suvidha International Foundation, a registered non-profit, intends to launch a 25-week robotics program in Rancho Cordova. The program would help 25 elementary and middle school students in designing and preparing robots to perform specialized operations. The students would learn engineering skills, leadership skills, and presentation skills through the program. Comprising of both in-person and virtual instruction, students will have an opportunity to compete in an international competition.	\$9,600	\$9,600	Recommend to receive full grant request.
44	Education	Robotics Evolution: Design, Build, Play	The intent of this application is to provide Rancho Cordova families with robot and drone equipment to children, young adults, and families and offer courses to teach children how to design and program their own creations. Robotics Evolution, a business in Rancho Cordova, will also host events to showcase the creations. This is a multi-year request.	\$35,000	\$0	Not recommended for funding; recommendation committee suggests applicant seek endorsement of school district(s) in future grant cycle.
45	Education	FCUSD: Bookworm Book Vending Machine	The intent of this application is to purchase and install a book vending machine for Williamson Elementary School. The vending machine would be a positive rewards-based system in which students can earn tokens by displaying good behavior. The earned tokens can be redeemed by students to buy their favorite book as a reward.	\$6,000	\$0	Not recommended for funding; recommendation committee supports Kiwanis Club of Rancho Cordova's application request which reaches a broader audience, and directly provides books and reading support to children.
46	Education	FCUSD: Elementary Schools Field Trips	With the gradual return to school sites, the district is requesting funding to allow all Folsom Cordova Unified School District elementary schools in Rancho Cordova to go on STEM focused field trips and assemblies. Some STEM field trip ideas include Soil Born Farms, Nimbus Fish Hatchery, Sacramento Zoo, Effie Yeaw Nature Center, Splash, and more. Funding would also support assemblies at each school site hosted by organizations such as the Discovery Museum, Explorit Science Center, and World of Wonders Science Museum. - Recommend to fund out of Field Trips and Assemblies Bucket for FCUSD.	\$35,000	See note	Recommend to fund out of Field Trips and Assemblies Bucket for FCUSD. Therefore, dollars recommended are not shown here. Endorsed by FCUSD

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47	Education	Studio T Arts & Entertainment: Side Hustle Academy	With funding, the nonprofit Studio T Arts & Entertainment would establish their existing program in Rancho Cordova and match teens with local businesses in order to create positive outcomes for both groups. Studio T would provide 30 teens with 120+ hours of digital marketing curriculum and training, then pair them with small businesses hit by the pandemic that are struggling to establish a digital presence. The program participants will use their new digital expertise to build online branding and marketing campaigns for up to 20 small businesses in Rancho Cordova.	\$23,320	\$0	Not recommended for funding; recommend that Economic Development consider under Measure R or workforce development RFP.
48	Education	Women in Data: Workforce Development Analytics Residency Program	Women in Data is seeking funding for their Workforce Development Analytics Residency Program. During the course of the program participants will complete three analytics projects to understand 1) the current workforce environment; 2) the opportunity and need for workforce transformation in the city; and 3) the optimal pathways to transition the workforce. In addition to the analysis provided to the city, individuals participating in this residency program will receive hands-on experience with an analytics/data science problem, resume review, and career feedback. Three cohorts with 5-10 individuals will be established to complete the project. Women in Data will provide a project lead, program coordinator, data science instructor, and will find the residents to participate in the program.	\$95,000	\$0	Not recommended for funding; recommend that Economic Development consider under Measure R or workforce development RFP.
49	Education	Maximum Reach 4 Economic Equity: Thinking Like a CEO - From Self-Employed to Employer	The intent of the application is to fund a program in which 10 of Rancho Cordova's one-person, small businesses receive training, support, and funding to help them become employer-businesses. Through workshops and hands-on experiences, participants are empowered to make the shift from being self-employed to being employers. They explore and challenge the thoughts and behaviors that may impede this type of growth, and are introduced to the CEO mindset. Maximum Reach 4 Economic Equity is a nonprofit based in Rancho Cordova.	\$167,876	\$0	Not recommended for funding; recommend that Economic Development consider under Measure R or workforce development RFP.
N/A	Education	Field Trips & Assemblies Bucket for FCUSD	Under prior Council direction, established funding for future field trips/assemblies for Rancho Cordova public school students/schools. The amount listed is the same as last fiscal year. This is a placeholder for now. - Recommend to fund Folsom Cordova Unified School District, app. 46, up to \$35,000	\$35,000	\$35,000	Recommend to fund Folsom Cordova Unified School district, app. 46 up to \$35,000; this is equal to their pro rata share.

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N/A	Education	Field Trips & Assemblies Bucket for SCUSD	Under prior Council direction, established funding for future field trips/assemblies for Rancho Cordova public school students/schools. The amount listed is the same as last fiscal year. This is a placeholder for now.	\$7,500	\$7,500	This bucket provides a pro rata share to SCUSD to use towards future field trips and assemblies of their choice based upon guidelines that will be outlined during the funding agreement process.
N/A	Education	Field Trips & Assemblies Bucket for EGUSD	Under prior Council direction, established funding for future field trips/assemblies for Rancho Cordova public school students/schools. The amount listed is the same as last fiscal year. This is a placeholder for now.	\$7,500	\$7,500	This bucket provides a pro rata share to EGUSD to use towards future field trips and assemblies of their choice based upon guidelines that will be outlined during the funding agreement process.
			Education Subtotal	\$994,281	\$441,418	

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App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
50	Other	American River Bike Patrol: Rancho Cordova Young Adult Patroller (YAP) Project	The American River Bike Patrol, a 501(c)3, is proposing to expand their patrolling program to include 10 new young adult residents as patrollers. Activities include learning first aid and CPR, advanced bike skills, bike maintenance and repair, COVID-safety, and weekly patrolling and reporting. American River Bike Patrol's goal is to actively engage at-risk Rancho Cordova youth and their families to promote community health and fitness, improve safety for users of the bike and walking trails, and develop at-risk youth leadership skills. This is a multi-year request.	\$11,600	\$0	Not recommended for funding; recommendation committee supports SABA's application request which overlaps with many of the same activities and also provides mentoring support to BARC.
51	Other	Rancho Cordova Disc Golf Club: Exploratory Program (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	The proposed project would provide funds to the Rancho Cordova Disc Golf Club (RCDGC) to research the viability of and develop a project plan for a high-quality disc golf course in Rancho Cordova. Methodology for collecting data and information for this project may include meeting with local, regional, or state disc golf clubs, existing facility management and maintenance staff, and/or professional or amateur disc golfers. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$5,000	\$0	Not recommended for funding; project team can explore viability.
52	Other	Meals on Wheels by ACC: Senior Nutrition Program	This application intends to continue the delivery of nutritionally balanced meals to meal participants and as well as making food available at their café. This proposed project allows seniors living in Rancho Cordova in need of nutritional support to receive the community support and meal services they need to stay independent and in the Rancho Cordova community. The goals are to serve meals to an estimated unduplicated 150 senior residents of the City of Rancho Cordova and to prepare, deliver and serve nutritious noontime meals daily. With funding, Meals on Wheels by ACC will provide over 17,700 meals.	\$10,000	\$10,000	Recommend to receive full grant request.
53	Other	SABA: Building Community Bicycling in Rancho Cordova	The proposed program will continue the efforts of Sacramento Area Bicycle Advocates (SABA) and Bicycling Advocates of Rancho Cordova (BARC) in supporting bicycle-friendly activities within the community. Bike valet parking, bike maintenance pop-up clinics, social rides, and bike education classes are all part of the program. Funding supports staffing, promotion, and equipment.	\$19,099	\$19,099	Recommend to receive full grant request.

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54	Other	Rancho Endurance Sports: Kids on Bikes (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	The proposed program will focus on bicycle usage and safety for children within the community. Skills to be taught include how to ride, how to wear protective gear correctly, how to ride with a group, how to maintain the bike, and the rules of the road. Funding will cover the program for 15 children including youth bikes, bike accessories, a trailer modified for storage and transport, and food and drinks for six training events. Rancho Endurance Sports is a new active sports retail store in Rancho Cordova. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$21,000	\$0	Not recommended for funding; review committee supports SABA's application request which overlaps with many of the same activities and also provides mentoring support to BARC.
55	Other	Kiwanis Club of Rancho Cordova Foundation: Book Buddies Club	Kiwanis Club of Rancho Cordova Foundation is seeking funding to sponsor their Book Buddies Club in which books and family literacy information are distributed through programs such as the After School Education & Safety (ASES), homeless services, and school site administrators within Folsom Cordova Unified School District. The Book Buddies Club would also have a presence at community events. Their goal is to distribute at least 2,000 books and serve 1,000 children annually.	\$2,500	\$2,500	Recommend to receive full grant request. Endorsed by FCUSD
56	Other	Blessings in a Backpack (BIAB): Help Us Feed The Kids	While many students receive meals Monday-Friday at school, Blessings in a Backpack provides meals to Folsom Cordova Unified School District students for the weekends. The applicant is seeking funding to continue their program of sending weekend meals home to over 300 students who attend Rancho Cordova elementary schools.	\$25,000	\$25,000	Recommend to receive full grant request. Endorsed by FCUSD
57	Other	Rancho Cordova Food Locker: Compliance Enhancements and Capacity Building	The need for food support services has increased due to the pandemic. In response, the Rancho Cordova Food Locker is requesting funding for compliance enhancements and capacity building efforts. The request is composed of four elements: 1) new temperature-controlled food storage area; 2) upgrade of electrical power supply; 3) facility roofing upgrades; and 4) addition of paid staff positions. - Recommend to partially fund at an amount not to exceed \$50,000.	\$336,000	\$50,000	Recommend to partially fund at an amount not to exceed \$50,000; feasibility study is anticipated to be complete by May, 31, 2021. Determine scope and final amount once results are known.

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58	Other	Whisker Warriors Animal Defense Fund: Spay/Neuter/Vaccine Program	This application intends to continue the funding of the spay/neuter program for canines and felines (and a small number of rabbits) in Rancho Cordova and the continuation of the caring of community (homeless) felines. Education and spay/neuter services are needed to reduce pet overpopulation. Felines continue to be unaltered and abandoned, which increases the need for immediate action. The program includes: 1) spay/neuter and vaccinations for Rancho Cordova community felines; 2) support a return to field program in Rancho Cordova; 3) support spay/neuter, vaccinations, microchips and flea prevention for resident canines and felines; 4) support spay/neuter for domesticated rabbits owned by residents; and 5) support the costs of caring for community feline populations in Rancho Cordova. - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in FY 2021/22. Also recommend to receive up to \$36,000 more to complete programming in FY 2021/22.	\$46,000	\$36,000	Recommend to partially fund at an amount not to exceed \$36,000; plus this assumes an additional estimated \$10,000 in rollover from unspent funding granted in FY 2020/21.
59	Other	D.L. Williamson Park Base Construction (This application is tied to Cordova Recreation and Park District property.) *Council Member refusal	This application intends to fund the first phase of the historic Williamson Ranch development. This project would develop the east parcel including site preparation (grading, utility connections), the construction of a sound wall, walkway, monument signage, and tree planting. Pathway lighting, furnishings, and shrubs will be added later as funding allows. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$230,975	\$0	Not recommended for funding; review committee supports Federspiel Park enhancement application request through Park Renovation Fees.
60	Other	Rebuilding Together Sacramento: A Home Improvement Campaign	This application intends to continue the funding of Rebuilding Together Sacramento's neighborhood impact project to strengthen residents and neighborhoods in a concentrated geographic area in the City. If funded, this would include improvements to 25 homes primarily completed during the Rebuild Day event in 2022. Additionally, some of the work at the homes may occur throughout the project year if needed. The home improvements include improving the quality of life by increasing the health, safety, efficiency, and curb appeal as well as minor safety modifications for older adults and those with disabilities. The work will vary by home.	\$150,000	\$150,000	Recommend to receive full grant request.

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61	Other	CCCF: MACC Storage Solution	This project would provide funds to engage contractors to locate, add a service ramp to and clad the exterior of a shipping container to create an aesthetically pleasing and complimentary storage building on the site of the Mills Station Arts and Culture Center (MACC) at the Mills Station Regional Transit Station.	\$15,000	\$0	Not recommended for funding; a shipping container in proposed location does not comply with City standards.
62	Other	CCCF: Mills Station Double Doors	This project would provide funds to the Cordova Community Council to hire a contractor to install double doors at the Mills Station Arts and Culture Center (MACC) to allow for access for typical gallery shipping crates, large exhibits, and large musical instruments such as a piano, harp, or timpani.	\$12,500	\$12,500	Recommend to receive full grant request; may require approvals from RT and coordination with Facilities Team. This may be a City led project.
63	Other	CCCF: MACC Digital Entry Sign	This project would provide funds to the Cordova Community Council to hire a contractor to design and construct a digital message monument sign on the Mills Station property to provide exhibit and activity information to the public.	\$63,790	See note	Recommend that this is a discussion item for a future CEF meeting (not part of April 19th). This discussion may take place on May 3rd.
64	Other	The Muganzo Experience: Cysterhood	This project will fund a 65-minute documentary that will highlight experiences people with uterine health challenges have and bring visibility to the medical opportunities Rancho Cordova has in developing strong uterine health partnerships. It will also highlight holistic healthcare clinicians and medical experts who have studied the womb and found treatment success.	\$100,000	\$0	Not recommended for funding; recommend soliciting for proposals if a documentary is desired.
65	Other	Habitat for Humanity: Home Repairs and Neighborhood Revitalization in Rancho Cordova	This project intends to fund the expansion of a Home Repair program to target low-income Rancho Cordova homeowners. Funding will allow them to make significant critical health and safety related repairs on at least 23 qualified low-income owner occupied homes in Rancho Cordova with an emphasis on serving veterans and seniors. Example renovations include replacing leaking and structurally unsound roofs and porches, correcting leaking windows, exterior paint/landscaping, substantial accessibility and aging in place upgrades, dry rot remediation, and health and safety related critical exterior repairs. - Recommend to partially fund at an amount not to exceed \$100,000.	\$300,000	\$100,000	Recommend to partially fund at an amount not to exceed \$100,000; this is an increase over prior grant award.

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
66	Other	American River Grange No. 172: Exterior Painting and Wheelchair Ramp	The proposed project will provide the historic American River Grange No. 172 with a new exterior paint job and a new wheelchair ramp. It has been 45 years since it was last painted. A new wheelchair ramp would be installed on the back door to provide access to the yard and as an exit.	\$56,457	\$56,457	Recommend to receive full grant request; however, we have requested written estimate from applicant to determine if dollar amount recommended should change.
67	Other	Salvation Army: Street Level Mobile Outreach	The intent of the application is to purchase a new van as part of Salvation Army's new mobile homeless outreach initiative. The Street Level Team would meet individuals experiencing homelessness by means of a retrofitted Sprinter Van and use of an individualized case management approach to address housing instability with a focus on client identified goals and action steps.	\$64,000	\$0	Not recommended for funding; city has a unique strategy to engage and assist individuals and families experiencing homelessness through the Homeless Outreach Team.
68	Other	Rancho Cordova Chamber of Commerce: Explore Program	This application intends to continue the seventh year of the Explore Rancho Cordova Program. The program provides a heartfelt and professional invitation to "Explore" Rancho Cordova from our City to its residents, employees, and visitors. The Rancho Cordova Chamber of Commerce is seeking funding to support resident welcome receptions, mailings, resource fairs, outreach at community events, new hire events, welcome bags, online presence, and more. This is a multi-year request.	\$53,000	\$53,000	This is recommended as a multi-year grant award. Recommend to receive full grant request in the year's outlined below: FY 2021/22: \$53,000 FY 2022/23: \$53,000 FY 2023/24: \$53,000
69	Other	Soil Born Farms: Center for Food, Health and the Environment	This proposed project intends to proceed with the next phase of the Center for Food, Health, and the Environment. Long-term improvements include an upgraded two-vehicle entrance, paved and lighted parking lot with ADA-friendly stalls, dedicated bike and pedestrian path, new farm stand and kitchen building, new visitor center building, new animal learning barn, and a new pedestrian crossing over Cordova Creek. Soil Born Farms is a nonprofit organization based in Rancho Cordova, whose mission to create an urban agriculture and education project that empowers youth and adults to discover and participate in a local food system that encourages healthy living, nurtures the environment and grows a sustainable community. Funding for Fiscal Year 2021/2022 will go towards a new water system, fire suppression loop, sewer line, gas line, and construction management. - Recommend to fund out of Legacy Fund. See LP1.	\$407,000	\$0	Recommend to fund out of Legacy Fund. Therefore, dollars recommended are not shown here. See LP1.

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
70	Other	CRPD: Mather Sports Complex Crosswalks Project (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	The Cordova Recreation and Park District is requesting funds to install two painted crosswalks, curb cuts, and signage in two locations across Schriever Avenue. Schriever Avenue is a busy street and children regularly cross it to access the soccer field from the parking lot. Application directly submitted by Cordova Recreation and Park District.	\$18,939	\$0	Public Works staff are available for discussions with applicants.
71	Other	Federspiel Park Enhancement Project (This application is tied to Cordova Recreation and Park District property.) *Council Member recusal	This proposed project includes a number of upgrades to Federspiel Park, near Rancho Cordova Elementary School. Some of them include the installation of a new perimeter walkway, a new bike rack, two drinking fountains, an accessible picnic table, benches, and trash receptacles. Some of the upgrades will be installed near the soccer field to improve the play area for youth. This project was submitted on behalf of residents in collaboration with Cordova Recreation and Park District. Application indicates that activity may occur at a Cordova Recreation and Park District facility.	\$342,029	\$0	Recommend to fund out of Park Renovation Fee and not Community Enhancement Fund. Will require coordination with City staff and community on the specific scope and additional contributions from CRPD to make this feasible.
72	Other	Sierra Service Project: 2021-2022 Rancho Cordova Neighborhood Beautification Program	This application intends to continue the funding of the neighborhood beautification program at no cost to Rancho Cordova homeowners with a focus on: 1) enhancing the quality of life of residents of the City of Rancho Cordova; 2) beautifying neighborhoods and increasing community pride; 3) increasing civic engagement through the extensive use of volunteers from local churches, schools, businesses, civic organizations and the general public; and 4) giving all volunteers a very positive volunteer experience and a positive impression of the City and its residents. Past projects have included yard clean-up, fence replacement, and exterior painting. - Recommend that they carry over the existing funding approved in FY 2020/21 and use it for the program in 2021/22.	\$35,650	\$0	Anticipated estimated rollover of \$18,000 is allowed; no additional funding recommended at this time.

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
73	Other	BAPS Charities: Walkathon & Health Fair	The intent of this application is to raise health awareness by putting on a walkathon event and a healthcare event. The healthcare event will include health screenings and blood work that can be taken by a licensed Laboratory. Walkathons typically occur in the April-June timeframe and health fairs during the August-October timeframe.	\$10,000	\$0	Not recommended for funding; Community Enhancement funding shall not be used to raise funds for other organizations. A key component of the effort is focused on fundraising for the national or local beneficiary identified for the walkathon.
74	Other	Rancho Cordova HART: Winter Sanctuary	This application intends to continue the funding of Rancho Cordova HART's winter shelter and homeless assistance program, which includes reserving an intake site, providing transportation to host churches, bus passes for homeless guests that need assistance with transportation in order to get documents ready, and housing counseling services, and the operation of a mobile shower for HART clients.	\$30,000	\$30,000	Recommend to receive full grant request.
75	Other	Earth's Helpers: American River Parkway Beautification	The intent of this application is to identify and remove refuse within Rancho Cordova's section of the American River Parkway. Earth's Helpers will focus on cleaning up refuse left near encampments as well as any litter left by rafters along the American River. The funding if approved would go towards a truck rental, landfill fees, materials, and labor costs.	\$7,900	\$0	Not recommended for funding; recommendation committee suggests potential collaboration with the American River Parkway Foundation, as all volunteer projects must go through the Foundation when they occur on the American River Parkway.
76	Other	Rancho Cordova Elks Lodge: Hospitality Truck	The intent of the application is to grant funding to the Rancho Cordova Elks Lodge to purchase and operate a food truck. The "Hospitality Truck" will increase fundraising efforts in the community and grow membership. One way the Hospitality Truck could be used would be to visit elementary schools on a monthly basis and all funds raised would go directly back to the host school. The mission of the project is to increase visibility and community involvement.	\$100,000	\$0	Not recommended for funding; a clear plan was not identified. Endorsed by EGUSD

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
77	Other	CCCF: Mills Station Air Circulation Improvement	The proposed project would provide funds to the Cordova Community Council to hire a contractor to replace inoperable windows on the second floor of the Mills Station Arts and Cultural Center (MACC) to improve air circulation and better regulate temperature and ventilation. - Recommend to receive \$8,600 based on revised estimate received.	\$30,000	\$8,600	Recommend to receive \$8,600 based on revised estimate received; may require approvals from RT and coordination with Facilities Team. This may be a City led project.
78	Other	Rancho Cordova PAL: Outdoor Adventure Club	Rancho Cordova Police Activities League (PAL) is seeking support for a new club intended to bring kids outdoors through activities like hiking, camping, snow trips, aquatic activities, and more. The camp will build confidence, promote imagination, build an appreciation for nature, and understand the importance of team work and physical fitness. Funding would cover outdoor equipment/supplies, safety equipment, youth incentives, and healthy foods. This is a multi-year request.	\$16,000	\$16,000	Recommend to fund one year only as a pilot program; FY 2021/22 at \$16,000.
79	Other	Rancho Cordova PAL: Adventure Van	The Rancho Cordova Police Activities League (PAL) is currently using a leased van, which the contract is set to expire in January of 2022. The intent of the application is to purchase the van as well as an additional van of similar make/model. The vans would hold up to 10 passengers each and could transport youth to and from various activities such as trainings, leadership building activities, and Outdoor Adventure Club outings. - Recommend to partially fund at an amount not to exceed \$21,000.	\$58,033	\$21,000	Recommend to partially fund the grant request at an amount not to exceed \$21,000/year for the lease of two vans. This is the estimated cost for a year. Dollar amount may change once final quote is received. This is an approximation for the April 19th discussion. This would likely require a multi-year commitment.
80	Other	FCUSD: Community Beautification and Safety Chain-Link Fence Replacement at FCUSD's Community Education Center	The proposed project will upgrade the fencing around the campus of Walnutwood High School, Adult Education, Folsom Cordova Unified Student Care, the Active Community Transition Training Program (ACTT), and the Folsom Cordova Community Partnership Job Center (FCCP). The new iron fence would provide the community with a more appealing, modernized facility and help deter vandalism and trespassing on campus.	\$140,000	\$0	Not recommended for funding; capital improvement project without leveraging any funding. Endorsed by FCUSD

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
81	Other	FCUSD: New Technology for Cordova High School Career Technical Education Students	Many of the computers at Cordova High School are older, which hinders students especially those in the Career Technical Education pathway. The older computers cannot run industry standard software and puts students at a disadvantage. The proposed project would provide 38 new computers to the Business Academy and 38 more to the Engineer Academy. - Recommend to partially fund at an amount not to exceed \$50,000.	\$97,500	\$50,000	Recommend to partially fund at an amount not to exceed \$50,000; project is scalable. Endorsed by FCUSD
82	Other	Unity of Sacramento Community Development Corporation: Grandma's Backyard	The intent of this application is to create a safe, outdoor urban green space designed to ameliorate the negative effects of racial trauma and promote connectedness in the community. Grandma's Backyard would bring people of diverse backgrounds who are equally committed to solving racial injustice and collectively healing from race-based violence and trauma by providing a living space where that work can be developed and nurtured on an ongoing basis. Funding would pay for construction, landscaping, and project management.	\$150,000	\$0	Not recommended for funding; land for the outdoor urban green space is outside of Rancho Cordova (unincorporated area of Sacramento County).
N/A	Other	Local Community Service Partnerships Bucket	Under prior Council direction, established funding to grow and strengthen community partnerships in Rancho Cordova. Small community grants are available through an ongoing application process for up to \$5,000 each and no more than \$10,000 per organization in a calendar year. Other details and restrictions are found on our website by searching "Rancho Cordova Community Grants Program from our Home page."	\$75,000	\$75,000	The amount listed is the same as last fiscal year. This is a placeholder for now.
			Other Subtotal	\$3,039,972	\$715,156	
Community Grants		Total (Includes buckets such as "Performing Arts" and others in this total amount)		\$5,572,433	\$2,105,974	

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
LP1	Legacy Fund	Legacy Fund FY 2021/22	Legacy Fund Placeholder Allocation for Fiscal Year 2021/22 - Recommend to fund Soil Born Farms: Center for Food, Health and the Environment, app. 69, \$407,000 - Additional recommendations will be shared in May 2021 which may include Rancho Cordova Little League, Mills Crossing Civic Center, or other large-scale projects.	\$2,963,161	\$2,800,000	
PS1	Public Safety	Rancho Cordova Police Department Crime Suppression Unit (CSU)	Funding of four officers and two marked patrol cars for the CSU	\$1,190,187	\$1,190,187	
PS2	Public Safety	Rancho Cordova Police Department Folsom, Olson, Zinfandel (FOZ) Officer	Funding of a Rancho Cordova Police Department Problem Oriented Policing (POP) Officer focusing on FOZ and businesses	\$301,146	\$301,146	
PS3	Public Safety	Rancho Cordova Police Department Youth Center Officer	Funding of a Rancho Cordova Police Department PAL/Youth Center Officer, student award programs, and youth outreach events	\$270,506	\$270,506	
Public Safety		Total		\$1,761,839	\$1,761,839	
PW1	Public Works	Pavement Rehabilitation	Pavement rehab including: Mather Field Road, Vineyards Neighborhood, arterial resurfacing	\$795,000	\$795,000	
PW2	Public Works	Sidewalk Repair	Replacement and repair of existing sidewalk to continue the work towards eliminating the approximately \$10 M backlog	\$200,000	\$200,000	
PW3	Public Works	Enhanced Litter and Graffiti Abatement	Enhanced trash and graffiti abatement on City arterials, drainage channels, and Highway 50 interchanges	\$175,000	\$175,000	
PW4	Public Works	Enhance the City's Urban Forest	Programs to enhance the City's urban forest in collaboration with Sacramento Tree Foundation. Includes plantings, education, and addressing deferred maintenance of the urban forest's long-term health.	\$130,000	\$130,000	
Public Works		Total		\$1,300,000	\$1,300,000	

ITEM 19.1.

Community Enhancement Fund FY 2021/2022 Applications Received
Recommendations shared starting April 19th

ATTACHMENT 2

App#	Category	Application Name	Project Description	FY 2021/2022 Requested	FY 2021/2022 Recommendation	Notes
ED1	Economic Development	Economic Development Incentive Programs and Jobs & Talent Program	Business Incentive Program, Sign & Façade Program, Jobs and Talent Program	\$400,000	\$400,000	
ED2	Economic Development	City Place Making and Branding	Banners, solar digital signs, public relations/marketing support	\$150,000	\$150,000	
ED3	Economic Development	Economic Development	Market feasibility analysis, program implementation and business promotion for potential corporate growth (Business Park competitive analysis), corridor revitalization & industry expansions	\$100,000	\$100,000	
Economic Development		Subtotal		\$650,000	\$650,000	
CD1	Community Development	Rancho Cordova Youth Center	Funding of anticipated start up and operating costs for the Rancho Cordova Youth Center	\$495,000	\$495,000	
CD2	Community Development	Neighborhood Services	Trash removal and nuisance property abatement to address blight	\$200,000	\$200,000	
CD3	Community Development	Community Building, Outreach, Community Service Activities, and Beautification Projects, Programs and Incentives	Community reinvestment and beautification including, but not limited to, landscape improvements, dead tree/stump removals and property enhancement, community micro-grants, community and cultural events, and other projects.	\$130,000	\$130,000	
Community Development		Subtotal		\$825,000	\$825,000	
Economic & Community Development		Total		\$1,475,000	\$1,475,000	
AD1	Administration	Administration	Funding for the administration of the Community Enhancement Fund (5% of total annual Community Enhancement Fund budget)	\$500,000	\$500,000	
Total of grants submitted, proposed internal department allocations, and legacy fund allocation for FY 2021/22				\$13,572,433	\$9,942,813	

Recommend to consider by Economic Development/Measure R or workforce development RFP
Recommend to approve some level of funding (if recommendation is less than what was requested amount shown in red)
Requires recusal (tied to CRPD Facility/program) – Shaded this color regardless of overall recommendation
Recommend to carry over existing funding and use in Fiscal Year 2021/22 (no additional new funding recommended)
Recommend that school districts receive a pro rata share of funding towards field trips and assemblies of their choice
Not recommended for funding in Fiscal Year 2021/22

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Saturday, February 13, 2021 10:55 AM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 778301
IP Address: 23.119.247.237
Submission Date: 02/13/2021
Survey Time: 20 minutes, 46 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

Gujarati Samaj of Sacramento (GSS) - Navratri Function and Diwali Function

*** Project Description**

GSS celebrates the Navratri Function whereby the young, adults and elders of multiple community including American, South Asians around Sacramento County come together to dance as part of the celebrations of the female Goddess that destroyed evil and established the good, faith and happiness. Navratri event is celebrated in the Mather Sports Complex soccer field and the members absolutely enjoyed the celebrations. Navratri spans nine nights and is celebrated every year in the autumn. In addition, we celebrate the Diwali Function on an annual basis and have the celebrations at Rancho Cordova High School. Both events have massive social and cultural benefits for young kids as well as adults and elders.

*** Project Team**

Hari Patel - President Navin Naik - Treasurer Vishal Gandhi - Secretary Ashok Patel - Value Administrator 12 other male and Female Committee members and dozens of volunteers

*** Project Goals**

Center for last 11 years which will be attended by more than 600 people. In addition, Annual Cultural Music (Navaratri) event at Mather Sports Center outdoor on Soccer Ground as well as Folsom High School which will be attended by more than 400 people. Our organization actively involve in fund raising for different natural disasters like wild fire, flood, earthquake etc. We organize and/or participate in marathon 5K/10K walk for noble cause. We also raise cans for food banks to feed the hungry.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

11

*** Estimated breakdown of project expenditures**

Field Rentals - \$1,000.00 Stage Rental - \$ 2,500.00 Generator Cost - \$ 1,000.00 Music Company Rental - \$ 1,500.00 Orchestra -- \$ 4,500.00 Other Misc. -- 500.00

*** Matching Funds**

We would appreciate your support to the community at large with matching funds of approximately \$10,500.00

*** Include any other funding contributions**

We ask the community to support the events and volunteer with contributions and get approximately \$500 to \$1,000.00

*** Ongoing operations and maintenance costs if applicable**

On going costs are usually supported by volunteers contributions and membership dues.

*** Total Community Enhancement Funds requested**

11

*** Is this a multiyear request?**

Yes

*** Number of years**

5

*** If you answered yes above, describe your plan.**

We look forward to support from Rancho Cordova City Council to help the youth and greater community learn of our heritage and culture. We hope to have our own home in the next five years to do many of the functions in-house. We sincerely appreciate your support and help. Thank You, Hari Patel President of GSS

*** How many years have you received funding for this project?**

1

*** When will your request for funding sunset for ongoing programs?**

2025

*** Project Schedule**

We celebrate the Festival of colors in March, Picnic in June/July, Navratri from October to November and Diwali in October to November time frame

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

We have assigned milestones and deliverables for the completion of those milestones to each Committee members and with support of members and youth volunteers we are on track for successful completion of the project.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

We are fully committed to comply with Public Health and/or Sacramento County Health Orders and take all such steps necessary to project health and safety of the members.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

2160 Auburn Boulevard
Sacramento CA 95821
Sacramento

Other physical addresses if project/program is at multiple sites

****SKIPPED****

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites)

****SKIPPED****

School District (if applicable, check all that apply)

Folsom Cordova Unified

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

****SKIPPED****

*** Application submitted by**

Vishal Gandhi

Title

Secretary

* Submitting as
Non-Profit

* Phone
(408) 981-9584

* **Email**
visgandhi@yahoo.com

* Mailing Address of Submitter
2160 Auburn Boulevard
Sacramento CA 95821
Sacramento

Signatory's Name
President Hari Patel

* Signatory's Phone
(916) 595-3370

* **Signatory's Email Address**
HPSamaj@yahoo.com

* Signatory's Mailing Address
2160 Auburn Boulevard
Sacramento CA 95821
Sacramento

Attach any additional documents here

SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



Daniel Leonardich, City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

February 24, 2021

RE: Letter of Support from Cordova Recreation & Park District for Gujarati Samaj of Sacramento

Dear Mr. Leonardich,

The Cordova Recreation & Park District gives its whole-hearted support to Gujarati Samaj of Sacramento for their application to the Community Enhancement Program for the community events to be held at Mather Sports Center and Stone Creek Park

Assuming that the District is back to normal operations and the County is allowing large gatherings to occur by the time the festival is going to be held, we would love to work with the folks from the Gujarati Samaj of Sacramento again.

Thank you for your consideration,
Cristina James
Landscape Architect/Park Planner
Cordova Recreation & Park District
2729 Prospect Park Drive, Ste. 230
Rancho Cordova, California 95670
P: 916-842-3312

Stacy Delaney

From: Vishal Gandhi <visgandhi@yahoo.com>
Sent: Tuesday, February 23, 2021 4:40 PM
To: Daniel Leonardich; Stacy Delaney; Angela Griffin Ankhelyi; Christina James
Cc: Himanshu Samaj; Urvish Panchal
Subject: Re: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22
Attachments: FCUSD_GSS_GrantApplication_Supplemen_021321.pdf;
CRPD_GSS_GrantApplication_Supplemen_021321.pdf

Good Afternoon Angela Griffin/Cristina,

My name is Vishal Gandhi. We have submitted application with the City Of Rancho Cordova for grant funding for our non-profit community events.

Let me provide details for our non-profit organization named Gujarati Samaj Of Sacramento, our organization annual events at Folsom High School as well as Rancho Cordova High School for last 8-10 years. We work with FCUSD facility team (Maureen Ferry and Brian Cooper) for the civic permits at different locations in Folsom/Rancho Cordova.

We would like to request your endorsement for our organization's events. I attached two documents for the endorsement. These both documents have all the details about our organization. Our organization web address is www.gujsac.org

In addition, Since there is a deadline for this grant fund application (March 5, 2021), your prompt response will be helpful.

If you will provide the endorsement at your earliest will be greatly appreciated.

Please feel free to reach out myself or Hari Patel for more details...

Thanks in advance...

Regards,
Vishal

On Tuesday, February 16, 2021, 09:15:34 AM PST, Daniel Leonardich <dleonardich@cityofranhocordova.org> wrote:

Hello Vishal,

Thank you for the application. This e-mail confirms its receipt. Please us know if you have any questions.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: FESTIVAL OF LIGHT(DIWALI) AND FESTIVAL OF CULTURAL MUSIC/DANCE(NAVARA)

Name of Organization: Gujarati Samaj of Sacramento (GSS)

Name of Applicant and Title: Hari Patel - President and Vishal Gandhi - Secretary

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 408-981-9584

Applicant's Email: visgandhi@yahoo.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@equsd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☒

Superintendent's or Designee's Printed Name:

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

As long as all public health safety guidelines are followed
Sarah Delaney

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

Project Name – Assign a project name to your project/program

Rancho Cordova – a City of Innovation, From the Gold Rush to Moon Dust
(documentary film)

Working Title:

Documentary film: Rancho Cordova – a City of Innovation, From the Gold Rush to Moon Dust

Project Description - Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application:

NIMBUS Films, Inc. presents *Rancho Cordova – A City of Innovation, from the Gold Rush to Moon Dust* (working title/subject to change) a 30-minute documentary film which captures the people, places and events through a sweeping, 160-year history that shaped what is today the All America City of Rancho Cordova.

To commemorate the upcoming 20th anniversary of the historic November 2002 vote approving Rancho Cordova cityhood, filmmaker and historian Bill George will place viewers in a front row seat to experience the rich culture and history in the creation of one of the nation's major success stories in cityhood.

The film captures the influence of the 1848 Gold Rush, the emergence of Hangtown Crossing, to the opening of various roadhouses, inns and stations that dotted the early landscape along major travel routes, including Folsom Boulevard, Coloma Road and White Rock Road.

Along the way, George will introduce viewers to some of Rancho Cordova's early settlers and pioneers: People like Matthew Kilgore and the fascinating story of Kilgore Cemetery; John Studarus Jr, builder of Mills Station in 1911; and Joseph Routier, among Rancho Cordova's early agricultural pioneers, to name a few.

The City will also be seen through the lens of the people and events that were pivotal in Rancho Cordova's development:

The early days of Mather Field in 1918 and its importance later on in World War II; Aerojet's rise to prominence and its unparalleled role in placing an Astronaut on the Moon in 1969 – an endeavor that became a source of community pride that helped place Rancho Cordova on the national stage; and, which spawned new adjacent communities such as El Dorado Hills; to those individuals and families who moved here to seek a better life by starting new businesses in fledgling industries.

Included will be interviews with individuals who played a starring role in building the foundation to what Rancho Cordova has become today: an energetic city of innovation, home to more than 74,000 residents who are the backbone of a diverse economy that includes manufacturing, clean energy, information technology, finance and biotechnology.

The film will be aired by our broadcast partner, PBS KVIE, which reaches nearly 1.4 million households in a 16-county television market, the nation's 20th largest. KVIE also serves viewers in 12 additional counties, reaching 28 of California's 58 counties in total. KVIE's mission since it began broadcasting in 1959 is to inspire viewers to explore the world and connect with community through the integrity of public media.

In addition, NIMBUS Films will arrange a special premier showing in Rancho Cordova. As education plays a starring role, the film will also be offered to Rancho Cordova schools so students can be enriched and connect with the awesome accomplishments of those who came before them.

NIMBUS Films has the support of, and will work with the Cordova Community Council to ensure historical accuracy and articulate why Rancho Cordova is a great place to live, work and play.

NIMBUS Films will publicize and coordinate a speaking tour at no cost. The tours will be arranged through Bill's public relations, Facebook page, and personal network of contacts in the film, historical, civic and educational communities. He will provide annual reports to the City and will also respond to and fulfill speaking and film-showing requests.

Project Team – individuals or organizations responsible for the development and delivery of the project:

Bill George, producer/director and president of NIMBUS Films is an award-winning film producer, noted local author and historian known for his deep knowledge of California history, geography and geology. His films give viewers a front-row seat into history through the lens of events that helped shape California and the nation.



Bill has traveled throughout the Golden State and the Western United States, speaking to a wide range of groups on various historical topics of interest.

In 2010, George founded Nimbus Films, to tell the story of the building of the first transcontinental railroad over the Sierra Nevada, and then wrote the book “Rails, Tales and Trails” that explained how to find the old railroad sites, along with museums, towns and restaurants in the area. The book became the basis for 2013’s *Hidden Wonder of the World: The Making of the Transcontinental Railroad*, his first of several documentaries of historical importance, including:

- Hidden Wonder of the World: The Making of the Transcontinental Railroad (2013);
- Newcastle, Gem of the Foothills (2014)
- Chinese Builders of Gold Mountain (2015);
- Beyond a Miracle: Creating California’s Empire of Agriculture (2016)
- California Strawberries: A short, sweet history (2019)
- Sacramento and the Transcontinental Railroad (2020)

Bill has many years experience with local and regional Sacramento history. He currently is President of the Sacramento Historical Society and has been a member of many historical societies in the region. Previously, he worked for more than 35 years in television news, public relations and marketing, winning numerous awards. He previously tenured as a reporter and producer at Sacramento’s KCRA-TV, and led Ford Motor Company’s Broadcast News Department.

Aundrea Gibson, associate producer. Aundrea is a skilled producer and interviewer who has experience on a number of historical films, books and historical archival projects.



Aundrea was in charge of arranging interviews, obtaining archival images and selecting filming locations for the Nimbus Films production of Sacramento and the Transcontinental Railroad.

Aundrea is the production designer for many books and historical documents for the Sacramento Historical Society, and curates the Society's image and archival collections.

Aundrea earned a B.A. degree in history from Sacramento State University.

Michael Marando, research and marketing specialist. Mike has more than 35 years experience in communications, public affairs, marketing and media relations. Mike will be conducting research on Rancho Cordova and identifying key people and events that led to the creation of the City of Rancho Cordova. A local product, Mike grew up in Rancho Cordova, attended local elementary schools (Peter J. Shields), junior high (Mills) and is a 1973 graduate of Cordova High School.



During a 30-year career with the State of California, Mike served in a variety of high-level communications, media relations and marketing capacities, in particular with the California Trade and Commerce Agency and the California Department of Motor Vehicles. Mike also worked in a research and marketing capacity on two previous NIMBUS Films, *Chinese Builders of Gold Mountain*, and *Empire of Agriculture*.

Since 2015, Mike has served on the Selection Committee to the Rancho Cordova Sports Hall of Fame and is also the voice of the Hall of Fame inductee

highlight reel. He is a former sports writer for the Sacramento Union and Rancho Cordovan (The "Green Sheet").

Brendan Compton, Videographer is an accredited camera operator and editor with a respected track record working on many aspects of television production.



With more than 25 years experience, Compton has created promotional, educational, and training programs for major corporations and government entities. Brendan has been the principal photographer for all of Nimbus Films documentaries.

Brendan's eye for composition has resulted in multiple awards for cinematography on various network broadcast and corporate film productions.

Jamie Judd, Graphic designer and production supervisor.



Jamie creates show opens, full screens, and animations for programming that includes documentaries about history, health, education, and the arts.

Jamie is a multiple Emmy Award winner who brings historical images to life stunning animation.

Since 1997, Jamie has served in several film production capacities at PBS/KVIE Channel 6, the last 18 as Art Director/Designer. Jamie is a 2000 graduate of Brigham Young University.

Project Goals: *list goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused:*

The over-arching goal of the film is to celebrate the rich educational, historical and community roots of Rancho Cordova and understand and appreciate its many achievements, all pointing toward the upcoming 20th anniversary of Rancho Cordova cityhood.

We do this with a strategic focus on the following: Research; telling a story that people care about; planning a creative list of locations; writing a compelling script, and ensuring compliance of all legal and copyright issues.

Our efforts maximize the opportunities that Rancho Cordovans past and present will have to view the film through various medium: our television partner KVIE and its state and national affiliates; in the classroom via DVD, or to community service groups in the greater Rancho Cordova area. KVIE tracks viewership of all programming and provides advance notice when NIMBUS documentaries are to be broadcast.

Funding request: *Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.*

Total Project Cost: \$67,500

Estimated Breakdown of Project Expenditures:

- Research and archival matter acquisition, including all rights fees to secure usage of the material in the film: \$8,000
- Music production/rights for use in film: \$7,500
- Animation, graphic production and special effects production: \$15,000
- Photography and editing: \$18,000
- Script development and writing: \$10,000
- Post-production \$5,000
- Film Premiere event: \$4,000

Matching Funds (include any in-kind contributions):

A digital film lasts forever, and would be a lasting record of the City of Rancho Cordova and its achievements. NIMBUS Films documentaries are regularly broadcast on KVIE Channel 6 and syndicated throughout the United States; NIMBUS Films will provide:

Two versions of the film: the made-for-TV :30-minute documentary, and an expanded DVD version for use as an educational tool in schools, community and historical groups.

As a landmark documentary that captures the achievements and history of Rancho Cordova, NIMBUS Films will give marketing rights to the City of Rancho Cordova to sell and distribute the film in perpetuity; DVD reproduction costs are approximately \$2 per copy and will be delivered to the City or location of its choice. Other marketing arrangements will be considered between NIMBUS and the City for distribution and sale of the film.

NIMBUS Films will target local schools by providing DVD copies to any and all schools within the Folsom-Cordova Unified School District, the Rancho Cordova Historical Society, and any other groups selected by the City of Rancho Cordova.

Include Any Other Funding Contribution to include your own:

Phil Johnson, CEO

Pacific Regional Group - \$10,000

Johnson currently manages a large portfolio of Sacramento-area real estate and consults with various start-up companies on strategic positioning, operations and business development. He recently retired as senior partner in a real estate corporation with ownership and management of over 1,000 apartment units in Sacramento County and Reno.

He is also active in community projects, serving as co-chair of the regional community park, Feist Park, construction in Granite Bay; Co-Chair of the St. Brendan's Parish Center in San Francisco, President of the Eureka School Foundation (9 schools) and recipient of the Placer County Heroes award. He holds a Mechanical Engineering degree from Santa Clara University and an MBA from San Jose State University.

Ongoing (beyond FY 2021/2022) operations and maintenance costs, if applicable:

Not applicable.

Total Community Enhancement Funds Requested: \$57,500

Is this a Multi-Year request? No

How many years have you received funding for this project?

None

When will your request for funding sunset for ongoing programs? Yes

Project Schedule: *Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.*

NIMBUS Films propose a nine-month production schedule. Research on the film has already begun, and will be completed by the end of the first month. Filming and interviews will be conducted from month one to month seven. Editing will be done months 7-9, with the film premier scheduled for anytime after the ninth month.

Timeliness: *In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022:*

NIMBUS Films has extensive experience in projects and documentaries of this type. We have full confidence that the project timeline is sufficient to meet the June deadline. We expect to finish early.

Adaptability: *Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.*

Yes. For example, if necessary, we could conduct interviews via Zoom, or use micro shotgun (extended) microphones that are optimized to pick up speech from a distance. If public health restrictions are still in place, we could hold a premier showing of the film via Zoom. NIMBUS has experience working in sensitive situations to elevate both comfort level and adhere to local and state guidelines.

Project Location: *Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.*

Physical Address of Project Location: *Have you received a letter of support for the project from the property owner? YES/NO N/A If yes, submit the letter of support with your application.*

No. However, if approved for funding, NIMBUS Films will acquire the necessary approvals from various site locations/property owners to conduct video shooting, if applicable. The documentary will be filmed on location at various spots in Rancho Cordova and other venues as needed.

School District (if applicable, check all that apply): EGUSD FCUSD SCUSD Other
Not applicable

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application submitted by:

Other: (NIMBUS Films, Inc., a for-profit LLC)

Michael J. Marando, Research and Marketing Specialist

Mmarando44@gmail.com

On behalf of NIMBUS Films, located at:

4520 Shari Way

Granite Bay, CA

(916) 988-9871

Signatory: if the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement:

Signatory's name: William T. George

Title: President

Phone: 916.899.9871

Email: Nimbusbill@icloud.com

Mailing address: 4520 Shari Way, Granite Bay, CA 95746

Completed supplemental endorsement form

N/A

###



PBS KVIE
2030 W. El Camino Avenue
Sacramento CA 95833
916 929 5843
kvie.org

March 1, 2021

To Whom It May Concern:

On behalf of KVIE PBS Sacramento, it is my pleasure to express interest in and support for the documentary film project ***Rancho Cordova: A City of Innovation, From the Gold Rush to Moon Dust (working title)***, proposed by NIMBUS Films president and producer Bill George.

This documentary project is envisioned as an evocative thirty-minute film that will give viewers a front-row seat at the creation of one of California's major success stories. Rancho Cordova was one of Sacramento's early suburbs, and provided a tremendous regional economic boost as the region experienced massive growth and development in the 1950s-1960s.

From its early days as Mills, Hangtown Crossing and Mayhew Crossing, I know Bill will take viewers on an exciting journey through time, making historical stopovers during the early days of the Gold Rush, to the advent of Mather Field, Aerojet, and the various surrounding communities that were developed as a result.

Mr. George has a long history of producing exceptional programs for KVIE PBS, including several on the history of the Transcontinental Railroad and early California agriculture, including the state's predominant strawberry industry. Many programs have been aired on other PBS stations across the U.S.

I would sincerely encourage your full support for this topical and interesting program. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Michael Sanford".

Michael Sanford
Associate General Manager – Production
KVIE Public Television
Sacramento, California
msanford@kvie.org

Daniel Leonardich

From: Michael Marando <mmarando44@gmail.com>
Sent: Wednesday, March 3, 2021 12:52 PM
To: Daniel Leonardich
Cc: Stacy Delaney
Subject: NIMBUS Films Grant Application - Rancho Cordova Community Enhancement Fund Grant
Attachments: 2021 NIMBUS Films Rancho Cordova Grant Application.docx; KVIE Endorsement.pdf

Hi Daniel and Stacy,

Attached please find our application for a grant through the Rancho Cordova Community Enhancement Fund.

Thank you for your assistance and consideration, and please let me know if you have any questions at all,

Respectfully,

Mike Marando
Submitted on behalf of NIMBUS Films, Inc
916.225.2780

Received
3/5/21

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

Apply Now!

You have a great opportunity to invest in Rancho Cordova and to enhance City services! The City of Rancho Cordova is once again accepting Community Enhancement Fund Applications for the 2021/2022 fiscal year! The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

Of the estimated \$9-10 million projected in annual revenue from the sales tax, the City anticipates awarding approximately 25% in community grants in Fiscal Year 2021/2022. The actual budget may vary based on final approved funding allocations.

Community grant types include:

- Arts, culture, history, entertainment, and sports (Note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.)
- Education
- Other projects

Applications for FY 2021/2022 funding must be received no later than March 19, 2021.

If you have not read the grant application process and criteria document or other important information regarding standard insurance requirements, prevailing wages, or the use and timing of the supplemental endorsement form needed for education projects and programs please [click here \(/what-s-new/community-enhancement-fund\)](/what-s-new/community-enhancement-fund).

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name ?**

Sacramento Theatre Company After-School Musical Production and In-Class Theatre Arts Integration Program (STC-SPP)

*** Project Description ?**

support of the City of Rancho Cordova, STC's School Partnership Program would provide White Rock Elementary School a semester long, after-school theatre arts program that is organized and taught by

professional STC teaching artists as well as an increased number of Theatre Arts Integration Classes during the school day in every classroom (5 sessions in each classroom whereas last year we provided 3 in each classroom.) The project proposal includes professional development for the teachers on Theatre Arts Integration strategies for the classroom. STC's School Partnership Program is currently in 14 schools across several districts including SCUSD, River Delta Unified School District as well as Folsom-Cordova school district. In the 2020-2021 School year STC was funded at White Rock Elementary School through the City of Rancho Cordova Enhancement Fund and funding would ensure our presence for another year. The program begins with theatre classes in every classroom for the purpose of engaging student interest in theatre arts prior to the start of the after-school program as well as to provide alternative arts integration methods to teach math, english and science through the arts to reach multiple learning styles. As STC teaching artists work alongside classroom teachers, they will introduce theatre arts integration concepts and techniques that will also enhance the teachers' ability to teach their students. This program also engages parent and community participation with set building days, creating props and costumes, and helping with publicity. The format of this program provides a multitude of positive student, educator and community benefits.

K-12 STUDENTS Decades of research demonstrates participation in theatre arts offers students a toolbox of fundamental skills that will enhance their ability to succeed in school and beyond. The benefits of theatre arts education for low income children are especially profound. Specifically, studies have shown that theatre arts instruction and the creative process associated with theatre helps students to better succeed at school as they garner new ways of learning, creating, and focusing. They also gain life skills such as enhanced empathy, greater sense of confidence, a deeper understanding of their identity which for many, has the impact of alleviating mental health issues. Since theatre instructions nurtures creative thinking, it encourages students to unlock the possibilities and to foster innovations toward solutions in all areas of their life. Students also become more proficient at many skills that will help them later in the job market, including: Public Speaking, Time Management, Project Management Skills, Communication and Collaborations Skills. These student achievements offered by the STC SPP meets the Enhancement Funds criteria for Education, Children and Youth, and for Arts, Culture, History and Entertainment.

EDUCATORS In knowing that everyone has a different learning style and that we all better respond to different types of teaching techniques, STC's teaching artists work with teachers on how to recognize the most effective learning needs of their students. In doing so, the STC teaching artists provide the in-class teachers with associated learning techniques to make it easier for their students to learn all subject matters, including core material. For example, it has been discovered many students are aural learners, meaning that learning is easier for them when it is combined with music. So when a student struggles to memorize their math facts, we may suggest trying the tactic of providing the times tables within a rap music format. In response, this has helped many students to quickly learn their math facts. More importantly, these students now recognize their most effective way to learn and no longer feel as if they are incapable. These education achievements offered by the STC SPP meets the Enhancement Funds criteria for Education and Arts, Culture, History and Entertainment.

COMMUNITY Studies have shown theatre provides a community experience that educates and enhances community identity, a sense of connection, and raises social awareness for others. A perfect example is Sacramento Theatre Company's 2019 showing during Black History Month of the production of "Oh Freedom." This production was a great educational reflection piece conveying how free African Americans, along with some members of the white population, all at great risk to themselves, helped black slaves navigate the Underground Railroad to find freedom. <http://www.capradio.org/news/insight/2019/02/26/oh-freedom-sacramento-theatre-companys-new-production-honors-the-underground-railroad/?fbclid=IWAR2BenOPw166aYrt1p1f1ibo8Fq8OiEoiUuiX7z4o-dfgJ8GtGgLBWcn3fU> 'Oh, Freedom!' Sacramento Theatre Company's New Production Honors The Underground Railroad www.capradio.org Sacramento Theatre Company will produce "Oh, Freedom! The Story Of The Underground Railroad" beginning on Feb. 27. The play traces the history of chattel slavery and the brave lengths some Americans went to in the name of liberation. https://www.facebook.com/pg/SacramentoTheatreCompany/photos/?tab=album&album_id=10156058672106127 By getting children involved earlier in theatre, they better understand their world and the value of theatre in developing common values within the context of their community. Moreover, studies have shown that theatre not only provides our children with positive after-school activities but also leads to other responsible civic engagement and has a direct correlation to a reduction of crime and delinquency. These community achievements offered by the STC SPP meets your criteria for Community Pride, Civic Engagement, Children and Youth, Public Safety, and Arts, Culture, History and Entertainment.

*** Project Team ?**

Teaching Artist Bios

Miranda Lawson is a busy teaching artist within the STC School of the Arts, and recently was the Director of the Pre-Professional Ensemble spring play, *The Lion, the Witch and the Wardrobe*, as well as the musical *Mulan Jr.*, *Midsummer Night's Dream for Kids*, *Twelfth Night for Kids* and *Oh Freedom! The Story of the Underground Railroad*. Miranda works as a Director/Choreographer in the School Partnership Production and last year was the Director for *The Jungle Book* at a local elementary school. She was recently seen in *The Pirates of Penzance* and played the Fairy Godmother in *Cinderella* on STC's Main Stage. Prior to that, she was seen in *Nunsense* at STC. She recently played Effie White in *Dreamgirls* at Broadway by the Bay, which earned her a Theatre Bay Area Award nomination. The funds from this grant will cover Miranda Lawson as a teaching artist for this proposal.

Judith Morgan has been involved in theater and the arts for most of her life. Through the years she explored opera, jazz, classical, and most of all musical theater! Directly after high school she began an intensive program training to be a singing teacher. After 6 years of getting her teaching career off the ground, she branched out a bit and applied for a job with STC! In her first year working for them she had the amazing pleasure to musical direct and become an arts integration teacher. Living in and teaching the arts and music is the most rewarding experience, and Jude can't wait to see what the future holds.

Sabrina Fiora is a Teaching Artist and a Teaching Artist for the School Partnership Program at STC. She worked as a counselor for spring, summer and winter camps and she was thrilled to be offered the opportunity to become the Camp Program Manager. Sabrina has been a performer for over 20 years, an educator in Theatre Arts for the past 7 years and holds a BFA in Drama from Switzerland. She is very passionate about arts education and she thrives to create a fun, inclusive learning environment for all. Prior to moving to the USA, Sabrina worked as an actor in Europe and Russia before relocating to Sacramento where she can also be seen on various stages around town. The funds from this grant will cover Sabrina Fiora's participation.

Key Administrative Biographies

Michael Laun, STC's Executive Director, is a native of Southern California and has been involved in theatre all his life. Having grown up in Hollywood, California, he began working professionally in the theatre at the age of 19 as an actor and singer. He later integrated his creativity with his organizational skills and became a union stage manager and eventually became a stage director, forming his own production company, One Step Productions. In 2001 he worked exclusively for the International City Theatre ("ICT") in Long Beach, California working with award winning West Coast directors like Jessica Kubzansky and Jules Aaron, and Tony Award winning actors such as Carol Lawrence, Susan Egan, Rory O'Malley, and Nell Carter. Michael moved to Sacramento, California in 2005 to work as the production manager for the Sacramento Theatre Company. Michael has led STC to develop new works, resulting in such previous successful world premiere productions like *A Little Princess*, *Kate - The Unexamined Life of Katherine Hepburn*, and the recent *The Donner Party - A New American Musical*. The new works Michael has developed and produced here at STC are currently being produced at various theatres across the United States. Michael has overseen and contributed his artistic talents to the creation of a successful Broadway Cabaret Series and directing such diverse productions over the last 7 years as *A Christmas Carol*, *Bark - The Musical*, *The Pirates of Penzance*, *The Hound of the Baskervilles*, and the aforementioned *The Donner Party*. No funds from this grant will go towards covering Michael Laun's salary.

Dawn Spinella is the Development Manager at STC and an award-winning writer, director, actor and producer. Ms. Spinella discovered the world of creative arts in high school when she auditioned for *The Diary of Anne Frank*. She was instantly hooked and has spent much of her creative pursuits in the theatre as well as in the filmmaking world. She holds an MFA in Screenwriting from UCLA, and an MA in Creative Writing/English from SFSU. She's taught Screenwriting at UCLA and UOP, as well as workshop events. She's thrilled to watch her students win screenwriting accolades, but more than that-she loves to inspire them and watch that transfer to the page. Dawn's background includes acting (both stage & film), directing (stage & film), producing, writing, photography and teaching. Having experience in front of, and behind the camera gives Dawn a comprehensive view of storytelling and filmmaking. When she is not involved in artistic projects she is helping to raise money for Sacramento Theatre Company in the Development Department.

*** Project Goals ?**

In addition to professional productions, STC School of the Arts offers a host of theatre arts training and engagement opportunities that reach over 5000 students. With STC's School Partnership Program currently in 14 schools, it is one of the most notable programs in California. In 2016, STC's School Partnership Program was selected as one of the top arts and humanities based programs in the country and in recognition, received a National Arts and Humanities Youth Program Finalist Award. To maintain our high standards, we are committed to continually assessing and evaluating the services we provide to the students and educators in our community. STC's SPP goals for White Rock Elementary are to train and offer professional development to teachers on theatre arts integration techniques for the classroom to further support engagement of students with multiple intelligences and teach core subjects: Social Studies, Science, ELA through theatre arts strategies. STC's School Partnership Program has a goal to provide students with a comprehensive after school theatre program to help them become more proficient at many job skills, including: Public Speaking, Time Management, Project Management, Communication and Collaborations Skills. Student involvement in STC's School Partnership Program after school and in class theatre program will provide students the fundamental building blocks for success in school and beyond. Learning through the arts positively impacts cognition and understanding and impacts learning in key areas: cognition, creativity, communication and culture. An annual impact report is created by the STC SPP Manager, Franchesca Sonoyama and is shared with key stakeholders along with a video and photo documentation of teaching artists in the classroom/rehearsal room and the final presentation. The impact report contains attendance records, weekly lesson plans with the specific ELA and VAPA standards achieved as well as survey results. STC management also conducts regular observations of STC's teaching artists and their students using a standardized metric. STC's teaching artists submit daily reports and note student progress as students identify skills that are obtained based on a rubric crafted at the beginning of the residency. To guide reporting, they use standard STC evaluation tools, which include quantitative and qualitative assessment guidelines that are mapped to state standards: VAPA and ELA common core. STC teaching artists also measure impact through the observation and documentation at the beginning and the end of the residency. School site and classroom teachers are also involved in the evaluation process through a written survey. The impact of STC SPP's previous evaluations show students are building their writing, listening and oral expression skills. These evaluations also indicate that students are increasing their ability to concentrate and make helpful learning connections between their theatre lessons and other academic areas. Consequently, students are building key academic and social emotional skills that have led to a positive impact on their oral and written development, especially for English Language Learners and students with special needs and learning disabilities. Another measure of our success is the increase in inquiries from educators and principals to have STC's School Partnership Program come to their schools along with the requests of current schools to have STC's School Partnership Program remain at their school site. Given the long list of schools that want STC SPP at their school, STC is currently engaged in strategic planning to prepare for its continued growth of the SPP program.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost ?**

22,520

*** Estimated breakdown of project expenditures**

(see attachment document) Matching Funds \$2520 Curtains Up Fundraiser (including any in-kind contributions): Ongoing (beyond FY 2021/2022) Operations and Maintenance costs, if applicable: see excel spreadsheet in attachment Total Community Enhancement Funds Requested: \$20,000

*** Matching Funds ?**

Matching Funds \$2520 Curtains Up Fundraiser (including any in-kind contributions)

*** Include any other funding contributions ?**

NA

*** Ongoing operations and maintenance costs if applicable ?**

NA

*** Total Community Enhancement Funds requested ?**

20,000

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project? ?**

2

*** When will your request for funding sunset for ongoing programs? ?**

June 30, 2022

*** Project Schedule ?**

The workshops and the entire program will be at no cost to the student and is open to every student in the school to participate in accordance with the following schedule organized by Sacramento Theatre Company's (STC) School Partnership Program (SPP): After School Program: October Meet with school principal and after-school programming personnel to work out scheduling, space availability, show title (if not a devised piece) and the overall curriculum. November/December STC SPP provides: Three theatre workshops/classes in every classroom to: 1) Introduce the program to all students to and generate excitement and interest in participating 2) After-school theatre workshops on how to audition 3) Information about the STC SPP theatre residency. KINDER classes begin (STC Teaching artists go into the Kinder classrooms once a week for a neatre class throughout the residency.) The workshops and entire program will be at no cost to the student and open to every student in the school to participate. STC SPP solicits parent/community engagement with organized parent meetings that are held to explain program details, rehearsal schedules, time commitment, and to solicit parent engagement (community building). September STC SPP organizes and oversees: Student registration and auditions October-January STC SPP oversees: Student Rehearsals begin 3-4 days a week, After-school, 3 to 4 days a weeks for 1-2 hours of rehearsal each day. Community and parent engagement by actively getting them involved in building sets, creating costumes and props, and helping with publicity. days over two weekends. to engage parents and community to support the final production January/February STC SPP oversees: Dress and tech rehearsals, final presentation, performance, & assessments * Dates are subject to each school's calendar and space availability. Theatre Arts Integration Classes during the school day (5

classes for each classroom) At White Rock Elementary, the principal, Canen Peterson, is committed to bringing arts integration to the school. This school does not have the on-going resources to fund arts integration, so this grant will help fund a continuation of STC's after school program to include the time during school. There will be no cost to the students. STC has been doing theatre arts integration at several other schools for the past four years. STC hopes to continue to reach all grades and extend our time at the school next year so the students can go deeper into the theatre curriculum, while addressing the common core standards.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

The program is designed to be completed within the academic year. Step 1: (Sept) Teacher Training (1 Session) Includes a professional development seminar on arts integration and why is it effective in engaging students in both the standard being addressed as well as the art form & teacher meetings to establish and discuss standards classroom teachers would like addressed through the theatre arts integrative experience. Step 2: (Oct-Dec) Lessons (3 Sessions with each classroom) Created by the teaching artist, lessons will describe the activities and what the teaching artist, students, and classroom teacher will be doing throughout the activities. The lesson plan will also list the standards addressed (ELA or math, science, civics and VAPA) as well as describe the formative assessments as well as a rubric to specify the goals of the learning outcomes. Step 3: (Dec) Evaluation (1 Session) After the lessons are completed, the students and teachers will be asked to fill out an evaluation form. Throughout the process the teaching artist will weave formative assessments into the lessons. Activities during Lessons to include a combination of the following, depending on grade level and classroom topics: • Physical and vocal exercises • Improvisation games & music games and songs to teach rhythm, notes, key signatures, etc... • Creative movement and blocking to bring text/music to life • Discussions led by the teaching artist on the text for understanding plot points, character objectives, beat changes, emotional inner life of the characters and character relationships • Theatricalizing a story or piece of history the class is studying • Bringing a poem/text to life by reciting and adding movement

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

We have modified the program to fit the virtual guidelines set forth by the state and local schools for the 2020-21 season. Our programming and modifications continue to improve. We are prepared to make any further necessary changes as deemed necessary by administration.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location ?**

White Rock Elementary School
10487 White Rock Road
Rancho Cordova CA 95670
US

Other physical addresses if project/program is at multiple sites ?

NA

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites) ?

WRE letter of support.pdf

School District (if applicable, check all that apply) ?

Folsom Cordova Unified

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s) ?

White Rock supplemental endorsement.pdf

*** Application submitted by**

Dawn Spinella

Title

Development Manager

*** Submitting as**

Non-Profit

*** Phone**

(916) 446-7501 ext. 105

*** Email**

development@sactheatre.org

*** Mailing Address of Submitter**

ITEM 19.1.

ATTACHMENT 3

1419 H Street
CA Sacramento 95814
united states

Signatory's Name ?

Executive Director Michael Laun

*** Signatory's Phone**

(916) 446-7501 ext. 109

*** Signatory's Email Address**

launm@sactheatre.org

*** Signatory's Mailing Address**

1419 H Street
CA Sacramento 95814
united states

Attach any additional documents here ?

WRE budget and feedback.pdf

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityoffranchocordova.org/Index.aspx?page=641>.

Cancel

Submit

WHITE ROCK ELEMENTARY
10487 White Rock Road

WHERE EVERY STUDENT EXCELS

Rancho Cordova, CA 95670 Phone 916-294-9180
Fax 916-294-9072 CANEN PETERSON, PRINCIPAL

March 5, 2020

To whom it may concern:

I am writing to express our support for continuing and expanding arts integration here at White Rock Elementary School. We have had the pleasure of having Sacramento Theater Company for the last few years and it has been just amazing. I am writing to let the City of Rancho Cordova **know that we are** committed to provide resources and support to both sustain and build on our efforts in bringing the arts to White Rock Elementary School.

The response to STC over the last couple years **with our teachers** and our community **reviews** for not just their dedication for the arts but the support and the nurturing aspect that the arts brings to our students. The teachers **have seen that** bringing the arts into our school deepens the concepts that they are trying to teach in their class. It has opened up their world in terms of understanding the terms and vocabulary that the arts bring.

In closing Sacramento Theater Company **has become a much needed and very much appreciated** component of White Rock Elementary experience. **Whatever** additional funding the City of Rancho Cordova can provide STC to expand the services will directly support high **needs students who are excited and grateful for the experience.**

Best Regards,

Canen Peterson
Principal White Rock Elementary



PROJECT EXPENDITURES BREAKDOWN

AFTER SCHOOL PROGRAM

Expenses

1.) Artistic: Teaching Artists

2-3 teaching artists per site includes planning sessions for TA's and school staff

Rate of Pay

\$(40) per hour for each: STC professional teaching artist/music director/choreographer

1 TA @ rehearsal/instruction x 68 hours total (for 17 weeks @ 2hrs per) per site = \$5,440

1 Choreographer @ 2-3x per week @ 17 weeks per site = \$2,040

1 music director @ 2-3x per week @ 17 weeks per site = \$2,040

Pay Rate Total: \$9,520.00

2.) Administrative: Education Director

Show and Arts Integration School Partnership Program Manager = \$2,000.00

\$(x) Full time staff, 10% of annual salary on this project = \$5,000.00

School Partnership Program Production costs to include lights, sound, design, teaching supplies, etc

Administrative Total: \$7,000.00

3.) Technical: School Partnership Program Production costs to include lights, sound, design, teaching supplies, etc

\$1000 per site

Technical Total = \$1,000.00

After School Expenses TOTAL: \$17,520.00

ARTS INTEGRATION DURING SCHOOL DAY

1 Artistic Art integrative Teaching Artists

2-3 teaching artists per site Prep meetings

\$(40)/rehearsal hr x 5 sessions in 18 classrooms per site @125 hours total

School Day Expenses TOTAL \$5,000 00

Program Total \$22,520.00

Less Matching Funds -\$2,520.00

Total Funding Request \$20,000.00



SACRAMENTO THEATRE COMPANY SACRAMENTO THEATRE COMPANY

WHITE ROCK ELEMENTARY FEEDBACK

Parent & Student comments

"My child's time during rehearsal was a happy one and they loved singing and playing games." - White Rock Parent

"We love STC's program. It has made a big difference in my child's way of interacting in public." - White Rock Parent

"I learned lots of songs, and dances. I also learned games." -White Rock Student

"I learned to get along with people and to be yourself." - White Rock Student

"My favorite part of rehearsals and the shows were Ka the Snake, Bear Necessities, and Sheer Khan the Tiger." - White Rock Student

"My favorite part of rehearsals and the shows were pulling Sher Khan by the tail and wrapping him up in a rope." - White Rock Student

"We sometimes forget the importance of extracurricular activities for students. The ability to bring theater into our school, gives students the opportunity to grow their self-esteem, their confidence and learn the importance of listening and team building. Theater opens up a whole new world for them and may give some, the strength and courage to step out of their comfort zone and try something that will help them grow. Working with STC has always been a great partnership and White Rock is grateful to have the donations and help to bring Theater to our students."

Clerk/Parent Coordinator White Rock Elementary
Disney's Jungle Book Kids Performances

Student Surveys (Theatre Classes)

"I learned that in theater they play many games to get into character to get ready to go on the stage. I also learned that the games that they play can be fun and exciting and if you're interested in theater you could use these games to help you out if you're about to perform on the stage." -White Rock Student

"... that even though there's a lot of people in front of you, you shouldn't be scared, just act as if you were backstage practicing by yourself except you can't get anything messed up." -White Rock Student

"I learned that you don't always have to be afraid of big crowds. Just be brave and do your thing." -White Rock Students



"I felt more confident in front of people and made me feel like I was actually in a theatre or movie. Took away my shyness and makes me feel relieved." - White Rock Student

"When we played these games: Bus stop, refrigerator, bananarama, birthday party, it was fun." -White Rock Student

"The bus stop game because it was funny to watch and to make people laugh and it was also fun to be the person that was trying not to laugh." - White Rock Student

"My favorite part of the class was acting and being funny and entertaining people."
-White Rock Student



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Sacramento Theatre Company (STC) School Partnership Program (SPP)

Name of Organization: Sacramento Theatre Company

Name of Applicant and Title:

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-446-7501 x105

Applicant's Email: development@sactheatre.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/6/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Rancho Cordova Student Athlete Coalition (RCSAC)- Cordova High School Athletic Improvement Plan

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The purpose of RCSAC is to equitably and efficiently support and recognize the diverse Rancho Cordova student athletes while maintaining, improving, and upgrading All that is Rancho Cordova athletics. We hope to make school athletics and facilities a jewel for the City of Rancho Cordova and its citizens.

The athletic program at Cordova High has no current booster club. CHS has struggled to gain financial parental support and currently has limited fundraising capabilities. The measure H grant would provide CHS with better athletic equipment and enhanced academic support. With loss learning being such a major concern due to the pandemic, a robust tutoring program is essential for CHS athletes. The academic tutoring program will be open and available to all CHS students.

See attachment #1 & #2 for specific project items.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The team responsible to ensure that all aspects of the plan are implemented will be made up of members of the RCSAC team, Cordova High School Principal Jerad Hyden, Vice Principal Michele Brown, Athletic Director Mark Beamish and various Folsom Cordova Unified School District representatives. The members of the RCSAC team is comprised of the following:

President- Conrade Mayer
Vice President- Jennifer Laret
Secretary- Amy Wallace

Treasurer- Dennis Lamantia
 Academic Accountability Advisors- Amy Wallace & Eric McCahon
 Marketing & Sponsorship Coordinators: Perry Mansch, Jennifer Laret
 Social Media Outreach Coordinator- Courtney Heiner
 Alumni Outreach Coordinator- Rodney Robinson
 Community Service & Partnership: Chris Clark & Jennifer Laret
 Student Athlete Recognition Committee- Eric McCahon & Jared Hyden & Courtney Heiner
 Coaching Liaison- Dennis Lamantia, Eric McCahon
 Fundraising Events & Opportunities Committee- Jay Ramey, Jennifer Laret, Dennis Lamantia
 Physical & Wellness Trainers- Perry Mansch, Josh Gruver, Mike Brannon, Mojo Muldruw
 Safety Team- Eric McCahon, Mark Beamish

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Create a year-round academic support plan for student athletes
 Increase the number of student athletes & reduce the number of athletes needing academic contracts
 Create a robust post-high school academic plan
 Social Media Plan- Improve community communication
 Marketing/Branding Plan
 Facility Improvements
 Address specific team needs
 Sponsor events that encourage alumni interaction and create mentorship opportunities.

Encourage community engagement through volunteering opportunities.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$292,500

Estimated breakdown of project expenditures:

\$30,000- Tutoring Program (tutor stipends, food, tutoring company)

\$8,000- Educational fieldtrips to Los Rios Colleges & local universities

\$7,500- Advertising/Marketing (includes parent outreach)

\$80,000- Front Marquee, refurbishment of exsisting marquee, move exsisting marquee to front of performing arts center

\$10,000- School wide updated signage including signage down Chase drive, possible murals on school walls down Chase drive.

\$10,000- General facility improvements

\$26,000- Employee Salaries (including additional coaches, trainers, & enrichment staff)

\$6,000- Employee payroll tax & benefits

\$25,000- Recognition awards (certificates, awards, supplies, varsity blocks, banners, championship t-shirts, banquets)

\$10,000- Security for games

\$45,000- Inventory/Sports Equipment (uniforms/sports machines)

\$25,000- Student-Athlete Transportation Fee

\$10,000- Misc/general expenses

Matching funds (including any in-kind contributions): \$140,000

Include any other funding contribution to include your own: \$25,000

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: \$292,500

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: 5

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

RCSAC will be creating a booster club component. The hope is that the booster club will be able to increase the fundraising efforts at Cordova High. The booster club money raised will eventually offset the Measure H money requested.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

The funds requested will sunset when Cordova High School is able to sustain a booster club to support and meet the equitable difference. Developing a booster club and securing corporate sponsorship is a top priority for RCSAC.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The timeline for this project would start on July 1, 2021 and be completed by June 30, 2022. All items would be completed within the course of the school year.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

All items are being provided for student athletes. Therefore the projects must be completed within the school year period.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The tutoring program could be adapted to a virtual platform. The marketing plan, social media development, and site improvements would still be able to be accomplished if health orders change.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Cordova High School, 2239 Chase Drive, Rancho Cordova

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Jennifer Laret

Title: Vice President of RCSAC

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Phone: 916-712-9933

Email: jennifer@a4promo.com

Mailing Address: 3413 Grappa Way, Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Conrade Mayer

Title: President of RCSAC

Phone: 916-247-8242

Email: conrademayer@gmail.com

Mailing Address: 2236 River Trails Circle, Rancho Cordova, CA 95670

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

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<http://www.cityofranhocordova.org/Index.aspx?page=641>.

RCSAC- Athletic Improvement Plan**ACADEMIC SUPPORT PLAN****Study Hall Time & Dates**

- Year -Round for all students
- Tuesday 3-4:30pm- Prep for block Wednesday schedule
- Wednesday 3-4:30 pm- Prep for block Thursday schedule
- Thursdays 1:30-3:00 pm- often games/practices are not until 3:00, Student Athletes would stay on campus in study hall and would academically use this time.
- Saturday- Times and Dates TBD

Study Hall Locations

- Auxiliary Gym Classroom
- Library
- Individual Classrooms/MACH Room
- Offsite Location: PAL Community Center (purpose would be to also build a community relationship)

Staff

- CHS Teachers & Staff
- Outside Academic Support- Example: Miss Jane (math coach), retired or previous teachers, volunteers, non-CHS coaches
- All Non-CHS staff would be cleared

Grade Checks: Year-Round**One of the academic challenges is that the Student Athletes keep up the academic standards only during their sport's specific season.

- Google Classrooms set up for each sport. Coaches and RCSAC academic coordinators would be "teacher of record."
- Bi-Weekly electronic grade check through Google classroom.
- Student Athlete is responsible for their own grade check. Student Athlete would use Powerschool to record grades.

POST- HIGH SCHOOL ACADEMIC PLAN**Enhanced Coordination with Los Rios Community College District**

- Robust communication plan- Enhanced Social Media and email postings on application deadlines, special financial aid meetings, and Promise Plus applications
- Per Los Rios- Current enrollment in the Promise Plus program is approximately 60-70 students. Goal would be 100 students from Cordova and Kinney High Schools.
- Start communication and education on Los Rios programs during Freshman year vs. Junior or Senior year.
- Create a focused plan educating the students on athletic opportunities within the Los Rios Community College District
- Field trips to each of the Los Rios locations beginning Freshman year. The student athlete would attend 1 field trip per year culminating in a grand total of 4 field trips by

the end of their Senior year. The field trips would specifically focus on athletic programs and facilities.

- * Los Rios would like to offer college level classes at the CHS site so that students would have 9-12 units when they enroll in Los Rios.

Recognition Program for Student Athletes when they commit to a College, University, or Trade-School

- Recognition on school kiosk
- Recognition on RCSAC social media pages
- Recognition in the Rancho Cordova Grapevine
- Recognition in the Rancho Cordova city newsletter and on city social media pages

SOCIAL MEDIA PLAN

Develop a Facebook, Instagram, and possibly YouTube page

Pages would post the following:

- Game & Practice Schedules
- Athletic Accomplishments: wins, special awards, any other honors.
- Upcoming parents' meetings
- Volunteer opportunities
- Links to school gear
- Link with other Rancho Cordova social media pages to enhance community engagement and volunteerism.
- Work with CHS students to post content (specifically with student government students)

MARKETING/BRANDING PLAN

- Work with site staff to develop branding guidelines for site. Create a consistent messaging and marketing plan by having recognizable logos, colors, and uniform guidelines.
- * Create a band guidebook for staff, coaches, and clubs to reference.
- * Remove signage that is not consistent with brand guidelines.
- * Create a new entrance into Cordova High Stadium
- * Uniforms: All teams should have uniforms with the same logos and color pallet outlined in the guidebook.
- * Spirit wear sales: Sales of branded gear would be available to students and families. These sales would take place online and at home games and meets.
- * Create a marketing plan to attract sponsors for teams and field signage.

FACILITIES IMPROVEMENTS

Gym

- Update all current logos with new branding
- Inspirational messages installed on upper gym walls.
- Organize banners and hang most recent banners and awards.
- Repair or remove rusted screen.
- Clean out storage areas

Football Field & Field Maintenance

- Refurbish equipment.
- Find location to store equipment.
- Create a maintenance schedule.
- Work with coaches to assign volunteers to help with maintenance.

General Facility - Storage Containers

- Move containers within fence perimeter.
- Clean out existing containers.
- Exchange damaged and/or unusable containers for newer more secure containers.
- Move containers to more logical locations. Move containers that are not sports related to locations on the upper campus that would make sense.
- Recommend security for sports related containers.

General Facility- Future Enhancements

- New Marque- larger marque to recognize student accomplishments, post local Rancho Cordova events, and additional athletic schedules and information.
- Decorative fence around entire perimeter of school and stadium. A new fence would put CHS within the standards set forth by the City of Rancho Cordova and would tie in with the existing fence installed at Coloma and Chase as well as what is existing at Mills Middle School.
- New Entrance into Lancer Stadium. It is currently confusing where the existing entrance is. A new entrance would not only enhance the look at CHS but would make it easier for visiting teams and families to locate the entrance.
- Screen attached to fencing around Lancer Stadium. By screening the field in, it would force spectators to pay to view the games vs. watching for free through the fence.
- New PE lockers. The existing lockers are older and are easily broken into. New lockers would provide a more secure holding location for students' belongings and reduce theft.
- New Signage on Chase drive. New signage would enhance the look of CHS and would be in line with the cities' current signage initiative.
- Paint light posts black to match fencing on Chase drive
- Paint storage containers red and or black to match branding guidelines.
- Redo front parking lot to create more visitor parking
- Bigger kiosk and signage for performing arts theater.
- Press Box: Update to current ADA standards. This was to be a priority of a past bond measure, but the updates were not implemented. Ramp also needs to be ADA compliant. Also needs general improvements and technology update.
- Repaint CHS Amphitheater- Repaint Block C and Class Names
- Repaint and refresh college mural: Remove Wisconsin and replace with Chico, Stanislaus, or local Los Rios Icons.

- General clean up items: Clean up boneyard, remove extra unneeded conduit, work with custodians and maintenance staff on general repairs.
- Enhanced security for athletic equipment areas.
- Motorized entrance gate into the D wing area.

SPECIFIC TEAM NEEDS

General Team Needs

- Update uniforms and warmups
- Create a uniform replacement schedule.
- General equipment needs. Inspect, refurbish, and replace equipment as needed. Refurbish and update equipment within branding guidelines.
- Update safety equipment
- Coach Training: Enroll each coach in Positive Coaching Alliance.
- Weight Training Coaches (possibly offer community work out options in addition to student athlete work outs)

Tennis Specific Needs

- New Nets
- Resurface Courts that are shared with Cordova Parks and Rec
- New Screen Material
- Repair Lights
- Create Stands (there currently is not a place for spectators)

Golf Specific Needs:

- Green Fees
- Transportation

EVENTS/ALUMNI/VOLUNTEERING

- Create events that encourage community participation and community pride.
- Events that honor our alumni. Alumni runs, picnics, etc.
- Participate in volunteer opportunities throughout the city. Work with the Cordova Food Locker, Interfaith Council and other Rancho Cordova groups on city wide projects and events.
- Lancer Picnic
- Cordova Beer Fest
- Student Turkey Trot

RCSAC PRIORITY LIST	FACILITIES	ACADEMIC SUPPORT	SOCIAL MEDIA/MARKETING	TEAM NEEDS	TRANSPORTATION	EVENTS	BUDGETS
---------------------	------------	------------------	------------------------	------------	----------------	--------	---------

NEED	Assigned to :	TIME FRAME	NOTES
FUNDING FOR TUTORING	Jen, Conrade, Amy		
LOCATION FOR TUTORING	Jen, Conrade, Amy		
LOS RIOS FIELD TRIPS	Amy, Jen		
LOS RIOS OUTREACH	Amy, Jen		
WEBSITE SET UP	Dennis		
FACEBOOK SET UP	Jen, Courtney		
INSTAGRAM SET UP	Jen, Courtney		
YOUTUBE SET UP	Jen, Courtney		
SPIRITWEAR WEBSITE	Jen, Dennis		
BRAND GUIDEBOOK	Jen		
MARKETING PLAN FOR SPONSORS	Perry, Jay, Conrade		
TRANSPORTATION FEES- BUSES	Dennis		
TRANSPORTATION FEES- VANS	Dennis		
ENTRY FEES	Dennis		
CREATE BUDGET PLAN FOR EACH TEAM	Dennis, Jen		
CREATE UNIFORM CYCLE REPLACEMENT SCHEDULE	Dennis, Jen, Eric		
FUNDRAISING INITIATIVES	Jen, Eric		
UPDATE UNIFORMS INVENTORY/CONDITION	Eric		
UPDATE WARM UPS INVENTORY/CONDITION	Eric		
UPDATE SAFETY EQUIPMENT INVENTORY/CONDITION	Eric		
UPDATE GENERAL TEAM EQUIPMENT INVENTORY/CONDITION	Eric		
COACHES TRAINING-PCA	DENNIS, ERIC		
WEIGHT TRAINING AND CONDITIONING COACHES	DENNIS, ERIC		
CLEAN UP BONEYARD	CONRADE, DENNIS		
CLEAN OUT EXISTING CONTAINERS	CONRADE, DENNIS		
EXCHANGE DAMAGED CONTAINERS	CONRADE, DENNIS		
MORE CONTAINERS TO MORE LOGICAL AREAS	CONRADE, DENNIS		
REPAINT CHS AMPHITHEATER	JEN, DENNIS		
REPAINT COLLEGE MURAL (UPDATE TO LOCAL SCHOOLS)	JEN		
NEW SIGNAGE DOWN CHASE DRIVE	CONRADE, DENNIS		
PAINT LIGHT POSTS BLACK TO MATCH FENCING	JEN		
PAINT STORAGE CONTAINERS	JEN		
SCREEN AROUND LANCER STADIUM	CONRADE, DENNIS		
REPLACE RED/YELLOW WINDOWS IN WEIGHT ROOM	DENNIS		
REPLACE WINDOW FRAMES	CONRADE, DENNIS		
NEW WRESTLING ROOM SPOTLIGHT	JEN		
RESTORE TROPHY CASES	JEN		
PAINT NEW MURAL USING BRANDING GUIDELINES	JEN		
UPDATE ALL EXISTING SIGNAGE WITH PROPER LOGOS	JEN		
INSPIRATIONAL MESSAGES ON UPPER GYM WALLS	JEN, CONRADE		
ORGANIZE AND HANG MOST RECENT BANNER	JEN		
CLEAN OUT GYM STORAGE AREAS	ERIC, CONRADE DENNIS		
REFURBISH FIELD MAINTENANCE EQUIPMENT	CONRADE, DENNIS		
CREATE MAINTENANCE SCHEDULE FOOTBALL FIELD	DENNIS		
CREATE VOLUNTEER SIGN UP FOR MAINTENANCE DAYS	CONRADE		
MORE CONTAINERS WITHIN FENCE PERIMETER	CONRADE		
FIND LOCATION TO STORE EQUIPMENT	CONRADE		
EQUIPMENT			
Hot Water Pressure Washer	DENNIS		
Cyclone Power Rake	DENNIS		
New Projects			
REFURBISH SCOREBOARD	XXXXXX		
NEW WROUGHT IRON PERIMETER FENCE	JEN		
LESS BOX- COMPLIANCE WITH ADA STANDARDS	DENNIS		
AND ENTRANCE TO LANCER STADIUM	CONRADE, DENNIS		

NEW MARQUE AT SCHOOL ENTRANCE	DENNIS		
REDO VISITOR PARKING LOT	CONRADE		
LARGER SIGNAGE FOR PERFORMING ARTS CENTER	DENNIS		
NEW PE LOCKERS	CONRADE		
SECURITY FOR CONTAINERS	CONRADE		
SURFACE MILLS/COMMUNITY TRACK	CONRADE, DENNIS, JEN		
SURFACE MITCHELL MIDDLE SCHOOL TRACK	CONRADE, DENNIS, JEN		
GENERAL REPAIRS	CONRADE, DENNIS, JEN		
ENHANCED SECURITY FOR EQUIPMENT AREAS	CONRADE		
NEW TENNIS NETS	DENNIS		
RESURFACE TENNIS COURTS	DENNIS		
NEW SCREEN MATERIAL FOR TENNIS COURTS	DENNIS		
REPAIR TENNIS COURT LIGHTS	DENNIS		
TENNIS STANDS/BLEACHERS	DENNIS		
GOLF- GREEN FEES			
REVENUE GENERATION			
REVAMP SNACK BAR- CREATE REVENUE STREAM	JEN, ERIC, JAY, DENNIS		
CREATE BID SYSTEM- NO CONTRACT BUYING	DENNIS		
ALUMNI EVENTS (RUN & PICNIC)	CONRADE, RODNEY, AMY, TERRY		
LANCER PICNIC	CONRADE, RODNEY, AMY, TERRY		
CORDOVA BEER FEST	CONRADE, RODNEY, AMY, TERRY		
STUDENT TURKEY TROT	CONRADE, RODNEY, AMY, TERRY		
VOLUNTEER OPPORTUNITIES	CONRADE, RODNEY, AMY, TERRY		



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Rancho Cordova Student Athlete Coalition- Athletic Improvement Plan

Name of Organization: Rancho Cordova Student Athlete Coalition

Name of Applicant and Title: Jennifer Laret- Vice President

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-712-9933

Applicant's Email: jennifer@a4promo.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@ecusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

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Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

Festival of Knowledge: Basant Panchami

*** Project Description**

Festival of Knowledge: One whole day/night event, symbolizing and celebrating education, arts, and culture. Everybody is invited and welcome to attend. The event displays the talent that Kids and Adults have in various Arts and Cultural fields. This includes Essay Competition, Music, Dance Performances, Drawing Exhibitions, Public Speaking, External Artist Performances etc.

*** Project Team**

Ankur consist of 4 Board Members as follows: Atanu De: President Sreetama Mookherjee: Vice President Shovick Bhattacharya: Treasurer Debashis Maity: Secretary. Apart from them there are 2 Community Council Members, and 22 Executive Committee Members.

*** Project Goals**

Goal 1: Hold cultural events and festivals for promoting culture, history and tradition. Goal 2: Provide entertainment, while building self confidence in kids. Goal 3: Bring Community Pride: Our event received an overwhelming popularity enticing other entities to show high interest in associating themselves with us. This includes Board member(s) from Folsom Cordova Unified School District, Sacramento Metropolitan Arts Commission, and Sacramento Municipal Utilities District etc. Goal 4: To follow COVID protocols as per the state/county guidelines.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

12,260

*** Estimated breakdown of project expenditures**

1 Rental charges for the Event facility \$1,270 2 External Artist for Musical Performance \$1,000 3 Event Promotion (Flyers, Video, Photography, Website updates) \$250 4 Event Setup (Decoration, Sound, Lighting, etc.) \$750 5 Insurance Compliance \$700 6 Festive Dinner \$2,000 7 Festive Lunch and Snacks \$1,100 8 Cultural Program \$1,200 9 Storage Space Rentals and Delivery Logistics \$2,500 10 Event Cleanup \$500 11. COVID Specific Social Distancing and sanitizing Kits for ensuring Protection : 700 12. Live Streaming Technician and Zoom Subscription : 290

*** Matching Funds**

\$3000

*** Include any other funding contributions**

None

*** Ongoing operations and maintenance costs if applicable**

None

*** Total Community Enhancement Funds requested**

9,260

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project?**

3

*** When will your request for funding sunset for ongoing programs?**

We expect to request for funding sunset by year 2025. We are requesting only partial funding. Our events makes use of existing funding, resources, and partnerships, which includes: • Individual annual membership; • Corporate grants for volunteer hours and employee donation match; • Requesting grants; • Fundraising activities like Picnic etc. • . Advertisement revenue from Vendors, Business owners for providing space during our Cultural events and on our website.

*** Project Schedule**

Event Rehearsals: September 2021 till January 2022 Festival of Knowledge Event: February 5, 2022, Saturday.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

We have already started planning for Festival of Knowledge 2022. Rehearsals for cultural events will start around September 2021. To maintain the timeliness of the project/event we have identified and formed committees with specific responsibilities. We have also reached out to Hagan Park Community Center to reserve their facility for the specific date (Feb 5th). We also have an alternate plan in case we cannot conduct the event in-person due to COVID or some other restrictions. The alternate plan is to hold a Virtual Live Event with edited, pre-recorded as well as Live Performances. Similarly art, drawing and essay competition for kids will be held virtually as well if in-person is not possible.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

As stated above (Timeliness Section), if ANKUR cannot hold the event indoor due to COVID or any other restrictions, then we will do the following : 1. Have virtual workshops over Zoom with our Volunteers and Cultural Team for rehearsals. 2. Invest on Virtual Programs leveraging Quality Recording and Live Digital Tools. 3. Multiple Vendors along with Volunteers will be engaged so that we can produce a quality Virtual Program. From 2020 we have had a great experience in conducting our events both in-person and virtual. We will use best practices and lessons learned from these events to ensure that we continue to hold our events per City, County, State and Federal health and safety guidelines Alternatively if California Public Health and/or Sacramento County Health Orders permit then we have also planned to have the event outdoor using Open Auditorium and/or Social Distancing. At this moment we are keeping all our options open and will plan accordingly.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

Hagan Community Center
2197 Chase Dr
Rancho Cordova CA 97670
USA

Other physical addresses if project/program is at multiple sites

****SKIPPED****

*** Have you received a letter of support for the project/program from the property owner?**

Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites)

PermitContract Hagan Park.pdf

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

****SKIPPED****

*** Application submitted by**

Sreetama Mookherjee

Title

Vice President

* Submitting as
Non-Profit

* Phone
(916) 524-3056

* **Email**
sreetama.mookherjee@gmail.com

* Mailing Address of Submitter
6601 Coyle Avenue
Carmichael CA 95608
United States

Signatory's Name
Mr. Atanu De

* Signatory's Phone
(201) 286-8507

* **Signatory's Email Address**
rememberatanu@gmail.com

* Signatory's Mailing Address
6601 Coyle Avenue
Carmichael CA 95608
United States

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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<http://www.cityoffranchocordova.org/Index.aspx?page=641>.

Amendment History

- ☐ Display all bookings for recurring
- ☐ Show detailed breakdown of fees

font size

☐ Regular Font ☐ Larger Font

Help

Hagan Community Center 2197 Chase Drive
Rancho Cordova, CA 95670

PHONE: (916) 369-9844

EMAIL: customerservice@crpd.com

Permit #R7232

Status Approved

Date Mar 2, 2021 12:11 PM

Customer Name Pam Wickens - 28

Email Address pwickens@crpd.com

System User Pam Wickens

Rental Fee \$0.00

Discounts \$0.00

Subtotal \$0.00

Deposits \$0.00

Deposit Discounts \$0.00

Total Permit Fee \$0.00

Total Payment \$0.00

Refunds \$0.00

Balance \$0.00

Hold for Ankur Celebration

2 resource(s) 2 booking(s) **Subtotal: \$0.00**

Booking Summary

Hagan Building One (Internal Use)

Center: Hagan Community Center

<u>start date</u>	<u>start time</u>	<u>end date</u>	<u>end time</u>	<u>attendee</u>	<u>AMT W/O TAX</u>
Feb 5, 2022	8:00 AM	Feb 5, 2022	9:45 PM	1	\$0.00
date and time		attendee AMT W/O TAX			
Feb 5, 2022 8:00 AM - Feb 5, 2022 9:45 PM		1 \$0.00			
Hagan Building Three (Internal Use)					
Center: Hagan Community Center					

<u>start date</u>	<u>start time</u>	<u>end date</u>	<u>end time</u>	<u>attendee</u>	<u>AMT W/O TAX</u>
Feb 5, 2022	8:00 AM	Feb 5, 2022	9:45 PM	1	\$0.00
<u>date and time</u>		<u>attendee AMT W/O TAX</u>			
Feb 5, 2022 8:00 AM - Feb 5, 2022 9:45 PM		1 \$0.00			

Schedules

<u>RESOURCES NAME</u>	<u>CENTER</u>	<u>EVENT NAME</u>	<u>START DATE</u>	<u>START TIME</u>	<u>END DATE</u>	<u>END TIME</u>
Hagan Building One	Hagan Community Center	Hold for Ankur Celebration	Feb 5, 2022 Sat	8:00 AM	Feb 5, 2022 Sat	9:45 PM
Hagan Building Three	Hagan Community Center	Hold for Ankur Celebration	Feb 5, 2022 Sat	8:00 AM	Feb 5, 2022 Sat	9:45 PM

<u>RESOURCES NAME</u>	<u>CENTER</u>	<u>EVENT NAME</u>	<u>DATE AND TIME</u>
Hagan Building One	Hagan Community Center	Hold for Ankur Celebration	Feb 5, 2022 Sat 8:00 AM - Feb 5, 2022 Sat 9:45 PM
Hagan Building Three	Hagan Community Center	Hold for Ankur Celebration	Feb 5, 2022 Sat 8:00 AM - Feb 5, 2022 Sat 9:45 PM

X:

Date:

Hagan Community Center

Mailing Address: 2197 Chase Drive, Rancho Cordova, CA

95670

Phone Number: (916) 369-9844

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Mather Wrestling Club

* Project Description

The sport of wrestling is offered for girls and boys at both Mills and Mitchell Middle Schools and Cordova High School. The Mather Wrestling Club is a youth sports and fitness club providing an outlet for youth (girls and boys) between the ages 8 to 14. The club offers the benefits of exercise in a controlled positive and fun environment during the summer months. It will benefit the community of Rancho Cordova by creating a venue that all youth can come. The club promotes community pride and supports the growth and development of youth. Participation in the club will include an application and anticipated fee of \$75. Scholarships will be made available to those who cannot afford the participation fee up to the allotted funds made available to award scholarships. Optional Competition: Club members will need USA wrestling card to compete. \$40 each. <https://www.usawmembership.com> Tournament fees generally \$10-15 each to be paid by wrestler at the venue. Tournament transportation: Parents provide Coach will be at tournaments with pre-planning for those wishing to compete at a local event. Coach Bio: Coach Zilles has been coaching wrestling at Mitchell Middle School for the past 7 seasons. Coach Zilles is a certified coach by the National Federation of State High School Associations and is First Aid/CPR/Concussion recognition and prevention trained. After serving eight years in the Marine Corps, Coach Zilles returned to complete his education at Sacramento State where he earned his degree in Geologic Sciences and currently practices with a local consulting firm. Coach Zilles is a resident of Mather, works in Rancho Cordova at Kleinfelder, Inc. (engineering firm), and is a product of Rancho Cordova Schools (St. John Vianney, Mills, and Cordova).

* Project Team

Joe Zilles - Head Coach Mitchell Middle School Coordinating Leadership Team: Brian Botsford, Robert Collins

* Project Goals

The long-term goal to this wrestling club is to offer a positive and fun environment, introduce kids to the sport, teach sportsmanship, promote enthusiasm and team spirit, and build a path for those interested to follow as they transition to Middle and High Schools. As an introductory club, we will teach basic and fundamental skills centered around three basic concepts (Takedown, Breakdown, and Pinning Combinations) that the kids can use to compete in a novice level local tournament. Each day will start with a warm-up (agility and skill) and stretching followed by instruction and practice of the element taught that day. Fun activities such as relay races, or challenge type exercises will be interjected from time to time in the curriculum. Metrics of success: Participation should grow from year to year.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

8,500

* Estimated breakdown of project expenditures

Printed club T-shirts \$2,500 various sizes Participatory medals \$200 Mat cleaner \$100 Mat tape \$100 Club snacks \$400 Exercise Equipment \$500 First aid supplies \$200 Insurance \$1,500 Scholarships \$2,500 Website management \$300 State and County non-profit license fees \$200

* Matching Funds

none at this time.

* Include any other funding contributions

None at this time

* Ongoing operations and maintenance costs if applicable

None at this time.

* Total Community Enhancement Funds requested

8,500

* Is this a multiyear request?

Yes

* Number of years

3

* If you answered yes above, describe your plan.

The club experience is intended to build strong local interest in the sport and provide a smooth and confident transition for elementary grade kids to Middle School and High School. Since the club is intended to draw kids from all over Rancho Cordova, it is meant to supplement the Middle School wrestling programs at Mills and Mitchell Middle Schools, as well as Cordova High School. The greater the participation, the better the chances are of success and sustainability. The first year will provide the platform from which to gauge the interest and fine tune things like instruction and take in feedback from parents and participants. The second and third years will show strong interest and participation will grow. As it grows a continued sense of success will drive re-evaluations of club curriculum, increased participation, staffing, and other needs. The club participation fees collected can be used to offset future costs of materials outlined in the cost section.

* How many years have you received funding for this project?

1

* When will your request for funding sunset for ongoing programs?

Yes, it is anticipated that any funds left over after each session will be returned to the City, or rolled over to start the next session (each year if approved).

* Project Schedule

Multi-year for first 3 years. Anticipated Club time/dates: Mondays and Wednesdays, 5:00-6:30 Start June End August Breaks (mid-July for 2 weeks)

* In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The first session (2021) will meet the 2022 completion date, but the next session (2022) will span the June 2022 timeframe. If approved for multiple years.

* Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Not at this time. The nature of the activity is not conducive to close contact limitations.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

* Physical address of project location

2100 Zinfandel Drive
Rancho Cordova CA 95670
USA

Other physical addresses if project/program is at multiple sites

SKIPPED

* Have you received a letter of support for the project/program from the property owner?

No

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

Folsom Cordova Unified

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Supplemental Endorsement Form(s)

****SKIPPED****

* Application submitted by
Joe Zilles

Title
Coach

* Submitting as
Non-Profit

* Phone
(916) 719-6017

* **Email**
jzilles@kleinfelder.com

* Mailing Address of Submitter
11126 Graeton Circle
Mather CA 95655
USA

Signatory's Name
Coach Joe Zilles

* Signatory's Phone
(916) 719-6017

* **Signatory's Email Address**
jzilles@kleinfelder.com

* Signatory's Mailing Address
11126 Graeton Circle
Mather CA 95655
USA

Attach any additional documents here
****SKIPPED****

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To be filled out by grant applicant

Project/Program Name: Mather Wrestling Club

Name of Organization:

Name of Applicant and Title: Joe Zilles

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-719-6017

Applicant's Email: jzilles@kleinfelder.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kellogg

Date: 03/26/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



Rancho Cordova River City Concert Band Enhancements

Continuing Expansion for Community Musical Performance Programs

Project Description

This project provides funds to the Rancho Cordova River City Concert Band (RCRCCB) for equipment, musical talent, and related expenses, thereby enhancing its potential to provide high-quality musical performance events in the City of Rancho Cordova and to equip the RCRCCB to represent the City of Rancho Cordova as musical ambassadors within the region.

The goal of the volunteer-driven RCRCCB is to engage with and represent the community of Rancho Cordova with superior musical performances, foster musical interest among children, bring world-class guest artists, conductors and composers to the Rancho Cordova stage, and to provide performance opportunities for skilled community musicians. We strive to provide a rich social environment to those seeking life enrichment through musical interaction while providing connection through our community. The band performs a wide range of music from traditional band literature to contemporary arrangements in addition to premiering new compositions.

The RCRCCB continues to partner with the community of Rancho Cordova to provide an extensive range of music to multiple venue types including full band concerts and small ensemble presentations. The band has continued to cooperatively engage and support multiple events within Rancho Cordova such as the 15th Birthday of Rancho Cordova event, artist receptions at Rancho Cordova City Hall, the Pop-up Gallery at the MACC, and Memorial Day and Veterans' Day observances. The band looks forward to continuing this partnership with the City of Rancho Cordova and the Cordova Community Council Foundation.

Objectives

Goal #1: Bring high-quality musical performance events to Rancho Cordova's citizens and visitors

Goal #2: Strengthen Rancho Cordova's Arts profile

Goal #3: Further enhance the Rancho Cordova Arts' goal of making the city "a place for art and artists"

Goal #4: Incorporate community outreach and integration with audience members to foster musical interest and enhancement in the community

Project Team

The Band is currently an incorporated volunteer performing group operating as an independent 501(c)(3) federal tax-exempt nonprofit organization in the State of California.

The implementing team will be led by Tom Seaton, Conductor; Melanie Freer, President; and the Board of Directors of the organization. Members of the band, consisting of 50-70 volunteer musicians will participate in implementation.

Project Criteria

This project meets multiple factors of the Community Enhancement Fund criteria as follows:

- **Community Pride:** Represent Rancho Cordova as musical ambassadors both within the city and touring abroad.
- **Civic Engagement:** Community outreach to bring engaging quality musical events to children, families, and the community.
- **Quality of Life:** Provide performance opportunities for skilled community musicians who seek enrichment through musical interaction while providing musical art experiences to families in Rancho Cordova.
- **Arts and Culture:** Bring exciting arts and culture to Rancho Cordova families through this musical outreach.
- **Growth and Education:** Support and recruit skilled local volunteer musicians to continue to grow and develop as lifelong learners of music. This unique platform allows us to foster the same growth and development in the youth of Rancho Cordova.
- **Children and Youth:** Foster musical interest in children with live musical art experiences.

Prioritization Criteria

- **Leverage:** This project leverages existing community assets, previous City investments, and the musical art expertise of the Rancho Cordova River City Concert Band.
- **Return on Investment:** The value of positive publicity through proper, effective promotion will bring Rancho Cordova the notoriety it seeks as a pioneer in supporting its community through arts. This positive value easily has the capacity to exceed the investment.
- **Capacity:** The Project Team has a proven track record and well-documented capacity for delivery of this project.

- **Timeline for Execution:** This fund would be accessible to meet existing needs immediately upon funding and would be expended by the Rancho Cordova River City Concert Band during the grant period 2021-2022.

Metrics

Goal	Metrics
Goal #1: Bring high-quality musical performance events to Rancho Cordova's citizens and visitors	Quality musical performances will be presented by the full ensemble and small ensembles in a wide variety of venues, measured by attendance.
Goal #2: Strengthen Rancho Cordova's Arts profile image	Elevate RCRCCB's ability to serve as an ambassador of the city as measured by audience growth and an expanded performance calendar to include more and new venues both within Rancho Cordova and through touring.
Goal #3: Further enhance the Rancho Cordova Arts' goal of making the city "a place for art and artists"	Incorporation of unique, world-class guest musical talents will further enhance the draw to Rancho Cordova as an arts destination. Given the uncertainty of the pandemic to our in-person attendance, we will measure this by the social media outreach and response through platforms such as You Tube, Facebook, and NextDoor, which will incorporate links to view and share our concerts (including virtual concerts) on a local, national and international scale.
Goal #4: Incorporate community outreach and integration with audience members to foster musical interest and enhancement in the community (especially with our youth)	By expanding RCRCCB's performance materials, musicians will have the tools and repertoire of music necessary to provide a diversity of music that is both engaging and enjoyable for musicians and audiences alike. Given the uncertainty of the pandemic to our in-person attendance, we will measure this by the social media outreach and response through platforms such as You Tube, Facebook, and NextDoor, which will incorporate links to view and share our concerts (including virtual concerts) on a local, national and international scale.

Our Proposal

The Rancho Cordova River City Concert Band Enhancements Project builds upon successes initiated under the 2017-18 Community Enhancement Fund allocations which have brought stability and musical improvement to this valuable volunteer organization by providing support for music stands and percussion equipment.

Building the band to equity with other musical performing groups in the region will require continued effort. This request continues to leverage prior investments in a unique community asset which has proven to be a critical tool in improving community image, engages new sectors of the Rancho Cordova community and lifts the city through high quality classical music and contemporary musical performances.

Funding Request

Total Project Cost:

\$50,676.50

Estimated Breakdown of Project Expenditures:

Operating budget (materials, storage, music, consultants, and maintenance): \$47,039.00

In-kind contributions for operational materials: \$3,637.50

How many years have you received funding for this project?

We have received funding for this project in four prior years.

When will your request for funding sunset for ongoing programs?

As RCRCCB intends to continue to perform, afford educational opportunities, and provide a space for local musicians to enhance their skills for years to come, sunsetting for this project is not anticipated. We would not have been able to achieve success without financial support in prior years and anticipate applying for funding in the future to maintain operations, invest in enhanced performance opportunities, and continue to develop the music community in Rancho Cordova and beyond.

Project Location:

Rehearsals occur Monday evenings 6:45pm – 9:15pm at Mandarins of Sacramento, Inc.; 9792 Business Park Drive; Sacramento, CA 95827. Final negotiations are currently underway to secure this rehearsal space. A signed Letter of Intent is enclosed with our application.

Performances will take place in a variety of locations including, but not limited to: the Cordova High School Performing Arts Center, Koreana Plaza Market, Soil Born Farms, Rancho Cordova City Hall, Mills Station Art & Culture Center, and Carmichael Park.

Matching Funds (including any in-kind contributions):**In-Kind Contributions:****Rancho Cordova Food Locker**

The Rancho Cordova Food Locker has generously allowed the band to use their 26 foot, liftgate truck for movement of sensitive equipment to and from our concerts. The use of a liftgate truck is essential for safe transportation of our equipment.

\$2,910.00: Estimated value of the in-kind donation usage of the truck is calculated as follows:

- 8 concerts x \$350/truck rental for each concert = \$2,800.00
- 8 concerts x 25 miles/concert x \$0.25/mile (Enterprise Truck rental rate) = \$50.00
- 8 concerts x 25 miles/concert x 15 miles/gallon of gas x \$4.50/gallon gas = \$60.00

The Rancho Cordova River City Concert Band Members

Band members contribute thousands of volunteer hours throughout the year to the community and provide a minimum of four concerts by the full band, and a minimum of four additional performances by ensemble groups. It is projected the band will be central performers in the following events during the grant period:

- "Brushes & Beats" concert event at Soil Born Farm*
- Rancho Cordova Veterans Day Event 2021*
- Community Concert Koreana Plaza in Rancho Cordova Fall/Winter 2021
- Holiday Concert series 2021
- Community Concert Koreana Plaza in Rancho Cordova Spring 2022
- Rancho Cordova Memorial Day Event 2022*
- Music ensembles at Rancho Cordova events and gatherings including City Hall Events, Rancho Cordova Artist Receptions* and Rancho Cordova Santa Pancake Breakfast

* These events are in collaboration with the Cordova Community Council

** All in-person events are subject to COVID-19 regulations

\$279,134: Value of in-kind annual contributions from the Rancho Cordova River City Concert Band, calculated at the most recent California standard of \$29.95 per volunteer hour* include:

- 8 concerts x 3 hours per concert x 60 musicians: 1440 hours
- 40 rehearsals x 2.5 hours per rehearsal x 60 musicians: 6000 hours
- 50 ensemble concerts/rehearsals x 2 hours x 10 musicians: 1000 hours
- Virtual recording productions may be substituted for concerts of any kind with use of a virtual digital artist. If used 8 times x 35 hours per recording = 280 hours
- Executive Board meetings and bookkeeping: 600 hours

* Rate obtained from the state-level value of volunteer time breakdown from

https://www.thenonprofittimes.com/npt_articles/volunteer-time-value-hits-all-time-high/

Cordova Community Council

RCRCCB has partnered with the Cordova Community Council Foundation (CCC) for several years to provide high-quality musical performances in Rancho Cordova. The CCC generously contributes consulting services as well as a financial stipend for operational expenses.

Community Enhancement Funding Request Total: \$20,000

Performance Venues	\$2,000
Production Materials	\$2,000
Equipment Protection	\$6,000
Musical Guests and Local Talent Partnership	\$3,000
Outreach/Publicity	\$2,000
Musical Equipment	\$1,500
Festival Participation	\$1,000
Personal Protective Equipment	\$2,500
TOTAL	\$20,000

Performance Venues: Our band has successfully performed in multiple outdoor and indoor venues; however, attaining concert venues which provide a stage large enough for our 50-70 member ensemble, appropriate lighting, appropriate sound and technical staff can be very costly to rent and very challenging to find. Securing venues which can provide these amenities will enhance the quality of our performances, attract guest performers, conductors and composers which will in turn attract a broader audience.

Production Materials: The band uses production materials to continue to provide high level performances to the Rancho Cordova community. We typically perform over eight concerts per year and hold weekly rehearsals. We also have increased our membership by recruiting new members. As such, some of the materials we have been using over the past several years have been worn down and need replacement or supplementation. It is necessary to provide appropriate equipment and supplies to all musicians at performances and rehearsals. Our schedule of performances for the upcoming season is very busy and diversified and will require a variety of music for smaller ensemble groups and for the whole band. Funds will be used for supplies which may include additional chairs, stands, music folders, and lighting equipment as well as sheet music and music books.

Equipment Protection: With a growing arsenal of delicate musical instruments, a paper music library, and other equipment, it is essential to maintain storage space which provides adequate protection which is secure, climate controlled and rodent proof. It is necessary to ensure that the equipment purchased in prior years is protected during transportation to performances and while being stored in a facility. Cases – specifically, for brass and percussion – are needed to protect existing instruments as well as the volunteers handling instruments during transport to and from rehearsal and concert venues.

Musical Guests and Local Talent Partnership: The band brought the 2015 National Association of Concert Bands' Convention to Rancho Cordova. The band has proudly performed and maintains in its library "River City" by world-renowned composer Jacob de Haan commissioned specifically for the band. With the composer in attendance and actively interacting with the audience, the band performed the 2019 West Coast premiere of "The Sword of Titan" a composition by renowned and prolific band and movie score composer/orchestrator Rossano Galante.

Continuing the momentum of bringing the City of Rancho Cordova to the national and world stage, the band strives to attain and bring exclusive compositions, arrangements, guest artists, composers and conductors to our community. Currently, the band is working with world-renowned composer/arranger Jerry Brubaker for a commissioned piece to be premiered in Rancho Cordova. Jerry Brubaker is a prolific and well known composer and arranger of over 200 works who was a member of the US Navy band for over 30 years as French horn soloist. Additionally, the band wants to support and collaborate with local artists and musicians to showcase the amazing talent we have here in the Rancho Cordova area. Funding for additions original compositions, arrangements suited specifically for the band's membership, and for guest artists, conductors and composers to visit Rancho Cordova would enhance the Rancho Cordova Arts' goal of making the City an arts destination.

Outreach/Publicity In order to enhance community outreach efforts, increase civic engagement, increase community pride, and be a visible manifestation of the community enhancement funds locally and abroad, it is essential for us to produce high-quality promotional materials and to consult with public relations and marketing professionals. As we return to in person performances, we recognize that there is a need to enhance the safety of our audience. Incorporation of personal protective equipment such as masks, hand sanitization gel and general sanitization supplies will be necessary to provide optimal safety for our musicians and audience members. Outreach materials to help the band engage the audience to participate in our performance fosters the sense of community and stimulates the interest of individuals to become involved in music. The band has the opportunity to encourage people to want to play a musical instrument (especially young persons) or to dust off an instrument that may have not been used in some time to play once again.

Musical Equipment Many compositions require specific percussion instruments in order to perform them. While most band members provide their own instruments, larger items such as marimbas, xylophones, wind chimes, etc. are not typically owned by the percussionists but provided by the band.

Festival Participation The band plans to represent the Rancho Cordova Community at the National Association of Concert Bands Convention in 2022 in New Mexico. There are associated costs involved with the application process for this event including but not limited to application fees, recording fees, and photography suitable for promotional materials. Additional costs may include safe, and appropriate equipment transportation.

Personal Protective Equipment Inclusion of personal protective equipment (PPE) is an essential component in our return to in-person rehearsals and performances to be in compliance with scientific guidance precautions to prevent the spread and transmission of Covid-19 (an aerosol based microbe). The International Coalition Performing Arts Aerosol Study which incorporates findings from two independent laboratories at the University of Colorado- Boulder and the University of Maryland has produced scientifically based recommendations for the use of personal protective equipment to assist in a safer return to performing arts activities. This equipment includes, but is not limited to, specialized masks for instrumentalists, instrumental bell covers, hand sanitizing gels, and sanitizing wipes. Incorporating this equipment is necessary for the safety of our members and our Rancho Cordova Community audience.

Application Submitted by: *Melanie Freer*

Name: Melanie Freer

Title: President, Rancho Cordova River City Concert Band

501(c)(3) Non-profit

Phone: 916-878-6161

Email: floutistfreer@gmail.com *and/or* melanie.freer@comcast.net

Mailing Address: P.O. Box 1433; Rancho Cordova, CA 95741-1433

Signatory's Name: Melanie Freer **Title:** President, Rancho Cordova River City Concert Band

501(c)(3) Non-profit

Phone: 916-878-6161

Email: floutistfreer@gmail.com *and/or* melanie.freer@comcast.net

Mailing Address: P.O. Box 1433; Rancho Cordova, CA 95741-1433



Mandarins Music Center

9792 Business Park Dr.
Sacramento, CA 95827

Letter of Intent

Please find below, the basic terms and conditions for the proposed lease transaction between the Mandarins of Sacramento Inc., Symphony d'Oro, and the Rancho Cordova River City Concert Band.

1. **Project:** 9792 Business Park Drive
2. **Landlord:** Mandarins of Sacramento Inc.
3. **Tenant:** Symphony d'Oro Rancho Cordova
Rancho Cordova River City Concert Band
4. **Premises** Mandarins Music Center "Band Room"
5. **Use:** Orchestra and Band rehearsals
6. **Commence:** 1 February 2021
7. **Term:**

<u>The term of this contract - 31 Months</u>	
2/1/21 to 7/31/2021	Room Hold Period
8/1/21 to 7/31/2022	First Year Rent
8/1/22 to 8/31/2022	Free Rent
9/1/22 to 8/31/2023	Second Year Rent
8. **Rent:**

<u>Date</u>	<u>Base Rent Per Month</u>
2/1/21 to 7/31/21	\$ 250.00
8/1/21 to 7/31/22	\$1,600.00
8/1/22 to 8/31/22	\$0.00
9/1/22 to 8/31/23	\$1,600.00

9. **Signage:** None
10. **Deposit:** Waived
11. **Hours of Operation:** Monday and Thursday Weekly
5pm - 10pm
12. **Hold Period** The hold period is the Landlord's commitment to hold the space until the lease is fully executed. Payment for the hold period will be the responsibility of the Cordova Community Council beginning February 1, 2021 until the end of the hold period or upon execution of the final lease.
13. **Occupancy** Occupancy is granted on the first day of the scheduled rent period. Access and keys will be provided within 3 days before the date of occupancy.
14. **Covid 19 Exceptions** If Tenant is able to occupy the space before the end of the hold period, the rent period will be begin. The start and end dates of the lease period will be amended to reflect such changes
- If Tenant cannot occupy the space due to the covid conditions, the hold period will be extended for up to 2 months (September 30, 2021). The start and end dates of the lease period will be amended to reflect such changes
15. **Expiration** The expiration of the agreement will expire on September 30, 2021.
- Landlord and Tenant will negotiate new terms within 30 days before the expiration date.

16 Confidentiality

This proposal and all discussions related thereto shall be held in confidence by both parties and shall not be discussed with any third party except those required to consummate this transaction (i.e.: attorneys, governing bodies, etc). In particular, tenant shall not discuss with any other current or future tenant at the Project.

17 Non-Binding

This Lease Proposal is merely a term sheet of the proposed transaction and is not binding on either party. Only a fully executed Lease shall bind the parties.

Lessor:

Sacramento Mandarins Inc.By: 

Name: Joseph N. Fong

Title: Chairman - Board of Directors

Date: Feb 26, 2021

Lessee:

Symphony d'Oro Rancho Cordova

By: _____

Name: Lorraine Crozier

Title: President

Date: _____

Rancho Cordova River City Concert BandBy: 

Lydia Bredin (Feb 26, 2021 20:59 PST)

Name: Lydia Bredin

Title: President

Date: Feb 26, 2021

3/15/21



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Kannada Sangha of Sacramento - (KSS) - 2021 - 2022 Multi Cultural Community Events.

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Kannada Sangha of Sacramento is Non-Profit Organization with 501 C3 status (#47-0946537), committed to preserve and promote the Art, Culture, history of India and bridge the gap between multiethnic and multi-cultural activities in the community. KSS also conducts educational and leadership workshops for the community members.

KSS celebrates multiple events (Indian festivals) in greater Sacramento area during the year to bring all community members on to one stage to share happiness, educate the significance of Art & Culture and encourages community involvement. Couple of main events are:

- . Festival of Kites (Sankranti) in Jan-Feb
- . Festival of Art & Culture (Ranga Vasantha) in March-April
- . Festival of Lights (Deepavali) in October - November

Apart from the above main events, KSS conducts Camping, Sports, educational, medical awareness webinars, Charity (monthly Dinner for homeless people) and Blood drive as part of annual events. KSS also partner with other non-profit organizations to conduct 5K run marathons.

1. Festival of Kites (Sankranti) in Jan-Feb 2022

The tradition of kite flying on Makar Sankranti is being carried out so that people are exposed to the sun rays. Sunning is believed to get rid of the skin infections and illnesses associated with winter. Makar Sankranti, a festival dedicated to the sun god, is one of the most ancient Hindu festivals celebrated across India with much fanfare. People fly kites and prepare traditional sweets for this festival that marks the arrival of spring some others take holy dip in the river. Kite flying is an intrinsic part of Makar Sankranti celebrations. Colorful kites adorn the sky from the morning of Makar Sankranti.

Kannada Sangha of Sacramento (KSS) celebrates this festival as a part of Community event. This event will be celebrated in and around Rancho Cordova Sports and Recreation parks in Rancho Cordova. Kannada

Sangha of Sacramento will distribute kites to kids and adults and helps them to assemble the kites and fly them. This is one of the significances to this festival.

2. Festival of Art & Culture (Ranga Vasantha) in April-May 2021

Ranga Vasantha is an event which is conducted to welcome the spring. This event will be performed in the month of April - May every year. This event showcases the Art and Culture of Multi Ethnicity. During this event we get to see people performing Stage play depicting mythological characters or Indian folk dances. This also gives an opportunity for High school students to actively participate on stage and help in lighting and dialog prompting arrangements.

During this event we work on selecting the Charity for the financial year and start contributing funds for them.

3. Festival of Lights (Deepavali) in October - November 2021

Every year during Oct-Nov timeframe KSS organizes an event called Deepawali or Diwali, is a festival of lights symbolizing the victory of righteousness and the lifting of spiritual darkness. The word 'Deepawali' literally means rows of diyas (clay lamps). This is one of the most popular festivals in the Hindu calendar. It is celebrated on the 15th day of Kartika (October/November). This festival commemorates Lord Rama's return to his kingdom Ayodhya after completing his 14-year exile.

Current year 2021, KSS is planning to conduct this event at one of the locations in FCUSD schools or Sacramento School District and will be attended by more than 300 people. The cultural program will go on for 4 hours. Free food will be provided, and all proceedings will go to local and India charity.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Kannada Sangha of Sacramento (KSS) board has experienced leadership and management skills to organize these events with the help of dedicated community volunteers. KSS has team of professionals and dedicated community leaders.

Executive Committee:

1. President: Prabhakar Rao.
2. Vice President: Pushpa Viswanathan.
3. Secretary: Sourajit Ghosh.
4. Treasurer: Mrudula Kulkarni.
5. Joint Treasurer: Akshata Nadig.

Board of Directors:

1. Panduranga Itagi
2. Venugopal Acharya
3. Shobha Rao
4. Gurudutt Vasudeva Murthy
5. Dilip Nayak

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

These two festivals support our Rancho Cordova community by bringing visitors from Greater Sacramento Area. During these events we have booths for small business which includes Banks and real estate. This small business booths encourages people to buy the newly constructed homes. This will bring new revenue to the economy and create new opportunities, partnerships to improve Rancho Cordova value of life. Our organization actively involves in fund raising for natural disasters. We organize and participate Marathons for noble cause.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$12,000.00

2614764.1

2

Estimated breakdown of project expenditures:

Rental for event Facilities: \$3000

Event Promotion: \$1500

Event Setup: \$500

Educational Workshop: \$500

Festive Dinner: \$6000

Cleaning after the event: \$500

Total Project Cost: \$ 12000

Matching funds (including any in-kind contributions): \$2000

Include any other funding contribution to include your own: \$2000

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: \$8000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs? 03/31/2022

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

From April 2021 to March 2022. We celebrate Festival of Kites during the month of January, Ranga Vasantha in March / April, Picnic / Camping in June/ July, Blood Drive / Marathon in August/September, Educational/Health Webinars, Monthly Food donation for Homeless people & Festival of Lights in November.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Our program schedule always runs based on calendar year. These programs are scheduled to run only during these times.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes. Our organization has well equipped plans and have already conducted few works shops based on Virtual platform. We use Zoom & Facebook live to broadcast the events.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Rancho Cordova Parks and Public Schools, 2239 Chase Drive, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☒ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☒ FCUSD ☒ SCUSD ☒ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Prabhakar D Rao

Title: President - Kannada Sangha of Sacramento

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Phone: (916) 281-5529

Email: prabhaker49@yahoo.com

Mailing Address: 4431 Niobe Circle, Rancho Corodova, CA 95742

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Rancho Cordova, CA 95670

Title: President - Kannada Sangha of Sacramento

Phone: (916) 281-5529

Email: prabhaker49@yahoo.com

Mailing Address: 4431 Niobe Circle, Rancho Cordova, CA 95742

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

Date: **FEB 29 2008**

KANNADA SANGHA OF SACRAMENTO
9615 HARVEST VIEW WAY
SACRAMENTO, CA 95827

DEPARTMENT OF THE TREASURY

ITEM 19.1.

ATTACHMENT 3

Employer Identification Number:
47-0946537
DIN: 17053007004008
Contact Person: MARY M SHEER ID# 31255
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a) (2)
Form 990 Required:
Yes
Effective Date of Exemption:
July 12, 2004
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

KANNADA SANGHA OF SACRAMENTO



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Festival of Lights

Name of Organization: Kannada Sangha of Sacramento

Name of Applicant and Title: Prabhakar Rao - President of Kannda Sangha of Sacramento

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 9162815529

Applicant's Email: prabhaker49@yahoo.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

As long as all public health and safety guidelines are followed
Sarah Koligian

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

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Name of Organization: Kannada Sangha of Sacramento

Name of Applicant and Title: Prabhakar Rao - President of Kannada Sangha of Sacramento

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/19/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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To be filled out by grant applicant

Project/Program Name: Festival of Lights

Name of Organization: Kannada Sangha of Sacramento

Name of Applicant and Title: Prabhakar Rao - President of Kannda Sangha of Sacramento

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 9162815529

Applicant's Email: prabhakar49@yahoo.com

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To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: B. Grewal

Date: 3-17-21

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name NorCal School of the Arts School Outreach Program (Theater Arts & SEL Integration)

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Funds provided by the City of Rancho Cordova's Enhancement Fund will enable NorCal School of the Arts to serve 537 students at Title one school, Williamson Elementary with Theater Arts & Social-Emotional Learning-Integrated classes during school in the fall of 2021. During the spring of 2022, students will have the option to participate in an after-school program that will culminate in a fully-produced musical at the school.

Each Williamson Elementary classroom will experience ten Theater Arts & SEL-Integrated classes led by a NorCal professional teaching artist throughout the school day. NorCal teaching artists are trained in weaving social-emotional learning strategies into theater arts lessons. These classes will also act as a professional development opportunity for the Williamson Elementary classroom teachers to learn how to integrate SEL strategies through the theater arts. Throughout this program, NorCal School of the Arts will serve as a resource for classroom teachers. Teachers will have access to all the curriculum and Theater/SEL-Integrated resources to continue the exercises once the program is completed. Social-emotional learning activities are imperative as a COVID-responsive strategy for helping students reengage with their peers in the classroom.

This project benefits the children and families from Williamson Elementary as it supports the growth and development of young students. It enhances the quality of educational services to Rancho Cordova students because it acts as a professional development opportunity for teachers while engaging students in the arts. With the goal being to nurture

safe, emotionally healthy, and engaged students, this COVID responsive Theater Arts and SEL-Integrated program will help students express their emotions and engage in creative activity as a means of working through the past year's events.

Williamson Elementary School has 537 students and 82% are on free and reduced lunch. The reading proficiency is at 39% and the math proficiency is at 27%. The school includes a diverse population of students. 42.7% of students identify as hispanic, 28.3% white, 12.5% multi-racial, 11.2% African American and 3.2% Asian. Children are at the center of this current pandemic crisis – facing everything from obstacles to learning, increased homelessness, food shortages, and mental health challenges. Our children need to heal from trauma and build resilience. Research consistently shows that the arts play an integral role in the health and wellbeing of children, not only decreasing feelings of anxiety, depression, and isolation, but also positively impacting all-around academic performance.

Project Team Individuals or organizations responsible for the development and delivery of the project.

NorCal School of the Arts just experienced huge success implementing a similar virtual program in Sacramento City Unified School District (SCUSD.) This program took place Fall 2020 through a Cares Act grant provided by the City of Sacramento and included 10 weeks of classes for students that also acted as professional development opportunities for classroom teachers on social emotional learning and theater arts integrated strategies. 1700 students were served in 72 classrooms across the district. NorCal School of the Arts teaching artists were trained in Social Emotional Learning by SEL experts at SCUSD.

Michele Hillen-Noufer - Executive Director

Michele Hillen-Noufer, M.Ed., AEA, SAG is the Executive Director for NorCal School of the Arts. She is a member of Actors' Equity Association and SAG/AFTRA and has a master's degree in education. Michele worked as a professional actor for over 25 years doing theatre, film, and television across the country and internationally. She has directed, taught, and choreographed professional theatre and theatre for young people. Michele has a passion for helping young people achieve their goals in the performing arts and providing theatre arts education to schools, including arts integration opportunities for students with learning differences. Michele is an arts integration specialist and keeps her skills current by teaching at NorCal and local elementary schools and providing workshops and professional development opportunities for conferences and in-services for educators. She has been a member of the Sacramento State University's Academic Talent Search faculty since 2012. For 15 years, Michele grew STC School of the Arts and created several programs while training many young theatre makers, storytellers, and amazing humans who will go on to make their mark in the arts field and beyond. Michele is a founding board member for the Sacramento Alliance for Regional Arts (SARA), whose mission is to advocate for the regional arts sector of the Sacramento area.

Atim Udoffia - Teaching Artist

Atim Udoffia is an actor, director, and teaching artist working in theatre, film, and video. Recent acting credits include Macbeth (Sacramento Theatre Company), The Royale (Aurora Theatre Company), Zenith (SF Playhouse), The Tempest (Sacramento Theatre Company), and Disgraced (Capital Stage). In 2018, she received accolades for her directorial debut of Othello at Big Idea Theatre. More directing work has followed, including a staged reading of The Drill at Capital Stage. Also a writer, Atim is a member of For the Love of Cinema in Sacramento and has written numerous creative non-fiction pieces as well as two short film scripts. A cross-disciplinary degree in human biology from Stanford laid the foundation for her continued studies of life and acting from California to London, where she attended the London and International School of Acting. Atim currently teaches Shakespeare to middle school and high school students at the East Bay Center for Performing Arts.

Elaine Lenae Douglas - Teaching Artist

Elaine Lenae Douglas has been performing for many theater companies in Sacramento and other nearby areas for over 20 years. She has been a part of the Celebration Arts Family for over 10 years. She was first a resident actress and is currently a member of the executive board. Ms. Douglas' first stage production at Celebration Arts was in 2007 performing in

James Baldwin's classic, *Amen Corner*, in a role she later reprised in the 2017 production of the show. When Celebration Arts opened *A Raisin in the Sun* in February 2018 at their new location, Ms. Douglas was the assistant director. Elaine Douglas is a graduate from the University of California Berkeley with a double major in sociology and ethnic studies. She later obtained a teaching and administrative services credential from California State University, where she studied theater arts as a minor. She is currently working on a certification in theater for young audiences at Cosumnes River College. She went on to earn a master's degree in education focused on integrating the arts into the curriculum. Retired as the principal of Creative Connections Arts Academy, Ms. Douglas remains involved in theater arts as a performing artist and teaching artist with Sacramento Theater Company. She is the Drama Ministry Leader at the New Home Missionary Baptist Church, an auxiliary that ministers religious and outreach presentations to other churches and community organizations. Ms. Douglas is a life-long learner who believes that theater arts is the mirror of society. She uses theater as her most valuable teaching tool to inspire students through drama, movement, and music to create artistic reflections of the world in which we live.

For a comprehensive list of NorCal staff and faculty go to <https://www.norcalsoa.org/>

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

At NorCal School of the Arts, administrators and teaching artists are committed to continually assessing and evaluating the services we provide to the students and educators in our community.

NorCal School of the Arts goal at Williamson Elementary School is to provide classes for students that also act as a professional development to teachers on theatre arts and SEL integration techniques for the classroom. These classes will further engage students and support the emotional and academic well-being of students.

NorCal School of the Arts will provide an after-school theatre program to help students obtain life skills related to increased ability and confidence with public speaking, self-management, communication and collaboration. Student involvement in theater arts and SEL-integrated activities provides students critical thinking opportunities to help them in school and beyond. Student engagement in the arts also positively impacts cognition.

Upon the completion of the program, NorCal's Executive Director will provide an impact report to include video and photo documentation of teaching artists in the classroom/rehearsal room and the students' final presentation. The impact report will contain attendance records; weekly lesson plans with the specific ELA, SEL, and VAPA standards achieved; as well as survey results.

NorCal management will observe teaching artists in the classroom and review daily reports. After each class, classroom teachers will fill out a survey via Google Docs that is programmed to go directly to the teaching artist and the Executive Director/Program Manager so that feedback can be immediately incorporated into the next lesson. Student progress will be notated throughout the process. Formative assessments will be woven into the lesson plans throughout the artistic process of both the classes and the after-school theater program. The curriculum will be created through a backward design approach with the summative assessment (final outcomes) referred to during the curriculum creation process.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$25,000

Estimated breakdown of project expenditures:

Teaching Artists for 10 class SEL/Theater ARTs integrated classes: \$11,000 (\$50.00 a class at 22 classrooms)

Administration/project management for 30 weeks: \$5,000 Director

Choreographer & Music Director for show: \$6,000

Production costs: set, costumes, light rental, sound equipment rental \$3,000

Matching funds (including any in-kind contributions): \$5,000

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: \$20,000

Is this a multiyear request? Yes **No**

If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

This project is viable as a one year project as we continue to receive grants and funding for tuition based programming which also supports our outreach programs. We are committed to providing programming for Title One Schools in underserved communities where students do not have access to the arts.

How many years have you received funding for this project? This is the first year NorCal School of the Arts has applied for funding for this project. Nu Art Education, Inc. applied for funding for a Financial Literacy Tour in the schools last year, however, Nu Art Education, Inc is now doing business as NorCal School of the Arts.

When will your request for funding sunset for ongoing programs? The program will be completed by the end of April/early May 2022.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

NorCal School of the Arts Timeline

September 2021

Meet with school principal and after-school program staff to schedule classroom visitations and regular day/time for each classroom, decide on show title for spring show and discuss goals, curriculum and targeted educational standards. NorCal staff schedules each classroom a specific day/time for teaching artist to come into the class each week.

October - December 2021

NorCal School of the Arts staff will implement 10 theater arts/SEL integrated classes in each classroom at Williamson Elementary School. This will have the added benefit of generating excitement about a spring musical. Final class of the 10 class series will include a final presentation for students to share skills obtained.

January

Auditions & registration take place for April production. NorCal School of the Arts invites parent involvement with organized parent meetings that help to explain process, rehearsal schedules, time commitment, and to solicit parent engagement (community building).

January-April

Rehearsals begin 3-4 days a week, After- school, 3 to 4 days a weeks for 1-2 hours of rehearsal each day. Community and parent engagement occurs by actively getting them involved in building sets, creating costumes and props, and helping with publicity. days over two weekends. to engage parents and community to support the final production

April

Dress and tech rehearsals, final presentation, performance, & assessments

Note: At Williamson Elementary, the principal, Angi Carlomagno, is extremely supportive of NorCal School of the Arts programming and realizes the need for the students and teachers to have SEL strategies integrated into the arts. This grant would provide an amazing opportunity for students to participate in the arts while receiving the added benefit of addressing student emotional health.

Theater Arts & SEL integrated classes and rehearsals include: Physical and vocal exercises Improvisation games and SEL welcoming signature activities Creative movement and main lesson to support goals of classroom teacher Students devising a final piece and engaging in the creative process together to support building community and collaboration in the classroom.

Timelines In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Executive Director, Michele Hillen-Noufer has over 20 years experience producing children's plays, musicals and educational programs grounded in academic and vasa standards. NorCal School of the Arts has had great success in after school programs in another Rancho Cordova school since 2018. The timeline provided is completely reasonable and NorCal has had a track record of success.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The program proposed is also designed for a virtual platform and can be transferred to a virtual or hybrid format. NorCal School of the Arts has provided the proposed programs both virtually and "in-person" in the past.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Williamson Elementary School 2275 Benita Dr. Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes N/A No, However we have a letter of support from the Principal Angi Carlomagno

If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

The supplemental Endorsement Form has been emailed to Angela Griffin at FCUSD.

School District (if applicable, check all that apply): EGUSD **FCUSD** SCUSD Other

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Michele Hillen-Noufer

Title: Executive Director

Individual Public Agency **Non-Profit** Other

Phone: 916-955-9462

Email: michele.hillen@norcalsoa.org

Mailing Address: 803 Vallejo Way Sacramento, CA 95818

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Michele Hillen-Noufer

Title: Executive Director

Phone: 916-955-9462

Email: michele.hillen@norcalsoa.org

Mailing Address: 803 Vallejo Way Sacramento CA 95818

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via email.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

NICHE STATS:**Williamson Elementary School****#181 in Best Public Elementary Schools in Sacramento Area**

Williamson Elementary School is an above average, public school located in Rancho Cordova, CA. It has 537 students in grades K-5 with a student-teacher ratio of 22 to 1. According to state test scores, 27% of students are at least proficient in math and 39% in reading.

Statistics:

- #627 out of 6,397 in terms of most diverse public elementary schools of California
 - This means they're in the 90th percentile, or the top 10%
- Percent proficient in reading: 39%
- Percent proficient in math: 27%
- Number of students: 537
- Free or reduced lunch: 82%
- Student Diversity
 - Hispanic 42.5%
 - White 28.3%
 - Multiracial 12.5%
 - African American 11.2%
 - Asian 3.2%
 - Pacific Islander 2.4%
 - Native American 0%
- 50% female, 50% male
- Student to teacher ratio: 22:1, national average is 17:1

Williamson Elementary School



Home of the Wildcats

3/4/2021

To whom it may concern:

I am writing to express our support for NorCal School of the Arts providing a Theater Arts Program integrated with Social Emotional Learning (SEL) at Williamson Elementary. Now, more than ever, our students need SEL strategies as we return to a new normal. The arts are a perfect way to deliver Social Emotional Learning strategies as the Arts already provide so many opportunities for students to connect, build community and act as an outlet for self-expression and creativity.

With our past arts programming, the teachers and families have seen that bringing the arts into our school deepens the concepts that they are trying to teach in their class and engages students to want to come to school. Our resources have been unable to support a theater program at our school for many years and we welcome this opportunity to partner with NorCal School of the Arts. Bringing a Theater Arts/SEL program to Williamson Elementary would help all students but especially students who learn differently and excel in other ways such as through movement, singing and verbal expression. It would help our students connect to each other in a meaningful way and this Arts Integration program in the classroom would also act as a professional development for the classroom teacher, giving the teacher some new strategies and perspectives to address students emotional needs.

Thank you for your consideration for Williamson Elementary. Thank you for investing in our youth as we continue to try to nurture their talents and prepare them for a successful future.

Sincerely,

Angi Carlomagno

Angi Carlomagno, Principal

Williamson Elementary School



WHAT CLASSROOM TEACHERS ARE SAYING

"My students are extremely engaged in the SEL & Theater Arts integrated lessons. I wish this was a program we could continue."
~Matthew Garber, SCUSD Teacher

"More students show up on zoom on theater days and after the SEL & Theater Arts lab, all the students are more focused on the curriculum. One of my English Language Learners has been particularly impacted by the lessons and is beginning to talk and interact with her peers."
~Kimberly Brower, SCUSD Teacher

"The students who are usually quiet and unwilling to participate were given the opportunities and were willing to participate in the Theater/SEL activities. ~Feifei Xie, SCUSD Teacher

"I have learned how important it is to have the students get up, move around and be more engaged."
~Amy Montez, SCUSD Teacher

"The English Language learners in my classroom are able to express their thoughts using gestures and share their creative side." ~Alicia Chavez, SCUSD Teacher

"The biggest impact on my classroom as been the smiles on the students faces, the excitement when they are playing the (theater) games." ~ Angelia Jones, SCUSD Teacher

"I do believe that having the labs creates a stronger classroom environment where students are more comfortable sharing and trying harder." ~ Jay Kurtzman, SCUSD Teacher

"Our teaching artist has provided an abundance of exercises and stage experience in which I plan to continue with my students. The biggest impact is being able to see the improvement of engagement of certain students. Those students shine during Theatre!" ~ Nancy Vang, SCUSD Teacher

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NOVEMBER 2020

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■ COMMUNITY

Local Launches Northern California School for the Arts

BY VANESSA ELMAS, ASSISTED BY MICHELE HILEN-NOUFER

PHOTOS COURTESY OF NORCAL SCHOOL OF THE ARTS

So much has happened in 2020 that even adults are having a hard time processing it all. And what of our kids? Local resident Michele Hillen-Noufer knows that children need to engage in creative outlets now more than ever. Michele feels passionate about the benefits of young people engaging in the arts and specifically the creative process. So much so, she launched a non-profit School of the Arts to allow students to participate in performing arts opportunities virtually until we return in person again. Michele became Executive Director of Northern California School of the Arts in July 2020 and is excited to expand the vision for the outreach program and provide on-going learning opportunities, classes, camps, and college counseling for the performing arts student.



Northern California School of the Arts is also home to a leadership institute. Why a leadership institute as a program in the School of the Arts? To most artists, it would make sense, since artists tend to be the change-makers in society. At NorCal School of the Arts, high school

students in the Leadership Institute are interested in theater for social change and making a difference with their art.

Michele says that her long term goal is to help put the arts back in every school in the Sacramento region. She said she plans to bring arts integration and after school theater programs to schools through the School Outreach program. The program serves as a means to help students learn collaboration and communication skills, develop their identity, explore their creativity, use theater as a tool to celebrate diversity, ensure equity, and provide access to arts programming and inclusion for students in under-served communities. The organization's mission is to provide a holistic, individualized, and professional training approach that supports artists from diverse communities to create, express, and participate in theater arts educational opportunities. Through arts engagement, students are empowered to embrace social and emotional learning strategies and create a positive mindset towards themselves and their community.

NorCal School of the Arts promotes these principles through a school and community outreach program and curriculum that includes:

- Professional Actor Training for Stage and Screen
- Premier and regional performance opportunities
- Leadership and Business Skills Training
- After-School and In-school theater arts classes and performance opportunities
- College Counseling & Career Readiness
- Physical and Mental Wellness &
- Life Balance

The cost of the programs varies and is currently less expensive because of the virtual nature. Each session for the virtual acting and musical theater classes range from eight to ten weeks and costs \$120.00. NorCal School of the Arts is also about to launch a Premier Pro/After Effects computer programming class for middle school and high school-aged students interested in film to learn about movie editing. That particular class will run for 12 weeks and will be \$160.00 for the session. They also provide a full nine-month Performing Arts Corps program (The Corps) during the school year for \$1,500.00. The Corps offers weekly classes in singing, dancing, tv/film, the leadership institute, private vocal coach-



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ing, and college counseling. Michele works diligently to get funding from grants and corporate funding for the school outreach programs to ensure students who want to take classes in NorCal's other programs can apply for a scholarship.

The programs and classes are currently offered for students from first grade through high school (age depends on the program.) The school welcomes children with learning differences, and they emphasize what each child can do, not what they can't do. Michele says that she "appreciates Howard Garner's research," and there are many different learning styles and "multiple intelligences." The arts embrace differences as a good thing.

The overall objective of the organization is to provide students with:

- Technical and artistic knowledge of theater arts: Stage, TV, and Film
- A nurturing, safe, and mentally healthy environment that enhances the ability to find one's artistic potential
- Access to quality artistic and creative opportunities
- A greater ability to self-reflect with confidence towards making life choices and embracing personal growth
- Leadership and business development skills to create expanded and more fulfilling job opportunities
- A multi-generational artistic community to embrace the value of mentoring while recognizing the importance of everyone's unique talents
- Opportunity to embrace and celebrate diversity through theater arts.



This non-profit organization is solely dedicated to arts education and the holistic development of students' creativity and talents. In addition to bringing her passion to this organization, Michelle brings 30 years of industry experience and training. She worked for 20 years internationally and nationally as an actress, singer, dancer, director, and choreographer. Michele has a master's in Education with an emphasis in Arts integration. She is a member of AEA (Actors Equity Association) and SAG (Screen Actors Guild). She spent the last 15 years growing the Sacramento Theatre Company's education programs before taking over Nu Art Education Inc. DBA Northern California School of the Arts. In addition to Michele serving as the Executive Director, she has organized a group of talented individuals as guest artists, directors, and teachers to champion the cause. ■

For more information on NorCal School for the Arts, please visit:
<https://www.norcalsoa.org> or call 916-955-9462.

NOW OPEN

Thu-Sun 8AM-2PM






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**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: NorCal School of the Arts Theater Arts & SEL Integrated Program at Williamson Elementary

Name of Organization: NorCal School of the Arts (Nu Art Education, Inc.)

Name of Applicant and Title: Michele Hillen-Noufer, Executive Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-955-9462

Applicant's Email: michele.hillen@norcalsota.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Wednesday, March 17, 2021 9:10 AM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 832253
IP Address: 73.151.100.5
Submission Date: 03/17/2021
Survey Time: 27 minutes, 27 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Mandarin Music Academy Scholarships at Sunrise and McGarvey Elementary Schools

* Project Description

The Sacramento Mandarins is an arts-based non-profit whose mission is to transform the lives of youth through performing arts. In Rancho Cordova we currently offer our Mandarin Music Academy instrumental music and choir programs at Sunrise and McGarvey Elementary Schools. The proposed project will provide student scholarships for the Mandarin Music Academy to be divided between Sunrise and McGarvey Elementary Schools. Through these scholarships we will provide equity and access for deserving students. Each scholarship includes a full-year of tuition, musical instruction, rental instruments and learning supplies. We believe, and numerous studies have shown, that students' lives are greatly enhanced by learning music early in their lives. Music education provides numerous academic and social benefits, such as increased cognitive skills, higher test scores, better attendance, increased listening skills and a sense of community belonging.

* Project Team

The Sacramento Mandarins will provide the Mandarin Music Academy for both schools. The Mandarins provides a well-qualified and trained Band and Choir Directors at each school site. The curriculum, learning materials and instruments (trumpet, clarinet, flute, percussion kits) are all provided by the Mandarins. All program oversight, marketing, registration, insurance, payroll and background checks are done by the Mandarins. The school is responsible for providing a space for the classes (multipurpose room or class room).

* Project Goals

The goal of this project is to "Give the gift of music" to up to 60 deserving students in the upcoming school year. We believe that this grant will provide greater access to those students who are unable to afford music education. Our aim is to inspire a life-long love of performing arts for the students as they continue their music education at the middle and high school levels. This project aligns with Rancho Cordova's project criteria of Arts, Children and Education.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

22,000

* Estimated breakdown of project expenditures

Total Project Cost is \$22,000 with a Breakdown of the Funding Request as follows: o Tuition: \$18,000 (\$300 x 60 students) o Instruments: \$3,000 (\$100 x 30 band students) o Methods books: \$600 (\$10 x 60 students) o Supplies: \$400 (valve oil, reeds, drum sticks) Note: this is a continuation and consolidation of two grants that were awarded in the 2019-20 period for a total of \$20,400 (\$12,000 and \$8,400).

* Matching Funds

N/A

* Include any other funding contributions

N/A

* Ongoing operations and maintenance costs if applicable

N/A

* Total Community Enhancement Funds requested

22,000

* Is this a multiyear request?

No

* How many years have you received funding for this project?

1

* When will your request for funding sunset for ongoing programs?

June 30, 2022

*** Project Schedule**

The Mandarins Music Academy operates on a two-semester system. Semester one is from September through January. Semester two is from February through May. The classes are held twice per week for one hour. This provides a total of 60 hours of instruction throughout the year.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Our Mandarins Music Academy program schedule is consistent with the Elk Grove Unified School District academic calendar. With the 2021-22 school year completion by June 2022, we will complete our project by that date.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Yes, we have experience conducting classes virtually through distance learning. And we are able to provide education in a hybrid format that includes distance learning and face-to-face instruction.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

* Physical address of project location

Sunrise Elementary School 11821 Cobble Brook Drive
Rancho Cordova CA 95742
USA

Other physical addresses if project/program is at multiple sites

McGarvey Elementary School 4350 Sophistry Dr. Rancho Cordova, CA 95472

* Have you received a letter of support for the project/program from the property owner?

Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

Elk Grove Unified

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

SKIPPED

* Application submitted by

Jim Tabuchi

Title

President and CEO, Sacramento Mandarins

* Submitting as

Individual

Non-Profit

* Phone
(916) 719-7368

* **Email**
jimtabuchi@yahoo.com

* Mailing Address of Submitter
9792 BUSINESS PARK DR
California SACRAMENTO 95827
United States

Signatory's Name
President and CEO Jim Tabuchi

* Signatory's Phone
(916) 719-7368

* **Signatory's Email Address**
jimtabuchi@yahoo.com

* Signatory's Mailing Address
9792 BUSINESS PARK DR
California SACRAMENTO 95827
United States

Attach any additional documents here
2021 Rancho Cordova Grant Proposal.pdf

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Mandarins
Music
Academy
Rancho
Cordova Grant
Proposal



Presented by the Mandarins Music Academy
Mandarins of Sacramento, Inc.
A non-profit established in 1963 dedicated to
Transforming the Lives of Youth through Performing Arts

March 2021

The purpose of this document is to outline the grant proposal to Rancho Cordova's Community Enhancement Fund for 2021/22.

Project Name:

Mandarins Music Academy Scholarships at Sunrise and McGarvey Elementary Schools

Project Description:

The Sacramento Mandarins is an arts-based non-profit whose mission is to transform the lives of youth through performing arts. In Rancho Cordova we currently offer our Mandarins Music Academy instrumental music and choir programs at Sunrise and McGarvey Elementary Schools. The proposed project will provide student scholarships for the Mandarins Music Academy to be divided between Sunrise and McGarvey Elementary Schools. Through these scholarships we will provide equity and access for deserving students. Each scholarship includes a full-year of tuition, musical instruction, rental instruments and learning supplies. We believe, and numerous studies have shown, that students' lives are greatly enhanced by learning music early in their lives. Music education provides numerous academic and social benefits, such as increased cognitive skills, higher test scores, better attendance, increased listening skills and a sense of community belonging.

Project Team:

The Sacramento Mandarins will provide the Mandarins Music Academy for both schools. The Mandarins provides a well-qualified and trained Band and Choir Directors at each school site. The curriculum, learning materials and instruments (trumpet, clarinet, flute, percussion kits) are all provided by the Mandarins. All program oversight, marketing, registration, insurance, payroll and background checks are done by the Mandarins. The school is responsible for providing a space for the classes (multipurpose room or class room).

Project Goals:

The goal of this project is to "Give the gift of music" to up to 60 deserving students in the upcoming school year. We believe that this grant will provide greater access to those students who are unable to afford music education. Our aim is to inspire a life-long love of performing arts for the students as they continue their music education at the middle and high school levels. This project aligns with Rancho Cordova's project criteria of Arts, Children and Education.

Funding Request:

- Total Community Fund Request: \$22,000
- Breakdown of Funding Request:
 - Tuition: \$18,000 (\$300 x 60 students)
 - Instruments: \$3,000 (\$100 x 30 band students)
 - Methods books: \$600 (\$10 x 60 students)
 - Supplies: \$400 (valve oil, reeds, drum sticks)
- Note: this is a continuation and consolidation of two grants that were awarded in the 2019-20 period for a total of \$20,400 (\$12,000 and \$8,400).

Project Schedule:

The Mandarins Music Academy operates on a two-semester system. Semester one is from September through January. Semester two is from February through May. The classes are held twice per week for one hour. This provides a total of 60 hours of instruction throughout the year.

Mandarins Music Academy Information

Background of the Sacramento Mandarins

The Sacramento Mandarins is a non-profit organization established in 1963 (Non-Profit Tax ID: 23-7350189). Our mission is to Transform the Lives of Youth through Performing Arts. We do this through a number of programs including our World Class Mandarins Drum and Bugle Corps, Mandarins Music Academy, our Mandarins Academy at Sac State, and our Mandarins Entertainment programs. In the beginning we served just about 60 youth of principally Chinese decent. Today we serve over 1,000 youth per year in all of our various programs. We are also one of the most visible performing arts organizations in the region with over a half a million views of our performances every year. In fact our Mandarins Entertainment is the drum line for the Sacramento Kings, NASCAR and numerous high profile events around town. Our entire administrative staff is made up of volunteers. The only paid staff members are our well-qualified and deserving educators.

The Mandarins Music Academy is currently being conducted through many schools within the Elk Grove Unified School District. The list includes Zehnder Ranch, Ehrhardt, Sunrise, McGarvey, Elk Grove, Markhofer and Florin Elementary Schools.

Mandarins Music Academy Mission:

To create *scholar musicians* by inspiring children to a life-long love of music.

The Mandarins Music Academy serves multiple purposes and provides benefits for everyone involved.

Benefits to Students:

Numerous studies have shown that students benefit greatly from music education early in their lives. They achieve higher test scores, have better attendance, have a social grouping in school, some have even said that music helps to shape the young brain (reference: Einstein). Not only does music enrich the students' lives, but it provides great social and academic benefits.

Benefits to Parents:

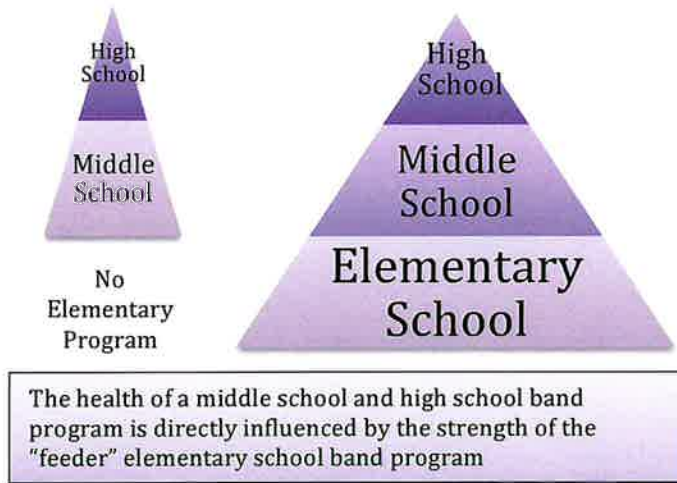
What is good for the student is good for the parents. As a parent you realize that as your child grows up you have a smaller and smaller influence over their lives. So one of the best ways you can continue to influence your child all the way through high school is to pick their friends by putting them in band. By having them in a music program you can rest assured that your child would be among driven, well-behaved, smart, focused students.

Benefits to Administrators:

While the benefits of elementary music education are known, in many elementary schools it is difficult to fit in a music program because of all of the competing demands. So having a program that can be run semi-independent of the normal curriculum provides the benefits without needing to sacrifice other academic programs.

Benefits to Middle School and High School Band Directors:

Music students form a pyramid. Of those elementary school students who participate in instrumental music a percentage of them bridge up to take music in the middle schools. Of the middle school students, only a percentage of them continue at the high school level. So in order to strengthen participation at the middle school and high school level, you must broaden participation and teach the fundamentals of music at the elementary school level.



Curriculum:

- **Music Education Articulation:**
The Mandarins Music Academy program is designed to dovetail to the middle/high school program. It is our aim that every student will be prepared to bridge over successfully into a middle/high school intermediate band program. In some cases, the more advanced students may successfully enter a middle school advanced program. This program should be thought of as the first two years of a student's eight-year curriculum that includes middle school and high school.
- **Methods Book**
The book that we use is called Sound Innovations. This book is co-authored by Robert Sheldon, Peter Boonschaft, Dave Black and Bob Phillips. It was selected because it takes on a modern approach to teaching students from the very beginning level. The curriculum offers demonstrations by some of the finest musicians in the country and allows for online practice on a computer or cell phone.
- **Eligible Instrumentation:**
Flute, clarinet, alto sax, trumpet, trombone and snare drum.
- **Concerts (Winter/Spring)**
The program is designed to have two main performances in the Winter (December) and in the Spring (May). The band may also conduct a performance at a school assembly in May.
- **The program uses a system called the Karate Band Method.** Students will be rated based on their demonstrated proficiencies. They are able to graduate to a new colored belt when they demonstrate those proficiencies. The "belts" are colored beads that they can tie to their instrument cases.
- **Mandarins Music Academy Honor Band**
We offer an honor band experience for the intermediate to advanced students. This is a full day session where students from all Mandarins Music Academies gather from across the Sacramento Region and learn and perform music together. This is done under the direction of a guest conductor and individual instrument clinicians.
- **Optional Bandfest with Middle School and High School**
Depending on the middle school and high school, we may cooperatively develop a bandfest that involves the middle and high school students. For these programs, a single performance piece is rehearsed and all three-band levels play together in a big gym or theater setting.
- **Class sessions**
Classes are 45 minutes long and would be held twice per week. Schedule TBD.
- **Example Schedule:**
School day ends at 2:30
Class session 2:30 – 3:30

Music Educators

- **Program Director:**
Forrest Powell is the Mandarins Music Academy Program Director. He is an experienced music educator and professional performer (trumpet). He attained his Bachelors Degree in Music from Cal State University Northridge and his Masters Degree in Music from the University of California Los Angeles. He has also been the Director of Bands at M.U.S.E. and an Instructor at the Youth Orchestra Los Angeles/Harmony Project.
- **Music Director (MD):**
Our Music Directors will be dedicated to inspiring your students to begin a life long love of music. We employ and train dedicated and focused music educators. A successful candidate would have completed at least one year of undergraduate work in a qualified music education program. They will have taken music theory, have excellent proficiency in at least one instrument and will have completed classes in brass, woodwind and percussion. Our goal would be to prioritize music education majors and those with teacher's credentials.
- **Music Advisor (MA)**
Our Music Director reports to our Music Advisor, James Mazzaferro. He is an experienced music educator with over 40 years of band director experience and is recognized in the California Music Educators Association as a Hall of Fame Award winner. In his role, he recruits, trains and supervises the teaching methods of our Music Directors. He will be frequently seen observing and providing evaluations to the Music Directors.
- **Background checks:**
Student safety and well-being is the #1 priority for the Sacramento Mandarins. All Music Directors are required to submit to and pass a criminal background check every two years. This is administered through a third party called Onesource.
- **"2 of 8" Curriculum**
The Music Academy is considered to be the first two years of a students eight years of music education. The students will be prepared to bridge successfully to the middle school level and likewise to the high school level. A partnership will be created with the middle school and band directors to ensure this progression.
- **Compensation:**
The Music Directors are compensated by the Sacramento Mandarins. If the assigned Music Director is unable to perform his or her duty, then the Sacramento Mandarins will provide a replacement.
- **Musical Instrument (Optional):**
Musical instruments can be provided as part of this overall package. We believe that the students first instrument is as important as their last. If their instrument doesn't function properly then they may become discouraged and never learn music again. Because of this we exclusively purchase new instruments from KHS America, the provider of Jupiter, Mapex and Majestic instruments. Currently, all of our instruments are less than 2 years old.

Program Administration:

- Naming:
 - * The band program is named **The Mandarins Music Academy at _____ School.**
 - * The name was selected to allow parents and school administration to recognize that the program is focused on music education.
 - * The name also allows for further expansion if warranted. Today, the name refers to elementary school band programs. In the future it could include chorale groups, guitar classes, piano classes, etc.
- Registration
Mandarins Education provides the website for on-line registration
- Payment
The Sacramento Mandarins would be directly paid by the Elk Grove Unified School District. A quote and invoice is available if needed.
- Facility arrangements
Mandarins Music Academy would work with the elementary school principal and custodial staff to identify a suitable location such as the multi-purpose room, cafeteria or classroom.

For further information or questions, please contact me at my phone number or email address below.

Best regards,

Jim Tabuchi
Executive Director
Sacramento Mandarins
Phone: (916) 719-7368 or email:jimtabuchi@yahoo.com



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Mandarins Music Academy Scholarships at Sunrise and McGarvey Elementary Schools

Name of Organization: Mandarins of Sacramento, Inc

Name of Applicant and Title: Forrest Powell, Mandarins Music Academy Program Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: (818) 309-7320

Applicant's Email: forrestpowell80@yahoo.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Assistant Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Cordova Youth Spotlight Orchestra Live

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The Cordova Youth Spotlight Orchestra (CYSO) comprises ensembles playing compositions designed for mixed instruments. Cordova Youth Spotlight Orchestra Live, this project, will bring live and recorded CYSO performances to Rancho Cordova residents wherever they are and even whenever they want. There will be three annual live public concerts, two of which will be outdoors and recorded for television broadcast. The third public concert will be recorded and live-streamed via an online host such as Side Door, Instagram Live, or Zoom. In addition to live public concerts, professional videotapes of all-star (i.e., the most accomplished) ensemble performances will be produced for students to add to their resumes. With parents' permission, all concerts and performances will be uploaded to popular media platforms for on-demand viewing.

Residents of Rancho Cordova will be proud to claim these professional quality performances by home-grown musicians, and students will aspire to continue developing their skills to become CYSO all-stars and ultimately masters of their instruments. The widespread exposure afforded by popular media will attract families to Rancho Cordova, where all students in grades 4 and up receive free music education and learn to play a musical instrument.

CYSO leverages and enhances the Folsom-Cordova USD music curriculum by giving its Rancho Cordova students another outlet to explore new genres and styles of music, to collaborate with other like-minded students, to be coached by professional musicians, and to showcase their skills. In contrast to a traditional orchestra in which a student is one of many playing the same instrument, each student in a CYSO ensemble is the only person playing his or her part of the composition. Students must listen intently and collaborate closely with the members of their group to develop and perfect their music. CYSO also leverages community organizations like Access Sacramento and Side Door to deliver live virtual performances to the public.

Ensembles are COVID-ready, that is, they are small cohorts that are easily distanced in ordinary outdoor and indoor settings. As long as COVID restrictions are in force, rehearsals and concerts will be held outdoors with required physical distancing, masking, and sanitizing regimens.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The Sacramento Performing Arts Conservatory (SPAC) is responsible for the development and delivery of this project. SPAC is a nonprofit 501 c3 organization governed by a volunteer CEO, CFO, and a distinguished 12-member Board of Directors. SPAC has been bringing violin, piano, orchestra, and art classes and events to schools and communities in the Sacramento area since 2005. Leveraging a large inventory of musical instruments and ongoing partnerships with schools, businesses, and community groups, SPAC has enabled hundreds of disadvantaged youths to learn to play an instrument and perform before public audiences. More information is available at the SPAC website www.sacramentoconservatory.com.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The project will be considered successful if the following goals are 85% achieved:

- Public park concerts are aired on TV.
- At least one concert is live streamed and attended online.
- Online videos of three top performing ensembles are viewed 200 times and "liked" 40 times.
- All registered students complete the program.
- Each public concert is attended by 200 people.
- The quality of students' intonation, rhythm, music interpretation, and other technical skills improves by a measurable degree.
- Students work as a team to solve problems, offering ideas and listening to each other's ideas to develop their sound.
- Applicants for 2022-2023 increase by 20% over 2021-2022.
- The project is completed within budget

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$10,250

Estimated breakdown of project expenditures:

\$1800 Advertising and promotion
 \$1000 Production of live-streamed one-hour in-studio concert
 \$2500 AV recording of 2 one-hour public park concerts
 \$1800 Six-hour video taping session for all-star ensembles
 \$1500 Two public park concert venues
 \$ 800 PA equipment rental for 2 public park concerts
 \$ 250 Tables for concert use
 \$ 400 Two sanitizer stations and sanitizer supply (for concerts)
 \$ 200 Video editing software

Matching funds (including any in-kind contributions): N/A

Include any other funding contribution to include your own: \$300

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: **\$9,950**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs? June 30, 2022

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

March 20: advertise on Peach Jar, begin registering students and forming ensembles.

August 7: begin weekly coaching sessions; begin planning for November concert, apply for Access Sacramento production services. November 13-14: perform first public concert. November 29: assess performance, attendance, and production services against objectives.

December 6: begin planning for March concert, engage production services and online host.

February 1: begin evaluating ensemble performance for video taping session.

March 1: begin planning for June concert, apply for Access Sacramento production services.

March 12-13: perform second public concert.

March 17: register new students for 2022-2023, begin forming ensembles.

March 29: assess performance, attendance, and production services against objectives.

April 1: select all-star ensembles for video taping, contract video production services. May 1: conduct video taping.

May 21: end weekly coaching sessions.

May 22: perform third concert.

May 27: assess performance, attendance, and production services.

June 15: end 2021-2022 program.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The orchestra schedule follows the school calendar. All rehearsals and events for which funds are requested will finish by the close of the school year, May 27, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The program is designed in keeping with the most strict Sacramento County Health orders. Students will rehearse and perform in small groups. Rehearsals and concerts will be outdoors as long as required. Instead of the one virtual concert, all three public concerts will be virtual if outdoor gatherings are prohibited. All participants will wear masks and maintain 6 feet of separation at all times, and facilities will be sanitized between groups.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10702 Alicante Way, Rancho Cordova

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
 If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Joanna Baisden

Title: Chairman of the Board

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Phone: 916-635-7728

Email: joanna.spac@live.com

Mailing Address: 11057 New River Circle, Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Oxalis Nguyen

Title: CEO

Phone: 916-308-2307

Email: oxalis.spac@live.com

Mailing Address: P O Box 72, Rancho Cordova, CA 95741-0072

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Who We Are

Sacramento Performing Arts Conservatory (SPAC) is a 501 c3 nonprofit organization cultivating new generations of performing artists and audiences. We help students develop the traits of successful performers, including self-discipline, teamwork, problem-solving, and self-confidence. At the same time, we expand the reputation for arts in the community, enrich existing school programs, and foster cross-cultural understanding and pride.

Music Program

SPAC provides opportunities for Sacramento youth to study, play and perform classical music compositions. While we are best known for before and after-school violin and piano classes in the Sacramento, Elk Grove, Folsom-Cordova, and San Juan school districts, our weekend orchestra class has grown steadily in popularity since 2016.

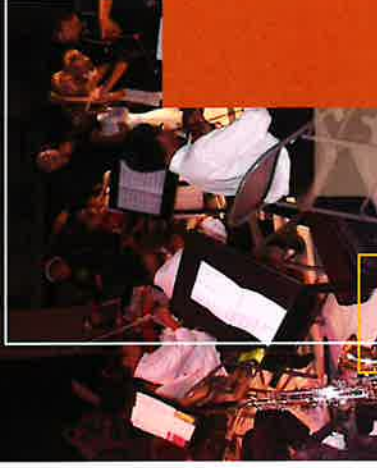
Arts in the Community

SPAC arts students perform at schools, nursing homes, hospitals, malls, churches, parks and any other venue where the community is found.

Mad About Arts is a community event featuring outstanding art works, vocal, dance, and music performances of talented student artists in the Sacramento area.

Cordova Youth Spotlight Orchestra

Our newest project, the Cordova Youth Spotlight Orchestra enables Sacramento music students to form musical ensembles and to advance their playing skills and confidence under the coaching of professional musicians. Regular opportunities to perform are an important part of the program.



Sacramento Performing Arts Conservatory

Expressive Arts Therapy

Including art therapists, music therapists, and theater arts therapists, SPAC arts therapists are trained to assist patients and families in building creative coping skills, exploring thoughts and feelings related to hospitalization and illness, and utilizing the arts for exploration and self-expression.

Donations

Philanthropy meets funding needs not supported by fees and government grants. Your gift today will change the lives of deserving students and help our teachers continue to provide quality arts education to hundreds of children yearly throughout the Sacramento area.

SETA Head Start

The SPAC Operation Head Start Program, launched in January 2009, was developed in consultation with Head Start schools in the Sacramento area to meet the needs of gifted and exceptionally motivated Head Start Pre-K children who can benefit from a challenge beyond the traditional classroom music curriculum.

Outreach

Leveraging a large inventory of musical instruments and partnerships with schools, businesses, and community groups, SPAC enables youths who could not afford private lessons to learn to play musical instruments and to perform before public audiences.

Grants and private donations support scholarships to motivated students who cannot afford SPAC's incredibly low fees.

A community in which students learn to work in harmony and form close, lasting friendships

Board of Directors

The SPAC executive staff and Board of Directors consists entirely of volunteers who support SPAC objectives to deliver quality performances and to offer Arts Education and Arts-in-Medicine programs in the Sacramento area. Board participation is an opportunity for anyone interested in becoming involved in music, arts, and social issues, and in helping to shape our *au courant* organization. If you would like to join our team, please contact us.

Contact Us

Sacramento Performing Arts Conservatory
PO Box 72, Rancho Cordova, CA 95741-0072
10702 Alicante Way, Rancho Cordova, CA 95670
(916) 308-2307

Email Ms Clara Litman at clara.spac@live.com
Visit our website www.sacramentoperformingartsconservatory.com.

Please give us 48 hours to return your call.





William Land Elementary School

2120 12th Street, Sacramento, CA 95818

(916) 264-4166

Ellen Lee Carlson, Principal

December 7, 2020

To Whom It May Concern:

It is a privilege to write this letter supporting Dr. Oxalis Nguyen and the organization Sacramento Performing Arts Conservatory (SPAC). Dr. Nguyen and SPAC taught two classes of violin and piano after school for three years at William Land Elementary during my tenure as principal. Parents were excited for the opportunity for their children, and students enjoyed learning a new instrument, even if they did not always practice as much at home as they should have. I understand that several of our students became quite the accomplished pianists as they continued with SPAC classes beyond elementary school. Despite their individual starting points at the beginning of the program, each student benefitted by improved manual dexterity, eye-hand coordination, cognitive abilities, and self-esteem. Each student participated in a culminating event at the spring recital where students wore formal attire and showcased their accomplishments for the year. William Land and its community was further enriched because of its partnership with SPAC.

William Land shares a common vision with SPAC where equity and access to enriching opportunities such as music education remain a priority. Thus, partners such as SPAC must continuously seek financial assistance in order to provide programs to students. Dr. Nguyen and SPAC have proven to be dependable and creative partners in the development of students' abilities, appreciation, and motivation. I have every confidence that they will succeed in their new enterprise and the Sacramento area will continue to be enriched by their services.

Sincerely,

Ellen Lee Carlson

Mr. Albert Wilson
15066 Fuente De Paz
Rancho Murieta, CA 95683-9374
(916) 599-5038

March 3, 2021

Dr. Oxalis Nguyen
Sacramento Performing Arts Conservatory
PO Box 72
Rancho Cordova, CA 95741-0072

Dear Dr. Nguyen:

Thank you for sharing with me your plans for the use of the property at 10702 Alicante Way. I am happy to remain your landlord and to cooperate every way possible to adapt the facilities for the intended use. As long as Sacramento County Health restrictions require outdoor rehearsals, the main parking lot will be adapted and reserved for your use. When indoor rehearsals are permitted, the concert room (1,000 sq. ft.) will accommodate most orchestra students, and the second (600 sq. ft) room can be used for smaller group rehearsals.

I fully support the design and purpose of the Cordova Youth Spotlight Orchestra. I hope that it will inspire many Folsom-Cordova students to expand their musical repertoire and, at the same time, increase the community's appreciation of the talented youth of Rancho Cordova. Please let me know how I can be of further help to you in this endeavor.

Yours truly,

Albert Wilson

Al Wilson

Daniel Leonardich

From: Joanna Baisden <joanna.spac@live.com>
Sent: Wednesday, March 17, 2021 3:28 PM
To: Daniel Leonardich
Cc: Oxalis Nguyen
Subject: Re: Community Enhancement Fund Application - Sacramento Performing Arts Conservatory
Attachments: GrantApplication20212022Fl.pdf; RCgrantproposal-landlord2.pdf; spacBrochure.pdf; SPACtestimonial_Lee_12-7-20.pdf

Daniel,
Thank you so much for accepting our grant application. I trust everything is in order.
I will wait for your confirmation.

Best regards,
Joanna
916-635-7728

From: Daniel Leonardich <dleonardich@cityofranchocordova.org>
Sent: Wednesday, March 17, 2021 3:06 PM
To: joanna.spac@live.com <joanna.spac@live.com>
Cc: Stacy Delaney <sdelaney@cityofranchocordova.org>
Subject: Community Enhancement Fund Application - Sacramento Performing Arts Conservatory

Hello Joanna,

You can respond to this e-mail with your application and any attachments. I will confirm when I receive it.

Thanks,

Daniel Leonardich, MBA

Community Enhancement Management Technician
City Manager's Office
City of Rancho Cordova
2729 Prospect Park Dr.
Rancho Cordova, CA 95670
(916) 851-8904 (Direct)
(916) 851-8787 (Fax)

www.cityofranchocordova.org





**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Cordova Youth Spotlight Orchestra Live

Name of Organization: Sacramento Performing Arts Conservatory

Name of Applicant and Title: Joanna Baisden, Chair of the Board

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-635-7728

Applicant's Email: drs.mj3jr@sbcglobal.net

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kelagian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



Symphony d'Oro Rancho Cordova 2021-2022 Community Enhancement Application

Application Submitted by:

Lorraine Crozier
President, Symphony d'Oro Rancho Cordova
(916) 718-4375
lwcrozier@hotmail.com
2426 G Street
Sacramento, CA 95816

Type of Applicant: Non-Profit

Signatory

Lorraine Crozier
President, Symphony d'Oro Rancho Cordova
(916) 718-4375
lwcrozier@hotmail.com
2426 G Street
Sacramento, CA 95816

Type of Signatory: Non-Profit



Symphony d'Oro Rancho Cordova, Community Enhancement Project

Project Description

This project will provide funding to the Symphony d'Oro Rancho Cordova to be expended for equipment, performance venue rental, guest performing artist fees and related expenses to continue and expand orchestral music offerings in traditional and non-traditional venues in the City of Rancho Cordova. The Symphony d'Oro is a versatile orchestral ensemble which has entertained audiences in Rancho Cordova, and the Sacramento region, with concerts and productions featuring all types of music including: classical; jazz; pop; cinematic; Broadway; patriotic; cabaret style and even a drag show. We perform any kind of good music – and good music is everywhere.

In the spirit of bringing live music to unusual places to engage the public, the Symphony has frequently performed in the "public square" of the Koreana Plaza Food Court, and has plans to return to this venue in 2021-2022. Additionally, the Symphony's numerous small ensembles have performed at art galleries, City Hall, museums, churches, and civic buildings in Rancho Cordova and the greater Sacramento Metropolitan area.

Should Covid-19 health restrictions continue, the Symphony is planning a flexible season for 2021-22. This will allow us to perform in person as soon as possible (as we would all prefer) but to record performances for online broadcast as an alternative. We hope to rehearse in person as well, but are prepared as an alternative to rehearse online as we have this season. In short, we will remain flexible, but will continue to provide music to Rancho Cordovans regardless of the pandemic circumstances.

Despite the pandemic induced difficulties of the 2020-21 season, the Symphony continued to perform and saw high levels of support from, and integration with, the community of Rancho Cordova. As noted in previous applications, this support is remarkable. The Symphony has enjoyed significant support for its online presentations on various music related topics, and the remarkably successful YouTube Holiday Concert at the end of 2020. The Symphony will also be performing a special pandemic/Mother's Day performance of Poperetta! on May 9, 2021.

Rancho Cordova continues to be justifiably proud of its support for the arts and its musical performing organizations, including the Symphony d'Oro. Musicians outside of Rancho Cordova

are impressed with the support Rancho Cordova provides to the Symphony. The Symphony is confident that its partnership with Rancho Cordova will continue for many years to come.

This request seeks to maintain and improve the quality and frequency of music performed, by providing the means to perform high quality performances in community venues such as the performing arts theater at Cordova High School, Rancho Cordova City Hall, and Koreana Plaza. Each venue has unique cost requirements for rents, transport and/or rental of performance equipment, and insurance. Similarly, each venue serves a different type of audience and supports different varieties and styles of music. This allows the symphony to continue to provide and educate the community with the unlimited variety of music that exists by performing at a high level, and by bringing in superior local musicians to perform with, and compose for the orchestra. Alternatively, funds from this grant will provide the means to record and broadcast concerts if live performances are not feasible for Covid-19 reasons.

The Symphony carries out its mission with a high level of support from, and integration with the Cordova Community Council Foundation.

Project Team

The Symphony d'Oro Rancho Cordova (formerly the Rancho Cordova Civic Light Orchestra, incorporated in July 2013) is a 501(c)(3) tax exempt, amateur orchestra serving the citizens of Rancho Cordova. It is an informal-audition, developmental orchestra with a mission to entertain and educate Rancho Cordova community audiences by providing high quality, free musical performances. We have performed for audiences that collectively total in the thousands of residents, and we will continue to seek innovative ways to bring music to the community. Despite Covid-19 restrictions, the 2020-21 season was one of our most innovative seasons as we found a way to rehearse online, preserving the sense of community within our ensemble; and we shared our musical recordings with the public, online in a safe, high quality and entertaining presentation.

Individually, the implementing team will be led by Pete Nowlen, Conductor; Lorraine Crozier, President (and point of contact); and the Board of Directors of the Symphony d'Oro Rancho Cordova. Members of the ensemble, consisting of 50+ musicians, will of course, jointly implement the project.

The Symphony d'Oro will manage financial transactions in support of this grant, provide oversight for the expenditure of funds and be responsible for reporting requirements of the grant.

Project Goals

- Goal #1** Open the world of high-quality, high variety, orchestral music to Rancho Cordova citizens and visitors;
- Goal #2** Further the Rancho Cordova Arts goal of making the city an arts destination;
- Goal #3** Engage the community and enhance community pride
- Goal #4** Improve the image of Rancho Cordova

This project meets several criteria set forth for Community Enhancement grants:

- **Civic Engagement:** Bring classical musical arts to families within the city free of charge either online or in approachable locations within the city. Free concerts allow families with

children to attend concerts without undue cost. We plan to continue some online performance outreach each season as it serves those who are unable or unwilling to attend live events in person. We expect that there may be some concerns in older or health challenged persons going forward and an online presence serves these citizens.

- **Community Pride:** A symphony orchestra provides a focus for, and support of, community gatherings and is a source of pride and accomplishment for Rancho Cordova.
- **Quality of Life:** Provide family arts experiences not otherwise available to the families of Rancho Cordova, uplifting all.
- **Arts and Culture:** This is an arts outreach project aimed at Rancho Cordova families and businesses, and social groups, and volunteer organizations.
- **Children and Youth:** Educating and inspiring children with musical arts experiences within their community.
- **Education:** The Symphony's "down to earth" presentation style and variety of performances demystifies classical music and allows for enjoyment by everyone. Music speaks to everyone and doesn't require formal training to be enjoyed. The Symphony's online presentations on a wide variety of music related topics during the pandemic will continue going forward.

Prioritization Criteria

- **Leverage:** This project leverages existing event organization expertise of the Cordova Community Council and volunteer contributions by Rancho Cordova Arts where needed and the artistic expertise of the Symphony d'Oro team.
- **Return on Investment:** With proper promotion, the value of positive publicity brought to Rancho Cordova as it positions itself as a place that cares about art could easily exceed costs. The Symphony receives regular recognition from regional print, radio and television media.
- **Capacity:** The project team will be led by the Symphony d'Oro Rancho Cordova which has a proven track record and well documented capacity for delivery of a project of this scope.

Project Metrics

Goal	Metrics
Goal #1 Open the world of high-quality orchestral music to all Rancho Cordova citizens and visitors	Quality musical experiences are presented during a schedule of free concerts by the full orchestra and small ensembles. Online performances will substituted when needed due to mandated county health requirements.
Goal #2 Further the Rancho Cordova Arts goal of making the city an arts destination	Rancho Cordova's deliberate actions as a cutting-edge arts community is enhanced and recognized measured by community attendance, feedback and news coverage. Online performances and presentations have

	continued throughout the pandemic shutdown.
Goal #3 Engage the community and enhance community pride – work in tandem with other volunteer organizations	Rancho Cordova's deliberate actions as a cutting-edge arts community is enhanced and recognized measured by community attendance at symphony performances and by Symphony and small ensemble performances in support of other organizations such as Whisker Warriors; Food Locker; Rancho Cordova Arts; Chamber of Commerce. During the pandemic the Symphony participated in the community-wide online performance of Bohemian Rhapsody in support of the youth art exposition at the MACC.
Goal #4 Improve the image of Rancho Cordova	Amenities such as a community orchestra are well-documented as improving the image of the communities in which they are located

Funding request

Total Measure H funds requested: \$26,900

Description/breakdown of proposed expenditures

Storage rental charges	\$3,600
Portable Conductor's Stand for new rehearsal venue	\$ 800
Equipment Transportation/Rental, or rehearsal technical support*	\$2,500
Online, Social Media Development	\$1,000
Funding for guest artists and composers	\$6,500
Concert Venue and rehearsal space fees**	\$7,500
Music Purchases and Rental	\$3,000
Small Ensemble Video Recording	\$2,000

Specific Justification for the Request

Storage Rental Charges: We rent climate-controlled storage space on Coloma Road, allowing us to keep all equipment and other assets in one protected environment. As we upgrade our equipment and continue each year to acquire fresh, new music, we believe it is money well spent bringing long-term benefits to the Symphony and community.

Portable Conductor's Podium: Beginning with the 2021-22 Season we will rehearse in the Mandarin Bandroom facility in Rancho Cordova. Unlike our prior rehearsal facility, the Mandarin Bandroom does not have a podium for the conductor. Thus, we need to purchase one which can be permanently stored at the facility.

Equipment Transportation and Rental, Technical Support*: Each of our performance sites have special requirements and provide different amenities. As such transportation of chairs and music stands is often required for performances. One of our most successful and enjoyable performance venues is Koreana Plaza. We have typically performed twice per season at this venue and when we do so we hire a moving crew and rent a vehicle for transporting the heavy equipment, including keyboard, portable organ, chairs and stands for all musicians, percussion cabinet and equipment, timpani and other electronic equipment to the performance site. This is a significant logistical cost. The same cost would apply to performances going forward at City Hall. Without the equipment we cannot perform our concerts and it is important that the equipment be transported, set up and returned to storage in a way which preserves the equipment and our investment. Occasionally, we need to rent specific equipment (typically instrumental such as expensive percussion equipment which we do not own).

*As an alternative – should county health requirements prohibit us from rehearsing live these funds would be repurposed and used to pay a technician to monitor our rehearsals and collect recordings for online distribution.

Funding for Guest Artists and Composers: We have been extremely fortunate in our ability to bring local world class performers (singers, violinists, a performer on the Native American flute, and a gifted drag queen) to our concerts, providing a rare treat to Rancho Cordova audiences. We have presented three world premiere compositions since our inception. Two of the compositions were created specifically for the Symphony and were composed by local musicians who were raised in the Rancho Cordova community. The funding we seek will allow to continue bringing these artists to the community. Our programming for the 2021-22 season is projected to include: local musicians performing solos in "Mozart Madness" (newly revamped from a fundraising concert for the Symphony to a free concert celebrating the return to live music upon the raising of restrictions imposed upon community gatherings due to the Covid-19 pandemic). We will offer a free holiday concert at the Performing Arts Theater featuring vocalists performing parts of "Hansel and Gretel". "Poperetta!" returns by popular demand in spring 2022 featuring an all-new revue and will serve as the Symphony's fundraiser. It should be noted that the Symphony's fundraiser concerts always offer tickets in affordable price ranges providing an excellent value to the audience while still raising funds to support the Symphony's endeavors. There is no reason for anyone to go to the Bay Area for entertainment when "Poperetta!" is featured in Rancho Cordova. Finally, in the late spring the Symphony will perform music as an accompaniment to a silent comedic movie and cartoons. This is a world class line up for next season.

Concert & Rehearsal Venue Fees:** Rancho Cordova has a limited number of concert-quality facilities, and with the exception of the "public square" Koreana Plaza, and Rancho Cordova's City Hall, there are significant charges to use the performance venue. The state of the art Performing Arts Center is a wonderful place to bring music to the community, but it is expensive -- (the charges average \$2,500.00 for performances, including rehearsals) and we plan to perform there three times during the term of this grant. Shows like "Poperetta!" and "Hansel and Gretel" require a stage for appropriate audience viewing, lighting and the sophisticated sound management which is available only at the theater. The movie/cartoon concert will also be best enjoyed by the audience in the Performing Arts Theater.

**As an alternative to live performance these monies may be repurposed and used to hire a technician to edit and assemble concerts for online presentation. This would occur in the event county health mandates prohibit live concert gatherings. Should a full concert not be feasible due to Covid restrictions we will have a socially relevant online presentation with musical features.

Social Media and Technical Outreach Development

An attractive and relevant online presence is essential for any enterprise. We wish to continue in this vein next season by reaching higher numbers of people through Google advertising, emailing, and social media. Additionally, we want to maintain our very popular Zoom presentations. The Zoom presentations have added a crucial "staying in touch" link with the musicians to each other, but also to the community we serve. During the Covid-19 sequestration we conducted numerous outreach sessions allowing the public to interact with the musicians and our conductor Pete Nowlen about various topics including: favorite composers; how conducting works with practice conducting sessions; how various instruments are played; practice tips for musicians; how music impacts human physiology. Additionally, this June we will have a very special presentation about long neglected composers of African descent. This will include the Symphony's String Quartet performing a work by Chevalier de Saint-Georges, one such composer.

Music Rentals and Purchases

A critical component of any performing musical ensemble is acquiring music. Without a library of music, we cannot perform. We have been slowly building our library so that when we are asked to perform, we are ready to go with old favorites and fresh new repertoire. Occasionally, there is a piece we wish to perform but it is not available for purchase and must be rented. This coming season, assuming live concerts at the Performing Arts Theater are allowed, we plan to rent the rights to a silent movie and cartoons and feature the symphony performing music to the films.

Small Ensemble Recordings

As community vaccination progresses our small ensemble musicians will be able to rehearse in person, and record in person. We plan to have two sessions this year, beginning this summer, where each ensemble may be videorecorded. This will allow us to use these recordings on the Symphony website; in support of Symphony online presentations; as an online presentation for the public; in support of online events by community partners until they can schedule, and we can perform in support of, live events.

In-kind contributions

Orchestra members contribute a conservatively-estimated 4,900 hours annually to bring music to the City of Rancho Cordova. They volunteer their time in private practice, rehearsals, performances (including setting up, taking down, and transporting equipment, often in their own vehicles), board meetings, and interfacing with venue owners, the press, and city government. They serve as a member of the Cordova Community Council Board of Directors, and additionally on its Arts Advisory Board. In addition to full-orchestra concerts, they perform in numerous small ensembles at Rancho Cordova Artist Reception, and they perform at the pop-up gallery associated with the Tree Lighting festivities in November. Despite the mandatory health restrictions imposed this year, our musicians showed up for rehearsal and recorded numerous pieces of music, including those with guest artists, for our online concerts.

Symphony Board Directors continued regular (and special) meetings continuing to plan and implement a season of music and entertainment for the community. Symphony musicians also participated in the community wide performance/recording of Bohemian Rhapsody to be played at the MACC in support of the youth art exhibit in April 2021. The collaboration included instrumental musicians from two middle schools, Cordova High, Rancho Cordova River City Concert Band and Symphony d'Oro. We are very proud to have been a part of this special community-wide project.

The Independent Sector of the "Do Good Institute" valued a volunteer service hour at \$27.20 on July 21, 2020. Based on that value, the **volunteer contribution of the Symphony d'Oro Rancho Cordova is \$133,280.00.**

Each Symphony musician contributes \$100 in dues per year, with exceptions for full-time students. Because each musician incurred expenses for recording equipment, (in some cases well in excess of \$50) the dues were reduced to \$50 for the 2020-21 year only. Going forward the dues will revert to \$100 per musician, per year.

Additionally, the Symphony participates in the Sacramento region Big Day of Giving campaign each May, and produces annual creative fundraisers which not only offset expenses but also bring the name of Rancho Cordova to the fore as a center for the Arts in the region. Unfortunately, the Covid-19 pandemic caused all live performances to be cancelled so the Symphony is in a delicate financial circumstance, as are all arts groups. By popular demand the Symphony will perform the fourth installment of "Poperetta!" in spring 2022 as its fundraiser. We are hoping that the popularity of this highly successful drag show musical will help us to turn the corner and we are looking forward to bringing this stellar production back live to Rancho Cordova.

Prior Grant Funding

Symphony d'Oro has participated in the Measure H grant program since the inception of the program. We are certain that it has helped us to grow rapidly into a well-managed, high-quality, and versatile musical ensemble. The program has allowed us to become integrated into the City of Rancho Cordova in service to the community. Specific numerical information is available upon request.

When Will Request Sunset

The Symphony is committed to performing free concerts and providing high quality musical access to all members of the community, but particularly to our families. It is financially difficult for a family with three to four children to bring them to a musical event. The need for rehearsal and performance venue fees, transportation and technical recording expertise, as well as funding for guest artists and commissioned music is not something which the Symphony can afford to provide on its own without charging for attendance at events. Thus, we do expect to make an appropriate request in the following grant period.

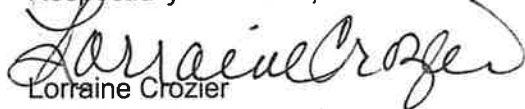
Project schedule

All acquisitions and performances covered under this application would take place between July 1, 2021 and June 30, 2022.

Adaptability

As indicated in the preceding discussion points, the Symphony has planned for a flexible 2021-22 season. We hope that we will be able to rehearse in person, but due to possible health restrictions in the community and in the schools regarding gatherings (and a limited number of people at gatherings) it appears that live performance may not initially be feasible. As such, we would record "live" concerts and broadcast them on YouTube with live chats with the musicians as we have this season. If something very bad happens, we can adjust and adapt our concerts to be rehearsed and performed as we have this past season with all events taking place online. If a full concert becomes impracticable due to cancellation of live rehearsals we can supplement our season with socially relevant presentations with featured music by soloists or small ensembles.

Respectfully submitted,


Lorraine Crozier
President, Symphony d'Oro

Dated: March 18, 2021

Daniel Leonardich

From: Lorraine Crozier <lwcrozier@hotmail.com>
Sent: Thursday, March 18, 2021 2:48 PM
To: Stacy Delaney; Daniel Leonardich
Subject: Symphony d'Oro Measure H Application
Attachments: SDORO 2021 Measure H.pdf

Dear Stacy and Daniel,

Attached is the 2021-22 Measure H Application for the Symphony d'Oro Rancho Cordova. Please let me know if you require further information, clarification or anything else!

When you have a chance, can you please acknowledge receipt of the application.

Hope you are both doing well, I am certain that you are busy. Take good care and thank you for everything you do for Rancho Cordova and the Symphony.

Best,

Lorraine Crozier
President - Symphony d'Oro Rancho Cordova

Community Enhancement Fund Grant Application-Rancho Cordova, FY 21-22
Your World Your Canvas: Puppetry Arts
Janine S. Anderson, Applicant
LaCars' Legacy

Project Description: Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

LaCars' Legacy was incorporated March 14, 2007 and provides free youth-based services such as Employment Services (resume writing, interview prep, dress for success, and conflict resolution), Project Intervention (focus on building healthy relationships), Financial Management, Leadership Essentials, and the Your World Your Canvas Art Project. We have been very successful in providing these services and programs to youth in Rancho Cordova and our neighboring cities.

We are asking for funding to launch the Puppetry Arts installment of the Your World Your Canvas Arts projects. The Puppetry Arts benefits the Rancho Cordova community based on two of the Enhancement Fund Guidelines; Arts, Culture, History, and Entertainment and Children and Youth.

With the onset of COVID 19 and the abrupt change in family engagement, extracurricular activities, and social gatherings the need for human connection and creativity is severely needed within our communities. The proposed project will not only provide the opportunity for such engagements but will also help to boost confidence and make our youth feel more engaged and resilient. Besides these benefits, this project will also help to alleviate anxiety, depression and stress as felt by us all in these uncertain times.

Therefore, our target population for this project is Rancho Cordova youth ages 10 yrs. to 19 yrs. The sessions will be offered to two different age brackets; the first round of sessions (Group A) will be open to 20 pre-teens (10 participants per series) aged 10 yrs. to 12 yrs. (Group A sessions will be from 9:00 am to 10:30 am) and the second round of sessions (Group B) will be open to 30 teens (15 participants per series) aged 13 yrs. to 19 yrs. (Group B sessions will be from 11:00 am to 12:30 pm). Because the class sizes are small, we will be able to monitor weekly progress and keep the youth engaged on our Facebook group during each segment.

We will offer this series two times during the 21-22 FY: October 2021 to January 2022 and March 2022 to June 2022. The project will be advertised with Rancho Cordova groups on NextDoor and Facebook, Rancho Cordova Events Calendar, Michael's (Rancho Cordova location only) and the Elementary/Jr/High Schools within Rancho Cordova. Participants will have to complete a Google docs registration form for each segment. Parents/guardians will register youth who are under the age of 18. All supplies will be distributed to participants in a puppetry kit via drive through pick up from our community partner location, Praise by Nature Ministries.

This project will be broken down into 2 fourteen-week Saturday morning series that will be broken down into 3 segments per series. The segments will be held virtually via Zoom and consists of three components: puppet making, set building and design, and puppetry theatrics. Each component will provide hands on instruction for participants. Parental zoom supervision/engagement will be required for youth who are between the ages of 10 yrs. to 12 yrs. old. Zoom sessions will be recorded and made available to participants who miss a session. This project will be free for all participants.

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LaCars' Legacy

The break down for each segment is as follows:

Puppet Making- 4 weeks - Participants (under the guidance and supervision of their parent or guardian if under the age of 13) will learn how to craft their puppets with the materials provided in their puppet kits (Contact Cement, Polyester Fleece, Reticulated Foam, Pre-Cut Foam Hands, Foam Arm Tubes, Mouth Plate, Pro Cut Felt, Half Bow Eyes, Crenel Needles, Frixon Fine liner Black, Chalk Cartridge Set, Fiona Cotton Thread, and Scissors). Youth will learn basic techniques and benefits of sewing by hand.

Set Building and Design- 4 weeks (Prerequisite: Puppet Making)- Participants will learn how to assemble their table sets with the materials provided in their puppet kits (precut PVC pipe and fittings, and black curtain) and they will learn how to create additional accent designs and virtual back drops.

Puppetry Theatrics- 6 weeks (Prerequisite: Puppet Making and Set Building and Design) - Participants will learn how to write a 3 to 5 min script (that focuses on kindness, being a good neighbor, etc.) and produce their very own puppet show utilizing video techniques, green screens and free available resources. We will showcase the participants work at our virtual graduation and they will also be posted on the LaCars' Legacy's website. Will also share end products (the completed videos) with CEF Analyst and council upon completion.

Safety lectures will be a part of the curriculum to ensure that each lesson provides guidance on how to avoid accidents when utilizing specific tools, etc.

We are always looking for unconventional ways to connect with families within the community, aid and encourage family bonding and growth. We feel this project will be a great way to do this as well as assess other needs or perhaps provide future projects/opportunities such as these.

Project Team: Individuals or organizations responsible for the development and delivery of the project.

LaCars' Legacy Staff:

Janine S. Anderson: Project Manager - signatory of the funding agreement, monitor budget and purchases, provide data and program updates as requested by CEF, facilitate weekly meetings, supervise volunteers - allocate 20 hours per month (10 hours will be in-kind and 10 hours will be compensated). Janine is the Executive Director and Founder of LaCars' Legacy. She has over 20 years' experience providing youth-based community services and art-based programs. Janine has 10 years of play development and theater arts production experience. Additionally, Janine is a Program Specialist for Sacramento County Department of Children, Family and Adult Services' Permanency Program. She has worked with Sacramento County for over 16 years providing community-based services for families. She is also an active member of the It Takes a Lincoln Village Neighborhood Group.

Monica Milton: Administrative - Registration, administer surveys, field public inquiries, will contact participants who miss a session and ensure that they complete required assignments before the next class, set up social media groups- allocate 20 hours per month on project (10 hours will be in-kind and 10 hours will be compensated). Monica has served as the Program Administrator for LaCars' Legacy for over 10 years. Monica and her family have been residents of Rancho Cordova for over 16 years and she is an active member within the youth ministry of Christ Temple Apostolic Church. Monica has over 15

Community Enhancement Fund Grant Application-Rancho Cordova, FY 21-22
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 Janine S. Anderson, Applicant
 LaCars' Legacy

years of Administrative experience and is currently an Administrative III with Capital Christian School and an active member of the It Takes a Lincoln Village Neighborhood Group.

Community Partners:

Darrel Clark: Instructor- will provide virtual instruction, pre-prep puppetry kits, and edit showcase videos for LaCars' website. - allocate 10 hours per week (7 hours will be in-kind and 3 hours will be compensated). Darrel and his family have been residents of Rancho Cordova for over four years. Darrel is a plumber/carpenter by trade and has provided youth-based programs and projects for Calvary Evangelism Center for over 15 years. Darrel is excited to share his expertise in puppet making and set building to the youth of Rancho Cordova.

Praise by Nature Ministries:

- Puppetry kit storage and distribution location (In-kind)
- Media and production location for 26 days (2 of the 26 days will be used @ no charge/in-kind)

2 Youth Volunteers (16 yrs. to 18yrs. of age): will help to assemble puppet kits, social media engagement and other duties as needed - allocate 20 hours per month, per volunteer (10 hours community service hours and 10 hours will be compensated). We will use 1 youth volunteer for the October 2021- January 2022 series and a different youth volunteer for the March 2022 – June 2022 series.

Project Goals: List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Goals:

- Engage 25 youth (10 in Group A and 15 in Group B) between the ages 10 yrs. to 19 yrs. each segment.
- Strengthen the bond between parents and their children.
- Create lasting memories for families.
- Help youth engage with their peers and families.
- Boost confidence and make our youth feel more engaged and resilient.
- Provide an outlet to alleviate anxiety, depression and stress.
- Participants will acquire basic sewing, carpentry, production and writing skills.

Metrics:

- We will survey the participants after each 4/6-week session.
- The team will have weekly meetings to evaluate the program, assess goals and outcomes.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement. **Total Project Cost: \$35,450**

Community Enhancement Fund Grant Application-Rancho Cordova, FY 21-22
 Your World Your Canvas: Puppetry Arts
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Items	Description	Cost
Puppet Supplies	Puppet material and sets for 52 participants (to include 2 kits to raffle off at the showcases), 52 custom T-shirts for puppets as they will need clothing, 52 storage tubs, 52 green screens, etc.). Itemized list attached.	\$18,200 (52 kits @ \$350 per kit)
Zoom Subscription	Virtual meeting platform	\$150 annual subscription
Insurance	Requirement for grant	\$1800 annually
Gift Cards	50 gift cards for participants to use to purchase additional items of their choosing (set materials, virtual backgrounds, clothing for puppets, etc.)	\$2,500 (\$50 per card)
Facility Rental	Media room for zoom meetings and recordings (Praise by Nature Ministries)	\$1,200 (24 days @ \$50 per day reduced fee)
Instructor	24 session weeks (2 classes per sessions)	\$3,000 (\$125 per day, 24 days of instruction)
Project Manager	240 hours of work (20 hours per month: 10 hours in-kind and 10 hours compensated)	\$4,200 Stipend (\$350 per month)
Administrator	240 hours of work (20 hours per month-10 hours in-kind and 10 hours compensated)	\$2,400 Stipend (\$200 per month)
2 Youth Volunteers	200 hours of volunteer work (10 hours community service hours and 10 hours compensated per month)	\$1,500/2 youth volunteers (\$75 stipend per month, per volunteer)
General Supplies	Badges, Paper, Ink	\$500
		Total Request: \$35,450

Project Schedule: Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

We will offer this series two times during the 21-22 FY: October 2021 to January 2022 and March 2022 to June 2022. The sessions will be offered to two different age brackets; the first round of sessions (Group A) will be open to 20 pre-teens (10 participants per series) aged 10 yrs. to 12 yrs. (Group A sessions will be from 9:00 am to 10:30 am) and the second round of sessions (Group B) will be open to

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30 teens (15 participants per series) aged 13 yrs. to 19 yrs. (Group B sessions will be from 11:00 am to 12:30 pm).

Timeframe	Activity	Responsible Person
July 2021	Create Facebook Page	Monica
July 2021 & January 2022	Create Google Registration Form/Advertise: NextDoor, Facebook, Rancho Cordova Events Calendar, EventBrite, and Elementary/Jr/High Schools.	Monica
July 2021 (for duration of project)	Schedule weekly project meetings	Monica
August 2021 & February 2022	Schedule zoom classes	Monica
August 2021 & January 2022	Purchase supplies	Janine
September 2021 & January 2022	Advertise youth volunteer opportunity and interview	Janine
September 2021 & February 2022	Purchase supplies	Janine
September 2021 & February 2022	Assemble Puppetry Kits	Team
September 29-October 1, 2021 & March 2-4, 2022	Kit Distribution	Team
Workshop #1: Puppet Making October 2, 2021 & March 5, 2022	Introduction Class: Facilitator will explain supplies and materials, class expectations, parental expectations, safety protocol, and course outline.	Darrel
October 9, 2021 & March 12, 2022	Building Your Puppet: Participants will create and cut out their own patterns, and assembly. Participants will construct the head of their puppets to include the face, eyes, hair, and mouth.	Darrel
October 16, 2021 & March 19, 2022	Building Your Puppet: Participants will construct the body of their puppets to include arms, body, and assembly of all parts.	Darrel

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October 23, 2021 & March 26, 2022	Puppet Play: Participants will learn how to master their puppets.	Darrel
Workshop #2: Set Building and Design October 30, 2021 & April 2, 2022	Introduction Class: Facilitator will explain supplies and materials, class expectations, parental expectations, safety protocol, and course outline.	Darrel
November 6, 2021 & April 9, 2022	Building the Set: Participants will learn how to construct their table sets and props.	Darrel
November 13, 2021 & April 16, 2022	Building the Set: Participants will learn how to construct table sets and props.	Darrel
November 20, 2021 & April 23, 2022	Building the Set: Participants will learn how to construct table sets and props.	Darrel
Workshop #3: Puppetry Theatrics December 4, 2021 & April 30, 2022	Introduction Class: Facilitator will explain class expectations, parental expectations, safety protocol, and course outline. Participants will learn about additional resources for virtual back grounds.	Darrel
December 11, 2021 & May 7, 2022	Script Writing and Editing: Participants will learn how to choose story topics: to include researching ideas and script writing (focus will be on kindness, community, responsibility, emotional and physical well-being).	Darrel & Janine
December 18, 2021 & May 14, 2022	Script Writing and Editing: Participants will practice their scripts, edit/revise, and practice reading their scripts and learn how to use their puppets, stage and additional back grounds. (no facilities charges on these days)	Team
January 8, 2022 & May 28, 2022	Recording and Lip Sync: Participants will be scheduled individual times to record and lip sink their scripts.	Darrel
January 15, 2022 &	Recording and Lip Sync:	Darrel

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 LaCars' Legacy

June 4, 2022	Participants will be scheduled individual times to record and lip sink their scripts.	
January 22, 2022 & June 11, 2022	Friends and Family Showcase: Participants will invite their families to participate in our zoom call that will showcase their puppetry masterpieces. (No facility charges for the showcase days). Will share end products (the completed videos) with CEF Analyst and council upon completion.	Team
January 24– February 28, 2022 & June 13 – June 30, 2022	Program Assessments and Outcomes: The team will review surveys and assess plus/deltas of program.	Team

Timeliness: In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We will have weekly team meetings to assess the progress of each session and adjust our timelines if necessary to ensure project completion.

Adaptability: Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Not applicable as this project will be virtual for the duration of the project. We have a similar project, Your World Your Canvas Art Project, that we adapted to the virtual model due to COVID and have had a great success with this project by handing out 60 art kits each month and engaging families with our virtual art play group.

Janine S. Anderson
 Executive Director
 916 531-3788
 jsanderson@lacarslegacy.org
 PO Box 162303, Sacramento, CA 95816

Community Enhancement Fund Grant Application-Rancho Cordova, FY 21-22
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 LaCars' Legacy

Puppet Kit Supplies

The following items will be included in each puppet kit, total number of kits: 52

Item	Cost Per Kit
Contact Cement	\$7
PVC pipe and fittings (8- ½ pvc 90s and 4- ½ pvc Tees)	\$20.00
Black Curtain	\$20.00
Polyester Fleece (Puppet Skin)	\$21
26x34 * ½ Reticulated Foam (Body)	\$41
26x34 * ¾ Reticulated Foam (Body)	\$48
Pre-Cut Foam Hands	\$22
Foam Arm Tubes	\$13
Mouth Plate	\$18
Pro Cut Felt	\$6
35mm Half Bow Eyes	\$4
Crenel Needles S2 1-5	\$2
Frixon Fine liner Black	\$2.00
Chalk Cartridge Set	\$13
Fiona Cotton Thread	\$3
2 Peier Scissor Set 5" & 8"	\$24
Green screen (Amazon)	\$40
Storage Box 12 Gallon	\$10
Custom Tee Shirt (clothing for puppets)	\$15
Incidentals	\$21
Total	\$350 x 52 = \$18,200

March 12, 2021

Dear Rancho Cordova Community Enhancement Fund Committee:

I am writing a letter in support of LaCars' Legacy's Your World Your Canvas (YWYC) Puppetry Arts program for arts and education.

I currently reside in Lincoln Village in Rancho Cordova and I do respite with children who have disabilities and autism. This program, Your World Your Canvas is all inclusive and that is important.

The first time we participated in a project with this program the child was in tears telling me how much she loved it, because the program included her and that it didn't happen often with other programs, because she was autistic. I believe change starts at home and this program is wonderful.

This program can enhance skill sets, such as fine motor skills, movement, socialization skills as well as communication and so much more.

Please provide funding for this program that is much needed for our community and the children that it provides services for!!

If you have any questions please feel free to contact me.

Thank You

Aleana Hansen

aleanajohansen@gmail.com



March 16, 2021

To: The Rancho Cordova Community Enhancement Grant team

My name is Ashley Simmons, and I am a resident of Lincoln Village. I am writing to express my support for Your World Your Canvas Puppetry Arts class by LaCars' Legacy.

I came to know Your World Your Canvas last year when this organization advertised a monthly art class for youth. This was the first time I had seen anything like this open to the community of Lincoln Village. My 5 children, who ranged from 11 years old to 1 year old at the time, all participated in this program. Not only did it offer materials for every age range all in one group session, it became our saving grace during the 3-month period that we lived in a hotel during the remodel of our home. It gave me the break I needed to reset and gave the children hands on, interactive activities with all supplies provided to them.

My children are looking forward to Your World Your Canvas: Puppetry Arts to learn to build hand puppets, craft and write scripts. This is another opportunity to engage the community at all age levels, and I would like to encourage and advocate for your support of this program to bring our community together during these times and give the children a creative outlet to express themselves.

Sincerely,

Ashley Simmons

March 14, 2021

Rancho Cordova Community Enhancement
2729 Prospect Dr
Rancho Cordova, CA 95670

Grant

Dear Committee,

It is my pleasure to write a letter of support of the LaCars' Legacy request for funding of their new project Your World Your Canvas: Puppetry Arts. This project would be the first of its kind around our neighborhood and would serve a lot of children in the area. I strongly support this grant application and its focus on reaching children.

My children ages 3, 6 and 7 have participated this past year with Your World Your canvas art projects and they are always thrilled to perform the activity that is being taught. I also enjoy working with them on their projects and see first hands the benefits these activities have given to them. Their creativity has expanded, and they have increased their capacity of memory, attention and concentration as well as provided them with a confidence boost once they get their art projects finalized.

Incorporating puppetry arts to Your World Your Canvas will bring new sets of skills to not only my children but children from our neighborhoods. This type of art will help support language skills, communication, and problem-solving abilities. As a community our children will also be able to increase their imagination and engage in creative play.

In conclusion, I fully support the efforts of LaCars' Legacy as they seek funding to expand their Your World Your Canvas program designed to help children acquire new skill sets that will help with their development.

Sincerely,

Claudia Sanchez

TO: Rancho Cordova Community Enhancement Grant

FROM: Jason Malone

DATE: 3/12/2021

RE: LaCar's Legacy (Your World Art Canvass)

My name is Jason Malone and I have been a resident the Lincoln Village community for the past two years. My family and I have had the pleasure of participating in the Your World Art Canvass project. My kids have enjoyed putting together various art projects over the last year. These projects have allowed my kids the opportunity to show off their own creativity and expression through different canvasses. My kids especially liked the Halloween project. It also gave my wife and me more opportunities to teach our kids shapes and colors in a fun and interactive way.

Mrs. Jannie Anderson with the LaCar's Legacy organization asked me to write this of support and advised me that she is looking to expand the program by including puppetry arts. Part of the program would include teaching kids how to develop their own skits with their puppets. I think this would be a great addition to the program. Offering another medium that allows kids the space to express how they see the world around them is great way to expand the program. Storytelling is also a great way to teach kids morals such kindness, a sense of community, and responsivities.

I hope this letter helps encourage you to continue your funding and expansion of this program.

Respectfully Submitted,



Jason Malone



Praise By Nature Ministries

9812 Old Winery Place Suite #6
Sacramento CA 95827
916-644-0491

3/12/2021

Rancho Cordova
Community Enhancement Fund
Applicant: LaCars' Legacy

Dear Grant Committee,

We are in support of LaCars' Legacy for the Your World Your Canvas Puppetry Arts.

We will provide storage space for the puppetry kits and allow Darrel Clark to utilize our media room when providing instruction and recordings. LaCars' Legacy will be charged \$1,200 for 24 days of facility use (reduced fee of \$50 per day).

Sincerely,

Suhmer Fryer, Administrator

A handwritten signature in black ink, appearing to read "Suhmer Fryer". The signature is fluid and cursive, with the first name being more prominent.

Praise by Nature Ministries
www.pbn.church
916-644-0491





Daniel Leonardich

Subject: FW: Community Enhancement Fund
Attachments: Community Enhancement Fund Proposal LaCars Legacy 2021.pdf; RC Community Enhancement Fund Grant Request LL FY21-22.docx.pdf; Puppet Kit Supplies March 2021.pdf; Puppet w-background.jpg; Puppet.jpg; Letter of Support AH March 2021.pdf; Letter of Support AS March 2021.pdf; Letter of Support CS March 2021.docx.pdf; Letter of Support JM March 2021.pdf; Letter of Support PBN March 2021.pdf

From: Janine Anderson <jsanderson@lacarslegacy.org>
Sent: Thursday, March 18, 2021 11:31 PM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>; Stacy Delaney <sdelaney@cityofranchocordova.org>
Subject: Re: Community Enhancement Fund

Greetings Daniel and Stacy,

Please see the attached Community Enhancement Fund proposal and supporting documents:

1. Letters of support
2. Puppet Kit Supplies
3. Puppet pictures

Thank You,

Janine Anderson, Executive Director

LaCars' Legacy

PO Box 162303

Sacramento, CA 95816

(916) 258-5461

www.lacarslegacy.org

The Community Enhancement Fund Fiscal Year 2021/2022 grant application period is open from February 2021 through March 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

Project Name

1. Team Sports Support

Project Description

2. Due to recent budget restraints, our school is short on providing the necessary items to financially support the best possible team sports experience for our students and their families. Since 2015, our budget has gone through continuous decline, however, our enrollment continues to grow. We have seen our Title 1 budget decrease by 20 thousand dollars and our LCFF by over 30 thousand dollars. Although our community has been actively engaged in fundraisers and donation drives to encourage parents to financially support our low income, Title 1 School, we are still short on the critical items needed to allow students to fully engage in the athletic programs that build community partnerships, embrace student independence and connect to the diverse community, which represents AM Winn and the surrounding Rancho Cordova area.

A.M. Winn is proud of working with the Rancho Cordova community businesses. We look forward to connecting with various companies within our location and continuing to grow our Waldorf School by providing our students with high quality team sports equipment. This one-time funding source will support us in filling a financial gap in funding team jerseys and sporting equipment that will be held and passed down to new, incoming teams.

As a school, we greatly value each child's ability in all areas. One of these areas is athleticism and sportsmanship. We have formed two junior high basketball teams, two soccer teams and a track team. Each student in grades 6-8 is invited to try out for team sports. Although teams have been recently formed, the ongoing struggle has been providing the proper athletic attire. Because our families have been unable to afford multiple jerseys, we spent last season having basketball players share jerseys between games. This was an exhausting and less than pleasurable experience for the second wearer. We were also told that our current jerseys do not meet league requirements and new ones will need to be ordered. Our new soccer team has no jerseys. Last year's team wore plain t-shirts. Unfortunately, this does not always instill confidence. Likewise, our track team will be newly formed and new jerseys will need to be purchased.

Project Team

3. Nisha Turturici (Principal)

Rucha Powers (Office Manager)
 Cary Lewis (PTO/Guild President)
 Jara Lindgren (AM Winn head coach)

Project Goals

- Provide Jerseys and footwear for two teams in the following sports
 - o Basketball
 - o Soccer
 - o Track
- Provide athletic equipment for the above team sports

Funding Requests

4. \$12,000 Total

Estimated Breakdown

BASKETBALL

Basketball Team Shoes

- o Reversible (home & Away) Uniform
- o Two pairs of knit socks
- o Drawstring bag

Total for 1 Student _____ \$100

School Total _____ 10 students per team x 2 teams _____ **\$2,000**

Basketball Shoes

Total for 1 Student _____ \$100

School Total _____ 10 students per team x 2 teams _____ **\$2,000**

Basketballs

Total for 1 high performance ball _____ \$35

School Total _____ 5 balls per team x 2 teams _____ **\$350**

SOCCER

Soccer Sublimated Uniform

- o Outfielder Jersey shorts and top
- o 1 pair of socks
- o Drawstring bag
- o One Goalie Uniform with purchase of 15 Jerseys

Total for 1 Student _____ \$50

School Total _____ 15 students per team x 2 teams _____ **\$1,500**

Soccer Shoes

Total for 1 Student _____ \$100

School Total _____ 15 students per team x 2 teams _____ **\$3,000**

Shin Guards

Total for 1 pair _____ \$20
School Total _____ 15 students per team x 2 teams _____ **\$600**

Goalie Gloves

Total for 1 pair _____ \$40
School Total _____ 1 Goalie per team x 2 teams _____ **\$80**

TRACK

Track Sublimated Uniforms

- Shorts
- Top

Total for 1 Student _____ \$60
School Total _____ 6 students per team x 2 teams _____ **\$720**

Track Shoes

Total for 1 Student _____ \$100
School Total _____ 6 students per team x 2 teams _____ **\$1,200**

ESTIMATED TOTALS _____
Subtotal \$11,450
Estimated Shipping \$550
School Budget Contribution (Coach stipends – Not listed)
TOTAL NEED \$12,000

- May – June 2021 – Once funds are granted, meet with office manager to place orders for items
- June 2021- August 2020 – Begin receiving items and distributing them to teams



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Sports Grant

Name of Organization: AM Winn

Name of Applicant and Title: Nisha Turturici, Principal

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: (916)395-4505

Applicant's Email: nisha-turturici@scusd.edu

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Rancho Cordova Youth Track Club Equipment

Rancho Cordova Track Club (RCTC)

Overview

This project would provide funds to the Rancho Cordova Track Club to be expended for materials and services needed to establish a strong foundation for the Rancho Cordova Track Club.

Rancho Cordova Track Club (RCTC) is a USATF/AAU Youth developmental running club based here in the All-America City of Rancho Cordova.

The Rancho Cordova Track Club (RCTC), Inc. is a 501(c)(3) non-profit organization, supporting the athletic development of youth in the City of Rancho Cordova. The Rancho Cordova Track Club will provide the youth with a positive outlet for building stronger community connections, promoting physical fitness, and an enhanced participation in sporting activities. The Rancho Cordova Track Club will provide coordination, reporting, bookkeeping and oversight.

Over Rancho Cordova sports leagues stand to be enhanced from the training received from the Rancho Cordova Track Club. The sports leagues which stand to benefit include Rancho Cordova Little League, Cordova Girls Softball, Rancho Cordova Soccer, Lancer Rugby, Cordova Blue Marlins, Cordova Cordettes, Cordova Jr. Lancers, community youth basketball leagues and possibly others.

Objective

Goal #1: To correct the lack of access to inner city Cross Country, Track and Field, and Road Racing competitions. We will provide a safe and structured fitness environment for youth ages 6-18. We will develop youth in running, jumping and throwing. The youth will develop life skills, community engagement, and character development as well. Coaches will create a positive environment by motivating the youth and safe development space, by focusing on using sports to teach life lessons. We will enhance sporting activities for other youth sports organizations and schools in Rancho Cordova.

Goal #2: Provide Rancho Cordova youth with equipment that will build pride in their community, make them feel good about representing the City of Rancho Cordova and build team comradery.

Goal #3: Provide an outlet for running, jumping and throwing to Rancho Cordova youth athletes who are migrating to other leagues in other communities due to no access of a youth track club.

Goal #4: Provide/develop youth in the Rancho Cordova community an outlet to have a positive experience for training and competition at the local and national levels.

Project Team

Rancho Cordova Track Club

- Board of Directors
 - Dennis Lamantia
 - Jennifer Laret
 - David Sander
 - Lena Barcus
 - Cassie Reyes
- Coaching Staff
 - Josh Gruver (Executive Director, Race Director, Head Coach Distance)
 - Anthony Davis (Head Coach Sprints, Clerk of the Course)
 - Joaquin Orejel (Assistant Coach Sprints/Jumps)
 - Kamilah Vanterpool (Assistant Coach Throws)
 - Kyle Barcus (Head Coach Strength and Conditioning)

Partners



- Rancho Cordova Athletic Association (RCAA)
- Cordova Community Council
- Cordova Parks and Recreation District
- Folsom Cordova Unified School District
- Capital Road Race Management (CRRM)
- Sacramento Running Association (SRA)
- USA Track & Field (USATF)
- USA Track & Field Pacific Association (USATFPA)
- Amateur Athletic Union (AAU)
- Peninsula Distance Club (PDC)

History of Support and Sunset Strategy

This is a start-up organization which will enhance sports offerings to youth in the community. There has been one previous investment by the CEF. We expect the Rancho Cordova Youth Track Club will be self-sustaining. The Rancho Cordova Youth Track Club will be a contributing member of the Rancho Cordova Athletic Association, providing assistance to the organization as needed and benefitting from the many opportunities for excellence provided by the RCAA.

Project Criteria And Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, enhancing opportunities for youth and children in the community through a quality sports program.

This project leverages existing community assets and previous City investments. In partnership with the Cordova Community Council Foundation, and Rancho Cordova Athletic Association, the Project Team has proven capacity to deliver the project.

Metrics



Goal #1 Establish community Cross Country, Track and Field, and Road Racing events/competitions which will create an positive environment for health/fitness for all.	Success will be measured by the number of members participating.
Goal #2 Attract and retain local and national level competitions in Rancho Cordova	Report on progress in this area in an annual report to the Rancho Cordova City Council, RCAA, FCUSD, and CRPD, measured by participation levels
Goal #3 Provide equipment for the youth to have pride and further engagement in their community.	Report on progress in this area in an annual report to the Rancho Cordova City Council, RCAA, FCUSD, CRPD measured by participation levels
Goal #4 Leverage this fund through matching grant opportunities benefitting youth sports	The RCTC will seek sponsorships to support the club, using city investment as seed money.

Funding Request

In-Kind Contributions: Volunteer time provided by parent coaches and volunteers in youth sports is huge. Improvements which support this volunteer pulse point further leverages an enormous community asset, and expanded opportunities grows the league's participation. Here are the numbers for volunteers at RCTC:

Volunteer Coaches and Business Administration:

- 5 Coaches 200+ Hours per season
- 200 volunteer Business Administration

(Value of volunteer time calculated at \$29.95 per hour in California/Independent Sector, a national membership organization that brings together the charitable community, foundations and corporations to advance the common good.)

Community Enhancement Grants Funding Request: \$25,000



Budget:

- Timing Equipment: Finishlynx Silver Model - \$11,000
- Marketing/Branding (Popup Tents, Banners, Tables) - \$8,000
- Equipment and Equipment Rental (Starting Blocks, Implements, Hurdles, Generator) - \$6,000

Timeline for Execution

Significant organizational work has been accomplished, including appointment of a board of directors, IRS documentation has been received, adoption of by-laws, and governmental filings with the State of California and federal government. We have established a website and social media platforms. Sign-ups for the club have also opened as of March 2021.

The timeline for execution of the project would be one year. The schedule of events for 2021 is as follows:

- The All-America Mile
- Veteran's Mile
- The Thrive Mile
- RCTC Track/XC Carnival
- RCTC Summer Track series
- RCTC Road Mile Circuit
- PAL Holiday Run
- All-America Run
- RCTC presents SRA Youth XC Series
- RCTC Community XC Meet



Daniel Leonardich

From: Josh Gruver <jgruverrctc@gmail.com>
Sent: Friday, March 19, 2021 1:14 PM
To: Daniel Leonardich; Stacy Delaney
Cc: dennis@rctrack.org
Subject: CEF Application - RCTC
Attachments: Rancho Cordova Track Club Equipment.docx.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Daniel and Stacy,

We appreciate your efforts working with the community members on CEF.

All the best,
Josh Gruver
Executive Director
Rancho Cordova Track Club
916-778-7484



FALL &
WINTER
SEASON

APPLICATION SUBMITTED BY

Charles Lago
President
California Capital Arts Foundation
Clago@CalCapArts.Org
(916) 706-2000
9845 Horn Road Suite 100
Sacramento, CA 95827

Type of Application: Non-Profit

SIGNATORY

Charles Lago
President
California Capital Arts Foundation
Clago@CalCapArts.Org
(916) 706-2000
9845 Horn Road Suite 100
Sacramento, CA 95827

Type of Signatory: Non-Profit

RECEIVED

MAR 19 2021

Per 2:57 pm

PROJECT DESCRIPTION

Community Enhancement Fund would provide funding to the California Capital Film Office through its non profit 501 (c) 3 The California Capital Arts Foundation to be disbursed for projects to provide programming for CalCap Studios a 65 seat, black box theatre venue located at the Old Mills Winery.

CalCap Studios is an extension of the California Capital Film Office and The California Capital Arts Foundation in Rancho Cordova. CalCap Studios mission, is to expand access to the Performing Arts to the residents of Rancho Cordova and its surrounding communities, and to increase visage and attendance to Rancho Cordova events through live performance programming. These requested funds would permit CalCap Studios, and the California Capital Arts Foundation to promote Rancho Cordova as "The City of the Arts" by taking advantage of presenting quality theatre programming.

Through Collaboration with the Hummingbird Theatre Company, CalCap Studios will offer a season of theatrical programming. Our schedule includes two well known and well reviewed shows (Freeze, Kate) as well as a Christmas show (A Charles Dickens Christmas), that will use the existing stable of Hummingbird Theatre Company actors and personnel as actors and production crew.

With the help of the Community Enhancement Fund, CalCap Studios and The California Capital Arts Foundation will encourage an artistic avenue and self exploration, discovery, and enhanced recreational experience for the citizens of Rancho Cordova and surrounding areas.

PROJECT LOCATION

CalCap Studios is located at 9845 Horn Road, Suite 100, Sacramento, CA 95827 at the beautiful Old Mills Winery

- With the introduction of our Solo in the Sun series, CalCap Studios is confident the space lends itself to a perfect black box theatre experience.



- Design a full year of theatrical events, aimed at providing the community with high quality programming.
- Continued facility upgrades will improve the caliber of theatre presented to the community and will allow for increased building usage through event and rehearsals rentals. Continued upgrades will include more theatre lighting, a 10x20 projection screen, and upgraded projector and a light snack bar.
- The programming presented at Cal Cap Studios will introduce the Old Mills Winery as a focal point for the arts.

STRATEGY & GOALS

CalCap Studios and The California Capital Arts Foundation is focused on providing quality theatre programming as well as expanding the performing arts in Rancho Cordova and its surrounding communities, and to promote Rancho Cordova, as a "City of the Arts" in the Sacramento region. Our goals and strategies are outlined below.

- Design a full year of theatrical events, aimed at providing the community with high quality programming.
- Develop a high quality literary series inviting authors to speak and present their works in person to the residents of Rancho Cordova.
- Create an audience through branding, marketing, and community engagement.
- Provide planning for each event to ensure fundamental logistical needs are met.
- Continue to develop the newly formed improvisational group, The Cordova Players, and schedule bi-weekly performances by The Cordova Players for the residents of Rancho Cordova.
- Continue the collaboration with The Hummingbird Theatre Company, the MACC, and Cordova Community Council, cross promoting events to raise the "arts" profile of Rancho Cordova.
- Build a solid foundation for CalCap studios to plant a firm footing into the future of the Performing Arts in the City of Rancho Cordova.

FREEZE! - Written by Richard Broadhurst

A two man play starring legendary actor Tom Sizemore (*Saving Private Ryan*, *Black Hawk Down*, *Natural Born Killers*, *Heat*) and Michael Asbury (*San Andreas*, *The Californians*, *Nash Bridges*).

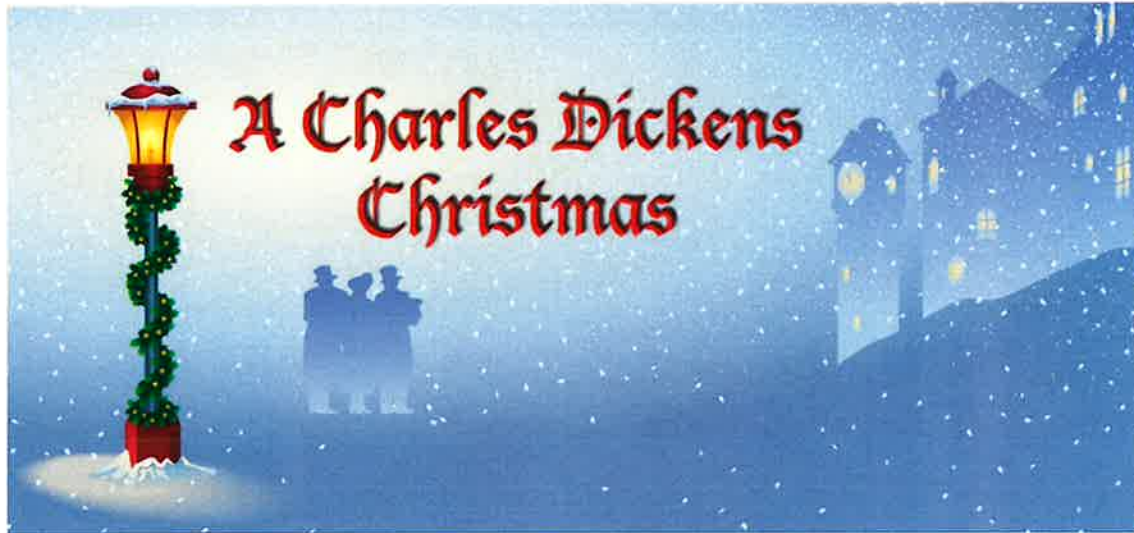
A white police officer (Tom Sizemore) and the black manager (Michael Asbury) of a small corner market are trapped in a completely looted store during an uprising in South Central L.A. In a bizarre twist it turns out that the two men actually knew one another from over 20 years earlier. With nowhere to go the two men make peace with one another during their unexpected reunion. Unfortunately the “peace” is short lived when a young Black man arrives in the store—angry and looking to avenge the death of his ten year old brother, who was caught in the crossfire between the police and a neighborhood gang. The store manager tries to dissuade the younger man from taking his revenge on the police officer, warning him to not throw away his life by an action which will lead to his undoing. Tensions rise and things end tragically. All of the events in the play are timeless and the ending makes the point that in some instances certain things never seem to change and time is indeed frozen.

KATE: THE UNEXAMINED LIFE - Written by Rick Foster and Performed by Janis Stevens

Rick Foster's Katherine Hepburn is the one lying beneath her public image. The play investigates the actress, age 92, at the advent of the new millennium, a character hardly looking back: "forward, always forward" as Foster sees her. Except what lies forward here is "the undiscovered country," one's final days. The question Foster poses is how can one deal with that inevitable period after living a life of fierce activity.

This is obviously a question facing all of us and the one Foster explores beyond the glamorous life of an articulate and witty film icon. With the exception of her long-time secretary, who succumbed to dementia, all of Hepburn's closest relatives and professional colleagues died before encountering that undiscovered country. Scary as that prospect may be, Foster's play Kate meets it with the same wit, combativeness and indomitability with which she faced all of her challenges. As she said in her 1993 TV documentary All About Me, "In some ways I lived my life as a man, made my one decisions. I've been as terrified as the next person, but you've got to keep a-going: you've got to dream." Rick Foster's Kate is that dream.



A CHARLES DICKENS CHRISTMAS - Book by Robert Owen Scott Music by Douglas J. Cohen

A Charles Dickens Christmas is a highly original take on *A Christmas Carol* that gives a behind-the-scenes look at the creation of the holiday classic.

Charles Dickens attempts to provide his publisher with a Christmas story that he promised to write but keeps coming up short. With the aid of his artistic muse, Dickens faces – and comes to terms with – his own troubled youth, learning the true meaning of Christmas and finding the inspiration for his immortal holiday classic.

This humorous and sentimental show is pure family entertainment. Each character in this small cast plays a large part in telling the alternate story of Charles Dickens. *A Charles Dickens Christmas*' rich musical score is sure to put the holiday cheer into every member of the audience.

PROJECT PARTNERS

The Hummingbird Theatre Company
The California Capital Film Office
Cordova Community Council
Police Assistance League (PAL)
The MACC
City of Rancho Cordova Facilities Management

CHARLES LAGO | PRODUCER

Charles Lago is a Talent Manager, Theatre and Film Producer and Publisher. Charles started his career in the entertainment industry as a theatre producer after working 25 years in Law Enforcement in London, England. He manages several well known actors; Tom Sizemore, Doug Hutchison, Robert Lasardo, Britt Ekland, Cloris Leachman to name a few. Charles has three produced feature films and two documentaries under his belt and has produced dozens of plays and solo shows at the two theaters he owned and operated in San Diego and Palm Springs. In 2006 he started a publishing imprint under the DTLA brand and has published several books including books by former White House Counsel, John Dean. Josh Flagg star of BRAVO's Million Dollar Listing, *Beware of the Cable Guy* by Jeff Kaye, and *School Safety Management* also by Jeff Kaye. Charles will oversee all activities at CCPA and is the Director of the California Capital Film Office at Rancho Cordova.

DANIELLE MERCADO | DIRECTOR OF FREEZE!

Danielle Mercado has been directing for several years and is arguably the most promising upcoming talent on the local theatre scene. With years of experience working with children and young adults, she is a wiz at developing performers' talents and bringing a cast together to create something truly remarkable. She brings substance, humor and quality to performances, and her personality shines not only on the stage but off. Her approach to story telling is unique in that it appeals to the greater public who are not regular theatre goers or Shakespeare experts. Making the arts accessible and enjoyable for everyone is part of her ongoing mission. She works closely with her actors and students to help them realize their greatest potential, and teaches them the importance of serving others as opposed to grabbing the spotlight. In this way she makes everyone a star.

Mercado holds a Master of Arts in Directing from Roosevelt University Chicago College of Performing Arts- B.A. In Theatre Arts Sacramento State University- Miss Sacramento 2007 Scholarship Winner- Miss El Dorado 2005 Scholarship Winner- Miss California Participant- Imagination Theatre Director Scholarship- Capital Stage Assistant Director- Sacramento State University Teaching Artist and Assistant Director- Miss Sacramento County Board of Directors- Bradshaw Christian School Drama Teacher and Director from 2010-2015

BRYCE NICASTRO | PUBLICITY & GRAPHICS / MUSICAL DIRECTOR

Bryce Nicastro has served the San Diego, Los Angeles, and Sacramento counties as a Voice/Violin/Piano Teacher, Musical Director, and Graphic Designer since 2013. After attending university in New York City, Bryce's studies brought him to Los Angeles with a passion for Vocal Performance and Music Education. Here, Bryce was trained in operatic singing and to teach General Music in Public Schools. After finishing schooling at UCLA, Bryce continued a career in professional opera, musical theater, and marketing. Bryce has also had an extensive career in graphic art and marketing. For the last six years, Bryce has designed custom product packaging, created customized websites for small businesses, and has created countless marketing materials for film production companies. Bryce will provide musical theatre training, staffing needs, and marketing services for CCPA.

RENE MARTINEZ | SOCIAL MEDIA MANAGER

Rene grew up in the Central Valley and went to school at CSU East Bay for Business Administration. Growing up he worked on several local marketing campaigns including the Rio Limpio project which aimed to grow its volunteer base. His interest in social media has allowed him to gain advanced knowledge of different platforms that individuals or business can utilize to grow their reach.

NICK HERNANDEZ | HOUSE MANAGER

CHRISTOPHER JOHNSON | OFFICE MANAGER

RICARDO ZAVALA | HOUSE TECH



FUNDING REQUEST

Freeze (5 Performances)		
Tom Sizemore	\$ 1,500.00	
Michael Asbury	\$ 1,500.00	
Director (Danielle Marcado)	\$ 1,500.00	
Hotel (Tom Sizemore) 12 nights	\$ 2,000.00	Includes Rehearsals
Hotel (Michael Asbury) 12 nights	\$ 2,000.00	Includes Rehearsals
Playwright Royalties	\$ 900.00	
Set Design Props	\$ 500.00	
Marketing/postcards/Posters	\$ 500.00	
Light/Sound Tech	\$ 500.00	\$100 per performance
Admin/Office	\$ 300.00	
Total For Freeze		\$11,200.00

Kate (3 Performances)		
Janis Stevens (Performer)	\$ 1,500.00	
Light and Sound Tech	\$ 300.00	\$100 Per performance
Marketing Postcards/Poster	\$ 500.00	
Admin/Office	\$ 300.00	
Total For Kate		\$2,600.00

A Charles Dickens Christmas (6 Performances)		
Royalties	\$ 500.00	
6 x Performers (includes Rehearsals)	\$ 3,000.00	
Director (Danielle Marcado)	\$ 1,500.00	
Musical Director (Bryce Nicastro)	\$ 500.00	
Light Tech	\$ 600.00	\$100 Per Performance
Costumes	\$ 1,000.00	
Set/Props	\$ 750.00	
Marketing/Posters/Postcards	\$ 500.00	
Admin/Office	\$ 300.00	
Total for Charles Dickens Christmas		\$ 8,650.00

Total Funds Requested	\$22,450.00
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MATCHING FUNDS

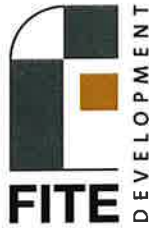
- Availability of CalCap Studios at no cost.
- Continued upgrade of equipment as its own cost.
- Theatre "House Manager".
- Free Tickets for seniors and PAL.

OBJECTIVES

CalCap Studios and The California Capital Arts Foundation mission is to ensure that the Performing Arts will thrive in Rancho Cordova and will continue to grow and expand to position Rancho Cordova as "The City of the Arts" within the Sacramento Metropolitan Region. We will accomplish these goals with the following objectives in mind:

- Continue to introduce theatre and performing arts to the community of Rancho Cordova.
- Expand access for creative outlets through performance art for the community of Rancho Cordova.
- Continue to build strong relationships with community partners. Cordova Community Council The MACC, The Hummingbird Theatre Company, Police Assistance League (PAL), and work closely with the upcoming Mills Crossing Community Center (MCCC).
- Encourage the continued growth of the Performing Arts within the City of Rancho Cordova.
- Introduce the Old Mill's Winery as a viable arts complex within the city as it will heighten the vision of the newly forming "Arts District" and MCCC that is only two miles away.





March 17, 2021

Ms. Stacy Delaney
Mr. Daniel Leonardich
Rancho Cordova City
Community Enhancement Grant
2729 Prospect Park Drive
Rancho Cordova, CA 95670

RE: Landlord's Support of Live Theater- California Capital Arts Foundation

Dear Stacy & Daniel:

Please be advised that the Fite Development Company is in wholehearted support of the efforts being taken by the California Capital Arts Foundation to enhance live theater in the City of Rancho Cordova. Additionally, we support their collaborative efforts with the Hummingbird Theatre Company to form and train the communities first improv group to expand this endeavor.

Fortunately, the Winery I office park is conducive to this use. The theater area located within California Capital Arts Foundation suite is housed within one of the City's oldest and classic structures, the former Brookside Winery building. There is ample parking, direct public access and a parklike environment for theater guest.

We also wish to acknowledge the City's efforts in supporting the California Capital Arts Foundation theater with a nod to Joe Cuffe for his guiding hand addressing the life, fire, safety assembly requirements for the theater use. We also thank Micah, Amanda, and Laura for the focused they have provided to expand the theater arts within our community.

Please let me know if you have any additional questions.

Sincerely,
FITE DEVELOPMENT COMPANY

Chuck Shaw, COO

9857 Horn Road • Sacramento, CA 95827
916.366.5696 • 916.361.9043 Fax • www.fitedevelopment.com

**Rancho Cordova Community Enhancement Fund
Proposal for Hummingbird Theatre Company 2021/2022 Season**

\$ ~~84,340~~ 88,520

OVERVIEW We are requesting ~~\$84,340~~ in Community Enhancement Funds to provide a full theatrical season offered to the citizens of Rancho Cordova. The program will be located in the City of Rancho Cordova at various locations, and will offer entertainment, culture and nightlife to the residents of Rancho Cordova. Young adults as well as older performers from all over the Sacramento and Rancho Cordova areas will participate in helping bring this vision to life.

This program serves two main purposes:

- To expand access to theater arts opportunities for local performers in dance, music, and acting with coaching from expert and professional actors, directors, and dance instructors supporting the development of artistic and technical skills; and
- To engage the community in artistic programming and civic engagement, culminating in performances open to the public.

BACKGROUND Hummingbird Theatre Company was established in Rancho Cordova in 2017 by longtime resident, Danielle Mercado. Mercado holds her Master of Arts in Theatre Directing from Roosevelt University- Chicago College of Performing Arts. Prior to that, she obtained her Bachelor of Arts degree in Theatre Arts from Sacramento State University. She also taught theatre and ran the Theatre Program at Bradshaw Christian School for six years. She began Hummingbird as a passion project, merely wanting to put on a Shakespeare in the Park style show at the amphitheater just 200 feet from her house. Her first year, she put on "A Midsummer Night's Dream" with 30 cast members, costumes, choreography, and over 800 people attending over two weekends. Hummingbird has grown since; putting on other plays at the MACC in addition to a Musical Theatre Gala and a Traveling Children's Hospital Touring Show. With Community Enhancement Fund support, Hummingbird can sustain a broader community theatre presence and grow larger audiences.

PURPOSE The purpose of this project is to provide high-quality, professional level entertainment to the residents of Rancho Cordova, as well as make a name for our town artistically, which will increase arts engagement in our City. Hummingbird Theatre currently generates program funding by teaching classes at the Cordova Recreation & Park District and doing face-painting booths at community events. As a result, we must wait a long time in between performances in order to save the funds necessary to do a show. We cannot plan a season in advance as we do not have the means to finance it. We are also forced to do our sets, costumes, tech and other production needs as cheap as possible. This undermines the quality of our performances and can reflect poorly on our community's artistic abilities.

Our grant proposal will strengthen Rancho Cordova's only community theatre with a fully funded season. This would help attract high numbers of audiences, create exceptional quality

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MAR 19 2021

Per 2:12 pm Application #17

performing arts, and entice some of the greater Sacramento area's best talent to come play here in Rancho Cordova. We are also offering a wide variety of shows: a cabaret, a straight play, a school touring show, and a historical drama. We can capture input from our audiences and assess what types of performances best fit the needs of our community.

PROGRAM ELEMENTS

Spring Musical Theatre Cabaret – The Greatest Show- March 2022

Our Musical Theatre Cabaret features talented performers singing, dancing, and acting out songs from musical theatre favorites, such as Phantom of the Opera, Wicked, Chicago, The Greatest Showman, and Hadestown. This is a multi-weekend ticketed event that includes appetizers and drinks.

Summer Comedic Play – Clue: The Murder Mystery – June 2022

Our Spring Play "Clue" is an adaptation of the classic cult film. It's an overly dramatic, campy, mystery/comedy. We would like to offer it as a dinner theatre show. We would like to take a look at the former "Tommy T's" located near the Spaghetti Factory. An alternative would be to have it at Cal Cap Studios.

Fall Drama- "Shakespeare In Love"- October 2022

An adaptation of the award-winning movie, Shakespeare In Love is a masterful story of love and drama. Plagued by debt, tormented by writer's block and in desperate need of a new hit, promising new playwright Will Shakespeare finds his muse in the form of a passionate young noblewoman Viola De Lesseps. Their forbidden love soon draws everyone, including Queen Elizabeth, into the drama, and inspires Will to write the greatest love story of all time: Romeo and Juliet. This will take place at the Village Green Park Amphitheatre for an outdoor, under-the-stars performance.

Rancho Cordova Children's Elementary School Winter Touring Show-"The Road to El Dorado" November/ December 2022

A one-hour touring show best suited for children. Based off the movie "The Road to El Dorado", a comedy about two best friends who get mistaken for Gods in the Aztec Empire. Performed by actors who stay in character and interact with the kids. Will tour local Elementary Schools in Rancho Cordova for free assembly performances. Will also have one (or more) performance(s) for the broader public.

PROGRAM GOALS AND COMMUNITY BENEFITS

This program brings expanded access to performing arts and a broader vision to our community.

The goal is to model community performing arts programs in Folsom, El Dorado Hills and Elk Grove. Each of the cities listed above have established community and/or youth theatre programs that are well known and a huge draw to the public. By investing in live theatre

programs, the City of Rancho Cordova sends a message that art is important to our community. With this investment, minds are changed, and hearts won as they make their way into Rancho Cordova to see what we have created. Our city becomes more attractive to buyers, investors, and by reputation.

A city-funded theatre program shows support of artists, who will come from all over the Sacramento area in order to be involved with any of Hummingbird's productions. Their friends and family will come see them perform. By providing stipends for key roles, we can make for more talented casts and by default, better live shows. The community benefits from competition amongst actors for the best roles and we can afford to pick the best actors we can, therefore, making the experience better for everyone involved.

We will also have the means to provide our audiences with elevated sets, sound, lights, props, costumes, and special effects. This will enhance the experience as a whole and keep our fans coming back and clamoring for more. This will drive business into the community, as people coming here for rehearsals or shows will spend money on restaurants and recreational shopping.

Our productions will also use residents within Rancho Cordova as cast members, including youth and seniors. Our specialty is "bridging the gap" between high school and college, giving young adults a purpose and sense of belonging in the theatre group. This creates a civically engaged youth that is not turning to more illicit means to fill their time. Seniors are the largest growing segment of our community. Providing opportunities for them to stay civically engaged brings vibrancy to our community and enhances their overall health.

Hummingbird Theatre Company will provide a summary report of the program goals and impacts. Our outcomes will include an assessment of:

- Number of people participating and demographic information
- Number of hours of additional coaching (acting, voice, movement, and technical theater skills)
- Number of audience members attending
- Number of volunteers and hours participating
- Summary of outreach and marketing strategies
- Summary report of lessons learned and any leveraged opportunities with partners

Production revenues and program savings will be used to support future community performances including additional dance, acting and voice coaching. The production photos will

be used in promotions by program partners and bring greater exposure to the culturally diverse talent in the Rancho Cordova community. Program outcomes may also be used to advance other grant opportunities expanding on the benefits to the performing arts community.

PARTNER COMMITMENTS

Each of the partners and participating professionals will bring unique expertise to the production and the opportunity for actor and audience skill development.

The program is a collaborative effort between the City of Rancho Cordova, Cal Cap Studios, theatre professionals from the greater Sacramento area, and Hummingbird Theatre Company. The partners who helped develop the proposal and program for the 2021-2022 season include: Rebecca Sloan (Executive Producer - Cordova Accelerated Performing Arts); Shelly Blanchard (Executive Director - Cordova Community Council); Charles Lago (Cal Cap Film Studio); Bryce Nicastro (Musical Director - Cal Cap Studios); Natalie Quilici (Choreographer); Amber Fletcher (Sound Engineer); Danielle Mercado (Director); Sarah Feuerbach (Costumer); Beth Beam (Set and Lighting Designer); and Jennifer Reeves, Tay Marchelle, Nath Maghinay, Jarod Wiggins, and Cole Winslow (Acting Company Members-Hummingbird Theatre Company).

Danielle Mercado is Hummingbird Theatre Company's Founder and Mainstage Director. She has been directing shows for over a decade and is an expert at working with all ages. She will lead the season as she has for many years, being the main contact for all communication and leading all productions. Mercado holds a Master of Arts in Directing from Roosevelt University Chicago College of Performing Arts, Bachelor of Arts in Theatre Arts Sacramento State University, Imagination Theatre Director Scholarship, Capital Stage Assistant Director- Sacramento State University Teaching Artist and Assistant Director, Miss Sacramento County Board of Directors, Bradshaw Christian School Drama Teacher and Director from 2010-2015.

Rebecca Sloan will provide management support including serving as liaison to the City, CRPD, FCUSD, SCUSD, and EGUSD. Sloan will assist with budget management, outcomes reporting, and community engagement/outreach to expand community participation. Sloan was the Executive Producer for the Cordova Accelerated Performing Arts youth summer program in 2019. Sloan also served as the Measure P (School) bond campaign co-chair and was a parent volunteer in the Folsom High School Theater Program from 2012-2016. Sloan has a Bachelor of Arts in Communications/ Minor in Drama and a Master of Arts in Public Policy and Administration.

FINANCIAL ASSUMPTIONS

Expenditures	Estimate	Total
Rehearsal Space	\$14,400 Assumes rehearsal space costs \$25/hr. If we are able to secure donated space, the program will realize savings.	
Production Space	\$18,370 Rental of the Village Green Park Amphitheater, Building 1 at the Hagan Community Center or a similarly priced location for the Spring play.	
Staff	\$26,250	
Production Expenses	\$25,300	
Miscellaneous Expenses	\$4,200	
Estimated Expenses		\$88,520
Revenues	Estimate	Total
City of Rancho Cordova Grant		\$88,520
Donation of Rehearsal Space Assumes commitment of Cal Cap Studios or other vacant commercial space		\$10,000 in kind
Donation of Producing/Advising by Rebecca Sloan	10 hours/month at \$50/hour= \$6,000	\$6,000 in kind
Donation of Professional Services	Directing 310 hrs at \$50/hr= \$15,500 Dramaturgy 39 hrs at \$50/hr= \$1,950 Costuming 210 hrs at \$50/hr= \$10,500 Sewing 140 hrs at \$25/hr= \$3,500 Musical Directing 130 hrs at \$50/hr= \$6,500 Choreography 130 hrs at \$50/hr= \$6,500 Carpenter 70 hrs at \$50/hr= \$3,500 Set/Lighting Designer 75 hrs at \$60/hr = \$4,500 Skilled Building 212 hrs at \$40/hr= \$8,500 Fabricating Props/Sets 42 hrs at \$60/hr= \$2500 Acting \$15/hr Shakespeare- \$2,700 per actor x 17 actors = \$45,900 Cabaret- \$1,230 per actor x 10 actors = \$12,300 Spring Comedy- \$1,890 per actor x 15 actors = \$28,350 Children's Tour- \$1,230 per actor x 14 actors = \$17,220	\$167,720 in kind

	TOTAL ACTING = \$103,770 Sound Design/Engineer 300 hrs at \$25/hr= \$7500 Advertising 68 hrs at \$50/hr= \$3,400 Graphic Design 40 hrs at \$60/hr= \$2,400 Print 133 hrs at \$18/hr= \$2,400 Secretarial 130 hrs at \$20/hr= \$2,600 Tech/ Manual Labor 115 hrs at \$20/hr= \$2,300 per person 4 on Shakespeare, 2 on all other productions = \$6,200 TOTAL IN KIND = \$191,720 - \$26,250 budgeted for Staff Stipends	
Production Revenues	(Ticket and concession sales) <i>The Greatest Show</i> = Est. \$5,760 Clue: A Murder Mystery = Est. \$6,300 Shakespeare in Love = Est. \$13,500 The Road to El Dorado = \$0 <i>*Number will actually be less because of credit card and online processing fees</i> <i>**assumes ticket sales to support additional actor stipends and coaching classes.</i> <i>After year one, HTC will have assessment of audience response and can assume ticket sales revenue in budget</i>	\$25,560*
Estimated Total Revenues		\$110,860

Hummingbird Theatre Company Community Enhancement Fund proposal is flexible with multiple program elements across the 12-month year. The proposal includes individual program elements and individual budgets for each community production. The City can decide to grant funding for any or all program proposals. The planning funding is essential to growing a sustainable community theatre program supported by community volunteers and audiences. Ticket revenues are not assumed for year one to create the flexibility to provide for free performances for the community or reduced-price tickets to help expand audiences. An assessment of audience demand in year one would allow for better revenue forecasts for future year budgeting.

FINANCIAL BREAKDOWN

PROJECT NAME:

Hummingbird Theatre Company 2021/2022 Season

ANNUAL COST ANALYSIS:

Annual Expenditures		
Planning*	Artistic Director gives over 400 hours a year of unseen labor planning, prepping, etc. for every show and the company as a whole.	\$6,000
Insurance	Through Philadelphia Insurance Company	\$1000
Memberships	Annual Business License, Cordova Community Council Membership, SARTA (Sacramento Area Regional Theatre Alliance) Membership, etc.	\$500
Storage Facility:	1 at \$120 a month x 12 months	\$1440
Total Estimated Annual Expenditures:		\$8,940

*** PLANNING**

Community engagement, partnership and relationship building including FCUSD, EGUSD, SCUSD, CRPD, Cordova Community Council, Arts Council, other Cordova community organizations and professional theatre community to establish performing arts presence in the Rancho Cordova community. The planning element includes the Managing Program Director working in collaboration with the Managing Program Producer. The producer's time is estimated at 120 hours/annually as an in-kind contribution.

SPRING MUSICAL THEATRE CABARET- "THE GREATEST SHOW"*March 2022 at Building 1 at Hagan Community Center*

Expenditures		
Rehearsal Space	3 days a week, 3 hours a day for 12 weeks= 108 hrs. of rehearsal x \$25 an hour = \$2,700	\$2,700
Production Space	Building 1 Hagan Community Center- \$230/hr (not including deposit) x 5 hours a day= \$1,150 a day. 6 performances plus 3 Dress/Tech rehearsals = \$10,350 for venue. (If we can find another venue to rent that is cheaper, we definitely will. Unfortunately, I have not been able to find a suitable alternative. Perhaps we can work out a deal with the Park and Rec to donate space)	\$10,350
Staff	Costumer: \$500 Director: \$500 Choreographer: \$500 Musical Director: \$500 Sound Engineer: \$400 Actor Stipend: 10 at \$100 = \$1000	\$3,400
Production Expenses	Musical Rights: Free as per Cabaret Copyright rules- \$0 Costume Budget: \$1000 Lights: \$800 Music: \$200 Props: \$400 Caterer: 400 a night x 6 nights= \$2400	\$4,800
Miscellaneous Expenses	Advertising: \$400 Print: \$300	\$700
Total Estimated Expenditures		\$21,950
Revenues		
Ticket Sales	6 performances of 80 audience members 480 adults x \$12 tickets = \$5,760	\$5,760

SUMMER COMEDY- "CLUE: THE MURDER MYSTERY"*June 2022. Location at Tommy T's or Cal Cap Studios.*

Expenditures		
Rehearsal Space	4 days a week, 3 hours a day for 12 weeks= 144 hrs. of rehearsal x \$25 an hour = \$3600	\$3,600
Production Space	Venue: Est. \$4000 (TBD)	\$4,000
Staff	Costumer: \$1000 Director: \$1500 Movement: \$500 Master Carpenter: \$300 Set Designer/Main Builder: \$700 Sound Engineer: \$800 Actor Stipend: approx. 10 cast members at \$150 = \$1500	\$6,300
Production Expenses	Play Rights: \$85 a show x 8 shows + shipping and materials = \$1000 Costume Budget: \$1200 Sets and Lights: \$4000 Props: \$500 Actor Facilities: \$500	\$7,200
Miscellaneous Expenses	Advertising- signage, ads, photos, social media boosts \$700 Print: Programs, Posters, Scripts, Tickets \$600	\$1,300
Total Estimated Expenses		\$22,400
Revenues		
Ticket Sales	12 performances of 35 audience members 420 adults x \$15 tickets = \$6,300	\$6,300

FALL DRAMA- "SHAKESPEARE IN LOVE"*October 2022 at the Village Green Park Amphitheater*

Expenditures	Estimate	Total
Rehearsal space	5 days/week for 12 weeks at CRPD 180 hours/\$25 hour	\$4,500
Production Space	Venue- Village Green Park Amphitheater- CRPD- \$220 a day x 12 performances and 4 rehearsals=	\$3,520
Staff	Costumer: \$1500 2 Sewing Assistants: \$600 Director: \$2000 Prop/Set Builder: \$1000 Set Designer/Master Carpenter: \$1500 Light Technician: \$1000 Stipend for Actors: 25 actors at \$150 = \$3,750 Sound Engineer: \$1000 stipend 2 Production Assistants: \$1000	\$13,350
Production Expenses	Rights: \$1400 Costume Budget: \$4000 25 Characters at roughly \$150 each- see attached renderings Sets and Lights: \$4000 - See attached renderings Props: \$800 Actor Facilities: \$500 - Tents, Tables, Chairs, Backstage Mirrors, Wall Covering, Port-a-potty	\$10,700
Miscellaneous Expenses	Advertising - Signage, ads, photos, social media boosts = \$800 Print - Programs, Posters, Scripts, Tickets = \$500	\$1,300
Estimated total expenditures		\$33,370
Revenues	Estimate	Total
Ticket Sales	12 performances of 75 audience members 900 adults x \$15 tickets	\$13,500
Donation of Rehearsal Space 5 days/week for 12 weeks		In Kind

**RANCHO CORDOVA CHILDREN'S ELEMENTARY SCHOOL WINTER TOURING SHOW-
"THE ROAD TO EL DORADO"**

November/ December 2022. A Children's Story adapted into a stage play. Tours local Elementary Schools here in Rancho Cordova for free assembly performances, plus one or more performances open to the public.

Expenditures		
Rehearsal Space	4 days a week, 3 hours a day for 12 weeks = 144 hrs. of rehearsal x \$25 an hour = \$3,600	\$3,600
Production Space	School Assemblies- \$0 Public show- \$500	\$500
Staff	Costumer: \$500 Director: \$500 Choreographer: \$200 Master Carpenter: \$200 Set Designer/Main Builder: \$300 Actor Stipend: approx. 15 cast members at \$100 = \$1500	\$3,200
Production expenses	Play Rights: Free adaptations Costume Budget: \$500 Sets and Lights: \$1000 Sound Engineer: \$400 Props: \$200 Lights: \$500	\$2,600
Miscellaneous expenses	Advertising- signage, ads, photos, social media boosts-\$500 Print: Programs, Posters, Scripts, Tickets- \$400	\$900
Total Estimated Expenses		\$ 10,800
Revenues		
Ticket Sales	\$0	\$0

TOTAL SEASON COST \$ 88,520

City Council can decide to fund any one, two, three, or all four projects. We also ask for 5% of whatever budget allotted to compensate the Cordova Community Council to act as our Fiscal Agent and Non-Profit Partner.

HUMMINGBIRD THEATRE PRODUCTION TEAM

Danielle Mercado
Managing Program Director & Theatre Director
hummingbirdtheatreco@gmail.com
(530) 306-4182

Rebecca Thornton Sloan
Managing Program Producer
rebeccatsloan@gmail.com
(916) 798-0777

Shelly Blanchard
Fiscal agent and Non-Profit Partner
shelly@cordovacouncil.org
(916) 273-5704

Sarah Feuerbach
Costumer & Assistant Director
sarah.feuerbach@live.com
(916) 960-7733

Beth Beam
Set/Lighting Designer, Artisan and Fabricator
bethbeam@rocketmail.com
(530) 368-0808

Charles Lago
Producer, Cal Cap Studios
clago@calcaparts.org
(310) 663-4226

Bryce Nicastro
Musical Director, Cal Cap Studios
bnicastro@dtlaent.com
(760) 519-5779

Lydia Bredin
President- River City Concert Band
lydia.bredin@gmail.com
(415) 793-3663

Amber Fletcher
Sound Engineer
ambernicolesound@gmail.com
(209) 658-8020

Hummingbird Theatre Company
Members:
Jennifer Reeves
Tay Marchelle
Nath Maghinay
Jarod Wiggins
Cole Winslow

Contact information available upon request

SUPPLEMENTAL MATERIALS

2022 SEASON SCHEDULE TIMELINE

“The Greatest Show”- Spring Musical Theatre Cabaret- March 2022

- Obtain Staff (ASAP)
- Announce and advertise auditions (Nov 2021)
- Hold Auditions (Dec 2nd-4th 2021)
- Cast the Show (Dec 5th, 2021)
- Begin Rehearsals (Dec 6th but 2 weeks Christmas Vacation)
- Start Costumes, Props, and Sets
- Keep rehearsing (Jan/Feb 2022)
- Finish Costumes, Props, and Sets
- Obtain Tech equipment and other elements needed
- Tech the show (March 6th-9th)
- Perform the Show (March 10th-26th)

“Clue: The Murder Mystery”- Summer Comedic Play- June 2022

- Obtain Staff (December 2021)
- Announce and advertise auditions (Jan 2022)
- Hold Auditions (March 18-20th)
- Cast the Show (March 20th)
- Begin Rehearsals (March 27th)
- Start Costumes, Props, and Sets
- Keep rehearsing (April/May/June)
- Finish Costumes, Props, and Sets
- Obtain tech equipment and other elements needed
- Tech the show (June 3rd- 8th)
- Perform the Show (June 9th-25th)

“Shakespeare In Love”- Fall Drama- October 2022

- Obtain Staff (Feb 2022)
- Announce and advertise auditions (May 2022)
- Hold Auditions (June 23rd- 26th)
- Cast the Show (June 26th)
- Begin Rehearsals (July 5th)
- Start Costumes, Props and Sets
- Keep rehearsing (July, Aug, Sept)
- Finish Costumes, Props, and Sets
- Obtain Tech equipment and other elements needed
- Tech the show (Oct 1st-5th)
- Perform/ Tour the Show (Oct 6th-22nd)

**“The Road to El Dorado” Rancho Cordova Children’s Elementary School Winter
Touring Show –December 2022**

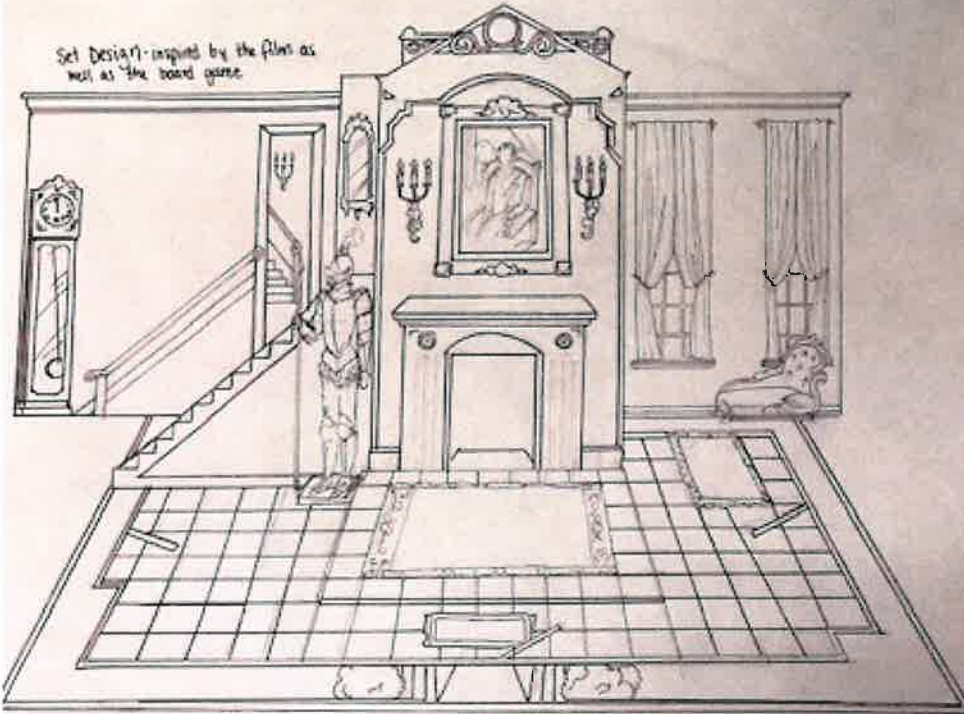
- Obtain Staff (April 2022)
- Announce and advertise auditions (June 2022)
- Hold Auditions (Aug 18th- 21st)
- Cast the Show (Aug 21st)
- Begin Rehearsals (Aug 28th)
- Start Costumes, Props, and Sets
- Keep rehearsing (Sept, Oct, Nov)
- Finish Costumes, Props, and Sets
- Obtain Tech equipment and other elements needed
- Tech the show (Nov 13th-19th)
- Perform the Show (Nov 28th- Dec 16th)

PLEASE SEE ATTACHED COSTUME RENDERINGS AND SET DESIGN

We have prepared some visual aids for Costume and Set Designs for our show proposals.



Set Design: inspired by the films as
well as the board game



HUMMINGBIRD THEATRE CO.

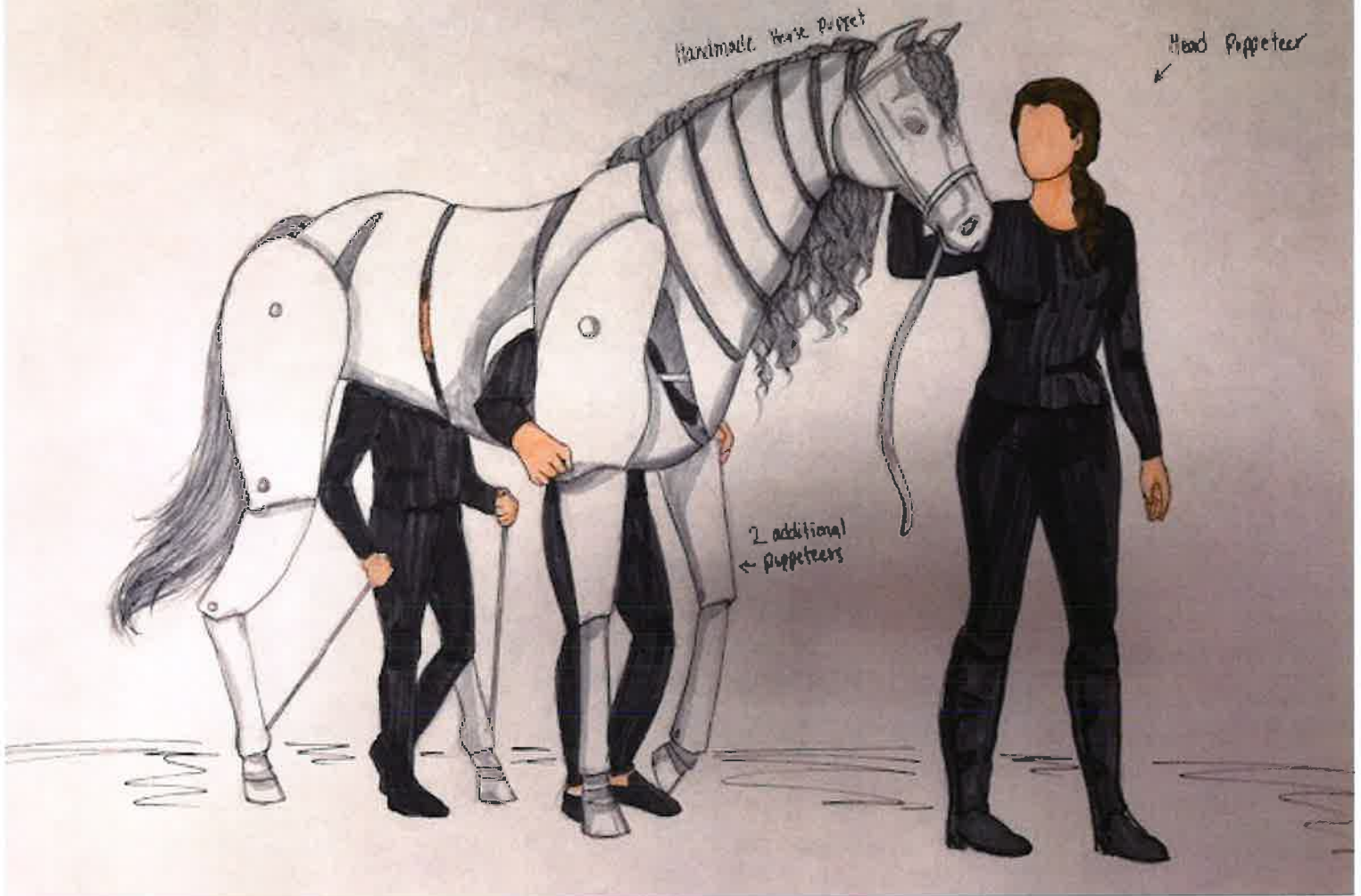


THE ROAD TO EL DORADO

Educational Traveling Children's
Touring Show



"THE ROAD TO EL DORADO" continued...



SHAKESPEARE

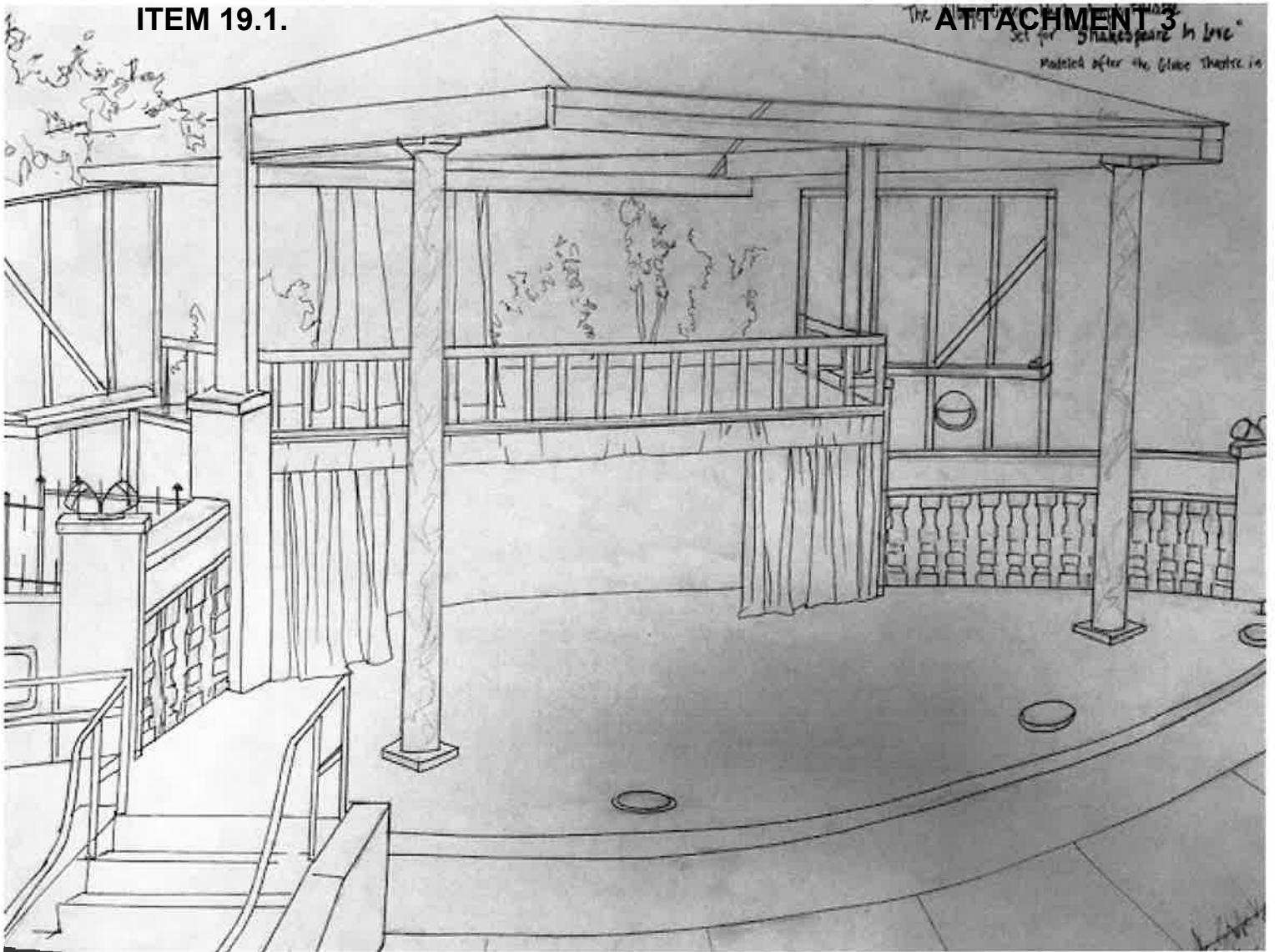
IN

Love



ITEM 19.1.

ATTACHMENT 3
Set for "Shakespeare in Love"
Modeled after the Globe Theatre in



Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Friday, March 19, 2021 3:18 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 837484
IP Address: 67.204.43.154
Submission Date: 03/19/2021
Survey Time: 9 minutes, 9 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

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Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Mandarins Music Center – Safe Rehearsal Space

* Project Description

Mandarins of Sacramento, Inc. ("Mandarins") seeks to provide safe and secure rehearsal spaces within their commercial building located at 9792 Business Park Drive in Rancho Cordova. The proposed music and performing arts rehearsal spaces will give local ensembles and individual musicians/performing artists a space to perfect their music-making, dance moves, compositions, and performance skills. Regular rehearsals are beneficial because it allows performing artists to review and hone their skills before performing in front of an audience. The ideal rehearsal space enables and nurtures the process of music-making, dance, singing and other performing arts by helping the artists feel comfortable and encouraging freedom of expression. It is also a safe place to explore new ideas. Performing arts rehearsal spaces are unique in that they include professionally soundproofed practice rooms designed to create an acoustic environment to keep sound inside and unwanted sound out and often include mirrors and recording equipment to review their practice and improve. Accessibility is also a major factor because music instruments and performing arts equipment can be bulky and heavy. Mandarins has completed all interior construction. Mandarins rehearsal spaces include a nine thousand (9000) square foot event room, a three thousand (3000) square foot practice room, and three smaller one hundred (100) square foot individual practice rooms which will allow combined rehearsal and recording functions. However, although the construction is complete, additional furnishings and equipment is needed to complete the project.

* Project Team

Dr. Daniel Fong, CEO and President of Mandarins. Dr. Fong has a unique understanding of the requirements of performing artists because he has been involved with the performing arts and the Mandarins for over 40 years. Joe Fong, Chairman of the Board of Directors. Mr. Fong is a local businessman and landlord. He headed the design and construction of the Mandarins Music Center, working with local contractors and performing artists to complete the refurbishment of the interior of the building after its purchase in 2019. Mr. Santiago Sabato, Music Educator. Mr. Sabato is a music educator and musician. He is working with the Mandarins to develop local, community based music and choral ensembles at the Mandarins Music Center for students and adults who are interested in performing arts and do not have the means or opportunity to do so. Forrest Powell, Music Educator. Mr. Powell is the Director of Mandarins Music Academy, an after school band and choir programs offered at local elementary schools who do not have a music program.

* Project Goals

Musicians and performing artist often find it difficult to locate safe rehearsal spaces large enough to accommodate larger ensembles and/or the bulky equipment needed for practice. Further, loud volume is often not tolerated by landlords, other tenants and in some cases, the building's own physical structure. Even if a commercial space is located, sound proofing and acoustic treatment can be costly, requiring technical know-how often beyond the capabilities of the average person. Performing Arts rehearsal space requirements occupy a specialized niche. In order to complete the interior of the Mandarins Music Center and turn it into an ideal rehearsal site for local community based performing artists and students, Mandarins needs to enhance the interior of the building and add equipment unique to performing arts. This includes floor to ceiling mirrors on one wall of the band room, mobile soundproofing curtains and piping and high quality music stands and chairs Further, due to ongoing Covid restrictions and safety concerns, Mandarins prefers to have chairs that are easily disinfected after each session). Mandarins would also like to purchase recording and timing equipment and safety equipment available for use by the performing artists and the audiences. The purchase of the equipment will allow large artist ensembles to practice out-of-doors at the present time.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

47,308

* Estimated breakdown of project expenditures

Portable Soundproofing Curtains and Poles \$5008 Musician Stands and Chairs \$4400 Portable P.A. System and Mixers \$3500 Visual and Sound Recording Equipment \$4000 Ceiling to Floor Mirrors \$4800 Metronome and timing equipment \$3550 Health and Safety Handheld Thermometers \$ 400 High Performance Acoustical Doors \$2400 Installation of Equipment \$7700 Miscellaneous Labor \$8000

* Matching Funds

\$6345 to date

* Include any other funding contributions

Great Plates - \$5000 Bingo - \$2000 Individual Donors - \$1345

* Ongoing operations and maintenance costs if applicable

N/A

* Total Community Enhancement Funds requested

30,000

* Is this a multiyear request?
No

* **How many years have you received funding for this project?**
SKIPPED

* **When will your request for funding sunset for ongoing programs?**
June 30, 2022

* **Project Schedule**

Mandarins would like to begin ordering the required material and supplies commencing July 1, 2021. Mandarins goal is to have a fully functional rehearsal space by October 31, 2021.

* **In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Mandarins has contractors and volunteers available to begin installation of permanent fixtures such as the ceiling mounted projector and ceiling mounted drop down screen, the acoustical doors and mirrors contracted and ready to begin as materials are purchased.

* **Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Mandarins has contractors and volunteers available to begin installation of permanent fixtures such as the ceiling mounted projector and ceiling mounted drop down screen, the acoustical doors and mirrors contracted and ready to begin as materials are purchased.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

* Physical address of project location
9792 Business Park Drive
Sacramento CA 95822
USA

Other physical addresses if project/program is at multiple sites
N/A

* Have you received a letter of support for the project/program from the property owner?
Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites)
Measure H Application from DKF.pdf

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)
SKIPPED

* Application submitted by
Kathleen Davies

Title
Vice Chairperson, Mandarins Board of Directors, Fundraising Director

* Submitting as
Non-Profit

* Phone
(559) 260-5847

* **Email**
kbgd88@icloud.com

* Mailing Address of Submitter
P. O. Box 22297

Sacramento CA 95822
USA

Signatory's Name
President and CEO Daniel Fong

* Signatory's Phone
(916) 956-0948

* **Signatory's Email Address**
dkfongod@yahoo.com

* Signatory's Mailing Address
PO Box 22297
Sacramento CA 95822
USA

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**MANDARINS OF
SACRAMENTO, INC.**
P.O. BOX 22297, SACRAMENTO, CA 95822

March 19, 2021

Mandarins Music Center
9792 Business Park Drive
Sacramento, California 98527

Re: Mandarins Music Center – Safe Rehearsal Space

Dear Members of the City of the Rancho Cordova Community:

I am the President and CEO of the Mandarins of Sacramento, Inc. (Mandarins). Established in 1963, Mandarins is a 501(c)(3) non-profit organization with a stated mission of “Transforming Lives through Performing Arts! Mandarins is committed to developing life skills in young people by providing an ideal balance of education, family values, and respect through the discipline of music education and performing arts. Students learn how teamwork, dedication, hard work, perseverance, goal setting, and discipline contributes to their successes - now and in their future endeavors.”

Mandarins is the owner of the property at 9792 Business Park Drive in Rancho Cordova. Our organization purchased this property in 2019 and immediately began renovations to transform the building into a performing arts event center. We completed the interior construction in 2020 and are ready to provide equipment and amenities for the numerous local performing arts groups and individual artists who desire to utilize our rehearsal space. The rehearsal space is an currently empty shell that needs chairs, music stands, wall mirrors for dance teams, curtains for sound dampening and security, and a public address sound system for broadcasting and recording the performances.

Funding for these items directly benefit the community by allowing the local students and performing artists to rehearse in a safe and secure space. Many of the rehearsal times are during the evening hours. Security curtains along our windows will help with safety. The performers currently bring their personal music stands along with their instruments which is cumbersome and a distraction if they forget them. Mirrors along the wall provide the best feedback for all performers.

The funds provided through Measure H will help the Mandarins of Sacramento, Inc. to fulfill our mission of transforming lives through the performing arts. The purchase of the list of items will greatly enhance all the lessons that the performers experience in a positive, learning environment. The performing arts lay the foundation for many life principles that produce solid citizens of our community.

Best wishes,



Dr. Daniel K. Fong
President and CEO
Mandarins of Sacramento, Inc.

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Friday, March 19, 2021 4:41 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 837604
IP Address: 71.197.65.89
Submission Date: 03/19/2021
Survey Time: 11 minutes, 30 seconds

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Thank you,
City of Rancho Cordova

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Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

River City Middle School and High School Crossover Basketball

*** Project Description**

Crossover Basketball is a basketball league for both middle school and high school students to learn about character, confidence, responsibility, faith and demonstrate teamwork skills. There is a middle school and high school league that consists of one game and one practice per week. The students learn about the core values through "huddle time" at practices and after games. Two of the project criteria that crossover will cover would be sports as we build basketball skills, have a safe play for youth to play basketball and exercise. Crossover basketball is geared to have students from Mitchell and Mills middle schools and Kinney and Cordova High schools.

*** Project Team**

Daniel Langan

*** Project Goals**

The goals of this program are: 1. Have eight high school teams of eight players. 2. Have six middle school teams with eight players. 3. Provide scholarship opportunities for players. 4. Help the kids grow in character, confidence, responsibility, faith and demonstrate teamwork skills. 5. Allow youth an opportunity to get off the streets and be active. 6. Bring in a current or retired pro athlete to speak about Hard work, focus on goals, going to college and success later in life. Progress toward these goals will be measured by: 1. Promotion by emails, phone calls to previous players, getting flyers passed out at the schools, with permission, either personally with clearance, and or through the school announcing it. 2. Making it well known that money shouldn't be a reason to not play, through talking to potential players myself, and having it on the flyer. Also, we can have them simply check a box if they are needing scholarship money. 3. In the weekly huddle time they will learn about this character, confidence, responsibility, faith and teamwork. There is no cussing and talking down to other players. Postgame hands shakes/ toe taps are required. 4. Provide youth with basketball activity they can do twice a week after school. 5. Look online or find a way to contact the athlete or agent. talking to them about what I would like for them to share/talk about.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

20,000

*** Estimated breakdown of project expenditures**

2,000 Dollars for scholarship's for disadvantaged, minority, first generation minority youth 9,000 – Pro athlete guest speaker for Middle School Banquet 9,000 – Pro athlete guest speaker for high school teams.

*** Matching Funds**

N/A

*** Include any other funding contributions**

N/A

*** Ongoing operations and maintenance costs if applicable**

N/A

*** Total Community Enhancement Funds requested**

20,000

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project?**

1

*** When will your request for funding sunset for ongoing programs?**

June 30, 2022

*** Project Schedule**

Start: January 2022 End: June 2022

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Middle School opportunities will be promoted to the schools in December 2021 and a final push when they comeback in January after break. The season will start the middle of January and end in the middle of March. High school will be promoted to the schools in April and the season will start in the middle of March and end at the beginning of June. I will line up all the coaches, referees, and game day staff by the 12th of January.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Crossover basketball could be played outside on two mobile basketball hoops in the parking lot of River City Christian, as well as requiring mask wearing to practice and the games.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

* Physical address of project location
10933 Progress Court
Rancho Cordova California 95670
United States

Other physical addresses if project/program is at multiple sites

N/A

* Have you received a letter of support for the project/program from the property owner?
Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites)
SKIPPED

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)
SKIPPED

* Application submitted by
Daniel Langan

Title

Club 45 Pastor / Crossover Basketball Director

* Submitting as
Non-Profit

* Phone
(916) 861-2240 ext. 1643

* Email
dlangan@rivercitychristian.org

* Mailing Address of Submitter
10933 Progress court
Rancho Cordova California 95670
United States

Signatory's Name
Daniel Langan

* Signatory's Phone
(916) 861-2240 ext. 1643

* Signatory's Email Address
dlangan@rivercitychristian.org

* Signatory's Mailing Address
10933 Progress Court
Rancho Cordova California 95670
United States

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Project Name

Athletic Improvement Plan for Cordova High School (CHS).

The athletic programs at CHS needs continued financial support to be equitably competitive with other schools. There is currently a plan in place to solicit additional support from a local community based group, RCSAC for future year.

With the level of support gained from Measure H Grant for 2019-20, our student-athletes were able to excel at every level. Cordova High School probably experienced the most success, winning the Greater Sacramento League in Boys and Girls Basketball, Wrestling, and Soccer. CHS was able to send the school's first female wrestler to the state finals. Our students were able to see the support our community provided with Measure H funds. School pride banners were placed all over campus at CHS which enhanced all students' experience. The purchasing for new uniforms, soccer goals, athletic equipment, additional coaching staff, security for games, meals for athletes, championship T-shirts, softball outfield fencing, and transportation expenses covered, the number of athletes increased by 20% from the previous year. The impact that the Measure H Grant in 2019-20 made is truly visible across the school when you see the change in the climate and culture on campus, not just in athletic competition but in attendance and connection to peers and staff.

Project Description

The Athletic Improvement Plan will support the increased opportunities for student-athletes for afterschool sports. The plan is to support and encourage physical fitness as a positive outlet for afterschool sports. This project will enhance the educational programs and athletic programs at Cordova High School. Evidence supports that one of the best Positive Behavior Intervention and Supports (PBIS) for students is athletics. During this COVID-19 pandemic the need to support Social Emotional Learning (SEL) for our students is greater than ever and athletics is one of the best models for SEL. Ensuring our athletic programs have the necessary equipment / supplies and means to support our students is paramount to the success of our community.

Project Team

The Team responsible for ensure that this project is implemented will be made up of site administrators and district representation. Team members: Principal Jerad Hyden, Assistant Principal Michele Brown, Athletic Director Mark Beamish all from CHS and Peter Maroon, District Director of Athletics.

Project Goals

Our goals are to ensure that students have access to after school athletic programs and remove financial barriers. State and district general funding only provide coaching stipends and funds for safety items. Working with the policies of the school district and the CIF, we want to encourage student-athletes to participate in local school sports programs. We can accomplish these goals by:

- Updating equipment and supplies to maintain and improve competitive edge on an annual basis
- Cover transportation cost for athletics (reducing financial barrier)
- Provide a safe environment during the largest community gatherings
- Provide additional funds for stipends and increase enrichment needs
- Upgrade / update facilities as part of the district master plan
- Promote school pride and recognition

Use of Fund in the following areas:

\$2,000	Advertising / marketing
\$26,000	Employee salaries, taxes and benefits (including additional coaches, trainers, and enrichment staff)
\$2,500	Recognition awards (certificates, awards, supplies, varsity blocks, banners and championship t-shirts)
\$5,000	Travel and meals
\$10,000	Security for football games
\$47,000	Inventory / Sports equipment (uniforms, sports machines)
<u>\$50,000</u>	Student-Athlete Transportation Fee (\$125 per high school student)
\$142,500	Total

The allocation for each sport is to increase participation and needs for the athletic programs.

The FCUSD is able to provide CHS with \$150,000 matching funds for athletics which only covers stipends, safety equipment and limited supplies.

This would be the Third request for Measure H Grant funds for athletics and would build on the success of the 2019-2020 year. The grant funds for 2020-21 were not fully utilized per the original plan due to COVID-19 pandemic. CHS is working with RCSAC to partner up in the future to address needs and prioritize long term project for site improvement. This request would ensure continuity of progression made to support student-athletes and school climate and culture enhancement.

Project Schedule

The timeline for this project would start in July 15, 2022 and be completed by the June 30, 2022.

Project Location

This project would be on campus:

Cordova High School, 2239 Chase Dr., Rancho Cordova



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Athletic Improvement Plan for Cordova High School (CHS).

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Peter Maroon, Director of Athletics

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-294.9388

Applicant's Email: pmaroon@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Athletic Improvement Plan - Year Three For Mills, Mitchell and Kinney

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The plan is to support and encourage physical fitness as a positive outlet for afterschool sports. The COVID-19 pandemic has demonstrated now more than ever the need for sports, which serves our students needs for social emotional learning, interactive connection with peers and adults, and motivation for academic growth. This project will enhance the educational programs and athletic programs at our three secondary schools in Rancho Cordova. Evidence supports that one of the best Positive Behavior Intervention and Supports (PBIS) for students is athletics. Ensuring our athletic programs have the necessary equipment / supplies and means to support our students is paramount to the success of our community.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The Team responsible for ensure that this project is implemented will be made up of site administrators and district representation. Team members: Principal Dana Carrigan, MMS, Principal Amy Strawn, MtMS, and Principal Michelle Flowers, KHS, and Peter Maroon, District Director of Athletics.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goals are to ensure that students have access to after school athletic programs and remove financial barriers. State and district general funding only provide coaching stipends and funds for safety items. Working with the policies of the school district, we want to encourage student-athletes to participate in local school sports programs. We can accomplish these goals by:

-Updating equipment and supplies to maintain and improve competitive edge

- Cover transportation cost for athletics (reducing financial barrier)
- Provide a safe environment
- Provide additional funds for stipends and increase enrichment needs
- Promote school pride and recognition
- Expand outdoor courts for alternative school
- Provide for additional seating at outdoor facilities

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$60, 750

Estimated breakdown of project expenditures:

Use of Fund in the following areas:

\$16,000 Employee salaries (payroll taxes and benefits included for additional coaches)

\$1,000 Recognition awards (certificates, awards, banners and championship t-shirts)

\$15,750 Uniforms

\$15,000 Inventory / Sports equipment (small bleacher, canopies, nets, balls)

\$13,000 Student-Athlete Transportation (cost of buses and gas for vans)

\$60,750 Total

Funds would be allocated based upon needs for each site:

Mills - \$27,650

Mitchell - \$27,650

Kinney - \$5,450

Matching funds (including any in-kind contributions): 0

Include any other funding contribution to include your own: 0

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: 0

Total Community Enhancement Funds requested: **\$60,750**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 2

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The timeline for this project would start in July 15, 2021 and be completed by the June 30, 2022.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Funds will be allocated to be used by each school site for projects they have identified to be completed by July 30, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Project can be adjusted as needed to ensure funds are used for purchase of equipment, uniforms or services.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Kinney High School, 2710 Kilgore Rd., Rancho Cordova Mills Middle School, 10439 Coloma Rd., Rancho Cordova Mitchell Middle School, 2100 Zinfandel Dr., Rancho Cordova

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Peter Maroon**Title:** Director of Athletics, FCUSDIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** 916-294-9388**Email:** pmaroon@fcusd.org**Mailing Address:** 1965 Birkmont Dr., Rancho Cordova, CA 95760

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Rhonda Crawford**Title:** Assistant Superintendent, Business Services**Phone:** 916-294-9000**Email:** lvenzon@fcusd.org**Mailing Address:** 1965 Birkmont Dr., Rancho Cordova, CA 95760

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Athletic Improvement Plan (year 2 and half) for Mills Middle School MMS), Mitchell Middle S

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Peter Maroon, Director of Athletics

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-294.9388

Applicant's Email: pmaroon@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Sacramento Philharmonic & Opera - Rancho Cordova Community Pop-Up Concerts

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

See attached documentation.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Sacramento Philharmonic & Opera staff would be responsible for the delivery and development of this project, collaborating with the Rancho Cordova City Council and community members to ensure the overall project is as impactful as possible. Sacramento Philharmonic & Opera musicians would be the featured performers at the event.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

See attached documentation.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$30,000

Estimated breakdown of project expenditures:

Musician Fees: \$17,000

Staff Overhead: \$4,750

Facilities: \$2,000

Equipment: \$3,750

Advertising promotion: \$2,500

Total Project Cost: \$30,000

Matching funds (including any in-kind contributions): N/A

Include any other funding contribution to include your own: N/A

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: \$30,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

June 30, 2022

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The concerts for this project will take place periodically from July 2021 to June 2022, with concert presentations determined by location, availability, and safety factors in conjunction with City Council members.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

In finalizing the details for each concerts, we would be sure that each is scheduled prior to June 30, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes. These could be all outdoor events if necessary, and we could adjust locations if the chosen spaces do not allow for adequate distancing. We also can postpone events to the winter or spring of 2022 to allow more time for the community health situation to improve.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 1110 2nd St, Sacramento CA 95814 (this is the SP&O office address).

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Giuliano Kornberg**Title:** Chief Revenue and Development OfficerIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** (612) 865-9198**Email:** gkornberg@sacphilopera.org**Mailing Address:** 1110 2nd St, Sacramento CA 95814

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Alice Sauro**Title:** Executive Director**Phone:** (925) 915-7332**Email:** asauro@sacphilopera.org**Mailing Address:** 1110 2nd St, Sacramento CA 95814

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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<http://www.cityofranchocordova.org/Index.aspx?page=641>.



Sacramento Philharmonic & Opera – Rancho Cordova Community Enhancement Fund

Additional Application Questions

Project Description

The Sacramento Philharmonic & Opera is one of the premier performing arts organizations in the Northern California region. We strive to provide accessible programming that entertains and educates, while also celebrating and preserving beloved classical music. Our outreach and education programs continue to play an important role in our region by giving students and community members meaningful musical experiences outside of the traditional concert hall.

With funding from the Rancho Cordova Community Enhancement Fund, the Sacramento Philharmonic & Opera can present a free concert series in locations throughout Rancho Cordova to enrich community members' lives and expand our music's impact.

These concerts would take place in different venues throughout Rancho Cordova, in places like parks, courtyards, and other public spaces. Each would feature 10-15 musicians who would perform a variety of classical, pops, and other styles of music. Because of the flexible nature of these concerts, we could tailor each presentation to make it most engaging for the intended audience.

Our goal is to present our music in the best way for the city and the citizens that live there. To that end, we would welcome conversations with each of the five Rancho Cordova City Council Members in order to understand their location, date, and time preferences for their concert. We would work to make sure that any performance we produce would be in compliance with County Health orders and directives so that everyone could enjoy the music safely.

Upon understanding the preferred location and timing of the performance, SP&O staff would begin curating the concert by selecting the musicians who would play and the types of pieces that would be performed. At each concert, individuals from throughout Rancho Cordova would be able to attend the performance free of charge.

In the past six years, the Sacramento Philharmonic & Opera has made incredible artistic and fiscal strides, and the community's support has been crucial to our success. Fostering community is a core part of our mission and engaging with the community through classical music experiences is incredibly important to the SP&O. Additionally, we aim to collaborate with key individuals, organizations, and partners to help ensure that our music and service to the community can have the biggest impact possible.

We would love the opportunity now to give back to the wider region via these performances and allow residents the chance to hear and interact with our music. Funding from the Rancho Cordova Community Enhancement Fund can help us provide these meaningful musical experiences for the people of our community.

*Project Goals*

Our vision includes serving is the widest audience possible, supporting the vibrancy of the Sacramento region as a cultural hub of Northern California, and continuing to have our programs include a more inclusive audience that reflects our diverse region. These pop-up programs can be a means to carry out this objective by giving the people of the Rancho Cordova community a free, accessible experience outside the concert hall, and ultimately provide hope and healing to the wider California region in a safe way.

Before each performance, we will attempt to collaborate with community leaders to advertise these concerts, so that as many people as possible in Rancho Cordova know about and attend these events. We would also track performance attendance, gather testimonials from attendees, and track metrics around marketing efforts. After each performance, we would send a follow-up email for individuals to share their thoughts with us, encourage them to subscribe to relevant newsletters, and advertise upcoming events. We would be sure to share our findings with each City Council member. This empirical evidence will allow us to assess which aspects of the program were successful and which could be improved upon in order to best serve this community.



SACRAMENTO

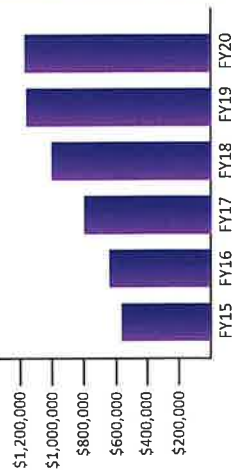
PHILHARMONIC & OPERA

2021 Annual Report

Contributed Revenue

We are proud to report that our organization has achieved a balanced budget the last 3 years, all while steadily increasing and improving our impact on the Sacramento community. Though creativity, accessibility, and an unyielding commitment to continually serving the people of this region, we are confident that we can continue to expand our influence as a collaborative leader in the cultural evolution and musical excellence of this region.

Contributed Revenue Growth



Platinum Leadership Circle Donors

Nancy and Hank Fisher Family Fund
Thomas P Raley Foundation
Mendel Family Administrative Trust
Ron Holloway and Doug Hammerich
Sacramento Office of Arts and Culture
Laurie E. Nelson Randlett and James E. Randlett
The James and Susan McClatchy Fund
Morton and Marcine Friedman Foundation

Corporate, Foundation, and Government Sponsors



The 2020-21 Season is generously underwritten by
Nancy and Hank Fisher Family Fund.

"The Sacramento Philharmonic & Opera represents an important part of a vibrant lifestyle that defines Sacramento. I am so very impressed with the talented, creative, and professional members of the staff and orchestra, and their variety of Classical, Opera, as well as Pops styles that create truly exciting performances. I hope that you will listen to their performances and realize how fortunate we are to have this outstanding orchestra in our community. You will enjoy a most memorable experience."

-Nancy McRae Fisher

SACRAMENTO PHILHARMONIC & OPERA

Fostering Community

Inspiring Curiosity

Enriching Lives



What a season it has been already! We performed our first ever digital series, pivoted our education programs online, and have charted the course to return live music to the stages of our region.

Our success is only made possible by the cooperative resiliency of our community to come together and move forward; our audiences who continue to consume and enjoy music; our musicians and staff who are committed to providing inspiring musical experiences; and our donors who continue to invest in the future of our organization. And for that, we want to extend our sincerest thank you.

Until we can return to performing with a live audience, we will continue to provide musical experiences in a safe and engaging way. I would like to particularly thank the Nancy and Hank Fisher Family Fund, City of Sacramento Office of Arts & Culture, Five Star Bank, Mondavi Center, The Clara, and B Street Theatre for helping us continue our music this season. It will certainly be a special day when we can all reunite in the concert hall, classrooms, and gathering spaces!

Thank you again for your continued support of our work. Together, we can enrich this region through music.

Sincerely,



Alice Sauro

Alice Sauro
Executive Director

Operational Growth

2015 to 2020

24%

Increase in
Subscribers

70%

Increase in
Contributed
Revenue

39%

Increase in Link
Up Students

125+

Creative Concerts
(Free to the
Community)

A Path to Success

2020 by-the-numbers

TRUST

98%

Ticketholders who
elected to hold on to
their tickets to postponed
shows



SUSTAINABILITY

51%

Increase in
Endowment
contributions



GROWTH

137

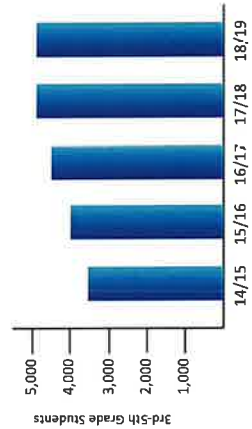
New donors in first
half of FY21



Education & Outreach

For the 11th consecutive year, we are thrilled to be continuing our Link Up Music Education Program. This year, we are supporting the music education of thousands of elementary school students through a digital curriculum and lesson plans, and are also augmenting Link Up with engagement opportunities such as our free Teacher Seminar Series. We remain committed to enriching Sacramento-area students' lives and helping them on their journey to becoming more well-rounded citizens of this community.

Link Up Student Participation



Link Up Participation Areas





Until they are back in their home...
See the SP&O Musicians in Yours!

Chamber Music Masterworks
DIGITALLY STREAMED
to your computer, tablet, or Smart TV!

DAN FLANAGAN plays BRAHMS

Saturday, November 21

Streaming begins at 7pm - then on-demand

BEACH Romance

BRAHMS Violin Sonata No. 2

Dan Flanagan, violin

Miles Graber, piano



Celebrate BEETHOVEN @250!

Saturday, December 5

Streaming begins at 7pm - then on-demand

BEETHOVEN String Quartet Op. 59 No. 1, "Rasumovsky"

Dan Flanagan, violin

Dagenais Smiley, violin · Jacob Joseph, viola

Robin Bonnell, cello

Saturday, December 12

Streaming begins at 7pm - then on-demand

BEETHOVEN Wind Octet

Jesse Barrett & Ruth Stuart Burroughs, oboe

Ginger Kroft & Sandra McPherson, clarinet

Eric Achen & Janis Lieberman, horn

David Granger & Karla Ekholm, bassoon



It's the Magic
of the Season!

HOLIDAY BRASS

Saturday, December 19

Streaming begins at 7pm - then on-demand

Carols, classics, holiday hits and more.

A festive blast of holiday brass!

Yours With a Gift of \$25 or More Per Concert

Your gift sustains the SP&O's community and education programs, so essential during COVID. Select your choice of any one of these programs with your gift - a thank you for your support from the Sacramento Philharmonic & Opera.

Donate now at...

916-476-5975 or at **SacPhilOpera.org**

An access code will be sent along with an acknowledgement of your generous gift.

We continue to work from home, so if we are unable to respond immediately to your call please leave a message and we will reply as quickly as possible.

2020-21 Season is generously underwritten by the Nancy and Hank Fisher Family Fund

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Digitally Streamed
Straight into Your Home!

Sacramento Philharmonic & Opera
 1110 2nd Street
 Sacramento, CA 95814
 916-476-5975 sacphilopera.org

Non-Profit Org.
 U.S. Postage
PAID
 Sacramento, CA
 Permit No. 295

SP&O Musicians Perform Chamber Music Masterworks



DAN FLANAGAN
 plays
BRAHMS

Sat. Nov. 21



Celebrate
BEETHOVEN
 @ 250!

Sat. Dec. 5 & Sat. Dec. 12



Yours With a Gift of \$25 or More Per Concert
916-476-5975 or at **SacPhilOpera.org**



Daniel Leonardich

From: Giuliano Kornberg <gkornberg@sacphilopera.org>
Sent: Friday, March 19, 2021 8:09 PM
To: Stacy Delaney; Daniel Leonardich
Subject: Sacramento Philharmonic & Opera - Rancho Cordova Community Enhancement Fund Application
Attachments: SPO_Rancho Cordova Community Enhancement Fund Application.pdf; SPO_Rancho Cordova Community Enhancement Fund_Additional Questions.pdf; Rose Garden Pop Up Concert.JPEG; SPO_Annual Report_February 2021.pdf; SPO Fall Digital Series Postcard (1).pdf

Dear Ms. Delaney and Mr. Leonardich,

I hope you both are doing well and having nice Friday evenings! My name is Giuliano Kornberg, Chief Revenue and Development Officer of the Sacramento Philharmonic & Opera. Earlier today, we tried to submit an application to the Rancho Cordova Community Enhancement Fund via the web form, however I am unsure if our submission went through. In the case that it didn't, I am attaching our completed application/additional information, plus the three documents we'd like to submit with our application - a picture of a pop-up concert we've done in the past, a copy of our most recent Annual Report, and a brochure from our digital concert series this past fall.

If you have any questions, or if we need to submit additional materials as part of our application, please let me know. Thank you so much, and I hope you have a great weekend!

Sincerely,

Giuliano Kornberg
Chief Revenue and Development Officer
Sacramento Philharmonic & Opera
1110 2nd St
Sacramento, CA 95814
gkornberg@sacphilopera.org
Cell: (612) 865-9198



March 18, 2021

Mr. Cyrus Abhar
City Manager, City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

Dear Mr. Abhar,

At Sacramento Children's Museum we value the lasting impression that play-based learning has on a child. Play-based learning, or pretend play, allows children to make sense of the world around them by actively engaging with people, objects, and places. These activities are important for connecting a child's experiences to their ideas and thoughts, creating a balanced understanding of the world while teaching developmental skills ranging from social and emotional skills to language, fine motor control, and critical thinking. Incorporating this type of learning through play also inspires curiosity and nurtures creativity, both which enhance memory retention and help children find the process of learning more rewarding (Gruber, Gelman, and Ranganath, 2014).

Since 2011 our mission has been to spark a passion for lifelong learning through integrated experiences for children from birth to eight years of age. Our ten exhibits and ten regular classes include STEM-based activities, pretend-play areas, art and creative pursuits, and a dedicated area for infant and toddler development. In recent years we added programs to improve our museum's accessibility and impact for classrooms that can't make it to the museum (Van GO! Mobile Museum), children on the autism spectrum (ExplorAbility), children with special needs (Discovery Play), and children whose families could not otherwise afford the integrated learning experiences that we offer (Museum Access Program).

Our commitment to improving programming and access has paid off - in 2019 we welcomed nearly 100,000 museum visitors! Even during COVID-related closures our drive-through events, take-home museum kits, and virtual programming were in high demand. Families flocked to our July PajamaJam and sold out our Dia de los Muertos event, and our twice-monthly ExplorAbility program welcomed 604 virtual visitors between June and December.

We pride ourselves on being a beloved member of our community, and fifteen percent of our regional museum visits are from our own neighbors in Rancho Cordova. However, our draw extends far beyond our region - over half of our museum's visitors since 2011 came from farther than 25 miles away. This means that for the past ten years we have been both a favorite local and tourist destination, proving that we can strengthen our community from the inside while helping it to become an even more attractive tourist destination.

sackids.org

2701 Prospect Park Drive, #120 Rancho Cordova, CA 95670 email: info@sackids.org phone: 916.730.5079

The Sacramento Children's Museum is a registered 501(c)3 tax-exempt organization. Tax ID: 20-2673935.

We owe it to our visitors to provide the most engaging exhibits and programming, so new and returning visitors alike can come curious and leave fascinated. We are asking for your help to create an even more engaging, informative, and appealing museum by providing us with \$150,000 for general operating support.

Support from Rancho Cordova Community Enhancement Fund will enable the following:

Sustainable Resource Development

More people visited an art museum, science center, historic house or site, zoo, or aquarium in 2018 than attended a professional sporting event (American Alliance of Museums). Return visitors and memberships who cover our main operating costs expect new and updated museum exhibits to inspire their children. The best way to ensure a program of exciting, engaging exhibits and programs is through a robust development program that identifies and solicits major gifts from individuals, businesses, and foundations. An investment in grant funding, prospect research, and increased membership management will help SCM expand its resources to become self-sustaining, and to fund consistent new and updated exhibits.

Improved Administrative Space

We doubled our museum space a year ago – just in time for COVID-related lockdowns. While we made as many improvements as possible during lockdowns, we lacked both the staff and revenue to finish this space. Community Enhancement funds will transform the new space into our COVID-friendly field trip area for visiting schools, special classrooms, and administrative offices.

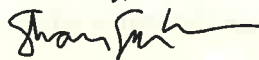
Recruit, Train, and Retain High Quality Staff

Every direct job at a museum supports an additional job in the economy, which is a higher rate than many other industries (American Alliance of Museums). We rely on enthusiastic, well-trained staff to help achieve our mission, attract visitors from around the region, and help children get the best possible foundation for learning. Sadly, COVID severely impacted our staff capacity. A portion of this funding will allow us to invest in staff training, and ultimately improve our exhibits and programs for our young visitors.

Children of the region need a strong foundation to cultivate interests, develop self confidence, and foster life-long curiosity. SCM provides essential support to help today's wonderers become tomorrow's leaders, innovators, and inspirers. A partnership with the City of Rancho Cordova is a wonderful way to show our commitment for an inspired, healthy, and prosperous region.

With your help, the next generation can Inspire, Create and Explore!

Sincerely,



Sharon Stone Smith, Executive Director
sstonesmith@sackids.org
(916) 638-7225 x 101

Received
3/4/21

Rehearsal space for Band and Symphony

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to assist in the arrangement for rehearsal space for the Rancho Cordova River City Concert Band and the Symphony d'Oro.

In past years, this project has utilized rehearsal space at Mitchell Middle School for rehearsals. This new project would instead partner with the Mandarins Music Center.

The Mandarins Music Center is superior in many ways to the facilities offered to the band and symphony at Mitchell Middle School. For example, the facility is available year-round and not subject to vacation, summer shutdowns and school activities which occur regularly at Mitchell Middle School.

The Mandarins Music Center is also considerably larger and is more able to accommodate these growing music organizations while providing the extra elbow room needed for greater spacing as musical rehearsals carefully resume post-pandemic. The steady use of the facility will also bolster the economic health of the Mandarins, another local treasure.

The Concert Band's 70-plus member ensemble brings patriotic music to Memorial and Veterans Day observances, represents the City at regional band festivals, and offers free digital and live performances for the community.

The Orchestra's 60-plus member mission is to bring classical music where it is not usually performed to audiences who are not regularly exposed to it. In large and small ensembles, it performs at least three large concerts and every year and its chamber ensembles perform regularly at the quarterly City Hall Arts Receptions. The orchestra brings music "to the public square" by staging two full-scale concerts at the Food Court in Koreana Plaza International Marketplace in Rancho Cordova. The orchestra also represents the city during performances "on the road" at locations that have included the California Railroad Museum and California Aerospace Museum, among others.

The funds would be used to accelerate COVID recovery of both organizations and continue progress for all of these Rancho Cordova gems. They all enrich and enhance the lives of Rancho Cordova residents with opportunities to not only perform, but to be uplifted as audience members. These are true community enhancements.

Project Team

- Cordova Community Council (Shelly Blanchard, Executive Director)
- Symphony d'Oro Rancho Cordova (Lorraine Crozier, President)
- Rancho Cordova River City Concert Band (Lydia Bredin, President)

Project Goals and Metrics

The overarching goal of this project is to further Rancho Cordova as the home of rich, quality art experiences while recovering from setbacks triggered by COVID 19 shutdowns.

Goal	Metrics
Goal #1 Increase community participation in the arts. Both the Band and Orchestra strive to provide the highest quality music to the citizens of Rancho Cordova. Securing reliable and adequate rehearsal space will allow them to increase their membership and performance opportunities.	Participation will be measured the following ways: membership in the band, membership in the orchestra, and attendance at public events.
Goal #2 Burnish the image of Rancho Cordova as a community where music and the arts are prominent and help meet the Rancho Cordova Strategic Plan Goal of making the City a "place for art and artists."	Image enhancement is measured by publicity generated for the organizations and city, in addition to press coverage.

Goal #3 Build sustainability of the Mandarins Music Center, another symbol of arts growth in Rancho Cordova	Impact on Mandarins will be sought out and described in the year-end report to the City of Rancho Cordova.
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Funding request

Total funding requested: \$17,400

The funding request has two components.

1. The project would utilize funds which has been allocated for 2018-21, but were unused due to the COVID shutdowns. A request has been made and granted to rollover available funding (estimated \$27,000).
2. New funding to secure rehearsal space through Aug. 2023 during which time the Mandarin facility can be properly evaluated and additional rehearsal space creation (Mills Crossing) can be weighed. (\$17,400).
3. An agreement has been reached with the Mandarins and attached as Exhibit A.

With both components, here is the funding for this project:

Rollover funds	\$27,000 (estimated)
New funds	\$17,400 (requested)
TOTAL FUNDS	\$44,400

Breakdown of Expenses

Description	Community Funds Requested
Mandarins rental 2/1/2021-8/31/2023	\$39,900
Cordova Community Council services (\$2,000 per year) 40 hours @\$50 administrative activities	\$6,000
Subtotal	\$45,900
Less funds remaining from prior allocation	\$27,000
TOTAL Request	\$18,900

Matching funds: There are no additional matching funds for this project. The project will utilize the Cordova Community Council's robust emailing list and special events expertise to elevate exposure for both organizations.

Volunteer leverage: The value of volunteer hours spent to manage, rehearse and perform for musical organizations of this size is enormous:

- **\$125,698 Rancho Cordova Civic Light Orchestra**
- 4,650 volunteer hours contributed by orchestra members for concerts, rehearsals and support functions (Volunteer hours valued at \$27.03 per hour*)
- 6 concerts x 3 hours per concert x 45 musicians = 810 hours
- 40 rehearsals x 2 hours per rehearsal x 45 members = 3,600 hours
- 5 ensemble performances x 5 members x 2 hours + 50 hours rehearsal = 100 hours
- Board meetings and bookkeeping = 140 hours

- **\$176,235 Rancho Cordova River City Concert Band**
- 6,520 volunteer hours contributed by band members for concerts, rehearsals and support functions (Volunteer hours valued at \$27.03 per hour*)
- 12 concerts x 3 hours per concert x 55 musicians = 1980 hours
- 40 rehearsals x 2 hours per rehearsal x 55 members = 4,400
- Board meetings and bookkeeping = 140 hours

(Value of volunteer time calculated at \$27.03 per hour/Corporation for National and Community Service/2015)

Multiyear request? This is a three-year request

Prior year funding: 2015-2020

History of support and sunset strategy

The band and symphony rehearsal space needs have been supported through a Cordova Community Council CEF request since 2015. The continued support is critical in resolving what has been the biggest barrier to successful performing groups in Rancho Cordova: space to rehearse and perform. The establishment of the Mandarins Music Center in Rancho Cordova has been a great step forward and the contract negotiated on behalf of the band and symphony will also contribute to the economic stability of this third music organization, which was forced to shutter the facility during the pandemic.

What is the future funding need?

A need for public support for the band and symphony, like most performing arts organizations, is likely to be needed into the foreseeable future until such time when the organizations evolve and mature in their own fundraising efforts. Because so many gratis concerts are required in exchange for other public support, this will be difficult in the near future.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting youth, sports and entertainment in the community. The project leverages existing community assets among local arts organizations and the Cordova Community Council, and builds on prior investments by the city to make Rancho Cordova “a place for art and artists.”

The work outlined in this proposal supports the prioritization criteria of the Community Enhancement Fund by:

- **Leverage:** In-kind contributions include Cordova Community Council eblast and promotions, and project management. Rancho Cordova performing arts organizations bring massive volunteer time and expertise to art offerings in the community.
- **Return on Investment:** A rich arts environment bolsters the value of the community to residents and to visitors who are attracted to art activities.
- **Capacity:** Cordova Community Council has a long record of successful execution of its projects. Working with the band and symphony leadership, the Project Team is confident that execution capacity is in place.

Project Timeline and Adaptability

This is a three-year project. The project timeline is driven by the contract with the Mandarin. A “room hold period” is in place to allow for reduced rent in the event the pandemic prevents the band and symphony from being able to access the space they have leased. If rehearsals and performances are prevented by continuing pandemic conditions, both organizations plan on continuing their virtual performances and the rehearsal space will not be activated.



Mandarins Music Center

9792 Business Park Dr.
Sacramento, CA 95827

Letter of Intent

Please find below, the basic terms and conditions for the proposed lease transaction between the Mandarins of Sacramento Inc., Symphony d'Oro, and the Rancho Cordova River City Concert Band.

1. **Project:** 9792 Business Park Drive
2. **Landlord:** Mandarins of Sacramento Inc.
3. **Tenant:** Symphony d'Oro Rancho Cordova
Rancho Cordova River City Concert Band
4. **Premises** Mandarins Music Center "Band Room"
5. **Use:** Orchestra and Band rehearsals
6. **Commence:** 1 February 2021
7. **Term:** The term of this contract - 31 Months

2/1/21 to 7/31/2021	Room Hold Period
8/1/21 to 7/31/2022	First Year Rent
8/1/22 to 8/31/2022	Free Rent
9/1/22 to 8/31/2023	Second Year Rent
8. **Rent:**

<u>Date</u>	<u>Base Rent Per Month</u>
2/1/21 to 7/31/21	\$ 250.00
8/1/21 to 7/31/22	\$1,600.00
8/1/22 to 8/31/22	\$0.00
9/1/22 to 8/31/23	\$1,600.00

- 9. Signage:** None
- 10. Deposit:** Waived
- 11. Hours of Operation:** Monday and Thursday Weekly
5pm - 10pm
- 12. Hold Period** The hold period is the Landlord's commitment to hold the space until the lease is fully executed. Payment for the hold period will be the responsibility of the Cordova Community Council beginning February 1, 2021 until the end of the hold period or upon execution of the final lease.
- 13. Occupancy** Occupancy is granted on the first day of the scheduled rent period. Access and keys will be provided within 3 days before the date of occupancy.
- 14. Covid 19 Exceptions** If Tenant is able to occupy the space before the end of the hold period, the rent period will be begin. The start and end dates of the lease period will be amended to reflect such changes
- If Tenant cannot occupy the space due to the covid conditions, the hold period will be extended for up to 2 months (September 30, 2021). The start and end dates of the lease period will be amended to reflect such changes
- 15. Expiration** The expiration of the agreement will expire on September 30, 2021.
- Landlord and Tenant will negotiate new terms within 30 days before the expiration date.

16 Confidentiality

This proposal and all discussions related thereto shall be held in confidence by both parties and shall not be discussed with any third party except those required to consummate this transaction (i.e.: attorneys, governing bodies, etc). In particular, tenant shall not discuss with any other current or future tenant at the Project.

17 Non-Binding

This Lease Proposal is merely a term sheet of the proposed transaction and is not binding on either party. Only a fully executed Lease shall bind the parties.

Lessor:

Sacramento Mandarins Inc.By: 

Name: Joseph N. Fong

Title: Chairman - Board of Directors

Date: Feb 26, 2021

Lessee:

Symphony d'Oro Rancho CordovaBy: 

Lorraine Crozier (Mar 1, 2021 17:44 PST)

Name: Lorraine Crozier

Title: President

Date: Mar 1, 2021

Rancho Cordova River City Concert BandBy: 

Lydia Bredin (Feb 26, 2021 20:59 PST)

Name: Lydia Bredin

Title: President

Date: Feb 26, 2021

Received
3/4/21

Renovations and Maintenance of Youth Sports Facilities

**Folsom Cordova Unified School District
Cordova Recreation and Park District**

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to be expended for materials and services to improve and maintain youth sports fields and facilities located on property owned by the Folsom Cordova Unified School District and/or Cordova Recreation and Park District using labor provided by either the property owner or approved labor source.

The project duplicates a program already operating in the City of Rancho Cordova, wherein the school district or park district provides labor or other services for field or facility improvements and repairs on their property with material and other services costs, and volunteer effort provided by the Rancho Cordova Athletic Association (RCAA). The projects are selected by a consortium of Rancho Cordova youth sports league presidents organized under the RCAA, a project of the Cordova Community Council, which provides coordination, reporting, bookkeeping and oversight.

The sports leagues which stand to benefit from this project include Rancho Cordova Little League, Cordova Girls Softball, Rancho Cordova Soccer, Rancho Cordova Track Club, Cordova Blue Marlins, Cordova Cordettes, Cordova Jr. Lancers, Rancho Cordova Track Club, and possibly others.

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and by providing growth and education opportunities for youth and children in the community through quality sports programs.

This project leverages existing community assets and previous City investments. In partnership with the Cordova Community Council Foundation, the Project Team has proven capacity to deliver the project.

Project Team

Rancho Cordova Athletic Association
Cordova Community Council Foundation
Folsom Cordova Unified School District
Cordova Recreation and Park District

Project Goals

Goal #1: Continue to address safety problems, such as rodent infestations and other turf issues including insufficient play-condition dirt on playing surfaces; insufficient and unsafe playing conditions in area gymnasiums such as wall padding and safety cages; curing of unsightly conditions at sports fields which generally improve the facility and are of benefit to the surrounding neighborhood; and other restoration and maintenance issues at public sports facilities owned by the Folsom Cordova Unified School District and/or Cordova Recreation and Park District.

Goal #2: Attract and retain tournament play through upgrading sports facilities

Goal #3: Improve playing conditions to retain Rancho Cordova youth athletes who are migrating to other leagues in other communities due to facility issues

Goal #4: Recover facilities neglected due to the COVID 19 pandemic during which time volunteer activities have been curtailed and league play has been canceled.

Metrics

Goal	Metrics
Goal #1 Address safety problems at CRPD and school sports facilities	Safety issue improvements repaired with the help of this fund are reported annually in a report to the City
Goal #2 Attract and retain tournament play through upgrading sports facilities	Report on progress in this area in an annual report to the City, measured by participation levels

Goal #3 Improve playing conditions to retain Rancho Cordova youth athletes who are migrating to other leagues in other communities due to facility issues	Report on progress in this area in an annual report to the City Council, measured by participation levels
Goal #4 Leverage this fund through matching grant opportunities benefitting youth sports	Report on progress in this area in an annual report to the City, measured by grant application activity and success

Funding Request

- **This is a one year request**
- **Funding request: \$50,000**
 - \$42,000 for materials and services match, to be determined by leagues actively participating the RCAA
 - \$8,000 for administrative, coordination, oversight and bookkeeping (Cordova Community Council)
- **Matching Funds and In-Kind Contributions:** Volunteer time provided by parent coaches and volunteers in youth sports is huge. Improvements which support this volunteer pulse point further leverages an enormous community asset, and improved field conditions grows the leagues. Here are the numbers for the Rancho Cordova sports leagues represented by RCAA:
 - \$8.086 million: 900 coaches/volunteers @ 300 hours per season
 - \$22,462: RCAA volunteers 15 @ 50 volunteers hours per year

(Value of volunteer time calculated at \$29.95 per hour in California/Independent Sector, a national membership organization that brings together the charitable community, foundations and corporations to advance the common good.)

Project Schedule and Timeliness

July 2021	Contract completed
August 2021	Convene RCAA to build project list
September 2021	Approve preliminary project list and begin fall projects
January 2022	Approve remaining projects and begin spring projects
June 2022	Complete all projects

Because facilities are utilized during prescribed athletic seasons, work is mostly completed during off-season periods and completed before a particular season begins. This creates natural deadlines for the completion of the projects and motivates leagues and volunteers to complete projects before they are needed.

One challenge which has been encountered in the past is the availability of staff at the Folsom Cordova Unified School District to participate as the leverage partner. In these cases, the projects have experienced delays. Projects leveraging labor from the Cordova Recreation and Park District have not generally been delayed.

Adaptability

Experience has shown that this project is not directly affected by Health Orders and other COVID 19 restrictions. However, the availability of volunteers can be affected could produce unavoidable delays.

History of support and sustainability

The RCAA has received support for sports facility improvements under the Community Enhancement Grant program since 2015. During that period, the funds have been used to correct long-neglected safety problems at facilities across the city, including recovery of the former Mills Little League site located on Dawes Street.

This project enabled both Cordova Girls Softball and Rancho Cordova Little League to continue to offer playing locations during other renovations. In particular, it sustained the Cordova Girls Softball league through the construction of their new facility. Not only have families in both leagues benefitted, but the neighborhood has benefitted, as well. The massive clean-up of the property corrected dangerous conditions created by long-neglected tree trimming, and clearing of over-growth has calmed homeless activities in the area – appreciated by the neighborhood and Cordova Gardens Elementary School community.

The minor investment in the Cordova Blue Marlins for a travel trailer has enabled that program to continue operations during the period that Hagan Park Community Pool has been unavailable. In the case of Little League, the fund has allowed for incremental improvements to their Ahlstrom Park home fields while the City of Rancho Cordova wrestles with the many challenges which need to be resolved to provide for a modern, updated facility for this legacy organization.

The funds have also assisted in the long-desired launch of basketball offerings for youngsters in the elementary grades and has boosted care of turf at Stone Creek Park, home to Rancho Cordova Soccer, the largest youth sport league in Rancho Cordova which is offering excellent recreational play to more than 1,000 children each year.

The program has recently provided a small investment in the Rancho Cordova PAL Jr. Giants Program, which serves the neediest children in the community, and is expanding each year, by providing funds for a storage container for Jr. Giants program needs and equipment.

Indeed, this program has filled gaps for virtually every Rancho Cordova youth sport league and is sparking the development of new leagues. While relatively minor in terms of dollars, these

small investments in volunteer-driven recreational sports leagues which are providing the backbone for youth sports in the community have been transformative over the years, providing an excellent investment in the families of Rancho Cordova. We can think of no greater community enhancement than that.

Finally, the project represents community collaboration at its best. Because the youth sports community works together through RCAA to set spending priorities, competition for resources is replaced by a collegial and collaborative approach that considers wide community needs over a more singular perspective. The project has also built new partnerships between community taxpayers and user groups and school and park district officials, with each gaining new understanding of the challenges faced by all involved in providing recreational sports opportunities for children.

What is the future need?

Large projects which have replaced the Girls Softball complex at Mills Middle School, and eventually will renovate the Rancho Cordova Little League home fields should, over time, reduce the need for renovation projects. However, new facilities also come with a higher standard of care and maintenance, and until participation growth catches up with these costs, youth leagues are likely to require continued support of this kind.

During the pandemic, youth sports leagues have canceled play. One unintended consequence of this has been the loss of dedicated volunteers, who have migrated to pay-to-play leagues and teams in neighboring communities in Placer and El Dorado County. The loss of these volunteers are expected to take time to rebuild, but in the meantime these neglected fields will need to be recovered. In the year ahead, it is expected funds from this grant will be needed to

In addition, as the renaissance of youth sport leagues in Rancho Cordova continues, greater participation is likely to drive the need for additional space and maintenance efforts. Until some sort of equilibrium is reached wherein paid participation is able to offset these costs, it is likely some subsidy will be needed into the future. RCAA has discovered that unwinding years of neglect at many of these publicly-owned facilities has been daunting and on-going.

Partner Endorsements

This collection of projects will require the participation of the Cordova Recreation and Park District and the Folsom Cordova Unified School District.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

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To be filled out by grant applicant

Project/Program Name: Facility Improvement Fund for Rancho Cordova Sports Facilities

Name of Organization: Cordova Community Council Foundation

Name of Applicant and Title: Shelly Blanchard, Executive Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-273-5797

Applicant's Email: shelly@cordovacouncil.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@equsd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: Sarah Koligian

Date: 03/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



Youth Sports Leagues COVID recovery promo campaign

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to engage consultants to develop a COVID recovery campaign and continue efforts to improve and expand promotion for youth sports leagues in the City of Rancho Cordova.

Consultants will assist with digital and traditional outreach efforts to boost the profile of youth sports leagues, including collaborative efforts which include mass distribution of flyers, development of high quality and effective signage and an expanded means to extend information regarding what Rancho Cordova sports leagues have to offer.

The project would also be designed to address a newer, and worrisome post-COVID development: an extreme shortage of coaches and officials who make the youth sports league system viable.

This project would build upon previous upgrading of youth sports leagues digital profiles at www.rcathletics.org.

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MAR 19 2021

Per 11:33 am

The elevation of publicity for youth sports will be critical in the post-COVID period. Early indications from Cordova Girls Softball and Rancho Cordova Little League is that many families have left the leagues to play in “pay to play” private leagues, especially among older players and leagues will need to be rebuilt with younger players and parents with less experience in skills such as coaching and officiating. The RCAA believes fresh eyes on this new problem are needed.

The COVID shutdown has exacerbated a growing problem with a dwindling supply of volunteer coaches and officials. During the COVID period, families most likely to produce volunteer coaches have matriculated to the “pay to play” leagues, leaving recreational leagues with a shortage of available coaches. Rancho Cordova Soccer reported that in the last season of play (2019) the coaching shortage meant that 200 players were turned away. Early reports for 2021 showed that Cordova Softball had signed up enough players for 16 teams, but only four coaches had stepped forward. A post-COVID promotional campaign will need to address this challenge.

This proposal would also continue to expand the outreach to schools in Rancho Cordova that are part of the Elk Grove Unified School District and Sacramento City Unified School District in search of players, coaches and officials. With up to 40 percent of some leagues now drawing participation from the Anatolia neighborhoods, it is essential that outreach to those schools be elevated. Success will require cooperation and support from all three schools district serving Rancho Cordova.

Funds would also be used to continue upgrades to league collateral to more appealing, attention-getting and polished levels which are beyond the normal scope of volunteers and require professional advice on graphic arts, creative marketing ideas and mass distribution and promotional events.

This project will also seek to capitalize upon previous City investments by continued upgrades and utility of digital assets.

Project Team

- Cordova Community Council
- Rancho Cordova Athletic Association
- Project Consultant(s)
- League Leadership from:
 - Rancho Cordova Soccer
 - Rancho Cordova Little League
 - Rancho Cordova Girls Softball
 - Rancho Cordova Jr. Lancers Football and Cheer
 - Rancho Cordova Youth Basketball
 - Cordova Blue Marlins
 - Cordova Cordettes
 - Crossover Basketball
 - Rancho Cordova Track Club
 - Cordova Recreation and Park District rec leagues
 - Others

In partnership with the Cordova Community Council Foundation, the Project Team has proven capacity to deliver the project.

Project Goals and Metrics

The overarching goal of this project is to further Rancho Cordova as the home of rich, quality youth sports experiences while recovering from setbacks triggered by COVID 19 shutdowns.

Goal	Metrics
Goal #1 Engage marketing consultant to develop robust recovery campaign	N/A
Goal #2 Assist leagues recover from COVID-19 shutdown impacts	Utilize year-to-year enrollment data to measure effectiveness
Goal #3 Improve and expand traditional forms of outreach, including signage programs, flyer distributions and improved special event profiles	Utilize year-to-year enrollment data to measure effectiveness
Goal #4 Build enrollment among participating leagues	Utilize year-to-year enrollment data to measure effectiveness

Funding request

The funding request has two components.

1. The project would utilize funds allocated to 2020-2021 but were largely unused due to the COVID shutdowns. While some funds will be utilized by June 30, it is anticipated that a portion will be available and a request has been made and granted to rollover available funding.
2. New funding to build a more substantial war chest to carry out a recovery campaign.

With both components, here is the funding for this project:

Rollover funds	\$15,000 (estimated)
New funds	\$50,000 (requested)
TOTAL FUNDS	\$65,000

Breakdown of Expenses

Description	Community Funds Requested
100,000 double-sided flyers (5-7 runs and distributions, Sept. through March)	\$8,500
Upgraded temporary sign program (6 rotations, 12-15 large format signs)	\$3,500
Project collateral giveaways and special events	\$3,000
Targeted advertising buys in social media and other available media	\$9,000
Cordova Community Council services	\$4,000
Consultant fees: to include creative, graphic design, modest website updates	\$37,000
TOTAL	\$61,000
Less remaining 2020-2021 funds (est.)	\$15,000
TOTAL REQUEST	\$50,000

Matching funds: There are no matching funds for this project. The project will utilize the Cordova Community Council's robust emailing list and special events expertise to elevate exposure.

Multiyear request? This is a one-year request

Prior year funding: 2015-2020

History of support and sunset strategy

The RCAA has received support for league promotion under the Community Enhancement Grant program since 2015. During that period, the funds have been used to create a website, linking all youth sports together for improved visibility and impact. Flyers in both English and Spanish have enjoyed wide distribution through the schools, supported by high quality signage posted outside schools which has enjoyed full cooperation by school leadership.

In 2018, the project began tracking registration data to measure the success of the project. While there has been overall growth in youth sports participation as a result of these efforts, there is still work to be done.

Prior to the pandemic, data showed that the alarming deterioration in participation had been halted and growth was occurring, even though the Cordova Girls Softball League was operating under less than ideal conditions due to work on their home field. In addition the demand for new

offerings were arising and new leagues are being formed in response, including expansion of programs by Cordova Recreation and Park District and the Rancho Cordova Track Club.

Then the corona virus appeared.

The COVID pandemic brought recreational youth sports to a halt in March 2020. As the pandemic has worn on, serious players with sufficient family income have migrated to "pay to play" leagues which have continued to operate, sometimes in defiance of local public health rules. Others have migrated to neighboring counties, where restrictions are more lenient. Overall, the deterioration of enrollment due to the pandemic is devastating.

The demise of affordable recreation leagues, represented by the Rancho Cordova Athletic Association, has resulted in discrimination against players at the recreational level, borne out by data collected by the Aspen Institute, a national leader in youth sports matters (full story is attached at the end of this document):

Gaps have grown, with sports becoming less accessible to lower-income youth. Children living in a household making \$100,000 or more spend more than two hours additional time on sports each week during the pandemic than a child in a home under \$50,000. That gap was less than one hour before COVID-19. While kids from all incomes have spent less time on sports now, having wealth seems to buffer a child's loss of hours in free play, practices and games.

Previous to COVID-19, Rancho Cordova youth sports leaders were convinced that registration lags have been attributable to lack of information by parents, and lack of cooperation between sports leagues and the schools. Now that trust building has occurred with the evolution of the Rancho Cordova Athletic Association, including active participation by both the Folsom Cordova Unified School District and Cordova Recreation and Park District, collaboration has improved, setting the stage for healthy growth. However, the pandemic has left significant injury, especially for lower income families.

What is the future funding need?

The publicity campaign project has been one of trial and error, however strides were made in 2019 to rounding out the project and bringing in the newer growth area in the southern part of the city. These neighborhoods now produce 40 percent of sports league registrations.

It is anticipated that the continued support of the Community Enhancement Fund will be needed as this system is perfected and registrations catch up with the costs of the promotion efforts.

One lesson which has been learned through this process is that the complex effort required of sports league leaders in preparing facilities for play, recruiting coaches and volunteers, meeting safety and parent league requirements, fundraising and so much more, has left them with virtually no time to perform the critical task of player recruitment through marketing. In this scenario, the support of the City of Rancho Cordova through the Community Enhancement Fund is likely to be required until such time as the volunteer base can be expanded and trained to take over, or registrations are sufficient to fund paid assistance in this area.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting youth, sports and entertainment in the community. The project leverages existing community assets among youth sports leagues and the Cordova Community Council and builds on prior investments by the city to improve youth sports opportunities.

The work outlined in this proposal supports the prioritization criteria of the Community Enhancement Fund by:

- **Leverage:** In-kind contributions include Cordova Community Council eblast and promotions, and RCAA management. Rancho Cordova Youth Sports Teams bring massive volunteer time and expertise to youth and families in the community.
- **Return on Investment:** A rich sports environment bolsters the value of the community to young family home buying consumers, which brings value to the community as a whole.
- **Capacity:** Cordova Community Council has a long record of successful execution of its projects. Working with the RCAA member organizations, and with the help of qualified consultants, execution capacity is in place.

Project Timeline and Adaptability

This is a one-year campaign that would begin upon funding approval and continue for 12 months. If COVID continues to prevent youth sports leagues from functioning, there will be little need for a campaign aimed at encouraging league growth and viability, however at this writing, the outlook is promising for a return to play.

Attachment:

State of Play 2020 * Aspen Institute

Highlights added for emphasis

Organized sports are starting to return for youth of all ages, though as of September, they are still half as active as they were prior to the pandemic. Parents are more willing to let their children play, and to spend money to support those activities, despite increasing concerns about the risks of COVID-19 transmission as well as transportation and scheduling concerns with school starting up again. Meanwhile, a growing number of youth have no interest in returning to the primary sport they played pre-pandemic – nearly 3 in 10 now.

Those are high-level takeaways from our latest national survey of parents. Below is a deeper dive on trends that are happening since the pandemic hit.

40%

Families whose child played their primary sport at least 4 days per week before COVID-19

A year ago, Project Play's [#DontRetireKid campaign](#) grew public awareness of how common it is for kids to quit sports. No one could have envisioned that *every* child would be "retired" by March 2020. Prior to the COVID-19 shutdown, four out of 10 youth sports families saw their child play their primary sport at least four days per week, so the change was a jolt for many families.

By September 2020, when our latest survey was conducted, many parts of the country were back to playing sports. But some sports have returned more quickly than others, as have club teams in those sports, often traveling across county and state lines to find tournaments. Local recreational programs have struggled to get back to play.

Overall, there has been less sport activity in all forms. The average child spends about 6.5 hours less per week on sports during COVID-19. Free play, practices and competitions have all significantly declined. Time spent on games have declined by 59% and practice hours are down 54% during the pandemic, though both saw increases in September 2020 compared to June 2020.

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The pandemic accelerated trends toward at-home, virtual training. But the amount of time spent on such training has increased only 7% since the shutdown. Families making under \$50,000 are seeing slighter increases in virtual training compared to wealthier families. Boys spent more time on virtual training before COVID-19; now girls are using it slightly more frequently than boys.

Prior to the pandemic, Black youth who played sports were the most engaged. Parents of Black youth reported that prior to COVID-19 their child spent more time playing sports

(12.3 hours per week) than White children (11.6 hours). That's flipped, with White youth (7.9 hours) now playing more than Black children (6.7 hours).

White youth returned to games faster. During COVID-19, White youth have spent 174% more time playing games than Asian youth, 46% more than Hispanic/Latino youth, and 39% more than Black youth. Before the pandemic, Black youth spent 13% more time on games than White youth, and the gap was not nearly as wide as it is now for Hispanic/Latino and Asian youth.

Children of all ages are playing sports less during the pandemic, but especially older youth. Parents of youth ages 15-18 reported a 65% reduction in time spent on practices or games, compared to 54% for 11- to 14-year-olds and 37% for 6- to 10-year-olds. Restrictions on middle and high school sports and travel sports likely explain the differences by age groups.

One of the most popular activities for youth was bicycling. While kids have significantly decreased their hours in most sports and activities during the pandemic, bicycling stayed about the same (9.1 hours per week during COVID-19, 10.5 hours per week before COVID-19). Bicycling went from the 16th-most popular activity pre-pandemic to No. 3 in hours spent during COVID-19, behind only tackle and flag football. "We've seen movement during the pandemic toward individual sports," said Dr. Travis Dorsch, study director of the parent survey and founding director of the Families in Sport Lab at Utah State University.

Of the 21 sports/activities we tracked, parents reported increased hours by their child in 10 of them between June 2020 and September 2020. Some of the changes in time spent could be due to the sports calendar evolving to different seasons. Kids spent 29% more time on baseball in September than in June. Soccer moved slower with a 4% increase over those three months. Tackle football was up 10%. Basketball, a contact sport often played indoors during the winter, was down 10%.

Prior to COVID-19 cancellations, the average family spent \$903 per child annually across all sports. Parents with a child who considers hockey his or her primary sport spent almost twice as much money as the next closest sport (tennis). Parents living in the West (\$1,445) spent about twice as much on youth sports as those in the Midwest (\$740), plus more than families in the Southeast (\$986), Northeast (\$865) and Southwest (\$849).

White parents reported spending more money (\$894) than Black parents (\$760). Spending by household income reflected just how commercialized the estimated \$30 billion youth sports industry has become while leaving kids behind. Families making \$100,000 or more

spent \$1,354 annually per child, compared to families between \$50,000-\$99,999 spending \$908 per child, and families under \$50,000 spending \$561 per child.

29%

Parents who reported their child is not interested in sports

A very concerning number: 29% of parents reported their child is not interested in sports, up from 19% in June and 18% in May. Having three in 10 kids who previously played sports no longer interested should be a major red flag for the youth sports ecosystem.

“That’s a frightening number for the viability of the youth sports system, but also for the health outcomes coming down the pipeline for kids,” Dorsch said. “I think it’s really important that we acknowledge kids maybe don’t want to go back to sports the way they were. This is our opportunity to create a new youth sport system that kids want to come back to so we can reach that 29%, which is a moving target. How do we reframe the experience, whether it’s focusing on interpersonal coach-athlete features or health features or the competition itself? This looks like a real pivot point.”

64%

Parents who reported concern their child would get sick by resuming sports

Although some kids are returning to sports, the fear of illness increased for the third straight survey. In September, 64% of parents said they worried their child would get sick by resuming sports when restrictions are lifted, up from 61% in June and 50% in May. In theory, this runs counter to increased participation in sports and improving comfort level expressed by parents (see the next chart).

“Fear of illness and comfort in children’s sport participation may be mutually exclusive,” Dorsch said. “They might feel okay with their kids in sports because they’re outdoors, because leagues have taken precautions, because they haven’t seen evidence of outbreaks while simultaneously acknowledging that they or their kids might get sick at school, church, grocery stores or any in any other context.”

Asian (77%), Hispanic/Latino (73%) and Black (68%) parents expressed this fear at higher rates than White parents (60%). Black and Hispanic/Latino people are twice as likely to test positive for COVID-19 as White people, [according to a study by the London School of Hygiene and Tropical Medicine](#). Black people tested at a rate of 60 per 1,000 people, compared to 52.7 per 1,000 among Hispanic/Latino people and 38.6 per 1,000 among White people.

Youth sports parents in our survey also reported increasing potential barriers to resume sports due to schedule conflicts and transportation. As children return to school and parents get back to work, juggling schedules and how to get kids to games and practices are returning as challenges.

Families across all races reported being more willing in September than they were in June to spend more money on youth sports when COVID-19-related restrictions are lifted. In September, 28% of parents said they would spend more on sports when they return, up from 21% in June. Still, more than one-quarter of parents said they expect to spend substantially or a little less.

28%

Parents who reported they would spend more money on sports when they return

"They're more likely to spend more money, but they're more concerned about health outputs," Dorsch said. "It could be that, yes, parents are afraid of getting sick, but we all have cabin fever and we're trying to weigh the positives and negatives of getting back into sports."

From June to September, parents of all races became more comfortable with children's participation in all forms of sports. In most cases, White parents are more comfortable than parents of other racial backgrounds.

Among all parents, individual pickup games remain the form of sport with the highest comfort level (71%). Travel sports (52%) is gradually becoming more comfortable to parents, though it still trails community-based sports (58%) and interscholastic sports (57%). "Parents are in a tough position," Dorsch said. "They're weighing a lot by trying to keep their families safe and trying to give their kids experiences. Kids don't want to lose this competitive time period. To lose six months of sport is an eternity for a young person. It's a hard balance for parents."

Concerns are also growing that local programmers that traditionally have engaged youth at scale (parks and recreation departments, YMCAs, Boys and Girls Clubs, Police Athletic Leagues, etc.) won't be able to keep up with intense, organized team sports that have private resources and are further ahead in the recovery process.

Sports & Fitness Industry Association CEO Tom Cove said trends show that club and travel sports teams are returning much faster than local rec leagues. "Many surveys say parents aren't sending kids back, and then the first travel tournament returned after three months, and the return was not gradual at all," Cove said. "If you get communication from your team that you've been involved with for four years and the coach says, 'We'll organize this way with this protocol,' what appears to be happening is the parent of a kid on the travel team says, 'I trust that coach, he's serious, I'll let my kid go.'"

Middle school and high school sports have been in a state of confusion. Depending on the community, sports are opening or closing – or sometimes both. Some students are even transferring across state lines in order to play in high school this fall. As of September 2020, more states were gradually reopening high school sports, including some states that opened against the advice of public health departments, but at a slower rate than other forms of sports.

Of the parents who suggested their children participated mostly in interscholastic sports before COVID-19, only 37% said school sports opportunities are available at the same level as before. That's less than what parents reported about available opportunities for community-based sports (51%), intramurals (49%), and travel/elite/club (40%).

Four of 10 parents reported in September that their child has not participated in new recreational activities during the pandemic, down from 51% in June. Of the parents whose children tried a new sport or recreational activity, 37% tried two or more. But only 46% of those parents believe their child would continue with that activity once organized youth sports return (down from 60% in June).

Parents reported 68% of free play opportunities are now available. There's been new enthusiasm for pickup play and other forms of unstructured sports activity. In June, sales were up 203% year over year for inexpensive leisure bikes and up 150% for mountain bikes. They represented the styles that most contributed to overall bike sales growing 63% in June compared to 2019.

A study by the University of Wisconsin found that 65% of adolescent athletes reported anxiety symptoms in May, with 25% suffering moderate or severe anxiety. Physical activity was down 50% during the pandemic, according to the study, which surveyed approximately 13,000 athletes nationally and did not compare the data to the general student population. The 50% decrease in activity was "much more than what we thought it would be," said Tim McGuine, the study's author. "We see physical activity go down in kids post-injury and this is lower." Read the full study [here](#).

High school-age athletes reported more symptoms of anxiety and depression the older they are, with moderate to severe anxiety peaking in the 12th grade for both females (38%) and males (35%). Senior year can provide a lot of anxiety for all students during the pandemic given the uncertainty over present and future academic and athletic plans. Team-sport athletes who come from high-poverty homes reported higher levels of anxiety (44%) and depression (28%) than those who live in wealthier households.

The mental health challenges reported by athletes "illustrate to a great extent the value that schools are providing," McGuine said. "We've come to realize that school is not just

school. When kids can get their academic work done online in two or three hours, what are they doing the rest of the day? At school, they're immersed in peer support and other ways that schools expand social and psychological benefits, not just academic. Schools challenge kids on how to work together as a team."

McGuine also questions how much some athletes will practice proper COVID-19 protocols without a team structure requiring it in order to play. "For all we want to blame peer pressure on bad decisions kids may make, there's also a body of evidence that positive peer pressure is important to keep kids in a structured environment," he said. "If we don't have sports as a carrot for kids, are they as likely to socially distance and wear a mask?"

As Project Play focuses stakeholders on the need to develop more community-based play, let's remember *why* most parents want their child to play. It's not for competition, as often discussed publicly. The most important outcomes for parents: mental health, physical health, fun, social skills and peer relationships.

"Parents appear to really be valuing right now the physical, emotional and social benefits of sport," Dorsch said. "Without in-person school in some places, sport becomes a vehicle where kids can still hopefully get these benefits. I also think a lot of parents view healthy competition as an important part of sports, and through competition, you can gain all of these other benefits. I think sometimes we create a false dichotomy over desired outcomes. They're not mutually exclusive."

Data on this page primarily came from three online surveys of youth sports parents conducted by the Aspen Institute, Utah State University and North Carolina State University to understand attitudes and behaviors before and during COVID-19. Surveys were conducted in 2020 during the months of May (1,050 responses), June (2,603 responses) and September (1,103 responses). The surveys were a statistically representative subset of youth sports parents in the United States. Participant quotas were established based on sociodemographic grouping variables recently published by the U.S. Census Bureau as well as past research on families with one or more children actively participating in organized sports. Surveyed participants had children between the ages of 6 and 18 who play sports and represented all 50 states and Washington D.C.



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Name of Applicant and Title: Shelly Blanchard, Executive Director

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

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Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

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To be filled out by grant applicant

Project/Program Name: Youth Sports Leagues COVID recovery promo campaign 2021-2022

Name of Organization: Cordova Community Council Foundation

Name of Applicant and Title: Shelly Blanchard, Executive Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-273-5797

Applicant's Email: shelly@cordovacouncil.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

ASSISTANT Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Runnin' for Rhett Youth Fitness Program

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Runnin' for Rhett's goal is to our community s children up off the sofa and MOVING INTO LIFE! Depression and anxiety are at an all-time high and taking care of our body and mind is a healthy way to cope. Children in our program gain a greater knowledge of running, nutrition, hydrations, and what it means to live a healthy and active life.

Participants in our program receive shirts, wristbands, and other items such as water bottles, finisher medals, etc.

Runnin' for Rhett provides a program twice each year where we fund an after school training program that includes a twice per week coached workout (during COVID we have moved this to a virtual or pre-recorded workout), and an entry into a local race (may be virtual or in person, depending on County restrictions). When meeting in person, we also provide a "Rhett Rep" (when requested) who is a Runnin' for Rhett representative. Children in the program who are in need also receive a new pair of running shoes.

More than half of the elementary schools in Rancho Cordova have participated in our program in the past. Our goal is to keep these schools engaged while encouraging the remaining schools to take part, and keep the children of Rancho Cordova active.

Our cost to put one child through the program is \$30.10.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Randy Seevers - Executive Director
 Larisa Perryman - Director of Programs
 Rebecca Gordon - Director of Development

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

It is important, now more than ever, that we give our community's children the opportunity to be connected and stay fit. Even with the challenges Covid-19 has presented to us, we are still able to provide our program to students in the Greater Sacramento Area. We measure our goals in the number of students who enroll in our program. In 2021 our Youth Fitness Program will impact more than 4000 students in almost 100 schools.

Research has shown there is a direct correlation between the degree of fitness a child has and their cognitive ability and academic success. At Runnin' for Rhett we believe by introducing a child to fitness and educating them on nutrition and how to make healthy choices, we are setting them up for success in the classroom and in life.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$124,252

Estimated breakdown of project expenditures:

Program Awards \$17,250
 Recognition Items \$3,250
 Race Registrations \$9,000
 Dedicated Personnel \$45,000
 Shirts \$9,000
 Shoes \$17,000
 Teacher Stipends \$20,550
 Other \$3,202

Matching funds (including any in-kind contributions):

Include any other funding contribution to include your own: \$100,000

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: 15,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

That is uncertain at this time.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Fall 2021

August - Program application period opens

September - Program application period ends and participating schools announced

October - Training Program begins

December - 5K culminating race

Spring 2022

February - Program application period opens

March - Program application period ends and participating schools announced

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Our project is ongoing, however, the period we are requesting support for will end in April 2022. Each period we offer has a specific beginning and end time as listed.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The Runnin' for Rhett Youth Fitness Program has moved to virtual or pre-recorded coaching sessions during COVID. If public health orders remain in effect during the new grant period, we will continue to offer our program in this manner.

If the health orders change, we are ready to go back to in person trainings on school sites, as permitted.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Address vary by schools participating in program. Schools located in FCUSD, SCUSD, and EGUSD.

Have you received a letter of support for the project from the property owner? Yes ☐ No ☒ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☒ FCUSD ☒ SCUSD ☒ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Rebecca Gordon**Title:** Director of DevelopmentIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 916-803-4044**Email:** rebecca@runninforrhett.org**Mailing Address:** 5117 Worcester Way, Elk Grove, CA 95758**Signatory** If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.**Signatory's Name:** Randy Seevers**Title:** Executive Director**Phone:** 916-691-2311**Email:** randy@runninforrhett.org**Mailing Address:** 5117 Worcester Way, Elk Grove, CA 95758

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityoffranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

From: Rebecca Gordon | Runnin' for Rhett <rebecca@runninforrhett.org>
Sent: Tuesday, March 16, 2021 1:10 PM
To: Daniel Leonardich; Stacy Delaney
Subject: Rancho Cordova Community Enhancement Fund Grant Application
Attachments: City of Rancho Cordova Grant Application.pdf; City of Rancho Cordova Grant Supplemental Endorsement Form.pdf

Hi Daniel,

On March 5 I submitted the supplemental endorsement request forms to each of the three school districts we work with that are within Ranch Cordova city limits, FCUSD, EGUS, and SCUSD. All three acknowledged receipt.

Thank you for your time and consideration for this grant. I have attached what was submitted to the districts.

Rebecca

Rebecca Gordon
Director of Development

Runnin' for Rhett
Tax ID #26-1419222
(916) 803-4044
rebecca@runninforrhett.org
www.runninforrhett.org
[Like us on Facebook](#)
[Follow us on Twitter](#)
[Find us on Instagram](#)

From: [Angela Griffin](#)
To: [Robin Mandeville](#)
Subject: FW: City of Rancho Cordova Grant Supplemental Endorsement Form for FCUSD
Date: Friday, March 5, 2021 12:06:21 PM
Attachments: [City of Rancho Cordova Grant Application.pdf](#)
[City of Rancho Cordova Grant Supplemental Endorsement Form.pdf](#)

Angela Griffin Ankhelyi, APR
Director, Communication & Community Engagement
[Folsom Cordova Unified School District](#)
916-294-9000

From: Rebecca Gordon | Runnin' for Rhett <rebecca@runninforrhett.org>
Sent: Friday, March 5, 2021 12:02 PM
To: Angela Griffin <agriffin@fcusd.org>
Subject: City of Rancho Cordova Grant Supplemental Endorsement Form for FCUSD

CAUTION: External email.

Hello,

My organization is applying for funding from the City of Rancho Cordova. Since our program serves school districts throughout the four-county Sacramento area, in order to be considered for funding for the City of Rancho Cordova money, an endorsement from each school district superintendent is needed. In a typical school year, our program is open to all but utilized by 6 of the 11 elementary schools within the city of Rancho Cordova. Funding is key to the survival of our organization. Can you help us by endorsing our program?

Our organization was founded in honor of Rhett Seevers, who passed away unexpectedly at the age of 7 way back in 2004. Rhett had cerebral palsy and wasn't able to use his arms or his legs. After Rhett passed away, his mom Beth fell into a depressed funk. Lucky for her, she had a friend that came knocking on the door each day encouraging her to come with her for a walk. The more she walked, the better she felt. She learned of a half marathon that was being held on the 1-year anniversary of Rhett's death. She decided that she wanted to train and do that half marathon.....for Rhett. Train she did. When she crossed that finish line she ran up to her husband with tears in her eyes and said, "We all have to run, we have to run for Rhett." And the next year he joined her. More and more people joined and we began to raise money. We established our non-profit in 2007 and called it Runnin' for Rhett.

We still didn't know how best to utilize our fundraising efforts...but we did know that we wanted to help the youth that Rhett would have gone to school with. In 2010, we launched the Runnin' for Rhett Youth Fitness Program. Our youth fitness program is a 5-7 week program that is done twice annually. Kid's from the 4-county Sacramento region (Sacramento, Yolo, Placer, and El Dorado) train twice weekly after school with volunteer coaches. At the conclusion of the 5-7 week training program, they participate in a 5K race that is organized by Runnin' for Rhett. As part of the program, participants receive a baby blue t-shirt, reminder wristband, coaching, nutritional education, and entry into the 5K race. The entire program is offered to the youth COMPLETELY FREE OF CHARGE.

We have seen amazing growth since the start of our program in 2010. In those 10-years we have provided combined services to over 35,000 youth from 880 schools. We continue to make a difference to so many children in the Sacramento region. With COVID distance learning pushing our youth behind electronic screens for a big portion of each day.....our mantra of using our story about Rhett and how Rhett's mom used movement to help her get through the grief of losing Rhett, we call it MOVING INTO LIFE. It is more important today than ever before.

Please see the supplemental endorsements documents for the EGUSD supplemental endorsement for schools located within Rancho Cordova city limits.

Thank you for your time and consideration,

Rebecca

Rebecca Gordon
Director of Development

Runnin' for Rhett

Tax ID #26-1419222

(916) 803-4044

rebecca@runninfoorrhett.org

www.runninfoorrhett.org

[Like us on Facebook](#)

[Follow us on Twitter](#)

[Find us on Instagram](#)



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Youth Fitness Program

Name of Organization: Runnin' for Rhett

Name of Applicant and Title: Rebecca Gordon, Director of Development

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-803-4044

Applicant's Email: rebecca@runninforrhett.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's, or Designee's Printed Name:

Sarah K. Higgins

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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To be filled out by grant applicant

Project/Program Name: Youth Fitness Program

Name of Organization: Runnin' for Rhett

Name of Applicant and Title: Rebecca Gordon, Director of Development

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

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Applicant's Email: rebecca@runninforrhett.org

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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To be filled out by grant applicant

Project/Program Name: Youth Fitness Program

Name of Organization: Runnin' for Rhett

Name of Applicant and Title: Rebecca Gordon, Director of Development

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-803-4044

Applicant's Email: rebecca@runninforrhett.org

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3/16/21

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



MACC Programming and Operations 2021-2024

Project Description

This project would provide funds to the Cordova Community Council Foundation to evolve and enhance operations and programming at the MACC (Mills Station Arts and Culture Center) for three years ending June 30, 2024.

The opening of the Mills Station Arts and Culture Center in February 2018 presented a golden opportunity to advance and enhance arts, history and cultural experiences for the citizens of Rancho Cordova and the region. We continue to believe the MACC requires bold thinking and a willingness to take calculated risks as we evolve and explore art and culture topics in our city.

During the three-years envisioned by this grant, the MACC will turn the ripe old age of five and the City will celebrate its 20th Anniversary – both in 2023. These two milestones provide opportunities for the Cordova Community Council to bring the community's creative forces to focus on remarkable community progress, including some special events at the MACC.

While the development of the MACC audience was impacted by the coronavirus pandemic, we believe the potential of this remarkable gem is just beginning to be exploited. Our early experience has taught us that a flexible approach which allows for advance planning and securing of exhibits and artists is essential, and that planning for sudden changes in direction, such as that triggered by the pandemic, is critical.

With that in mind, this request is for a three-year term, with outcomes reviewed annually with the City Manager, and renewed upon approval of performance. This extended contract term will allow the Cordova Community Council to take advantage of exhibit booking opportunities available because of a contract arrangement and secure funding, while putting to work experience gained while surviving the pandemic.

In addition, the request includes an annual 30 percent “opportunity fund” which is not programmed in advance, but is available to access should an excellent prospect arise which requires additional funding or staff to execute.

Strategy and Goals

The CCC continues to rely on the organization’s core competencies for a successful MACC operation and expanded services. For FY 2021-2022 and beyond, the worklist looks like this:

- Design a year-long schedule of events for the 2021-2022 fiscal year, and beyond, which touch key sectors of the community
- Continue to evolve the MACC brand as an excellent and accessible enhancement to community life
- Provide detailed planning of each event so that fundamental logistical needs are met
- Book high quality professional exhibits and events into the space to build a following
- Recruit, train and manage volunteer curators, docents and other hands on participation by citizens in the presentation of these activities
- Search for ways to extend offerings for school field trips and others
- Build new partnerships in the community for the long term sustainability of arts and cultural offerings
- Provide a place for Rancho Cordova artists to display their art
- Provide a place for Rancho Cordova artists to develop artistic skills
- Use art as a tool to move the community culture forward by providing artistic and cultural exhibits which are sensitive to community cultural challenges
- Utilize existing CCC promotional tools to build an audience for exhibits and presentations
- Focus on making sure all activities are interesting, provocative, fun and/or enlightening, thereby enhancing the experience of being a Rancho Cordovan or a visitor to Rancho Cordova
- Revisit the plan early each calendar to evaluate if we are meeting goals, ascertain whether the facility is working as expected, and respond to changing conditions

Project Partners

Cordova Community Council, Shelly Blanchard, Project Manager
 City of Rancho Cordova Facilities Management
 Rancho Cordova Arts
 Rancho Cordova Symphony d’Oro
 Rancho Cordova River City Concert Band
 Other local arts organizations

Venue advancements and adjustments

- CCC believes the venue has been transformed into a usable and friendly space with adequate electrical, lighting and exhibit space.
- Some facility upgrades will enhance the use of the building, including:
 - a storage container or other building on site
 - a digital sign on the property to alert passersby to current and upcoming exhibits and operating hours
 - signage on the building itself
 - addition of a double-door access point to improve the loading and unloading of exhibit items

These upgrades are recommended, but not included in this operations and programming request; they are addressed elsewhere in additional capital improvement project requests.

- We believe the space use will be mainly limited to weekends and evenings due to staffing constraints and parking issues presented by the shared use as a Regional Transit station. CCC has expanded MACC use from two to three weekends (Thursday-Saturday) per month and expect that increased use to continue. We have also expanded use to include tours and field trips by appointment on other days of the week.
- We anticipate a continuing need for on-site security during exhibitions to control vagrancy and real or perceived security issues decided on a case-by-case basis.
- We continue to believe the best course of action is to “book” the space through the City of Rancho Cordova Facilities scheduling system leaving it to the City to rent out the space when it otherwise is not in use. Facilities will continue to provide all janitorial and maintenance services similar to those existing when the Cordova Community Council utilizes facilities like City Hall or RCPD.

Project Goals and Metrics

The overarching goal of this project is to further the Rancho Cordova Strategic Arts goal of making the city “a place for arts and artists.”

Goal	Metrics
Goal #1 Design a robust schedule of art, history and cultural programs with wide diversity of thought and expression	Gather feedback from visitors and others to assure offerings are topical, provocative and meaningful
Goal #2 Book high quality professional exhibits and events into the space to build a following	A detailed listing of current and upcoming events will be displayed on the MACC website, rcmacc.org

Goal #3 Create a venue for the showcasing and promotion of local artists and their works and improve artistic skills	A minimum of two shows per year will showcase local artists, with workshops offered to general public to elevate skills with success measured by artist participation and sales
Goal #4 Continue to recommend and assist in the installation of improvements which enhance the visitor experience at the MACC	Work with City Facilities Staff to help avoid maintenance oversights and offer recommendations for improvements based on hands-on use
Goal #5 Engage in promotional activities to broaden and strengthen the audience of the MACC, including maintenance of a website	Success measured by audience attendance
Goal #6 Recruit, train and manage volunteer curators, docents and other hands on participation by citizens in the presentation of these activities	Success measured by docent enrollment and attendance
Goal #7 Provide activities and art experiences for children and youth	Success measured by audience attendance which includes children and families; field trips scheduled

Funding request

The funding request is based on 5 percent annual increases, which includes all costs for staff labor, exhibit fees, support services, insurance, security, advertising and management.

- July 1, 2021 through June 30, 2022 \$172,000 (5% increase)
- July 1, 2022 through June 30, 2023 \$180,610 (5% increase)
- July 1, 2023 through June 30, 2024 \$189,640 (5% increase)

Matching funds: There are no matching funds for this project. The project will utilize the Cordova Community Council's robust emailing list and special events expertise to elevate exposure; capitalize on volunteer labor for set-up, striking and monitoring of exhibits; activate local artists for gratis exhibits and performances which enhance the overall performance of the MACC; arrange for and manage all paid labor for this project, including that of the manager/curator.

Multiyear request? This is a three-year request

Prior year funding: 2018-2021

History of support and sunset strategy

The CCC has received support for development and execution of activities at the MACC since 2018. During that period, the funds have been used to hire a curator, develop and operate a robust website, book high quality arts, history and cultural exhibits, showcase local artists,

including student artists, develop a trained docent corps, and overall nurture the MACC into the popular hub of artistic activity it has become.

The coronavirus pandemic has impacted the MACC's development by slowing audience growth. However, as pandemic restrictions are modified and the vaccine takes hold, it is anticipated that audiences will return, hungry for the kind of artistic experiences offered.

Most public arts institutions rely on some form of public support and the MACC is no different. It is expected that public funding in one form or another will always be part of the MACC financial structure.

The financial dynamic of the MACC could be altered by selling annual memberships, selling tickets for events, etc. However, as the community emerges from the pandemic, the public support which is represented by the Community Enhancement Fund remains the best pathway for an emerging institution that provides exactly what the fund promises: community enhancement.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting arts and culture in the community, building upon previous investments.

The request for funding for these experiences supports the goals of the Community Enhancement Fund and meets the prioritization by:

- **Promoting community pride:** exciting local experiences in art will generate increased community understanding, appreciation and involvement in art.
- **Increasing the quality of life:** through engagement with a variety of art and history experiences community members' world-views may expand and understanding deepened.
- **Providing high-quality art entertainment:** by providing exciting art events locally, many people who cannot access events outside of our area will now have them available in our community.
- **Providing art as a positive outlet for self-discovery and inquiry:** new art experiences open additional avenues of self-discovery and inquiry.
- **Leverage:** In-kind contributions include Cordova Community Council eblast and promotions, recruitment tools, planning and reporting expertise, staff management and back-up staff, and event execution team. Rancho Cordova Arts bring artist volunteer time and expertise. The Rancho Cordova Alliance for the Arts will build a larger arts community, building from the MACC as the current "home base" for art activities in Rancho Cordova.
- **Return on Investment:** Inspiring people to appreciate and participate in the arts builds local involvement in our community. As home base for the arts, the MACC is helping build capacity in this area. A successful arts community builds

momentum and can bring economic benefits to the city as business ventures witness a budding community of artists. The notion of arts as an economic driver has been verified time after time.

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Wednesday, March 17, 2021 12:13 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 832745
IP Address: 73.41.137.76
Submission Date: 03/17/2021
Survey Time: 8 minutes, 39 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

The Muganzo Experience: A Business Coaching Intensive

*** Project Description**

The Muganzo Experience is an annual business coaching and empowerment conference that provides attendees with opportunities to meet with current employers, learn from industry experts, and establish career goals alongside business professionals. This year's 2021 conference will center re-entry employment and vocational training and development for post-COVID-19 re-entry employment in Rancho Cordova and neighboring communities. This conference was established in 2019 to aid in the post-college transition of undergraduate and graduate students seeking first time professional employment and promotions. Due to COVID-19 restrictions, the inaugural conference was provided virtually in 2020. This year, in partnership with the Rancho Cordova Chamber of Commerce, the City of Rancho Cordova, Los Rios Community College District and Sierra College, The Muganzo Experience is excited to focus its efforts in getting residents and recent graduates back into the workforce with increased skills and address COVID-19 pandemic job loss. In line with our conference goals for this upcoming year, we project that this year's conference will aid in increased city-wide employment, community college admissions, and the launching of micro and small businesses that bring more resources and support to the city of Rancho Cordova.

*** Project Team**

Experience M86 Project Management Services SDW Career Consulting and Training, LLC Make Success a Mindset, Inc A3 Education Consulting, LLC Mario Esco Multi Media MJ & Associates Interpreting and Captioning Services Sacramento Entrepreneurship Academy Los Rios Community College District Cooper Woodsen College Enhancement Program Rancho Cordova Chamber of Commerce Sierra College

*** Project Goals**

Establish a strong pipeline/talent pool of Rancho Cordova employment talent Prepare, develop, and train skilled, and ready to apply applicants for current and future job opportunities Develop the next generation of Rancho Cordova business leaders and entrepreneurs Provide local city business and professional development training Address employment attrition in Rancho Cordova Increase community college and vocational training enrollment and completion

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

155,000

*** Estimated breakdown of project expenditures**

See document attached

*** Matching Funds**

See document attached

*** Include any other funding contributions**

See document attached

*** Ongoing operations and maintenance costs if applicable**

See document attached

*** Total Community Enhancement Funds requested**

100,000

*** Is this a multiyear request?**

Yes

*** Number of years**

3

*** If you answered yes above, describe your plan.**

As city and county-wide partnerships continue to strengthen and in-kind donations increase, this conference will develop into a self-funded generated event that annually supports new and continuing residents seeking educational and employment opportunities. The conference team will continue to work alongside city, council, and chamber members to ensure that community needs are being met.

*** How many years have you received funding for this project?**

SKIPPED

*** When will your request for funding sunset for ongoing programs?**

June 30, 2024

*** Project Schedule**

March 2021 Submit Rancho Cordova Community Enhancement Grant April 2021 The Muganzo Experience Conference (TME) planning team, executive director, and staff hold first planning meeting and assign tasks July 2021 Finalize Program Keynote Identify workshop facilitators Develop conference logistics plan for in-person and online August 2021 Finalize location and sign contract Establish marketing visuals, timeline, and outreach strategy Begin utilizing grant funds and purchases to secure partnerships Sept 2021 Finalize marketing visuals, timeline, and outreach strategy Begin marketing to chambers of commerce, community colleges, city newspapers and listservs, MBA programs, visit Sacramento regional universities, and career centers and programs on online platforms. Oct 2021 Ticket sales begin Solidify speaker contracts and fees Confirm COVID-19 guidelines with City of Rancho Establish city food vendors and restaurant collaborations for conference attendee discounts for lunch and post-conference dinner Nov 2021 Continue marketing across city of Rancho, speaker, facilitators, community partnership platforms Ticket sales close Finalize conference booklet, program descriptions, and sponsorships Dec 2021 Host The Muganzo Experience Annual Conference Send out conference evaluations Send out vendors/venue/presenters/funder thank you letters/emails Provide City of Rancho mid-grant narrative with expenditure updates Jan 2022 TME Conference planning team holds debrief and reviews evaluations Finalize all payments/receipts/bookkeeping Feb 2022 Research on-going and new grant opportunities and partnerships March 2022 Submit 2nd year Community Enhancement Grant April 2022 Meet with previous year conference partners and inquire about 2020 conference needs and attendees feedback June 2022 Submit final grant narratives, statements, budgets/spending documents to the City of Rancho

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

This conference is a two-day event that is scheduled for Friday, December 17th, 2021 - Saturday, December 18th, 2021. The project is scheduled to be completed before June 30, 2022

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Last year, the conference shifted from an in-person to a virtual format to support the safety of our participants and still meet the business coaching needs of our registrants. IF COVID-19 restrictions require a shift from in-person to virtual, we will continue the use of our template from the prior year.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

11211 Point E Drive
Rancho Cordova CA 95742
USA

Other physical addresses if project/program is at multiple sites

N/A - Due to COVID-19 ongoing changing regulations, only inquiries and soft numbers have been provided by the proposed venue space(s) until additional approvals are released.

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the

corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)
Muganzo Experience 3.17.21.docx

* Application submitted by
Melissa Muganzo Murphy

Title
CEO, Muganzo Investments, LLC

* Submitting as
Individual
Public Agency

* Phone
(909) 498-6519

* **Email**
muganzoinvestments@gmail.com

* Mailing Address of Submitter
10771 Portico Circle
Rancho Cordova CA 95670
USA

Signatory's Name
CEO Melissa Muganzo Murphy

* Signatory's Phone
(909) 498-6519

* **Signatory's Email Address**
muganzoinvestments@gmail.com

* Signatory's Mailing Address
10771 Portico Circle
Rancho Cordova CA 95670
USA

Attach any additional documents here
The Muganzo Experience_ A Business Coaching Intensive.pdf

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Total Project Cost: \$155,000

Project Expenditures:

Salaries: **\$35,000**

Executive Director & Founder \$20,000

Three-part time staff: \$15,000

- Conference Logistics Manager (1)
- Conference Visual and Media Manager (1)
- Videographer/Photographer (1)

Technology and Software: **\$25,000**

- Laptops (6)
- Cellphone and Tablet (3)
- Editing & Recording Software
- Website and Conference App Purchase & Maintenance
- Audio/Visual device rental fees

Conference Marketing and Media: **\$25,000**

- Office Supplies
- Conference Marketing and Media
- DJ and Entertainment (3)
- Online marketing and promotions
- Press Release(s)

Conference Presenters, Keynotes, and Facilitators: **\$ 57,500**

- Lodging
- Travel
- Presenter Fees (6)
- Food & Beverage

Venue Rental (2 day): **\$7,500**

- Hyatt Place
- (Per COVID-19 Restrictions and Approvals)

Miscellaneous **\$5000**

Matching Funds: \$0

Rainbow Chamber of Commerce (pending)

Sacramento Entrepreneurship Academy (pending)

Additional Funding Opps: \$

I am in the process researching possible collaborative partnerships with Visit Rancho Cordova and HWY 50 Corridor Chambers - Pending

Total Funds requested **\$100,000**



Members of the Committee
Community Enhancement Fund Applications
City of Rancho Cordova
Rancho Cordova, CA

17 March 2021

Re: The Muganzo Experience: A Business Coaching Intensive

Members of the Committee,

I recently had the pleasure of meeting Ms. Muganzo when she reached out to share details of her program. Over the past several weeks, Ms. Muganzo and I have continued our conversations on how her program objectives align with those of the Chamber. As such, I am pleased to share that the Rancho Cordova Area Chamber of Commerce supports the application for **The Muganzo Experience: A Business Coaching Intensive (Experience)**. Furthermore, we have agreed to partner with Ms. Muganzo to support, promote and participate in the event.

The Business Coaching Intensive curriculum provides the tools and expertise the Chamber has sought to meet some of our own program objectives. Specifically, the Experience will aid in the advancement of Rancho Cordova and the Chamber's commitment to diversity, equity, and inclusion within the business community. Additionally, the Experience addresses closing the employment and education gap between communities of color and abilities. Their existing partnership with Los Rios Community College and Sierra College districts offers the assurance of success concerning educational opportunities.

We look forward to participating in the Experience and contributing to its growing capacity to reach our Rancho Cordova longtime and transplant resident community. Our community and businesses will benefit from a program such as **The Muganzo Experience: A Business Coaching Intensive**.

On behalf of the Rancho Cordova Area Chamber of Commerce, I urge your support of this application and its purpose.

Sincerely,



Diann H. Rogers
President & CEO

3/4/21

City of Rancho Cordova Fiscal Year 2021/2022 Grant Application Community Enhancement Fund

Applicant: Folsom Cordova Community Partnership

Project Name: Youth Career Centers

Project Description: Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and project criteria.

Folsom Cordova Community Partnership (FCCP) has provided Rancho Cordova high school students with on-site Youth Career Centers at Cordova and Kinney High School campuses for over 3 years. These Youth Career Centers have provided staff assisted services to help students explore career pathways, develop career plans, build career readiness skills, and connect to workplace experiences in the local business community through internships, job shadowing and part time employment. In first year of funding FY 2018-2019, FCCP assisted 89 students with the above activities with a resulting ten jobs achieved. In the current year of funding, FY 2019-2020, FCCP increased unduplicated students to 97 with a total of 240 visits to the Youth Career Centers.

The Organization for Economic Co-operation and Development (OECD), an international organization that conducts research to inform better policies and lives, examined longitudinal studies that explored the relationship between teenagers' occupational aspirations and what actually happens to them in the adult labor market, and found that teenagers who combine full-time study with part-time work can expect to do better in the adult job market. Young people who aim high while in school are more likely to end up in managerial or professional jobs requiring university education than would be anticipated given their background and academic performance. High school teachers, counselors and administrators have an extraordinary amount of work to accomplish in meeting the educational needs of their student populations. The research literature is clear that one of the best indicators of a young people's capacity to understand and progress in the labor market is the extent to which their educational and occupational aspirations are aligned, in particular for young people from disadvantaged backgrounds are more likely to demonstrate misaligned expectations.

The goal of this project is to continue providing career development services for students at Cordova, Walnutwood and Kinney High Schools. To an important extent, the Youth Career Center (YCC) will allow students to graduate with first hand exposure to a wider array of career opportunities, an informed sense of their career direction, and a strong correlation between continuing education and achieving their career goals. FCCP also seeks to partner with Rancho Cordova's new Youth Center in providing youth career center services. FCCP has established a solid base and has exceeded outcomes in the three previously funded fiscal years and continues to see the number of students we assist grow each year. Our presence on campus has become a valuable asset to the school community and community at large. FCCP seeks continued funding to serve Rancho Cordova youth. This project will also continue to connect students to work opportunities in the local community including paid and unpaid internships, job shadowing and part time jobs to develop technical and professional skills for their future success. This

project also addresses the needs of Rancho Cordova's business community by integrating current labor market relevance in developing a ready labor force, interns and a referral system for connecting youth to local employment opportunities. YCC will positively impact Rancho Cordova's business climate and create opportunities for businesses to grow with a talented, local workforce. These components address the City of Rancho Cordova's mission to support and value the development of children and youth, enhancing education services, improving quality of life for high school age community members, and providing jobs to community residents.

The components of this project include:

- **Intentional Career Planning** – Through conducting career exploration and career assessments FCCP staff will assist students with building an employment plan that reinforces educational goals and sets them on viable career pathways providing access to reliable information to assist with alignment align with their educational goals
- **Integrated Workplace Experiences** – FCCP staff will utilize our ever-growing network of local business connections to connect and broadening youth experiences to job shadowing opportunities, part-time jobs and internships to help students begin their career pathways, gain work-based learning, develop marketable technical and professional skills and connect their educational plans to their career development and future self-sufficiency. Effective employer engagement ensures that the right young people engage with right employer or employee volunteer through the right activity at the right time in their school life. FCCP will assist in identifying goodness to fit between the young person and employer and provide ongoing support to ensure they are able to successfully achieve their potential.
- **Adulting Skills** – FCCP staff will teach students valuable skills they are requesting including financial goal setting, understanding debt and credit, healthy relationships, social and emotional development, nutrition and understanding insurance.

Project Team: The project team will include Hayley Cox-Youth Mentor Coordinator and Parisa Bana-AmeriCorps Youth Career Mentor and Cordova High School graduate, Cailen Woodward-Youth Employment Program Manager, Shinder Gill-Director of Programs, and Robert Sanger-Executive Director.

FCCP has been operating youth and adult employment programs in Rancho Cordova for over ten years. For the past four years, FCCP has operated a full-service Job Center offering a wide range of employment support to Rancho Cordova community members. This grant continues our successful extension of these services tailored to high school students by bringing the services directly to them. With transportation a major barrier for many of our students, bringing services into their high schools is a necessity. This project will receive strategic design and oversight by Robert Sanger and Shinder Gill. Robert Sanger has led FCCP as Executive Director for the past ten years with a total fourteen-year history with FCCP serving Rancho Cordova families and youth. He participates in the City's Education Stakeholders Committee and many other endeavors to improve the quality of life for Rancho Cordova residents and student. Shinder Gill has over 20 years of experience working in family and social services and close to five years combined workforce development and youth development experience having managed various youth and employment projects in Sacramento, in particular social and emotional development and research with at risk youth. Additionally, Shinder is on the Board of Directors with California Human Development serving thirty-one counties providing supports to our state's farm works and families with training and employment opportunities to improve social and living conditions. The

day-to-day project management will be conducted by Cailen Woodward. Cailen has worked in youth and employment programs in Rancho Cordova for ten years with training specific to working with high risk youth including foster youth, parenting, criminal justice involved and youth with disabilities and/or behavioral challenges. Primary onsite staff will include Hayley Cox, Youth Mentor Coordinator, with four years of experience in education, youth development and support, and AmeriCorps member Parisa Bana, a Rancho Cordova resident and graduate of Cordova High School with youth mentor and career exploration experience. Staff included in this proposal has been providing career mentoring services at Kinney and Cordova High School over this past fiscal year.

This project will be executed in collaboration with Cordova, Walnutwood and Kinney High Schools. FCCP has received full support from the administrators of both sites who have expressed a desire for the continuation of this project. Letters of support from Jerad Hyden, Principal of Cordova High School, Annie Conover, Principal of Walnutwood High School and Michelle Flowers, Principal of Kinney High School are attached.

Project Goals: The goals of this project include:

- FCCP will serve a minimum of 90 unduplicated high school youth in this program per year. This will be measured by sign in sheets at each Youth Career Center locations (Cordova, Walnutwood and Kinney High Schools).
- Career Exploration - 80% of youth will take Career Interest Assessments providing information about potential careers matching their interests and abilities. Upon completing these assessments students will research job openings, labor market information, and educational pathways in their areas of career interest. Career Interest Assessment information will be given to students and recorded in secure student Youth Career Center database to track areas of career interest for reporting and internship development.
- Pathway/Goal Setting – 80% of youth will receive assistance developing a My Action Plan (MAP) identifying short, medium, and long range goals and action steps necessary to pursue their area of career interest. The MAP will be given to students with a copy maintained by Youth Career Center staff to track student progress toward identified goals.
- Resume Development/Job Attainment - 70% of youth will receive training on resume development, interviewing skills, and job attainment including how to complete online applications and pre-employment assessments. A minimum of 55 youth will develop a professional resume each program year.
- Adulting Workshops – A minimum of 30 youth will attend Adulting workshops and receive education related to financial literacy, healthy relationships, nutrition and understanding insurance. Youth will be pre- and post-tested to measure gains. We expect 75% of youth will improve in understanding of one or more components.
- Employer Engagement - FCCP will develop 20 new employer relationships sites per program year including educating employers about opportunities to partner with the high schools and employ students. This information will be tracked in an employer spreadsheet.
- Student Jobs/Internships – FCCP will assist students seeking internships or part time work to provide financial resources for themselves and their families. A minimum of 15 youth will receive internships and/or paid, part time work. This information will be captured in a student employment spreadsheet.

Funding Request:

Total Project Cost: \$132,670.55

Estimated Breakdown of Project Expenditures: Provided on attached spreadsheet.

Matching Funds: \$92,670.55

Ongoing (beyond FY 2021/2022) Operations and Maintenance Costs, if applicable: N/A

Total Community Enhancement Funds Requested: \$40,000.00

FCCP is requesting a total of \$40,000 in Community Enhancement funding for this Youth Career Center (YCC) project for the 2021-2022 program year. FCCP understands that if there are remaining funds from the YCC 2020-2021 program year, the City of Rancho Cordova will deduct the remaining 2020-2021 YCC program year funds from any awarded amount for this project.

Is this a multi-year request? No If yes, number of years: N/A

If you answered yes above, describe your sustainability plan: N/A

How many years have you received funding for this project? 3

When will your request for funding sunset for ongoing programs? Services are specific to the community of Rancho Cordova. This project is dependent on City of Rancho Cordova Community Enhancement funds. We will continue to explore sustainable funding for this project, however, because the geographical scope is very narrow, it is difficult to find alternative funding sources.

Project Schedule

- July 1, 2021 to August 11, 2021 – Provide Adulting, Job Readiness and Financial Literacy Workshops at FCCP's Job Center for out of school youth. Develop new employer host sites for internships, job shadowing or part time employment for students in a variety of career fields.
- August 12, 2021 to May 27, 2022 – Youth Career Centers will operate onsite at Cordova and Kinney High Schools. Students will receive assistance with career exploration, pathway/goal setting, resume development, job application assistance and financial literacy training. FCCP staff will continue to develop employer relationships and internship sites, matching students based on areas of career interest.
- May 28, 2022 to June 30, 2022 – Youth Career Services will be provided at FCCP's Job Center on the Walnutwood/Adult Education Campus until school restarts in August. Youth Career Center staff will provide ongoing activities including financial literacy and adulting workshops. Students will also receive ongoing assistance with resume development, job applications and interview preparation. Youth Career Center staff will continue to conduct employer outreach to develop internship sites and part time job opportunities for Cordova and Kinney High School youth.

Graduated youth will receive priority enrollment in FCCP's Out of School Youth Program for 18 to 24 year olds which includes a paid work experience component in their career field of interest.

Describe how you will be able to complete your project timelines

Result oriented monitoring outcomes will be established and tracked and address areas of focus by the Director of Programs and Employment Services Youth Manager to ensure the outlined project schedule is completed by 6/30/22.

Adaptability

FCCP made adjustments to our YCC service modality with the onset of COVID-19 by integrating digital platforms such as zoom, google meets to engage students synchronously, hold student office hours and created semi hybrid online and in-person services. FCCP has a COVID worksite plan in place and regularly updates it in accordance to the Sacramento County Health Order and CDC guidelines. FCCP YCC is exploring google classroom and virtual platforms to integrate both synchronous and asynchronous learning activities strategies and continue to safely provide services and stay in compliance with CDC guidelines. FCCP is exploring virtual gallery walks for students to be able to create and display their career aspiration projects and work and have an opportunity to learn from their peer's experiences and projects. FCCP will continue to stay informed in navigating the principles of change based on research.

Project Location and Physical Address: This project will be primarily located at Cordova, Walnutwood and Kinney High Schools at 2239 Chase Drive, 10850 Gadsten Way and 2710 Kilgore Road, Rancho Cordova respectively. Preparation activities and summer services will be offered at Folsom Cordova Job Center at 10826 Gadsten Way, Rancho Cordova on the Community Education Center Campus. Activities for this project will take place within Folsom Cordova Unified School District. Letters of support are attached and Supplemental Endorsement Form will arrive to the City of Rancho Cordova directly.

School District: Folsom Cordova Unified School District

Application Submitted by: Shinder Gill, Director of Programs, Folsom Cordova Community Partnership

Phone: 916-294-9107 ext. 840503 **Email:** Sgill@TheFCCP.org **Non-Profit**

Mailing Address: P.O. Box 3227, Rancho Cordova, CA 95741

Signatory: Robert Sanger, Executive Director, Folsom Cordova Community Partnership

Phone: 916-361-8684 ext. 290 **Email:** RSanger@TheFCCP.org **Non-Profit**

Mailing Address: P.O. Box 3227, Rancho Cordova, CA 95741

Folsom Cordova Community Partnership
Community Enhancement Grant
Youth Career Center
Budget 2021 - 2022

LINE ITEM	CE	Matching / In Kind Funds	Source of Matching / In Kind Funds	Narrative	Total Funds
Salaries	Youth & Employment Development Manager \$ 5,500.00	\$ 5,500.00	In Kind	Youth & Employment Development Manager: Calculated at .10 FTE for CE and .10 FTE for In-kind	\$ 11,000.00
	Youth Mentor Coordinator \$4,992.00	\$ 4,992.00	In Kind	Youth Mentor Coordinator: Calculated at .12 FTE for CE and .12 FTE for In-kind	\$ 9,984.00
	Youth Career Mentor (Americorps) 1.0 FTE \$ 13,125.00	\$ 10,000.00	Alternative Grants	Youth Career Mentor: 1.0 FTE Americorps Member. Partial funding provided by alternative grants.	\$ 23,125.00
	Director of Programs \$ 2,297.40	\$ 2,297.40	In Kind	Director of Programs: Calculated at .03 FTE for CE and .03 for in-kind	\$ 4,594.80
	Executive Director \$2,046.50	\$2,046.50	In Kind	Executive Director: Calculated at .02 FTE for CE and .02 for In-kind	\$ 4,093.00
	Accounting / Admin Manager \$1,286.40	\$1,286.40	In Kind	Accounting / Admin Manager: Calculated at .02 FTE for CE and .02 for In-kind	\$ 2,572.80
Benefits	Accounting / Admin Assistant \$861.20	\$861.20	In Kind	Accounting / Admin Assistant: Calculated at .02 FTE for CE and .02 for In-kind	\$ 1,722.40
			Alternative Grants / In-kind	Benefits expensed to this grant include 30% of salaries for staff positions. In Kind Benefits provided for additional FTE associated with this grant.	\$ 10,190.10
Space		\$ 5,095.05		Matching/In-Kind Funds, Activity Space @ FCUSD Campuses, Cordova and Kinney High School, average \$75 per day for 1.5 hours x 160 Days per year (80 Kinney, 80 Cordova)	\$ 18,000.00
Mileage			In-kind	Mileage Reimbursement: (60 miles per month x \$.55 per mile x 12 months) In-kind mileage expense is provided through alternative grants for business internship development activities	\$ 800.00
Communications	\$ 400.00	\$ 400.00	Alternative Grants / In-kind	Landline and cell Phone share of costs for 1.31 FTE expensed to this grant	\$ 964.00
Computer and Printer Equipment		\$4,400.00	Alternative Grants / In-kind	Usage of 10 ChromeBooks at Kinney High School, 10 ChromeBooks at Cordova High School & 2 printers estimated as follows & is provided as In Kind match to this project. Chromebooks \$200 x 20 and Printers \$200.00 x 2 = \$4,400.00	\$4,400.00
Program Supplies	\$ 1,354.45		In-kind	Program supplies include paper, toner, resume paper, thumbail drives, after school healthy snacks for students, supplies for job readiness, career orientation activities, and workshops to support the Youth Career Center project	\$ 1,354.45

Insurance and Audit Fees					Share of Insurance and Audit Fees for 1.31 FTE associated with this grant are expensed-1.31 FTE x \$1,000.00 (\$500.00 Audit \$500.00 Insurance per FTE). Additional insurance and Audit fees for In Kind Staffing are provided as an In Kind Donation	\$ 2,620.00
Stipends to Participants					Stipends provided for summer Adulting workshops to incentivize continued engagement and practical money management experience - Estimated \$10 x 5 workshops x 30 students = \$1,250.00	\$ 1,250.00
Wages from Internships and Jobs					15 paid internships and/or student part time work estimated at 200 hours per student at \$12.00 per hour = \$36,000.00	\$ 36,000.00
Totals	\$	40,000.00	\$	92,670.55		\$ 132,670.55



Cordova High School

2239 Chase Drive, Rancho Cordova, CA 95670
Phone (916) 294-2450 <http://www.fcusd.org/CHS>

Folsom Cordova Unified School District



Jerad Hyden
Principal

Ann Botsford
Michele Brown
Joel Francisco
Assistant Principals

Heidy Naderi
Admin. Assistant

Michele Cooper
Academic Coach

Erin Muse
ELD Program Manager

Josh Creeger
Activities Director

Mark Beamish
Athletic Director

Kitty White
Head Counselor

Zandi Llanos
IB CP/DP Coordinator

Tracey Jacobs
School Resource Officer

March 1st, 2021

To Whom It May Concern:

I would like to express support for the Folsom Cordova Community Partnership's application for the City of Rancho Cordova Community Enhancement Fund. This funding would allow the Folsom Cordova Community to continue to operate a Youth Career Center on the Cordova High School campus. The presence of a Youth Career Center on our school campus, housed in our College and Career Center in the CHS Library, has proved extremely beneficial to supporting our most disenfranchised learners. With an expedient increase in the number of newly immigrated students, the Youth Career Center has proactively worked to offer their assistance each week through dedicated services and supports which are truly invaluable to our team.

To date the Youth Career Center has served 97 Unduplicated Youth and have had 240 Total Youth Visits to get assistance with resume development, interview preparation, career and college exploration, job applications and understanding employer expectations.

If awarded, the Folsom Cordova Community Partnership will continue to offer on-campus activities to expose student to a wider array of career opportunities, help them develop a more informed sense of their career direction and build a strong correlation between continued education and achieving their career goals. Additionally, the Youth Career Center will connect students with work opportunities in the local community including internships, job shadowing and part time jobs to help develop technical and professional skills for their future success.

I urge you to give this application your most serious consideration. Should you or your staff have any questions regarding this letter, please do not hesitate to call.

Respectfully submitted,

Jerad A. Hyden

Principal
Cordova High School
(916) 294-2450 x810150
jhyden@fcusd.org



KINNEY HIGH SCHOOL

2710 Kilgore Road
Rancho Cordova, CA 95670
(916) 294-9060
www.fcusd.org/khs

Michelle Flowers, Principal
Allen Sims, Assistant Principal



March 5, 2021

To Whom It May Concern,

I would like to express support for the Folsom Cordova Community Partnership's application for the City of Rancho Cordova's Measure H - Community Enhancement Fund. This funding would allow the Folsom Cordova Community Partnership to continue to operate a Youth Career Center on the Kinney High School campus. The presence of a Youth Career Center on our school campus has proved beneficial to the student population. Students have developed positive relationships with the staff and many have gained employment due to their support.

Many students have accessed services this past year. To date the Youth Career Center has served many duplicated students and have had reached out to students effectively during COVI. These students have received assistance with resume development, career exploration, job applications and understanding employer expectations.

If awarded, the Folsom Cordova Community Partnership will continue to offer on-campus activities that expose students to a variety of career opportunities, help them map a career direction and build a strong correlation between continuing their education and achieving their career goals. Additionally, the Youth Career Center connects students with internships, job shadowing and part time jobs to gain work experience toward their career goals and begin achieving financial independence.

I urge you to give this application your most serious consideration. They have made a profound difference in our learning community. They have proven to be compassionate and acutely aware of what our kids need most. Should you or your staff have any questions regarding this letter, please contact me at (916) 294-9060.

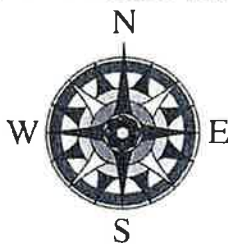
Sincerely,

Michelle Flowers

Michelle Flowers
Principal – Kinney High School

WALNUTWOOD HIGH SCHOOL

10848 Gadsten Way
Rancho Cordova, CA 95670-619
Phone (916) 294-9105 Fax (916) 294-2479
www.fcusd.org/whs



Annie Conover, Principal
Shelley Raffaelli, Administrative Assistant

March 2, 2021

To Whom It May Concern,

I would like to express support for the Folsom Cordova Community Partnership's application for the City of Rancho Cordova Community Enhancement Fund. This funding would allow the Folsom Cordova Community to continue to operate a Youth Career Center on the Cordova High School campus and Walnutwood students. The presence of a Youth Career Center on our school campus has proved beneficial to the student population. Allowing for students to receive support in career exploration and job applications. We have had many students access services this past year.

To date the Youth Career Center has served 97 Unduplicated Youth and have had 240 Total Youth Visits to get assistance with resume development, interview preparation, career and college exploration, job applications and understanding employer expectations.

If awarded, the Folsom Cordova Community Partnership will continue to offer on-campus activities to expose student to a wider array of career opportunities, help them develop a more informed sense of their career direction and build a strong correlation between continued education and achieving their career goals. Additionally, the Youth Career Center will connect students with work opportunities in the local community including internships, job shadowing and part time jobs to help develop technical and professional skills for their future success.

I urge you to give this application your most serious consideration. Should you or your staff have any questions regarding this letter, please contact me at (916) 294-9105.

Sincerely,

A handwritten signature in blue ink that reads 'Annie Conover'. The signature is fluid and cursive, with the first name 'Annie' being more prominent.

Annie Conover, Principal
Walnutwood High School



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Youth Career Centers

Name of Organization: Folsom Cordova Community Partnership

Name of Applicant and Title: Shinder Gill Director of Programs Youth and Employment Services

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: (916) 294-9107 ext 840503

Applicant's Email: sgill@thefccp.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kelegian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Boys & Girls Club at Navigator Elementary-Keeping Kids Connected

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The Boys & Girls Club at Navigator Elementary has been a constant in the lives of Rancho Cordova youth and families since 2018. Unfortunately, with the disruption to the 2019-2020 school year due to the COVID-19 pandemic, the community has faced challenges unlike anything previously encountered. During this critical time, the Club has made health, safety, and education a priority.

On a typical day, the Boys & Girls Club serves over 300 youth on the campus of Navigator Elementary; providing academic support and enrichment programs designed to keep youth on track and successful both in and out of school. The Club has become a trusted partner and valued member of the school team; providing additional academic support and resources to the schools most vulnerable students. The Club has become an integral part of the school day, and a part of the Navigator team. Our Site Coordinator is traditionally on campus most of the school day and because of a close partnership with school administration, as well as teachers, the Club has been able to further positively impact all students at Navigator. Twice weekly the Boys & Girls Club facilitates High-Yield Learning Activities (HYLA) at recesses that are open to all students on campus. Our Site Coordinator is always "on call" at Navigator during the school day, there to assist with students who have behavioral issues and need time away from the classroom environment. We work with those students to process through their behavior/feelings, offer guidance, and redirect the youth back in to the classroom in a better frame of mind. Club data consistently shows that greater engagement in Club activities leads to decreases in high school dropout rates and truancy, drug and alcohol use and other risky behaviors as well as increases in good behavior and healthy lifestyle choices. The Club focuses on helping youth in three critical areas:

1. Academic Success and Career Readiness

2. Good Character and Citizenship
3. Healthy Behaviors and Lifestyle Choices

When the school closed down in March 2020, the Club immediately shifted to support kids and families through the challenges associated with COVID. The pandemic may have changed the way in which we did things, but our mission remained the same-to enable all young people, especially those that need us most, to reach their full potential as productive, caring, and responsible citizens. The Club focused on keeping kids connected to the Club and making sure that Club kids didn't fall even further behind in school. Weekly deliveries of Club Connect Kits started immediately and continue now- ten months later. Club Connect is successfully keeping our kids engaged, connected, and active while they are at home. Club parents and school administrators are so grateful for the ongoing support and resources during these challenging times. Each kit includes a weeks' worth of:

- Learning packets from our core program areas (from STEM to literacy)
- Food/Snacks to offset Club parents' already strained budgets
- Activities and projects to support continued learning
- Online Club programs
- Health resources for the whole family

As the Club plans for the upcoming 2021-2022 school year, we are excited to serve the students of Navigator Elementary and prepared to be flexible in our delivery model (in-person, hybrid model, or a virtual after school program) based on the school's needs and district's safety standards. The Club has been successfully and safely operating each model at our other site locations throughout the region. The Club will focus post COVID-19 program efforts on Project Learn, a holistic strategy for leveraging every moment and dedicated staff to support Academic Success. Project Learn is a strategic intervention model that will support learning both in-person and remotely. By enhancing our education strategy with Project Learn, the Club will enable our youth to further engage with learning, build academic and social-emotional skills, and ultimately achieve success by graduating from high school with a plan for the future and a lifelong love of learning.

Boys & Girls Clubs are not just a benefit to the hundreds of young people who have a safe place to grow and learn. They are a benefit to the entire community. The Boys & Girls Club gives parents help and hope that their children will have opportunities that they, themselves, cannot provide. The Club facilitates evidence-based and time-tested programs that are proven to increase academic performance, improve health, reduce violent and risky behaviors and prevent youth from participating in gangs; ultimately improving the quality of the neighborhoods we serve.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Kimberly Key, Chief Executive Officer

Kim has been an integral part of the Boys & Girls Clubs of Greater Sacramento for over 17 years. She was first introduced to the Club as a volunteer at our Teichert Branch, teaching art classes. From there she joined the board of directors while she was in the field of commercial banking for Bank of the West. She served as Board President for over 5 years, assisting the Club to open more sites and serve more Sacramento-area youth than ever before. Kim's passion for the organization and its mission led to her accepting the role of CEO in 2015.

Jon Rango, Chief Operating Officer

Jon has been in the field of youth development for 25 years and with Boys & Girls Clubs for 17. Before coming to the Boys & Girls Clubs of Greater Sacramento, Jon was an Area Director for Boys & Girls Clubs of the North Valley. It was there he oversaw ASES and 21st Century school-based programs and worked closely with several school districts. He also has the opportunity to help start a Boys & Girls Club inside of the county's juvenile hall, only the second in the state at the time.

Lisa Spiegler, Area Director, Elementary Services

Lisa currently oversees the Club's school-based sites and has been with the Boys & Girls Club for 12 years. Her wide-ranging experience working with youth and overseeing programs has made her an invaluable part of the Boys & Girls Club team. In addition to site management, Lisa is our on-boarding coordinator, training new

staff at school sites on classroom management, program expectations, as well as organizational and district policies and procedures.

Adreana Peterson, Navigator Elementary Site Coordinator

Adreana has been our site coordinator at Navigator since the 18/19 school year and will continue to be our on-campus leader. Adreana has been with Boys & Girls Clubs for over 5 years, and in the field of youth development for more than 12. Her passion for the youth and desire to see them succeed has led to great relationships that have been formed with youth, school staff, and parents alike.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

2021-2022 school-year

Goals:

- 1) A minimum of 100 unduplicated youth will become Boys & Girls Club members for the 21/22 school year.
- 2) A minimum of 200 additional youth will receive Club programs and services.
- 3) 85% of Club members will improve school attendance.
- 4) 85% of Club members will show improvement in a single academic subject or overall GPA.
- 5) 90% of Club members will improve social-emotional skills through participation in BGCSAC's Smart Moves program.

All data for the above goals will be tracked in the Club's member tracking system (Visions). Data will be collected via progress reports/report cards, youth surveys, and attendance logs.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: 119,709.00

Estimated breakdown of project expenditures:

Wages & Benefits:

Position

Site Coordinator

\$38,000

Program Assistants (3)

\$46,284

Total Wages

\$84,284

Payroll Taxes & Benefits

\$14,543

Total Wages & Benefits - Direct Services

\$98,827

Operating Costs

Program Supplies

\$6,000

Club Technology

\$4,000

Total Operating Costs

\$10,000

Indirect Costs

Administrative Costs (10%)

\$10,882.66

Total Project Cost

\$119, 709.00

Corporate Contributions & BGCSAC Restricted Funding

\$44,709

City of Rancho Cordova - Measure H Funding

\$75,000

Total Site Income

\$119,709

Matching funds (including any in-kind contributions): \$44,709.00

Include any other funding contribution to include your own: Same as above

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: \$75,000.00

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 3

When will your request for funding sunset for ongoing programs? With a more established presence in Rancho and the potential of the Youth Center, the Club foresees sunseting of funds within 3 years.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The Boys & Girls Club at Navigator Elementary will begin August 2021 and run through May 2022.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The Club's program will run over the course of the 2021-2022 school-year.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The Boys & Girls Club has been operating both in-person and virtual programs since the onset of the pandemic. The Club will be able to safely and successfully meet all goals and objectives even if required to modify the program based on current health orders/restrictions. The Club has established safety policies and protocol that will ensure the safe facilitation of both in-person and virtual programs.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10679 Bear Hollow Dr. Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Kimberly Key**Title:** CEOIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 916-392-1350**Email:** kkey@bgcsac.org**Mailing Address:** 5212 Lemon Hill Ave. Sacramento, CA 95824

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Kimberly Key**Title:** CEO**Phone:** 916-392-1350**Email:** kkey@bgcsac.org**Mailing Address:** 5212 Lemon Hill Ave. Sacramento, CA 95824

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

**NAVIGATOR ELEMENTARY SCHOOL**

10679 BEAR HOLLOW DRIVE
RANCHO CORDOVA, CA 95670
916-294-2420 | WWW.FCUSD.ORG/NE

LARRY MAHONEY, PRINCIPAL

March 3, 2021

To Whom it May Concern;

It's my pleasure to write this letter in support of the Boys and Girls Club at Navigator Elementary School. The Boys and Girls Club serves nearly 75 students daily at our school. Their after-school program supports students academically and socially with a variety of enrichment opportunities.

Our students really enjoy this program and benefit from the mentorship of its club's leaders. We often have a waiting list of students who wish to join due to the positive reputation the program has in our community.

The collaboration and partnership we have with the Boys and Girls Club is lucrative for both students and staff. They provide a safe, productive program for our students after school and work closely within the behavioral systems we have in place during the school day. Their program provides a valuable service to our community.

We look forward to continuing our partnership with the Boys and Girls Club here at Navigator Elementary because we know that it benefits our students and their families.

If you have any questions, please feel free to reach out to me.

Sincerely,

Larry Mahoney
Principal



Daniel Leonardich

From: Jon Rango <jrango@bgcsac.org>
Sent: Friday, March 5, 2021 11:32 AM
To: 'agriffin@fcusd.org'
Cc: Stacy Delaney; Daniel Leonardich; Kimberly Key
Subject: Rancho Cordova Community Enhancement Application w/Supplemental Form
Attachments: BGC Community Enhancement Application 21.22.pdf; GrantApplication_Supplemen.pdf; Navigator Letter Of Support.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi Angela,

I've attached the Boys & Girls Clubs' 21/22 Community Enhancement Application along with the supplemental form and a letter of support from Navigator Elementary. Please let me know if there are any questions, thank you.

Jon Rango
Chief Operating Officer
Boys & Girls Clubs of Greater Sacramento
5212 Lemon Hill Avenue
Sacramento, CA 95824
Phone: (916) 392-1350 Fax: (916) 392-1835
www.bgcsac.org



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Boys & Girls Club at Navigator Elementary - Keeping Kids Connected

Name of Organization: Boys & Girls Clubs of Greater Sacramento

Name of Applicant and Title: Kimberly Key - Chief Executive Officer

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-392-1350

Applicant's Email: kkey@bgcsac.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: Sarah K. Ligan

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/5/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/22 COMMUNITY ENHANCEMENT FUND GRANT APPLICATION**

Project Description - Describe the project and how it benefits the community based on the City's Community Enhancement Fund "Measure H" Project Guidelines and Selection Criteria.

Readers Today, Leaders Tomorrow

The American Library Association's *Library Bill of Rights* declares, "Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation." Dr. Jamie Campbell Naidoo of the Association for Library Service to Children argues that culturally responsive library programs should introduce different cultures through quality children's materials and promote cross-cultural connections by inviting children to explore topics such as social justice, equality, and cultural authenticity.

When children never see their culture represented during story time or in materials on the library shelves, they receive a resounding message that the school does not think their culture is important enough to feature in the library. Children's picture books are some of the earliest forms of media that teach children about diversity in the world. In her 1991 research "The Development of Self-Esteem in Children of Color," Virginia Henderson concludes that early exposure to diverse literature forms understanding students who can relate to people of all walks of life and that social messages young children glean from picture books are likely to stay with them for the rest of their lives.

Sunrise Elementary School proposes an effort to ensure those social messages are supportive, constructive, and full of diverse stories that reflect students' backgrounds and cultures. Our student body is truly global, reflected in several measures but most graphically in the 26 home languages other than English spoken in the homes of our 787 students. To achieve this goal, we intend to purchase high quality, diverse, and engaging books accessible to the entire developmental range of our Tk-6th grade students. Students also need to read stories that show experiences other than their own to expand their worldview. In collaboration with our school's parent organizations, the Sacramento Public Library's Rancho Cordova Branch, and the Elk Grove Unified School District's Office of Equity, we will enhance our library collection with children's literature that contains content by and about a wide array of people and cultures that reflect our student's backgrounds and experiences. Research suggests students seeing themselves in the stories they read fosters a sense of belonging, recognition, and most of all, validation. The mission of Sunrise Elementary School is to build a culture of collaboration centered on student learning outcomes and ensure that the whole child's needs are met in a safe, nurturing and culturally responsive environment.

We believe our grant proposal speaks to the heart of this mission. In short, we believe representation matters.

Sunrise Elementary Sunrise Elementary was opened in 2007 as Elk Grove Unified School District's 39th elementary school and was built along south Sunrise Boulevard to serve the housing development currently known as Anatolia. Sunrise Elementary is a place where students are involved and curious, and where character is taught and valued. In addition to strong academic programs, families are attracted to the strong sense of community that prevails on campus. This community spirit has continued to flourish even as the school has grown from 420 students in its first year to nearly 1,500 students split between Sunrise Elementary and Robert J. McGarvey Elementary, which opened July of 2017.

Our Sunrise parent community engages actively in school related activities through participation in elected positions on the Parent Faculty Organization, ELAC and School Site Council, raising and donating funds and supplies, facilitating the Active4Me stay active programs, even during the pandemic school closure.

We know that with recent events that our students, and, by extension, our families and staff would benefit from student readers – tomorrow's local, state, and national leaders – engaging in literature featuring inclusion of all people and a message of empathy and humanity vital to a thriving neighborhood and school culture. Understanding our differences and seeing our cultural overlaps will help our students realize the importance of their own part in our multi-ethnic and multi-cultural community and to see their own uniqueness as an asset.

Project Team - Individuals or organizations responsible for the development and delivery of the project.

Sunrise Elementary School will collaborate with the Sacramento County Public Library's Rancho Cordova branch, the Elk Grove Unified School District's Offices of Equity and Family and Community Engagement, our parent advisory committees, and our Parent Faculty Organization to develop our ideas and to secure some funding and all of the planning. Direct school site supervision will be provided by Principal Mr. Martin Hock and vice principal, Mr. Wilbert Villalta. Mr. Hock, will provide overall administrative oversight to program, ensuring program and fiscal accountability for grant funding.

Project Goals - Goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Exposure to and engagement with literature intended to expose children to different cultures, learning about differences and similarities in cultural values and viewpoints increases positive social/emotional development among children in a pluralistic society. Students will be reading about different people and cultures, some similar to themselves and others vastly different. Though this grant is not sought to support a research project and does not afford us the resources to track clearly academic achievement among participating students, we know that when children are involved in meaningful learning experiences, they are more connected to school, which is evidenced through stronger positive feelings about themselves, and their school. We also know that children's attitudes towards learning will be improved when schools provide a climate in which all students have the opportunity to succeed, learn and grow in ways that are unique to their own strengths and talents. For these reasons, we have selected changes in 5th and 6th grade student attitudes towards school among participating students as the measure of the program's positive impact on student learning. 5th and 6th grade students were selected as they represent students with the developmental readiness to approach societal issues like inclusion and pluralistic societies.

We propose the following measurable goal for the school multi-cultural program:

- We plan to use the metric of the EGUSD's annual Culture and Climate Survey of Students involving our 3rd-6th grade students as it relates to their attitudes towards the learning environment and their connectedness to the school. We will look at this data as two subsets: children who have utilized the multicultural library resources in comparison to those who have not yet read them.

Funding Request

Total Project Cost: \$5,950.

- 200-250 multicultural picture books through young adult titles (200-250 titles at \$15-\$20 = \$3750);
- 90-100 multicultural picture books through young adult titles (90-100 titles at \$15-\$20 = \$1500)
- about 30 hours of library technician time to label and catalog the books (30 hrs x \$20/hr = \$600);
- materials for processing books for circulation (\$100)

In-kind Contributions: Sunrise Elementary will provide all facility space and the library technician time and wages to enter all new library material into the electronic catalog, purchase and apply spine labels and

other materials for proper indexing, manage circulation of materials, and share these literary works with students during story time - virtually or in person, depending on what the upcoming year holds.

Matching Funds: \$1500 will be allocated from site funds to supplement the grant with an additional 80-100 titles. Funds generated by books site hosted book sales are committed to cover the cost of spine tags and other materials required for circulation management.

Total Community Enhancement Funds "Measure H" Requested: \$3,750

Project Schedule - Project timeline and anticipated start and completion date.

Purchase of site and grant-funded multicultural books to take place around December 2021. This allows time for our collaborative selection process to take place between July-November 2021

Our Culture and Climate Student Survey will take place in or around April 2022.

Submitted by:

Name: Martin Hock

Title: Principal

Telephone: 916-985-4350

E-mail: mhockiii@egusd.net

Mailing Address: 11821 Cobble Brook Drive, Rancho Cordova, CA 95742

School Affiliation: Sunrise Elementary in the Elk Grove Unified School District



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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To be filled out by grant applicant

Project/Program Name: Sunrise Elementary Library Grant

Name of Organization: EGUSD

Name of Applicant and Title: Martin Hock, Principal

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-985-4350

Applicant's Email: mhockiii@egusd.net

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Assistant Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/5/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/22 COMMUNITY ENHANCEMENT FUND GRANT APPLICATION**

Project Description - Describe the project and how it benefits the community based on the City's Community Enhancement Fund "Measure H" Project Guidelines and Selection Criteria.

Readers Today, Leaders Tomorrow

The American Library Association's *Library Bill of Rights* declares, "Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation." Dr. Jamie Campbell Naidoo of the Association for Library Service to Children argues that culturally responsive library programs should introduce different cultures through quality children's materials and promote cross-cultural connections by inviting children to explore topics such as social justice, equality, and cultural authenticity.

When children never see their culture represented during story time or in materials on the library shelves, they receive a resounding message that the school does not think their culture is important enough to feature in the library. Children's picture books are some of the earliest forms of media that teach children about diversity in the world. In her 1991 research "The Development of Self-Esteem in Children of Color," Virginia Henderson concludes that early exposure to diverse literature forms understanding students who can relate to people of all walks of life and that social messages young children glean from picture books are likely to stay with them for the rest of their lives.

Robert J. McGarvey Elementary School proposes an effort to ensure those social messages are supportive, constructive, and full of diverse stories that reflect students' backgrounds and cultures. Our student body is truly global, reflected in several measures but most graphically in the 26 home languages other than English spoken in the homes of our 787 students. To achieve this goal, we intend to purchase high quality, diverse, and engaging books accessible to the entire developmental range of our Tk-6th grade students. Students also need to read stories that show experiences other than their own to expand their worldview. In collaboration with our school's parent organizations, the Sacramento Public Library's Rancho Cordova Branch, and the Elk Grove Unified School District's Office of Equity, we will enhance our library collection with children's literature that contains content by and about a wide array of people and cultures that reflect our student's backgrounds and experiences. Research suggests students seeing themselves in the stories they read fosters a sense of belonging, recognition, and most of all, validation. The mission of Robert J. McGarvey Elementary School is to foster intercultural understanding and respect and guide students and faculty to become active, compassionate, lifelong learners who understand and value the differences and unique perspectives of all people. We believe our grant proposal speaks to the heart of this mission. In short, we believe representation matters.

Robert J. McGarvey Elementary opened in July 2017 as Elk Grove Unified School District's 41st and newest elementary school. Our school was built along south Sunrise Boulevard to serve the Anatolia and Kavala Ranch housing developments. We opened our doors with 730 students on a year round education calendar, relieving the enrollment pressures of our neighbors to the north at Sunrise Elementary School, which had grown to over 1,360 students. Our McGarvey parent community engages actively in school related activities through participation in one or more of 14 new school planning committees, elected positions on the Parent Faculty Organization and School Site Council, raising and donating funds and supplies, facilitating the Active4Me stay active programs, and even advising the student-led Yearbook Club during the pandemic school closure.

We know that with recent events that our students, and, by extension, our families and staff would benefit from student readers – tomorrow’s local, state, and national leaders – engaging in literature featuring inclusion of all people and a message of empathy and humanity vital to a thriving neighborhood and school culture. Understanding our differences and seeing our cultural overlaps will help our students realize the importance of their own part in our multi-ethnic and multi-cultural community and to see their own uniqueness as an asset.

Project Team - Individuals or organizations responsible for the development and delivery of the project.

Robert J. McGarvey Elementary Schools will collaborate with the Sacramento County Public Library’s Rancho Cordova branch, the Elk Grove Unified School District’s Offices of Equity and Family and Community Engagement, our parent advisory committees, and our Parent Faculty Organization to develop our ideas and to secure some funding and all of the planning. Direct school site supervision will be provided by Principal Mr. Michael Gulden and vice principal, Mr. Will Jones. Mr. Gulden will provide overall administrative oversight to program, ensuring program and fiscal accountability for grant funding.

Project Goals - Goals, and outline metrics by which progress in reaching goals can be measured and the project team’s efforts can be focused.

Exposure to and engagement with literature intended to expose children to different cultures, learning about differences and similarities in cultural values and viewpoints increases positive social/emotional development among children in a pluralistic society. Students will be reading about different people and cultures, some similar to themselves and others vastly different. Though this grant is not sought to support a research project and does not afford us the resources to clearly track academic achievement among participating students, we know that when children are involved in meaningful learning experiences, they are more connected to school, which is evidenced through stronger positive feelings about themselves, and their school. We also know that children’s attitudes towards learning will be improved when schools provide a climate in which all students have the opportunity to succeed, learn and grow in ways that are unique to their own strengths and talents. For these reasons, we have selected changes in 5th and 6th grade student attitudes towards school among participating students as the measure of the program’s positive impact on student learning. 5th and 6th grade students were selected as they represent students with the developmental readiness to approach societal issues like inclusion and pluralistic societies.

We propose the following measurable goal for the school multi-cultural program:

- We plan to use the metric of the EGUSD’s annual Culture and Climate Survey of Students involving our 3rd-6th grade students as it relates to their attitudes towards the learning environment and their connectedness to the school. We will look at this data as two subsets: children who have utilized the multicultural library resources in comparison to those who have not yet read them.

Funding Request

Total Project Cost: \$5,950.

- 200-250 multicultural picture books through young adult titles (200-250 titles at \$15-\$20 = \$3750);
- 90-100 multicultural picture books through young adult titles (90-100 titles at \$15-\$20 = \$1500)
- about 30 hours of library technician time to label and catalog the books (30 hrs x \$20/hr = \$600);
- materials for processing books for circulation (\$100)

In-kind Contributions: Robert J. McGarvey Elementary will provide all facility space and the library technician time and wages to enter all new library material into the electronic catalog, purchase and apply spine labels and other materials for proper indexing, manage circulation of materials, and share these literary works with students during story time - virtually or in person, depending on what the upcoming year holds.

Matching Funds: \$1500 will be allocated from site funds to supplement the grant with an additional 80-100 titles. Funds generated by books site hosted book sales are committed to cover the cost of spine tags and other materials required for circulation management.

Total Community Enhancement Funds "Measure H" Requested: \$3,750

Project Schedule - Project timeline and anticipated start and completion date.

Purchase of site and grant-funded multicultural books to take place around December 2021. This allows time for our collaborative selection process to take place between July-November 2021

Our Culture and Climate Student Survey will take place in or around April 2022.

Submitted by:

Name: Michael Gulden

Title: Principal

Telephone: 916-793-3400

E-mail: Mgulden@egusd.net

Mailing Address: 4350 Sophistry Drive, Rancho Cordova, CA 95742

School Affiliation: Robert J. McGarvey Elementary in the Elk Grove Unified School District



CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM

The Fiscal Year 2020/2021 grant application period is open from February 10, 2021 through March 12, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the application deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Project/Program Name: Today's Readers, Tomorrow's Leaders

Name of Applicant: Michael Gulden

Applicant's Title: Principal

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-793-3400

Applicant's Email: mgulden@egusd.net

Applicant's Mailing Address: 4350 Sophistry Drive, Rancho Cordova, CA 95742

Submit a copy of your application with this page to the school superintendent(s). In order for your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 20, 2020. The superintendent will submit the form directly to the City's Community Enhancement Analyst. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 6, 2020. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

ASSISTANT Superintendent's Printed Name: Bindy Grewal

ASSISTANT Superintendent's Signature: B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional): _____

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 5, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/5/21**Community Enhancement Fund Fiscal Year 2021/2022 Grant Application****Name Assign a project name to your project/program.**CL₃ Mentors at Cordova High (MACH) Program with expansion to Mitchell Middle School**Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. Please note that a separate call for visual art grant proposals will happen soon. If you are proposing a public art project in Rancho Cordova, a separate application process will be used. Project Team Individuals or organizations responsible for the development and delivery of the project.**

The Cordova Lancers Leaders & Legends (CL₃) Mentors at Cordova High (MACH) Program is a FREE community-based mentoring program based at Cordova High School focused on promoting positive behavior, academic improvement, community service, and vocational skill development while rewarding participants for their accomplishments.

The mission of the MACH program is to empower youth in our community to make positive life choices that enables each participant to maximize their personal potential both at school and in the community. We believe this can be achieved by providing participants with the opportunity to earn while they learn and serve, through the provision of supplemental educational, social, and vocational opportunities. Our motto is "Earn your way to a memorable high school year!" CL₃ MACH envisions a community in which every youth experience encouraging relationships and an overwhelming sense of academic and community support.

This program continues to address the acute need for strong schools and strong communities, through a partnership involving the City of Rancho Cordova (including not only city government, but its residents, local businesses and community organizations), the Folsom-Cordova Unified School District (FCUSD), and the Cordova Lancers Leaders & Legends Organization (CL₃).

Students, identified by school staff, teachers, and the MACH program coordinator, are invited to participate in the program. Students are then assigned a team of mentors comprised of alumni, teachers/staff, and community members. Students receive guidance and direction to help get them on or keep them on a positive path. Participants earn rewards for demonstrating improvement in their attendance, grades, and/or behavior as well as for participating in community service opportunities. Rewards include Educational Experiences (i.e. field trips to Shasta Caverns, Chabot Space & Science Center, etc...), School based rewards (i.e. tickets to school dances and sporting events, school spirit items, yearbooks, etc..), and Social rewards (i.e. group activities for bowling, movies, sporting events, individual gift cards, restaurant experiences, etc..). MACH participants attend weekly "Meet, Eat, & Brag" sessions on Thursdays where expectations are set, guest speakers share their story, and program participants share and celebrate their successes. Participants also attend Saturday Support sessions twice a month on Saturdays, where they receive homework support or where guest speakers from the community, vocational trades, or alumni deliver life skill or vocation messages to help MACH participants set goals and focus their efforts on succeeding at school and beyond.

In our fifth year, this All-America City Award winning program, continues to see successes. This past year, the MACH program successfully pivoted in response to the ongoing restrictions in place due to COVID-19 and the resulting ongoing distance learning platform in place at the high school, in order to continue to provide necessary support to MACH members.

This year, funding is being requested for the continuation of the year-round MACH program at Cordova High School, and we are requesting funding to expand the Mentors at Cordova High (MACH) program to include Middle School students. We believe expanding the MACH program to include middle school students in Rancho Cordova will enable us to affect greater long term change by addressing academic, attendance, and behavioral issues earlier in students educational careers so they are better prepared to deal with the social and educational pressures that occur when they enter high school.

If funding is approved, a modified version of the MACH program will be implemented at Mitchell Middle School, with the focus being on engaging 25 to 40 under-performing/under-supported students in weekly meetings where they will hear messaging about the importance of positive behavior, attendance, and academic improvement, and be given opportunities to engage in school based service projects. The MACH Program Coordinator, pre-identified staff members at Mitchell Middle School, and current MACH mentors will support the program as will student in the CHS MACH program who have demonstrated significant growth. For the expanded program at Mitchell Middle School, it will coincide with the school year with recruitment occurring in August and September, and meetings being held October through May. A Mitchell MACH Program Coordinator will be identified who will work in partnership with staff at Mitchell Middle School, to establish a program schedule that provides participating middle-schoolers with opportunities to earn the chance to be included on MACH educational field trips, receive school-based rewards, and social rewards each semester. Measurements of success for this program will be primarily based on the level of student engagement/participation in the program, and anecdotal evidence of changes in participants attitudes and behaviors based on the observations of mentors and staff.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Ensure the continuation of the year-round CL₃ MACH Program, with a continued focus on promoting positive behavior, improved academics and attendance, community service involvement, and vocational skill development, while rewarding participants for their accomplishments.

Establish a modified version of the MACH program at Mitchell Middle School.

Maintain between 75 and 125 participants in the MACH Program and between 25 and 40 participants in the MACH program at Mitchell Middle School.

Engage the greater community in various roles with this mentoring program.

Encourage parental involvement by providing specific parent engagement activities.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$276,045 annually

Estimated breakdown of annual project expenditures – see below

Matching Funds (includes in kind) – \$183,395 see below

Other Funding Contributions Secured (includes in kind) – see below

Expense Category	Measure H Funding	FCUSD In Kind Contributions	CL3 and Other In Kind Contributions and/or monetary donations
MACH Program Coordinator rate of \$35 per hour	\$26,500 (757 hours)	\$0	\$31,745 (907 hours)
MACH @ Mitchell Program Coordinator rate of \$35 per hour	\$10,500 (300 hours)	\$0	\$10,500 (300 hours)
School Psychologist, Counselor, Resource Officer, and/or PBIS Administrator Support	\$0	\$15,000 (estimated in kind value for up to 1 day per week of services as needed)	\$0
Professional Math Tutoring Support at rate of \$45 per hour (4 hours per week x 35 weeks)	\$3,150 (70 hours)	\$0	\$3,150 (70 hours)
District Interventions	\$0	\$4,000 (estimated in kind value)	\$0
CL ₃ Program Mentors and volunteers	\$0	\$0	\$68,000 (estimated in kind value of 2500 donated hours @ national average of \$27.20 per hour)
MACH Program Support - Educational Activities & Rewards - School Based Activities & Rewards - Social Rewards - Parent Engagement	\$33,500	\$0	\$16,750 (combined total monetary and in-kind contributions)

Activities			
- Materials/Website			
MACH Professional Drivers Training Instruction*	\$6,500	\$0	\$3,500
Mitchell MACH Program support	\$12,500	\$0	\$6,250 (combined total monetary and in-kind contributions)
- Educational Activities & Rewards			
- School Based Activities & Rewards			
- Social Rewards			
- Materials			
Facility & Transportation Use	\$0	\$20,000 (estimated in kind value)	\$1,000 (donated use of other facilities)
Program Insurance	\$0	\$0	\$3,500
Total	\$92,650	\$39,000	\$144,395

*Drivers Training Instruction to be offered on limited basis based on economic need and performance. Funds requested for reimbursement to CL3 only once expended.

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

We anticipate the above outlined cost projections will be applicable for the next three years with adjustments made as further program expansion occurs.

Total Community Enhancement Funds requested: \$92,650

Is this a multiyear request? No If yes, number of years: N/A

If you answered yes above, describe your sustainability plan and whether or not the project is viable as a single year request. N/A

How many years have you received funding for this project? 5 for the original MACH program at Cordova High, 0 for the expansion to Mitchell Middle School

When will your request for funding sunset for ongoing programs? Based on continuing need in our community to create equity and offer support services for some of our most vulnerable populations – at risk and under-performing students from single parent and low income households, we expect we will continue to need funding for ongoing programs and for further expansions to other feeder schools.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

August 1, 2020 through July 31, 2021

- Continue existing MACH Program
- Establish modified MACH Program at Mitchell Middle School
- Invite students to join both programs
- Establish program calendars
- Develop and implement fundraising plan
- Provide mentoring on daily/weekly basis year-round for MACH and during school year for MACH at Mitchell
- Host regularly scheduled Saturday Support sessions
- Participate in monthly community service projects in support of existing City sponsored community enhancement projects and/or community events
- Administer rewards
- Participate in school-based service projects
- Host a minimum of two specific parent engagement activities
- Provide regular updates to CHS & Mitchell Administration

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address:

Cordova High School, 2239 Chase Dr, Rancho Cordova, CA 95670

Mitchell Middle School, 2100 Zinfandel Dr, Rancho Cordova, CA 95670

Have you received a letter of support for the project/program from the property owner?

Yes. See attached letter from Jared Hyden, Principal Cordova High School

If yes, submit the letter of support with your application. If your project/program is intended to operate or take place at a public K-12 school site, you must also request the endorsement of the school superintendent of that school district.

School District (if applicable, check all that apply): FCUSD

I have requested the endorsement of the school superintendent – see attached supplemental endorsement form.

By the application deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program.

Refer to the FY 2020/2021 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by Name:

Conrade Mayer on behalf of Cordova Lancers, Leaders & Legends

Title: MACH Program Coordinator

Non-Profit: Cordova Lancers, Leaders & Legends

Phone: 916-247-8242

Email: cl3mentees@gmail.com and conrademayer@gmail.com

Mailing Address: 2236 River Trails Circle, Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Conrade Mayer

Title: MACH Program Coordinator

Non-Profit: Cordova Lancers, Leaders & Legends

Phone: 916-247-8242

Email: cl3mentees@gmail.com and conrademayer@gmail.com

Mailing Address: 2236 River Trails Circle, Rancho Cordova, CA 95670



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: CL3 Mentors at Cordova High (MACH) Program with expansion to Mitchell Middle School
Name of Organization: Cordova Lancers, Leaders and Legends
Name of Applicant and Title: Conrade Mayer, CL3 President & MACH Program Coordinator
 Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐
Applicant's Phone: 916-247-8242 **Applicant's Email:** conrademayer@gmail.com or cl3mentees@

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒
 Endorsement Withheld ☐
 Conditional approval of facility rental only ☐
Superintendent's or Designee's Printed Name: *Sarah K. Leggett*
Date: 3/19/2021
School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐
Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



PROPOSAL

GOVERNMENTS ENGAGING YOUTH IN THE CITY OF RANCHO CORDOVA
 YOUTH @ CITY COUNCIL - SUMMER @ CITY HALL - COMMUNITY INVESTMENT PROJECT

A. Project Name: PRO Youth - Governments Engaging Youth in the City of Rancho Cordova

B. Project Description: PRO Youth and Families is proposing to provide a two-pronged approach for 100 youth (ages 13-18) to engage in government and civic education in the City of Rancho Cordova through the Youth @ City Council Program and Summer @ City Hall program. A Community Investment Project will also be included in both programs. Each of these programs provide high-quality, meaningful and engaging opportunities for youth to become civically-engaged city advocates and develop skills to grow into innovators, business owners, employees, neighbors, and leaders.

The proposed programs and projects will allow Rancho Cordova's youth to learn more about the robust, proud history of Rancho Cordova and be provided with opportunities to share their views and suggestions for continuing to improve community relationships by making the city a welcome and safe place for all. Youth participants will meet and interact with local and regional leaders in the private, public, and non-profit sectors to learn about these leaders' views of the business/economic climate in Rancho Cordova and share their own views on innovative and creative ways the city can thrive.

Youth @ City Council is a civic engagement program designed to develop young leaders and foster civic engagement. The program provides education related to the values of democracy and local, county and state government. It utilizes a wide range of first-hand opportunities, including participating in City Council meetings. Participants initiate and develop a culminating project which requires each of them to identify an issue which they research, compose a legislative proposal for and present that proposal during a program graduation ceremony. This program takes place throughout the academic school year.

Summer @ City Hall is a four-week intensive summer program where youth learn about local government, careers in local government, and how to advocate for community change. It includes classes and field trips to city facilities. Fifteen to twenty participants will earn a paid internship three afternoons each week during which they will job shadow a city employee. Student interns with at least 90% attendance receive a \$400 stipend at the end of the four weeks. Financial literacy modules will be included as a component of the program if the City participates in the U.S. Conference of Mayors DollarWise incentive program.

The Community Investment Project is a youth-led project designed to empower youth with networking skills and motivation to leverage their voice and become strong advocates for positive change. Students will have the opportunity to research, analyze, and advocate around issues that affect their families, their schools and neighborhoods. Participants in the outreach phase to administer their Youth Community Survey, will provide information on local and community resources and opportunities for youth advocacy and civic engagement to their youth peers. Both programs will complete one youth-driven advocacy project.

C. Project Team: Windy Ly, Program Manager, has a passion for working with at-risk youth in her community. She is committed to educating young people on the importance of civic engagement and advocacy through leadership, life skills, and professional development. Last year she ran Youth @ City

Council and Summer @ City Hall in Rancho Cordova, Participatory Budgeting Project at Hiram Johnson H.S., and the Mentoring Program at Valley H.S. Windy has a Bachelor's Degree in Government from CSUS.

- D. Project Goals:** The goals for these programs are to: (1) build civically engaged young people who become involved stakeholders in the success of Rancho Cordova, (2) support the healthy development of youth in the city, and (3) develop employable young people. The goals were established to create environments where youth feel safe, are encouraged to make healthy decisions, be productive citizens, and become connected to their schools and communities.

E. Funding Request: \$102,583

1. Estimated breakdown of project expenditures:

Program Coordinator (1.0FTE)	\$45,760
Program Director (.50FTE)	\$40,000
Benefits @11%	\$9,804
Rent - \$12,000 - In-kind	\$12,000
Travel (3000 x .51) = \$1,530 - In-kind	\$1,530
Nutritious Snacks = \$3,000 - In-kind	\$3,000
Intern Stipends	\$6,000
Indirect @ 5% = \$4,885 - In-kind	\$4,885

2. Matching Funds: \$21,415

3. Include any other funding contributions: \$21,415

4. Ongoing operations and maintenance cost if applicable: \$0

5. Total community enhancement funds requested: \$81,168

6. Is this a multi-year request? No

7. Number of years: N/A

8. If you answered yes above, describe your plan. N/A

9. How many years have you received funding for this project? 5

10. When will your request for funding sunset for ongoing program? 9/30/2021

- F. Project Schedule:** October 1, 2021 - September 30, 2022. Evaluations will be complete and available by October 31, 2022.

G. Timelines: Overview of Y@CC and S@CH program calendars.

Youth @ City Council

- October - Material creation for program recruitment and outreach.
- November - Recruitment and outreach phase.
- December - Application screening and applicant meet and greets through Mock Interviews
- January - May - Y@CC Programming. Once a week for 1.5 hours.

Summer @ City Hall

- April - Material creation for program recruitment and outreach.
- May - Recruitment and outreach phase.
- June - Application screening and applicant meet and greets through Mock Interviews. If internships are available, competitive interviews will be conducted for limited spots.
- July - August - S@CH Programming. 2-hour sessions Monday through Thursday, for 4-weeks.
 - Participants will have completed a Community Investment Project in collaboration with the City of Rancho Cordova.

- August- Post program survey and data review.
- H. **Adaptability:** The program team has demonstrated success in providing these programs as virtual programs via Zoom and is equipped to continue virtual programming from October 1, 2021 to September 30, 2022. The team is also able to pivot to hybrid and in-person programming if local health protocols deem it safe and all partners are compliant with California Public Health and/or Sacramento County Health recommendations. The health, safety, and well-being of the Rancho Cordova community is of the utmost importance to PRO Youth and Families.
- I. **Project Location:** Rancho Cordova City Hall, 2729 Prospect Park Drive, Rancho Cordova, CA
- J. **Submitted By:** This application is submitted on behalf of PRO Youth and Families: a nonprofit agency with a 40-year history in the Sacramento region. PRO's President/CEO is Staci Anderson and she is also the signatory for this project. PRO Youth and Families is located at the Fruit Ridge Community Collaborative (4625 44th Street, Sacramento, CA 95820). For questions or comments, please contact Staci Anderson at 916-576-3300 or stacia@proyouthandfamilies.org.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: PRO Youth - Governments Engaging Youth in the City of Rancho Cordova

Name of Organization: PRO Youth & Families

Name of Applicant and Title: Staci Anderson, President and CEO

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-576-3300

Applicant's Email: stacia@proyouthandfamilies.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Holigian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

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FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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Name of Organization: PRO Youth & Families

Name of Applicant and Title: Staci Anderson, President and CEO

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To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

Assistant Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/9/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Youth Environmental Leadership Camp

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Sacramento Splash will launch an immersive 3-4 week summer youth environmental leadership camp (YELC) for approximately 30 students in 5th and 6th grades. Splash will emphasize recruitment of campers from socio-economic, racial, and ethnic groups underrepresented in the outdoors, science, and engineering. Campers will attend a 1-week camp, in groups of 10, where youth will become change-agents who design and implement solutions aimed at improving air quality, water quality, and/or aquatic habitats where they live. YELC leaders will engage in the four pillars: Mentoring, Nature and Water Literacy and Connection, Becoming Scientists, and Servant Leadership. Students will learn water management, pollution prevention, and watershed ecology. After the camp, Splash will convene YELC leaders monthly in a 2-hour after-school club for the remainder of the 12-month rolling year.

For many decades conservationists in Sacramento County have seen streams, vernal pools and other wetlands diminish and degrade, despite many federal, state and local laws and agencies designed to protect them. A group of informed citizens has remained vigilant and engaged in planning and conservation decisions

that impact these resources, with varying degrees of success. These advocates are aging and retiring. Splash plans to identify and mentor young people to lead the next generation of environmental stewards. This project will give students hands-on experience to identify air or water quality problems and solutions and ecosystem restoration opportunities. They may work with their community leaders, Splash, and professionals to ensure that stormwater discharges from new development will not impact local creeks or vernal pools. YELC will lay the foundation for an on-going, youth-led leadership movement to protect air, streams, and natural habitat from the impacts of urban life.

- This project is aligned to the following grant criteria: Children and Youth, Education, Community Pride, and Quality of Life.

Project Team Individuals or organizations responsible for the development and delivery of the project.

We will have 2 FTE lead Splash staff developing the program and participating in the delivery of it, 2 school teachers and 4 professional advisors/mentors involved in the delivery of our 12 month project duration. In addition, we will be partnering with several volunteers, Community/Stewardship Organizations, Educators and Scientists.

<need help with list - this is what was in the Rose Fndn app>

Key Splash Staff:

Bethany Leach - Field Guide/Project Coordinator/Volunteer Coordinator

Lu-Anne Spencer-Hartle - Elementary Program Coordinator

David Rosen - Field Guide/Naturalist

Barbara Camacho-Turner - Operations/Collaborations

Nancy Myers - Field Guide, retired science teacher

Meghan Amos - Field Guide/Secondary Program Coordinator

Key Splash Volunteers:

Marie Wenger - Retired elementary teacher of Splash

Dianne Giese - Retired elementary teacher of Splash

Heather White - Biologist and docent, Audubon

Jason Wolfe - Former Splash Student interested in biology and the environment

Ariana Lewis - Former Splash Student with a degree in biology

Stephanie Ponce - Biologist and docent

Jasmine Greer - Biologist and docent

Roger Jones - Biologist & resource manager

Professionals:

Lewis Planned Communities & their contractors

Arch Nexus, Living Community designers

Teichert Aggregates, restoration specialists

CBEC Engineering (proposed)

Community & Stewardship Organizations:

Mather Alliance

Laguna Creek Watershed Council

Sacramento Urban Creeks Council

Cosumnes River Preserve

Regional County Wastewater Treatment Plant Bufferlands

Environmental Justice Coalition for Water (proposed partner)

California Native Plant Society

Educators:

Sacramento County Office of Education

Youth Development Network

Elementary School Teachers (75)

8 Shields Institute

Scientists:

California Native Plant Society, Sacramento Valley Chapter

Sacramento Audubon

Faculty at Sacramento City College

Faculty at American River College

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Goal #1 (G1): Reflect the socio-economic, racial and ethnic diversity of the greater Sacramento population, with

particular emphasis on those underrepresented in the outdoors, science and engineering. Measure #1 (M1): 4 teachers from schools with disadvantaged populations nominate student candidates for YELC; Splash produces final list of 20 participants.

G2: Local youth grow in a safe, supportive community while learning, working, and playing together. M2: Program evaluations at end of camp completed by students and parents.

G3: Students develop intellectual, physical and emotional connections with nearby nature. M2: Program evaluations at end of camp completed by students and parents.

G4: Students understand how air and/or water quality impacts both aquatic life and human life, how people impact these and how they can improve it. M4: Students complete all lessons, assignments, and lab reports; journal entries reflect impact.

G5: Students learn to conduct scientific investigations (observe, collect, measure, analyze, draw, document) and report findings for a local stream or aquatic habitat, as well as compare reference sites or historical data. M5: Students' report is evaluated by Splash leads and professional mentors.

G6: Students learn to define a natural habitat problem, write and present a small project plan with budget, implement plan, and present the results. M6: Plan and Results reports will be reviewed by Splash lead staff & mentors with constructive feedback, plan and results report out will be presented to peers, Splash staff, and mentors. Student small projects must show improvement or projected improvement over a planned duration in the natural habitat involved.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: 72,850

Estimated breakdown of project expenditures:

Year 1 subtotal; \$29,700

- prep'ing content/activities, obtaining mentor commits, partner org suppt, selecting teachers

27,000 Personnel

2,700 Indirect Costs

Year 2 subtotal: ~~\$43,150~~ **\$23,150**

- delivery/implementation of camp and camper-driven environmental projects

16,000 Personnel

500 Equipment

1,000 Supplies/Materials

4,000 Transportation

1,650 Indirect Costs

20,000 Camper-Driven Environmental Projects Funding

Matching funds (including any in-kind contributions): 20,000

Include any other funding contribution to include your own: 0

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

ITEM 19.1.

y1: 29,700
y2: 23,150 ATTACHMENT 3

Total Community Enhancement Funds requested: 52,850

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: 2

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

Our CEO has been working to create a fund development plan that diversifies income. The plan includes:

- New grant sourcing and grant management systems to bring in more funds
- Cause Statement for Support
- Sponsorship opportunities for the private sector to support field trip and classroom-based engagements
- An annual fundraiser for donors and constituents with corporate sponsorship opportunities
- A stream-lined End of Year Appeal to Splash's private donors to spark more funding
- Strategic coordination for increasing donations for Big Day of Giving, Giving Tuesday, and Our Promise (the State of CA's giving platform)
- Taken the Board of Trustees from 2 to 8, adding more diverse perspectives
- Looking for ways to streamline overhead and expenses while being able to deliver a stronger impact to more students
- We anticipate that within 3-5 years, Splash will have more robust and diverse funding streams and will not be so heavily reliant upon municipality funding.

Note: This project would not be viable as a single year request. With only a one-year commitment of funding from this source, we would be able to develop the program, but would then be unable to deliver it.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

We anticipate these programs continuing annually, since there are new youths to engage as leaders and stewards of nature every year.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Jul-Dec 2021: Splash adapts watershed and stream ecology curriculum with input from its constituency. Splash designs activities and schedules for the June YELC launch. Splash engages mentors and partner teachers.

Jan-Mar 2022: Splash delivers established public school programs, exposing local youths to the vernal pool ecosystem and watershed ecology.

April 2022: Partner teachers determine candidate students interested in joining YELC. Splash selects student team, ensuring target representation of underrepresented groups. Splash applications/permissions slip packets are sent to parents and received back completed.

May 2022: Finalize camp program, schedule, and list of participants. Splash trains mentors.

Jun 2022: "Meet and Greet"/Orientation for students & mentors to YELC. Pre-assessment of students.

Jun or Jul 2022: 1-week (6-hours/day x 5 days) YELC sessions.

Jul 2022-May2023: Students meet with mentors monthly after school to complete project plan, implement, measure progress. Students write about their experiences, track & analyze data.

Jun 2023: Students present results of project to peers, Splash Staff, mentors, and incoming camp group. Finishing students "Graduate" YELC.

Jun 2023: Post-assessment of students to measure learning and program surveys to students & parents to measure impact and challenges of YELC - with mixture of qualitative & quantitative measures, as well as attitudinal statements.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Splash will define several milestones to ensure we are on track and will ensure that all staff are kept well informed of plans and status so that others can step in to help, if needed. June 30, 2022 will be the end of the first year needing funding, by which date we intend to have all planning and arrangements made and the first camp started (or to be in the following 2 weeks). Partner teachers will select interested student candidates after their classes have experienced Splash's "Investigating Vernal Pools" and/or "Splash in the Class" programs, which are delivered between Jan-Apr every year as this is the most active and vibrant time for vernal pool habitats. Furthermore, YELC requires a significant initial student time-commitment, so student camps must start during the summer. Therefore, we will be tied to local school calendars as well as nature.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

We have been updating our existing curriculum in support of the need to change delivery to on-line for distance learning - including both more and updated on-line content and live virtual field trips. We are continuing to work on providing more. We have become very well experienced in delivering our existing courses to public school classrooms over standard video & sharing platforms. We are also working on ways to enable virtual laboratory and field experience through live on-line observation and measurement, including microscope use, with digital journaling. We will put all of these to use for YELC, if we are unable to proceed in-person.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 4426 Excelsior Road, Mather , CA 95655

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name: Becky Milstrey****Title: Director of Funding Alliances**Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone: 916-397-3786****Email: becky@sacsplash.org****Mailing Address: 4426 Excelsior Road, Mather , CA 95655**

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Mackenzie Wieser**Title: Chief Executive Officer****Phone: 916-896-7811****Email: mackenzie@sacsplash.org****Mailing Address: 4426 Excelsior Road, Mather , CA 95655**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityoffranchocordova.org/Index.aspx?page=641>.

Office of Economic Development
Troy Givans, Director



Interim County Executive
Ann Edwards

March 10, 2021

To Whom It May Concern:

The County of Sacramento has partnered with Sacramento Splash to provide hands-on science education for its grade 3-6 students for about twenty years at hundreds of schools throughout the region and has continually proven their ability to deliver quality youth educational programs. They have also shown their adaptability to Covid restrictions in updating their curriculum to enable moving to virtual delivery methods. Splash has provided access to nature for thousands of area youths, with a special emphasis on those coming from Title 1 schools. Splash's programs enable kids, many of whom would otherwise have no knowledge of the real outdoors, to experience the nearby natural world and inspires them (and their parents, through them) to become better stewards of the planet.

We are excited to hear about Splash's plans for the Youth Environmental Leadership Camp (YELC) and have no doubt that it will be successful. YELC will give a subset of the students who experience Splash's other programs the opportunity to continue growing their knowledge about nearby nature and will enable and empower them to become leaders in driving positive change locally. Students will see their own impact, building confidence, interest in science, community advocacy, and more.

Teachers love taking their students to Splash because of the rich hands-on experience that the vernal pools and Splash classroom provide. The curriculum that prepares students for the field trip allows them to take ownership of their educational experience and to become experts on their assigned "critters" and native plants. On the day of the field trip, students' faces light up as they find evidence of their critter in the field and spot the native plant they've learned so much about. Students are in awe that vernal pools are in the same area that they live. They marvel at the fact that their critter has been just a short distance from their front doors. Most students would not be able to make this kind of connection to the natural environment if they did not have the chance to attend Splash programs.

Splash curriculum helps prepare students for the rigors of middle school by emphasizing writing, critical thinking, and problem-solving skills, and it is aligned to the Next Generation Science Standards taught in our schools. The lessons encourage students to use curiosity and scientific methods to learn more. These programs have become an essential and growing component of the science curriculum in area classrooms. I am grateful for all of the ways Splash works to improve and enrich the lives of our area youth and can't wait to see what YELC's youth leaders will do for our community!

Yours truly,

Director of Economic Development

Stacy Delaney

From: Becky Milstrey <becky@sacsplash.org>
Sent: Tuesday, March 9, 2021 2:45 PM
To: Stacy Delaney; Daniel Leonardich
Subject: Rancho Cordova Comm Enh Grant App for Splash
Attachments: RC_GrantApplication20212022FI.pdf; Sacramento County Ltr Support Splash YELC 030821.pdf

Hello Stacy & Daniel,

Please see attached the Rancho Cordova Community Enhancement Grant application for Sacramento Splash and the county's letter of support. Please confirm receipt and do let me know if you have any questions.

Thank you,

Becky Milstrey

Director of Funding Alliances

Sacramento Splash
4426 Excelsior Road
Mather, CA 95655
916.397.3786

www.sacsplash.org

Helping children understand and value our natural world.



Revised
3/10/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

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Project Name Assign a project name to your project/program.

College Prep /Summer Bridge Program

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Schools have been closed since March 2020. Students continue to struggle to adapt to the new virtual school landscape. Their struggles are multi-dimensional: they have lost valuable time learning in person with their peer groups and teachers; they have lost opportunities to grow socially because of their isolation; they have lost opportunities to prepare for the college application process including taking college admissions tests.

The Carver College/Prep Summer Bridge Program will create a hybrid space where students from Carver and throughout Rancho Cordova can reconnect to school, make up graduation credit, rebuild relationships and school culture, and prepare for the college application process. Students will be able to choose to participate in one or both of the courses available in the summer program: Summer Bridge/ College Prep.

CARVER COLLEGE PREP PROGRAM:

Based on the 2020 Rancho Cordova Education Attainment Information, gathered from the 2020 American Community survey census data and the the survey from Common Core Data available for Public Elementary through Secondary Schools, and in comparison to neighboring communities such as Gold River, Fair Oaks, Mather, Carmichael, La Riviera, Rosemont and Sacramento-Roseville, Rancho with Cordova has the lowest percentage of people with a Bachelor's Degree or higher, with a 27% total. Rancho Cordova also has the smallest proportion of percent of people with an associate's Degree at 19.5%. Finally, Rancho Cordova has the smallest proportion of people with a master's degree or higher (0.9%.) More than 80% of school age children that reside in Rancho Cordova attend public high schools.

The goal of the College Readiness Summer Program is to provide an intensive two-week summer program to rising seniors that attend public schools in the Rancho Cordova area and any high school graduates interested in applying to college. The purpose of the program is to familiarize as many students as possible

with the myriad of options that are available post high school graduation, from four-year colleges and universities (private and public, instate and out of state, etc.), to technical educational programs available through community colleges and the private sector. Options for California high school students abound for all students, regardless of their income level or their performance in school. Enlightening students and their families of the potential opportunities and the potential financial aid resources for education beyond high school, thereby reducing uncertainty must begin early. Education regarding options and providing support for students in preparing appropriate, tailored college plans is of primary importance to the Rancho Cordova area and its residents.

The program will include various seminars (in person and/or recorded webinars, depending on COVID lockdown status) on various topics regarding the college process post Covid. These seminars will cover topics such as: Have you Looked at your Transcript, What Colleges Expect of Students post Covid, Taking the SAT- What does Test Optional mean? Can I Afford to go to a Four Year University, Traditional and Non-Traditional College Options, How to fill out the FAFSA, Your College List and Deadlines and more. Ideally, the sessions will be recorded and made available to the Rancho Cordova high school students throughout the 2021-2022 Academic year.

Preparation for the college application process will also include enrollment for the August SAT and an intensive 24 hour SAT preparation course, and at least two individual college counseling sessions with each student and parents. The college adviser will also brainstorm ideas for essays with each student interested and provide essay editing recommendations during the senior year first semester. Mock Interview training will be provided on an individual basis as well. Hopefully, all of these services will be in person, but if not, they will be available via Zoom.

CARVER SUMMER BRIDGE PROGRAM:

Students have been learning virtually for one year. They continue to struggle to adapt to the new virtual school landscape. Their struggles are multi-dimensional: they have lost valuable time learning in person with their peer groups and teachers; they have lost opportunities to grow socially because of their isolation. The Learning Policy Institute advocates for the use of summer programming to leverage student learning and to address students needs which arose during school closure. Of the ten recommendations, the Summer Bridge Program will address four:

PRIORITY 4 Ensure Supports for Social and Emotional Learning

PRIORITY 5: Redesign Schools for Stronger Relationships

PRIORITY 6: Emphasize Authentic, Culturally Responsive Learning

PRIORITY 7 Provide Expanded Learning Time

The Summer Bridge Program will allow for students to enroll in credit bearing classes to makeup or advance in order to expand learning time. Students will have time dedicated to and social and emotional learning in small learning hubs as on campus learning permits. Students who participate will help consider and design ways to strengthen relationships throughout school and engage in culturally responsive learning.

Both facets of the program are adaptable to meet in person in small learning hubs, in 100% virtual environment, or in a hybrid setting. They are aimed at:

Encouraging students to see themselves as capable of continuing and succeeding in their educational goals;
Instilling the belief that their future goals and plans are accessible and attainable;
Building a strong foundation for students in and outside of the classroom;
Putting together a plan for their future beyond high school; Building a student's self-motivation to pursue college and helping him or her build a support network of adult mentors to help reach that goal;
Helping students assess their career interests and aspirations.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Dr. Allegra Alessandri - Principal, George Washington Carver School of Arts and Science,
Astrid Kirko Kinn - College Advisor, Kinn College Consulting and George Washington Carver School of Arts and Science

Jennifer Fain - English Instructor, George Washington Carver School of Arts and Science

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Participants in Summer Bridge

Students will enroll in online and/or in- person courses (as physical opening clearance allows).
Students will take up to two courses for credit recovery or enrichment.
Students will engage in social-emotional learning in every class.

Participants in College Prep

All participants/students will prepare for, register and take the August 2021 SAT exam.
All participants will complete a personal statement essay.
All participants will meet at least twice on-to-one with the college adviser.
All participants will complete applications for at least five(5) colleges/universities.
All students will prepare for and participate in a mock interview with a college admissions representative.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$39,150

Estimated breakdown of project expenditures:

Standardized Test Preparation Course: \$5,000

Individual College Advising: \$7,000 (includes at least one individual one hour meeting with college advisor and preparation of various seminars/webinars on how to apply to college/university)

Personal Essay instruction: \$2,000

SAT registration fee: \$43.00 per 50 students: \$2,150

Financial aid seminars - (Estimate: 10 one hour recorded webinars open to students and parents (Prepared and presented by College Advisor)

Individual lunch for two-week period for attending students: \$3,000

Miscellaneous , office supplies, paper products for advertising through flyers, hand-outs, etc. : \$1,000

Administration and Registrar: \$3000

Credentialed Teacher: \$3000

Matching funds (including any in-kind contributions): \$13,000

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: Carver High School will provide three classrooms, restrooms and custodial services and all utilities for the program duration.

Total Community Enhancement Funds requested: \$26,150

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

In order to prepare and recruit participants, the planning team will need to meet in mid-May to create information materials, visit local high schools and advertise for the program.

The three-week program will run from Monday, August 9 to Friday, August 28, 2021.

After the session has concluded, the planning team will meet in late August to review and report on the results.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The program is designed to be delivered in the summer months.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Our program can operate 100% remotely through ZOOM and distance learning. We can also operate in a hybrid situation observing public health orders.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10101 Sysytems Parkway, Sacramento, CA 95827

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☒ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name: Allegra Alessandri, Ed.D.****Title: Principal**Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone: 916-395-5266****Email: allegra-alessandri@scusd.edu****Mailing Address: 10101 Sysytems Parkway, Sacramento, CA 95827**

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Allegra Alessandri, Ed.D.**Title: Principal****Phone: 916-395-5266****Email: allegra-alessandri@scusd.edu****Mailing Address: 10101 Sysytems Parkway, Sacramento, CA 95827**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Stacy Delaney

From: Allegra Alessandri <Allegra-Alessandri@scusd.edu>
Sent: Wednesday, March 10, 2021 12:25 PM
To: Stacy Delaney; Daniel Leonardich
Subject: Community Enhancement Fund grant application
Attachments: RCCHF Project Proposal.pdf

Please find attached the Community Enhancement Fund grant application.
Dianne Brown has the Endorsement signature page and will submit that.

Sincerely,

Allegra

Allegra Alessandri, Ed.D.

Principal



[How will you enage the world?](http://www.carverartsandscience.org)

www.carverartsandscience.org

916.395.5266 x603011



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: College Prep /Summer Bridge Program

Name of Organization: GW Carver High School

Name of Applicant and Title: Allegra Alessandri

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 9163955266

Applicant's Email: allegra-alessandri@gmail.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Mills Middle School Positive Behavior Intervention Supports

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The PBIS team at Mills Middle School supports the student engagement and the behavioral success of all students. Additionally, the program supports and promotes the climate and culture of the school. We do this through the use of reward and incentive programs as well as student engagement programs.

Rewards / Incentives and Student Engagement:

1. Merit System: All students begin the school year with 100 merits. Students are required to maintain 96-100 merits to be eligible for participation in school social activities including but not limited to: dances, rallies, assemblies, Fun Friday rewards, Mills Scholar events, access to the blacktop at lunch, sporting events, field trips and more. The program is restorative – students may earn merits back at any time by completing Merit Recovery which includes restorative conversations, helping a teacher in the classroom, campus beautification, letters of apology, participating in conflict mediation, lunch detention, etc. Students with 96 or more merits are rewarded bi-monthly with our Fun Friday rewards.
2. Behavior Expectations: Each month Mills has a Behavior of the Month which is one of our Mustang Pride 5 P's (Positive, Polite, Productive, Prompt and Prepared) behaviors. Lessons are taught during Advisory class that promote the monthly behavior. Students may earn Mills Bills for exhibiting the positive behavior to use at our Student Store. Students are rewarded by being nominated at Mustang of the Month and/or receiving Mills Bills for demonstrating the Behavior of the Month or the Mustang Pride 5 P's.
3. Student Rewards: Mills Bills/Student Store (weekly), Fun Friday events (bi-monthly), Student of the Quarter (quarterly), Mills Scholars (for students who earn a 3.0 GPA or higher and excellent attendance for the first and/or second semester) events, Mustang Round Up end of the year activities.
4. Field Trips (ex. Yosemite, college visits)

Project Team Individuals or organizations responsible for the development and delivery of the project.

PBIS Team (Coach: Molly Griffin), Administrators (Dana Carrigan & Jenna Schuette), Clerk (Robin Dowty)

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

1. Create a comprehensive Tier 1 PBIS program. Complete Tiered Fidelity Index (TFI) as program audit and apply for PBIS recognition through www.pbisca.org.
2. Continue to increase student engagement. Using Merit system and "Fun Fridays" to track students who qualify for rewards monthly. Continue to use Advisory for Merit Mondays, student and staff led behavior expectation and explanation videos for Student of the Quarter, Mustangs of the Month, Mills Scholars, Merit System and Push In System.
3. Increase attendance awareness and celebrations. Recognize Attendance All-Stars and Most Improved Attendance.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **10,000.00**

Estimated breakdown of project expenditures:

Rewards and Incentives: \$7,500.00

Field Trips: \$2,500.00

Matching funds (including any in-kind contributions):

Include any other funding contribution to include your own: **\$2,500** (Fundraising and Title 1)

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: **\$10,000.00**

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: **3+**

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

Rewards / Incentives and Student Engagement: The Mills PBIS program and Student Store has existed for 5+ years and continues to provide all students with weekly, monthly, quarterly and annual rewards for positive behavior. This results in greater school connectedness and supports academic achievement.

How many years have you received funding for this project? 1

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

PBIS is on-going every school year and follows the Folsom Cordova school calendar. Beginning in August 2021 through May 2022. Subsequent years would be August 2022 – May 2023, August 2023 – May 2024, etc.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

As the rewards, incentives and student engagement occur bi-weekly, monthly, quarterly, each semester and annually, the PBIS team will be able to manage the projects and funding throughout the 2021-2022 school year (August 2021-May 2022).

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes, Mills PBIS team will be able to adjust our program for the 2021-2022 school year should school closure be necessary. Similar to the 2020-2021 school year, Mills PBIS team will be able to make adjustments to our reward programs using drive thru and mail home rewards.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10439 Coloma Road, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Molly Griffin**Title:** School Counselor / PBIS CoachIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** (916) 294-9045 ext 710132**Email:** magriffin@fcusd.org**Mailing Address:** 10439 Coloma Road, Rancho Cordova, CA 95670**Signatory** If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.**Signatory's Name:****Title:****Phone:****Email:****Mailing Address:**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Mills Middle School Positive Behavior Intervention Supports

Name of Organization: Mills Middle School

Name of Applicant and Title: Molly Griffin, Counselor and PBIS Coach

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: (916) 294-9045 ext 710132

Applicant's Email: magriffin@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah K. Griffin

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

2021 City of Rancho Cordova Community Enhancement Fund Application
Soil Born Farms Urban Agriculture and Education Project

Project Name

Assign a project name to your project/program.

Folsom Cordova School Garden Program

Project Description

Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

PROJECT SUMMARY

The proposed project will build on past years' successes and continue to work toward a comprehensive school garden education pathway in target schools throughout Rancho Cordova. New opportunities to connect learning between campuses and across grade levels will be piloted. Experiential learning for teens from neighboring Cordova High School Agriculture and Culinary Academies will be more deeply integrated at Soil Born Farms. And existing school garden programs will be supported, while campuses take on increasing responsibility for garden coordination and use. These steps will build on our partnership with local school sites and Folsom Cordova and Elk Grove Unified School Districts, moving toward the shared vision of a continuum of experiential, standards-based garden education for Rancho Cordova youth. The project team will work with four elementary schools (White Rock, Sunrise Elementary, River View Elementary and Cordova Gardens), one middle school (Mills Middle School), and the Cordova High School Agriculture and Culinary Academies.

PROPOSED SCOPE OF WORK

With support from the Community Enhancement fund, this year Soil Born Farms' Growing Together program will focus on three core areas to deepen the impact of garden-based education for Rancho Cordova students:

- 1) We will continue to build a cohesive K-12 educational pathway of food- and agriculture-based learning experiences. Cross-grade lessons between High School, Middle School and Elementary School students will be piloted and refined, a process that was started just prior to COVID in 2020 with very positive reception from students. High school students will help elementary and middle school students plant, upkeep or enhance their garden spaces during each season (fall, winter, and spring). In addition they will teach basic NGSS Science standards aligned lessons. High School mentors will receive training through afterschool workshops with Soil Born Farms staff, allowing teens to practice teaching a lesson, learn curriculum material, and practice the skills they will be teaching. As this pilot program is being refined, Soil Born Farms' staff will work with Folsom Cordova Unified School District (FCUSD) to formalize our agriculture education pathway model.
2. Expanded learning and work experience opportunities will be developed for neighboring Cordova High School (CHS) Agriculture and Culinary Academy students. An afterschool Teen Empowerment and Job Training program for CHS students will be launched at Soil Born Farms, allowing students to work in program areas related to their areas of study (e.g., soil health, greenhouse production, animal management, floriculture, etc.) The teen program will start in the fall working with students twice a

month, with a goal of moving to a weekly schedule. We will also collaborate with CHS Agriculture program lead teachers to align field trip topics at Soil Born Farms with school curriculum, so experiences on the farm directly reinforce classroom lessons. These field trips happen at least 4 times a year.

3. Soil Born Farms will continue to deliver support and training for school garden programs at targeted elementary schools throughout Rancho Cordova. Practical support will be provided through garden kits provided 3 times per school year, complete with seasonally-appropriate plants and seeds, and related lesson plans for teachers – an offering that is possible because of our staff’s direct experience with each school garden site. Classes from across Folsom Cordova Unified School District will attend field trips at Soil Born Farms to strengthen their understanding of gardening, healthy eating and environmental stewardship. “Digging In” trainings will be hosted at Soil Born Farms’ headquarters on the American River Ranch and/or virtually, where teachers will practice curriculum, learn about garden development and maintenance, and create goals as a school garden team. Soil Born Farms will continue to develop partnerships with Sacramento State University, UC Davis and Los Rios Community College to provide funding support for student interns, who provide vital youth education support both on the farm and in school gardens. Interns will learn through real-world work experience and monthly skill-building trainings, led by our staff.

LEVERAGE

Successful and sustainable school garden programs depend on collaboration between teachers, students, educators, parents, business and community members. Our approach to school garden cultivation leverages many resources including university interns, grant funding, donations, community volunteers, school staff time, school district funding, and the energy of youth working and learning in the gardens. This broad-based approach to school garden support is the key to our program’s success.

COMMUNITY BENEFIT

The Folsom Cordova School Garden Program benefits the Rancho Cordova community on many levels, fostering an environment at school, at home and in the community that supports healthy eating, physical activity, and environmental stewardship. The proposed project specifically fulfills 2021/22 Community Enhancement Fund criteria in the following ways:

- Children and Youth/Education: Our comprehensive school garden programs integrate experiential learning in the garden with academic and common core standards. The use of hands-on activities greatly enhances and supports a child’s academic education and social-emotional learning.
- Community Pride: Youth develop a connection to place and pride in their campus through the satisfaction of creating and caring for beautiful school gardens. The Mills Middle School garden in particular is in a highly visible location, enhancing the neighborhood and allowing students to show off their work.
- Quality of Life: School gardens inspire students and their families to grow, prepare, and eat fresh food, leading to increased health and decreased prevalence of diet-related diseases. Studies have found that children are five times more likely to eat vegetables when they have played a role in growing them. Food production and culinary experiences help to balance unhealthy environmental factors, including the abundance of processed and fast food outlets in our community, and the 4 to 9 hours per day of screen time that the average middle and high school student logs.

- Arts, Culture, History and Entertainment: School garden curriculum and crops celebrate the diverse ethnicities of our youth. As kids plant, harvest and cook, they learn about the agricultural and culinary traditions of a variety of cultures, connecting to their own heritage and those of their classmates. Soil Born Farms' Youth Education program staff purposefully design garden planting plans to ensure that crops represent the cultures present in the school community.

- Business/Economic Development: Experiences at Soil Born Farms and in school gardens provide students with an understanding of food systems and key job, life and leadership skills, positioning them for future employment or post-secondary education in the booming food and agriculture sector of the Sacramento region.

Project Team

Individuals or organizations responsible for the development and delivery of the project.

Soil Born Farms is a non-profit urban agriculture and education project based in Rancho Cordova whose mission is to empower people to participate in a local food system that encourages health, nurtures the environment and grows a sustainable community. Our Youth Education programs – the Growing Together School Garden Initiative and our on-farm Roots and Wings education program - will be responsible for the development and delivery of the proposed project. Since 2012 our Youth Education team has worked to develop and support school garden experiences that provide standards-based nutrition, science and common core education to low-income schools throughout the Sacramento region.

Youth Education Manager Shannon Hardwicke will be responsible for overall management of the project. The project team also includes Youth Educators Emily Hain and Lacey Carlson. This team will implement all aspects of the project, including facilitating cross-grade garden mentoring, hosting teen trainees, intern training and coordination, collaborating with Folsom Cordova Unified School District and Elk Grove Unified School District, developing and distributing school garden kits, and teacher training and support.

Project Goals

List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

1. Increase the interconnection of garden programs at the elementary, middle and high school level through the continued development of a food and agriculture educational pathway, as measured by:
 - 1a. A structure for cross-age mentoring between Cordova Gardens Elementary, Mills Middle School and Cordova High School Agriculture Academy students is piloted and refined. Includes training for CHS students, and at least 3 mentoring experiences between high school students and younger grades.
 - 1b. A formalized Agriculture Career Pathway plan/agreement draft is developed in partnership with the FCUSD Career Technical Education (CTE) program, defining the partnership and positioning the program for ongoing funding.
2. Expand hands-on learning for Cordova High School Agriculture and Culinary Academy students through integration with Soil Born Farms programs, as measured by:

2a. A Teen Empowerment and Job Training program at Soil Born Farms for 5-10 CHS students provides monthly/weekly after-school experiences that reinforce academic learning and build job and life skills.

2b. Soil Born Farms' field trip lessons are aligned with CHS Agriculture Academy curriculum, creating experiences on the farm that directly reinforce what students are learning in the classroom. New lessons are implemented for at least 4 field trips per year.

3. Increase capacity of school sites to implement and sustain best practice school garden programs as measured by:

3a. Elementary school garden teachers and leadership teams that are supported through the development of new school garden learning kits that provide seasonally-appropriate plants, seeds and related lesson plans for 4 partner elementary school sites, 3 times per school year.

3b. Continued development of a college intern program provides ongoing support for school garden programs, providing training and work experience for 15-20 interns, who in turn provide instructional and labor support for partner school garden sites. Formalized relationships and sustainable funding support are cultivated with university and college partners.

3c. Increased number of teachers from Rancho Cordova who attend trainings on school garden design and management, gardening skills and curriculum development, resulting in well-equipped teachers and strong school site leadership teams of teachers, parents, and community members.

3d. At least 14 classrooms from 7 Rancho Cordova schools attend field trips at Soil Born Farms.

Funding Request

Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$43,000

Estimated breakdown of project expenditures:

Staffing - \$27,500;

Materials/school garden kits - \$2,500;

Total request - \$30,000

Matching funds (including any in-kind contributions):

Soil Born Farms will provide \$13,000 in in-kind staff time from Youth Education Manager Shannon Hardwicke

Include any other funding contribution to include your own: 0

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: None

Total Community Enhancement Funds requested: \$30,000

Is this a multiyear request? No

How many years have you received funding for this project? 5

When will your request for funding sunset for ongoing programs?

This request is for one year, but establishing a comprehensive and sustainable school garden program in Rancho Cordova is a multiple year project.

Our approach to sustainability involves empowering schools to gradually take on more ownership and responsibility for their school garden coordination, maintenance and use. This proposal represents a major step toward long-term sustainability – this is the first year that Soil Born Farms will step out of conducting lessons directly in school gardens. Instead our staff will support garden leadership teams by providing ongoing curriculum support, seasonal garden kits, training, technical assistance, and intern coordination. We have prepared school sites for this transition by providing support at every step of garden program development, including building teachers' capacity through training, modeling class instruction in the gardens, and conducting advocacy at the school and District level. These steps have helped school sites build their own expertise in garden operation and garden-based curriculum, and have created a shared vision and buy-in at the District level.

The new program elements proposed here are also designed with the end goal of program self-sufficiency. By increasing the connections between grades and school sites we broaden the network of teachers invested in experiential learning, who can then share resources and support one another. Teens trained to become mentors for kids at neighboring middle and elementary schools will help with garden maintenance and will inspire younger students to stay engaged in garden programs. Teens will also receive training at Soil Born Farms, connecting to the community and lending their energy to our mission. Interns from regional colleges will receive training to move into leadership roles at elementary school gardens this year, supporting both site maintenance and lessons.

Soil Born Farms Youth Education programs are pursuing ongoing funding through the Sprouts Foundation, and will continue to apply for farm to school grants at the state and national level. Elementary school sites will continue to secure small grants and donations to support school gardens and Soil Born Farms' services, as they have in past years. We will continue to pursue funding streams for the intern program from our university and college partners. And by integrating high schoolers fully into the continuum of school garden education we will solidify the agriculture education pathway in Rancho Cordova, positioning it for future funding. Continued support from the City of Rancho Cordova and Folsom Cordova and Elk Grove Unified School Districts will be needed for ongoing training and technical assistance and, if desired, further expansion or deepening of school garden programs.

Stepping back for a wide angle view, our hope is that by engaging youth at many points throughout their educational career, a new generation of food-literate young people will sustain the work of growing healthy and equitable local food systems at an even broader level.

Project Schedule

Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The requested funds will support one year of project implementation running July 2021 - June 2022.
Schedule:

- Host teacher trainings at Soil Born Farms – 3 times throughout 2021-22 school year.

- Facilitate planning meetings with staff from Cordova High, Mills Middle school, Cordova Gardens and the Career Technical Education program – monthly.
- Recruit college interns - Aug/Sept 2021, Jan/Feb 2022.
- Train college interns/school garden support – Monthly.
- Create curriculum/school garden kits for elementary school gardens - Oct, Jan, Mar.
- Coordinate cross-age mentor experiences between Cordova High, Mills Middle School and an Elementary School, including after school training sessions for teen mentors - 3 times during the 2021-22 school year.
- Provide one-on-one teacher support as needed – ongoing.
- Host class field trips for elementary students at Soil Born Farms - during the 2021-22 school year.
- Host teen job training and empowerment program at Soil Born Farms on a weekly basis - 2021-2022 school year.
- Work with Cordova High leadership to coordinate 4 field trips for Cordova High School Agriculture Academy students that are aligned with classroom standards - 2021-2022 school year.

Timeliness

In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We are confident in our team's ability to complete the proposed scope of work by June 30, 2022. Our experience in this field provides us with a solid understanding of the route to reaching project goals. Our strong partnerships with local school sites and the school district will allow us to jump into implementation feet first, working toward the shared vision of a comprehensive food and farming education pathway for Rancho Cordova youth.

Adaptability

Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

We are optimistic that this program will be able to take place in-person since Folsom Cordova Unified School District has been in session on-campus since December 2020. However, should the need for adaptation arise we feel prepared to offer school garden support in whatever format is necessary. In 2020 when schools shifted to distance learning we quickly pivoted to create a very effective virtual school garden lesson format, complete with curriculum for distance learning and home garden kits for students. That experience prepared us to adapt to changing circumstances as needed. For the proposed scope of work, we would adapt through a combination of socially-distanced small group format for education taking place on the farm, combined with virtual experiences for larger class groups and cross-age mentoring.

Project Location

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address of Project Location:

2140 Chase Drive

Rancho Cordova, CA 95670
United States

Other physical addresses if project/program is at multiple sites?

The project will take place at Soil Born Farms' headquarters at the American River Ranch at 2140 Chase Drive in Rancho Cordova, as well as at multiple school sites in Rancho Cordova.

Soil Born Farms has permission to operate programs at the American River Ranch site through our long-term lease with the County of Sacramento, which is on file with the City of Rancho Cordova.

Have you received a letter of support for the project from the property owner?

No. Our lease with the County of Sacramento is on file with the City of Rancho Cordova.

School District (if applicable, check all that apply): EGUSD FCUSD

Application submitted by

Shawn Harrison

Title

Founder and Co-Director

Submitting as

Non-Profit

Phone

(916) 363-9685

Email

grants@soilborn.org

Mailing Address of Submitter

PO Box 661175

Sacramento, CA 95866-1175

United States

Signatory's Name

Mr. Shawn Harrison

Signatory's Phone

(916) 363-9685

Signatory's Email Address

sharrison@soilborn.org

Signatory's Mailing Address

PO Box 661175

Sacramento, CA 95866-1175

United States

Stacy Delaney

From: Grants Soil Born Farm <grants@soilborn.org>
Sent: Tuesday, March 16, 2021 3:39 PM
To: Stacy Delaney
Cc: Daniel Leonardich
Subject: Community Enhancement Fund Submission - School Garden Program
Attachments: 2021 Community Enhancement Fund Application - Soil Born Farms - Final.pdf; 2021 Community Enhancement Fund School Garden - Copy of final submitted via online form.pdf

Hello Stacy,

I am writing to submit Soil Born Farms' application to the Community Enhancement Fund for the Folsom Cordova School Garden Program proposal.

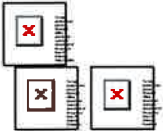
I am attaching a copy of the application that we tried to submit via the online form earlier this month. I am also including a pdf version of the application (same answers and information) which may be useful because it is in format that is a bit easier to read.

Supplemental endorsement forms were submitted to FCUSD and EGUSD on March 5 as well.

We look forward to confirmation of this submission, and please do let me know if any additional information is needed.

Sincerely,
Elizabeth Powell
(530) 394-0249

Soil Born Farms
Office 916-363-9685 ext. 1021
Fax 916-363-9686



Help us cultivate change in our community. Please consider [DONATING!](#)



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Folsom Cordova School Garden Program

Name of Organization: Soil Born Farms Urban Agriculture and Education Project

Name of Applicant and Title: Shawn Harrison, Founder and Co-Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-363-9685

Applicant's Email: grants@soilborn.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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To be filled out by grant applicant

Project/Program Name: Folsom Cordova School Garden Program

Name of Organization: Soil Born Farms Urban Agriculture and Education Project

Name of Applicant and Title: Shawn Harrison, Founder and Co-Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-363-9685

Applicant's Email: grants@soilborn.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

ASSISTANT Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received 3/18/21



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Find Your Voice Creative Writing Workshop Series

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

916 Ink will partner with classroom teachers to provide high-quality, hands-on, humanities-based learning experiences for 75-125 elementary, middle, and high school students attending Rancho Cordova school sites. Each student participating will receive 18 hours of California Arts and Common Core standards-aligned instruction with 916 Ink's professionally trained teaching artists and become a published author in an anthology of student work. Students will learn the basics of storytelling, introductory poetry forms, and the craft of creative nonfiction. In each 12-session workshop series, approximately 15-25 students build an appreciation for the literary arts, are encouraged to engage deeply with each other in a positive writing community, and develop social-emotional skills like empathy and resilience. 916 Ink students are actively engaged in the process, working toward the goal of a professionally published anthology of poetry and prose. Each 90-minute session begins with readings that expose students to relevant works of fiction and poetry. Students write in 5-15 minute blocks to curated and engaging writing prompts. Students are encouraged to share their work with each other. 916 Ink staff and the students are instructed to provide positive feedback about what was strong in the writing. This methodology builds self-confidence and safety as students explore their personal voice and share their unique stories. The writing prompts build upon each other sequentially as part of 916 Ink's "Hero's Journey" storytelling curriculum. After students have generated their poetry and prose, 916 Ink leads students in revision-based activities and one-on-one connections to trusted adults to refine up to three pieces of their work for publication. Through revising multiple drafts of their work, students learn to make creative choices and develop their "public self." Students make decisions about what persona they want to put forth into society and how others might perceive them. In the final workshop sessions, students collaborate to assemble their anthology, choose three titles to submit to the graphic designer, and offer creative suggestions about the layout of their book. Students also learn how to perform their work for an audience in preparation for the book release and

reading event. Book release events are attended by teachers, administrators, the student's family, and other community stakeholders. These events serve to expose the larger community to the artistic merit and importance of the student's work while also legitimizing the efforts and voice of the students who participate.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Ian Hadley, Executive Director, 916 Ink
 Nikki Cardoza, Director of Programs, 916 Ink
 Paulette Greenhouse, Program Manager, 916 Ink
 Emma Hoppough, Production Coordinator, 916 Ink
 Angela Tannehill, Creative Designer, 916 Ink

Our 18 workshop facilitators are committed and passionate individuals who come from the literary and/or education communities. These teaching artists have a wide range of professional, artistic, and cultural perspectives and experiences.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

By the end of each 12 workshop series, we anticipate that 75-125 students will: complete 18 hours of ELA instruction; learn effective communication skills; creatively make decisions and solve problems critically; polish three to five pieces of creative work for publication; and become a published author. An ability to read and write is essential for thriving in our increasingly complex and literate world. Those who possess strong communication skills are equipped with the power to connect with, comprehend, and interpret the world around them. Not only does this benefit the individual but it also ultimately benefits the community at large, allowing for a dynamic and growth-oriented populace. Our pre/post evaluation results show that after successful completion of a workshop series: 84 percent of youth improve in terms of social-emotional development, with 78 percent believing they are good at using their imagination and 77 percent enjoying meeting people who are different from them. Additionally, 87 percent of students reported improved attitudes toward writing, with 70 percent looking forward to writing down their ideas and 60 percent believing the stories that they can tell matter to others. 916 Ink's evaluation toolkit includes nine data collection tools developed by a leading evaluation firm that measure immediate, intermediate, and long-term outcomes. 916 Ink utilizes a pre and post program survey to measure the program's impact on literacy skills, attitudes towards writing, reading, school, vocabulary, communication, mental health, and personal goals. Where applicable, teachers and parents are also asked to complete surveys on outcomes. Attendance is taken at each session and demographic data collected. Twenty-eight individual outcome elements are grouped into three primary domains: 1) Academic Attitudes, 2) Academic Behaviors, and 3) Social-Emotional Development.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$51,317

Estimated breakdown of project expenditures:

Find Your Voice Measure H 2021-22

Personnel

916 Ink Programming and Production Staff 20,000

2 Teacher Stipend for 12 workshop sessions 7,920

Sub-total \$27,920

Indirect Personnel costs 5,584

Total Personnel \$33,504

Program Supplies

Anthology Printing 5000

Creative Design 6000

Supplies and materials for 75 youth 1,500

Mileage 648

Book Release Event 1,000

Sub-Total Program Supplies \$13,148

Personnel plus Program 46,652

Indirect Administration costs 4,665

Grand Total \$51,317

Matching funds (including any in-kind contributions): 0

Include any other funding contribution to include your own: 0

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: **\$51,317**Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Fall semester (August 30, 2021 - November 19, 2021)

Robert J. McGarvey Elementary

Walnutwood High School

Spring semester (January 10, 2022 - April 1, 2022)

AM Winn Elementary

Kinney High School

George Washington Carver High School

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

916 Ink works directly with school site partners to schedule our workshop series and publication of anthologies to mirror as much as possible a typical school semester. Our program is designed with 12 sessions and is intended to take place weekly during the school year, we factor in all school holidays and in-service days for

specific districts when scheduling to ensure completion of each program leaving 4-6 weeks at the end of the program to publish and distribute the student anthologies before the summer break.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

In 2020 916 Ink created a virtual version of our Find Your Voice Creative Writing Workshop Series based on best practices in on-line teaching and curriculum development. We are prepared to shift all programs to an virtual program should that be necessary. A number of our 2020-21 programs for the City of Rancho Cordova took place virtually and we received excellent feedback from educators and parents on the effectiveness of our virtual programming.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: George Washington Carver High School, 10101 Systems Pkwy, Sacramento, CA 95827
Robert J. McGarvey Elementary, 4350 Sophistry Dr, Rancho Cordova, CA 95742 Kinney High School, 2710 Kilgore Rd, Rancho Cordova, CA 95670 Walnutwood High School, 10850 Gadsten Way, Rancho Cordova, CA 95670 AM Winn Elementary, 3351 Explorer Dr, Sacramento, CA 95827

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☒ FCUSD ☒ SCUSD ☒ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Nikki Cardoza**Title:** Director of ProgramsIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 530-417-1796**Email:** nikki@916ink.org**Mailing Address:** 3301 37th Ave., Sacramento, CA 95824

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Ian Hadley**Title:** Executive Director**Phone:** 916-826-7323**Email:** ian@916ink.org**Mailing Address:** 3301 37th Ave. Sacramento, CA 95824

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

Subject: FW: Community Enhancement Fund - Final Courtesy Reminder
Attachments: GrantApplication20212022FI_916 Ink Measure H Proposal.pdf

From: Nikki Cardoza <nikki@916ink.org>
Sent: Thursday, March 18, 2021 11:28 AM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>; Ian Hadley <ian@916ink.org>
Subject: RE: Community Enhancement Fund - Final Courtesy Reminder

Hi Daniel,

Here you go! 😊

Thanks
Nikki Cardoza



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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To be filled out by grant applicant

Project/Program Name: Find Your Voice Creative Writing Workshop Series

Name of Organization: 916 INK

Name of Applicant and Title: Nikki Cardoza, Director of Programs

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 530-417-1796

Applicant's Email: nikki@916ink.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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To be filled out by grant applicant

Project/Program Name: Find Your Voice Creative Writing Workshop Series

Name of Organization: 916 INK

Name of Applicant and Title: Nikki Cardoza, Director of Programs

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 530-417-1796

Applicant's Email: nikki@916ink.org

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



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FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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Project/Program Name: Find Your Voice Creative Writing Workshop Series

Name of Organization: 916 INK

Name of Applicant and Title: Nikki Cardoza, Director of Programs

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 530-417-1796

Applicant's Email: nikki@916ink.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

ASSISTANT Superintendent's or Designee's Printed Name: Bindy Grewal B. Grewal

Date: 3-15-2021

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

The Student and Landowner Education and Watershed Stewardship (SLEWS) Program with George Washington Carver School of Arts & Science

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The Student and Landowner Education and Watershed Stewardship (SLEWS) Program engages high school students in meaningful environmental stewardship on local habitat restoration projects. These projects help create wildlife habitat and increase biodiversity while stabilizing stream banks and establishing native vegetation along waterways to filter nutrients and improve water quality. SLEWS connects classroom learning to the real world to enhance high school education and provides students with transformative experiences in nature to increase their appreciation, commitment and respect for sustainable agriculture and the natural world. Making connections for students to college majors and careers in natural resources and agriculture is another key component of the program - SLEWS staff recruit and train volunteers from non-profits, public agencies, and universities to mentor students throughout their SLEWS year.

In the SLEWS Program, students "adopt" their restoration site for the duration of the school year, visiting and working on the project for three or more full-day field trips. SLEWS projects provide exciting opportunities to explore science concepts

and examine current issues. Through hands-on activities such as water quality and bird box monitoring, students develop science and inquiry skills needed for lifelong learning.

Since the program began in 2001, we have engaged more than 8,000 students and teachers in 11 counties in California. This award-winning program has been recognized by national, state, and local partners for excellence in conservation education and our SLEWS Academy has trained 8 other organizations to run SLEWS Programs in their regions. Because we partner with restoration professionals from public agencies, local watershed groups and nonprofit organizations, SLEWS projects have a real and lasting impact on the land. Since the program's inception in 2001, students have planted 75,021 native trees and shrubs, 332,967 grass and forb plugs, and installed 827 wildlife structures.

By including students in habitat restoration, SLEWS addresses the needs for healthier land and more wildlife habitat, and the need to instill conservation and stewardship values in high school students. Through the SLEWS Program, students learn numerous restoration tasks including how to safely use tools, install a drip irrigation system, plant native trees, shrubs, and grasses, build and install wildlife structures, and more. By working in small groups to accomplish tasks, students gain valuable skills in effective communication, teamwork, and cooperation. Learning activities both in the field and in the classroom further enhance the student experience, providing them with necessary context on the impact of their work. Throughout their experience, students hear from mentors and restoration professionals about their education and career paths, giving them insight into future opportunities. With your support, we would be able to expand the SLEWS Program to include George Washington Carver School of Arts and Science and offer Rancho Cordova youth these valuable experiences.

Project Team Individuals or organizations responsible for the development and delivery of the project.

- Eva Dwyer - SLEWS Program Coordinator, Center for Land-Based Learning
- Aart Deward - Biology and Environmental Science teacher, George Washington Carver School of Arts and Science
- Allegra Alessandri, Ed.D., Principal, George Washington Carver School of Arts and Science
- Restoration Partner - TBD, past and current partners include Solano Resource Conservation District, Yolo County Resource Conservation District, Natural Resources Conservation Service, Sacramento Tree Foundation, Sacramento Valley Conservancy, and Audubon California
- Landowner - TBD, we work with our restoration partners the summer prior to the field season to select project sites for the upcoming year based on program funding and number of schools interested. Sacramento Valley SLEWS sites are typically in Yolo, Sacramento, and Solano Counties. Our 2019-2020 SLEWS season included an ambitious native hedgerow project on a Yanci Ranch north of Winters; plug planting and grass seeding at Capay Open Space Park; planting trees at a Lake Dalwigk, a public park in Vallejo; planting native vegetation under some powerlines between walnut orchards at River Garden Farms in Knights Landing; riparian restoration at a private residence in Winters; establishing native habitat on former railway trestles in the Yolo Bypass; and vegetating a stormwater drainage basin at CLBL Headquarters in Woodland.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The mission of the Center for Land-Based Learning is to inspire, educate, and cultivate future generations of farmers, agricultural leaders and natural resource stewards. The focus of our youth programming is to introduce students to the education and career pathways available to them in agriculture and natural resources. We equip students with the workforce development and leadership skills they need to be competitive in the job market. At the heart of our work are the experiential learning opportunities available to students that bring to life the topics they learn during field day trips. For our SLEWS Program, field day visits are critical to students as they experience firsthand the work required to become environmental stewards and restore habitats. These hands-on opportunities help students explore and build their careers

in agriculture, science, and technology. Our youth programs are developing the problem-solvers needed for a healthy, robust and sustainable world.

The Center for Land-Based Learning has worked extensively with faculty at the UC Davis School of Education to develop effective evaluation methods for our programs. The impact of SLEWS is measured with student surveys at the beginning and end of the year, and assessments at each field day. These evaluation tools and methods are the result of years of collaboration and adaptation. The pre- and post- surveys were developed to assess changes in student knowledge, attitudes, and actions over the course of the school year. At the end of each field day, staff and mentors document student engagement in field day activities and record student quotes that demonstrate student learning and attitudes toward the environment. Key indicators include developing a connection to the land, seeing their potential to affect positive change and understanding the need for and effects of restoration. Each year we analyze student responses to these evaluation tools, share among our staff, and make appropriate changes to the program.

Progress toward restoration goals for the SLEWS Program are measured by the implementation of restoration tasks such as the number of plants installed or area of invasive weeds removed. An example of a typical SLEWS project is a native plant hedgerow which helps create wildlife corridors, increase biodiversity, and provide pollinator habitat. We are continually impressed with what SLEWS students can accomplish - a project like this involves planting 300-400 native plants (plus protective tubes), installing 3000-4000 feet of irrigation tubing and emitters, and other activities including mulching, plug planting, weeding, and building and installing wildlife structures. In our 2019-2020 SLEWS season, students planted nearly 2000 native trees, shrubs and forbs and over 5000 grass plugs. These accomplishments and our educational activities from each SLEWS field day are highlighted in blog posts on our Youth Programs Blog. As SLEWS is typically only involved in the first implementation year of a restoration project, long term maintenance and monitoring is accomplished by our restoration partners and the land managers themselves. SLEWS restoration projects are carefully chosen using the SLEWS Participation Guidelines to ensure that any project we are involved in has the support and long-term plan for success.

Our program evaluation substantiates that SLEWS students can improve environmental quality and restore wildlife habitat while learning about biological concepts and local watersheds. Survey results indicate 83% of students are more interested in careers related to agriculture or natural resources after participating in the SLEWS program and an impressive 94% would consider doing SLEWS activities on their own or with others outside of the program. Additionally, 66% of students shared what they learned with family and friends, demonstrating the impact of SLEWS going beyond the students themselves.

In addition to our surveys, the SLEWS Program Coordinator conducts debriefing sessions after each field day to receive feedback from partners and mentors on the quality of the restoration work, the flow of day's agenda, and the student and mentor experience. After the season is complete, the Coordinator meets with teachers and partners to assess the program as a whole and identify program strengths and areas of improvement for the following season.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$19,050

Estimated breakdown of project expenditures:

Item Description	Quantity	Unit Cost	Total Cost	Sponsorship Needed	Match	Match Source
SLEWS Coordinator salary and benefits	240 hours	\$32.76	\$7,863	\$7,863	\$0	N/A
Volunteer SLEWS Mentors (5 @21 hours ea)	105 hours	\$30	\$3,150	\$0	\$3,150	Volunteer Professional Mentors

SLEWS staff transporatation (mileage)	300 miles	\$0.58	\$175	\$175	\$0	N/A
Substitute teacher reimbursement	3 days	\$175	\$525	\$525	\$0	N/A
School transportation (buses)	3 days	\$750	\$2,250	\$2,250	\$0	N/A
Participation Fee	3 days	\$300	\$900	\$0	\$900	George Washington Carver School of Arts & Science
Field day food (healthy snacks/lunches)	3 field days	\$275	\$825	\$825	\$0	N/A
Field day gear and supplies, portapotty rental	3 field days	\$250	\$750	\$750	\$0	N/A
CLBL Administrative Overhead (Administrative staff salary & benefits, insurance, printing, communication)	1 project	\$2,612	\$2,612	\$2,612	\$0	N/A
TOTALS			\$19,050	\$15,000	\$4,050	

Matching funds (including any in-kind contributions): \$4,050

Include any other funding contribution to include your own: Our volunteer mentors guide students through restoration tasks and allow students to develop strong personal connections with professionals in the natural resources, restoration, and agriculture fields.

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: \$15,000

Is this a multiyear request? No If yes, number of years: N/A

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

This is the first year the SLEWS Program has applied for funding through the Community Enhancement Fund. This project would allow George Washington Carver students to participate in the SLEWS Program. Our goal is to secure funding from the Community Enhancement Fund in subsequent funding cycles to allow students to participate in the SLEWS Program for years to come.

We are now in our 20th year of running the SLEWS Program in the Sacramento Valley and have long-established relationships with restoration partners and local high schools. Our program is funded through the receipt of foundation and corporate grants on a rolling basis and through contracts we develop with our restoration partners. Past and current funders include: Natural Resources Conservation Service, Yocha Dehe Community Fund, Yolo Community Foundation, Sacramento Municipal Utility District, Mary A. Crocker Trust, Teichert Foundation, Youth Outside, Yolo County Resource Conservation District, and Solano Resource Conservation District.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not

become available until July 1. Funding typically ends June 30 of the following year.

June - September 2021

Tour potential projects site, finalize site selection
 Planning meetings with George Washington Carver High School staff, restoration partners, and SLEWS Program Coordinator
 Landowner Agreement (if applicable) and Financial Agreement (with school) completed and on file

September - October 2021

Mentor recruitment and training for all projects
 Classroom visits to recruit students to program
 Distribute Student Pre-Surveys and Student Applications and Waivers
 Site team meetings to schedule field days and outline restoration activities

November - December 2021

Plan, coordinate, and implement first field day
 Write blog post for Youth Programs blog

January - February 2022

Plan, coordinate, and implement second field day
 Write blog post for Youth Programs blog

March - April 2022

Plan, coordinate, and implement third and final field day
 Write blog post for Youth Programs blog
 Distribute SLEWS Student Post-Survey

May-June 2022

Create SLEWS 2020-21 project posters and video
 End of program teacher meetings and partner debriefs
 Program Assessment; identify program successes and areas for improvement

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

With 19 years of history and collaboration with high school teachers, restoration professionals, private landowners, state and national agencies, universities and non-profit organizations, the SLEWS Program is an established and successful approach to youth engagement. Our timeline is tried-and-true, and we typically complete between 20-25 field days annually in the Sacramento Valley and up to 50 statewide. We work with teachers and restoration partners to schedule field trips that work for both the school calendar and the restoration timeline to ensure project completion. Winter is the best season to perform the robust planting portion of our SLEWS projects, thus many of our projects finish up in March. We always aim to have all field days program-wide completed by the end of April, as student availability diminishes in May and June due to testing and finals. The timeline of our programming year and field day schedule is designed to ensure our projects are completed well before the end of June.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The SLEWS Program typically works with classes of 20-30 high school students for in-person field days. Our field days

are entirely outdoors, which is advantageous when it comes to COVID-19 guidelines, but we are prepared to adjust our program to accommodate whatever school and state guidelines are in place at the time. We have spent the past year devising alternate activities and responding to changing guidelines as we have not been able to work in person with students since March 2021. Since then, SLEWS mentors and professionals have created videos for classes of students, we have broadcast field days live to classrooms, and have continued our restoration work with volunteer crews. In the event that our program cannot operate in a normal capacity next fall, we will work with the teacher and restoration partner to devise myriad ways we can continue to serve students and give them a comparable experience. This may include assisting the school with arranging safer transportation options, reducing the student capacity on field days, updating cleaning procedures, connecting with classes of students virtually, and hosting volunteer days to keep restoration projects on track.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

We have not yet identified an exact location for this project, as each summer we work with our restoration partners to select appropriate SLEWS field sites for participating schools. Once we know the number of SLEWS projects that will be funded, the SLEWS Program Coordinator tours potential project sites with restoration partners over the summer. Longtime restoration partners like Yolo County Resource Conservation District seek to involve local students in the restoration projects they are already planning, and keep the SLEWS Program in mind when visiting project sites. Project sites with willing landowners and suitable locations are visited by the SLEWS Program Coordinator in late spring and early summer to determine the best sites for the upcoming season. Sites are selected by the end of August based on ease of access, project size and scope, funding availability, and diversity of tasks. Once all sites are established, participating schools are matched with a project site based on location and school requests.

Some of our SLEWS projects are on public lands (past projects include sites in the Yolo Bypass Wildlife Area, Capay Open Space Park, and Stone Lakes National Wildlife Refuge), but many take place on privately owned farms and ranches. In order to be considered for a SLEWS site, the landowner must be on board with the program and complete a landowner agreement. We are considering Soil Born Farms in Rancho Cordova as a possible site, as well as numerous others in Yolo and Solano counties.

Physical Address: Not yet known

Have you received a letter of support for the project from the property owner? N/A
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

Submitted 3/16/2021 by Dianne Brown.

School District (if applicable, check all that apply): SCUSD

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Eva Dwyer, Center for Land-Based Learning (Non-Profit)
Title: SLEWS Program Coordinator
Phone: (530) 795-1520
Email: eva@landbasedlearning.org
Mailing Address: 40140 Best Ranch Rd, Woodland, CA 95776

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Mary Kimball
Title: Chief Executive Officer
Phone: (530) 795-1520
Email: mary@landbasedlearning.org
Mailing Address: 40140 Best Ranch Rd, Woodland, CA 95776

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

Subject: FW: Community Enhancement Fund
Attachments: CLBL Grant Application 2021-2022.pdf

From: Eva Dwyer <eva@landbasedlearning.org>
Sent: Thursday, March 18, 2021 2:36 PM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>; Stacy Delaney <sdelaney@cityofranchocordova.org>
Cc: Dominic Carrillo <dominic@landbasedlearning.org>
Subject: Re: Community Enhancement Fund

Hi Daniel and Stacy,

I have attached our application for the 2021-2022 Community Enhancement Fund. Thank you for your consideration!

Best,
Eva

--
Eva Dwyer
SLEWS Program Coordinator
Center for Land-Based Learning
40140 Best Ranch Road, Woodland, CA 95776
707-364-2932 mobile | 530-795-1520 office
landbasedlearning.org

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**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: The Student and Landowner Education and Watershed Stewardship (SLEWS) Program with

Name of Organization: Center for Land-Based Learning

Name of Applicant and Title: Eva Dwyer, SLEWS Program Coordinator

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: (530) 795-1520

Applicant's Email: eva@landbasedlearning.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: DiAnne Brown

Date: 3/16/21

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☐ Sacramento City Unified ☒ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Scholarships for Single Parent Families

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

As a nonprofit, 501(c) 3 holistic learning center, we offer classes on an 'a la carte' basis to students (and their families) who are in need. We seek funding to allow us to offer scholarships to single parent families. According to Be Healthy Sacramento: "Adults and children in single-parent households are at a higher risk for adverse health effects, such as emotional and behavioral problems, compared to their peers. Children in such households are more likely to develop depression, smoke, and abuse alcohol and other substances. Consequently, these children experience increased risk of morbidity and mortality of all causes. Similarly, single parents suffer from lower perceived health and higher risk of mortality." We wish to reach these families led by single parents so that they can have equitable opportunities to get the extra help they need.

That help may come in several forms: Homeschool families who need a solid instructional partner for academic enrichment or intervention; Families whose children attend a local school but are suffering learning loss from Covid (or for other reasons); Families who recognize that their child needs help with social skills.

Funding will allow us to make room for 25% of our participants to enroll through full scholarship. If we obtain funding for that, we can also grow our program so that courses for adults, such as Financial Literacy, English As a Second Language, etc. can be offered at no cost. We wish to help the relatives who bring their child in for class, allowing them to take a class at the same time.

In our collective experience, we have seen the positive effects on a community when its children and families are cared for. It is our belief that the services we offer are desired in the community. For instance, we had a call from a single mother who wished to enroll her 2 children, but she only had \$75/month that she

could afford to spend. Our rates, though comparable in the market, are more than twice that figure. With funding for scholarships, there will be no barrier to those services that we can provide. We know that with some extra help in smaller groups, children are more likely to succeed. This in turn will help single parents deal with less stress. When the family benefits, so does the community. Our experience tells us that with equity, the beat will truly go on.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Janice Oliver-Iraci, Founder and Executive Director. CA Credentialed teacher with a Master's degree in Education with a Concentration in Teaching and Learning. Certified Behavior Therapist. Trained in Trauma-Informed practices, Restorative Justice practices, Love and Logic, Mindfulness, Common Core standards and Core Knowledge Curriculum. Foundational Waldorf Teacher Training.

Robin Choi, Board President. CA Credentialed teacher with a Master's degree in Holistic Nutrition. Trained in Capturing Kids Hearts, Restorative Justice practices, Compassionate Communication, Common Core standards, Montessori Education Credential.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

We aim to provide scholarships for 25% of our enrollees. Upon registration, and prior to payment, applicants will have an opportunity to request scholarship. Applicants will need to attest that they are the single adult representative in the students' home as a head of household. We will track the percentage of enrollees prior to commencing the class so that we can know if we need to adjust our outreach attempts. We will be reaching out to Single Mom Strong, an organization that advocates for, and offers discounted services to single mother families. We will engage with community partners so that we can reach our targeted population. Kaleidoschool is also a team member of Project 680, working with FCUSD to fulfill the needs of homeless students, many of whom come from single parent families.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$16,800.

Estimated breakdown of project expenditures:

We anticipate an average class size to be 10 students. We are rounding up the 25% to be 3 students for our calculations. Most of our sessions will be 8 weeks in length.

Academic Intervention (Reading) : 1 hr @ \$25, x 8 classes in each session. \$200 x 3 students = \$600.

Academic Intervention (Math) : 1 hr @ \$25, x 8 classes in each session. \$200 x 3 students = \$600.

Visual/Performing Arts: 1 hr @ \$25, x 8 classes in each session. \$200 x 3 students = \$600.

Social Skills Groups: 1 hr @ \$25, x 8 classes in each session. \$200 x 3 students = \$600.

Nature Explore: 3 hrs @ \$25/ hr x 8 classes per session: \$600 x 3 students = \$1800.

Total session cost = \$4200.

4 sessions per year + \$16,800.

Matching funds (including any in-kind contributions): Sonder Solutions has agreed to let us use office and conference space.

Include any other funding contribution to include your own: \$3000 from Dave Oliver and Janice Oliver-Iraci

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: **\$13,000.**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

We anticipate that by the end of this program, we will have received enough funding from additional sources, as well as revenue, that we can then invest with a foundation and continue to grow the program in a self-sustaining manner.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

In order to follow our schedule, we will request funds in July, 2021, one month prior to when operations begin.

Session 1 begins August 2021 for 8 weeks
Session 2 begins October, 2021 for 8 - 10 weeks
Session 3 begins January, 2022 for 8 weeks
Session 4 begins March, 2022 for 8 weeks

We should have all tracking and reporting completed by June 15, 2022.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Our program is set to roll out in increments that follow our regular schedule, which will end for the year in May, 2022. Meaning, we will be holding classes regardless. We are requesting funds so that additional children may attend that otherwise might not have the opportunity for services, such as – social skills groups (needed now more than ever before, and academic help. Once we know we have been granted funds, we will be able to market and reach out to the families that most need our help.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

In this climate, we all learn how to be flexible! We have already reconfigured so that we can hold classes outside in parks, because none of the facilities we have approached are ready yet to have any additional people inside. Because nature is such a strong pillar of our program, this suits us well. However, we can also easily provide virtual classes, and in fact, have already offered that as an alternative.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Hagan Park, Rancho Cordova

Have you received a letter of support for the project from the property owner? Yes ☐ No ☒ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name: Kaleidoschool / Janice Oliver-Iraci****Title: Executive Director**Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone: 916-905-0575****Email: janice@kaleidoschool.org****Mailing Address: 7977 Coral Oak Way, Citrus Heights, CA 95610**

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Janice Oliver-Iraci**Title: Executive Director****Phone: 916-905-0575****Email: janice@kaleidoschool.org****Mailing Address: 7977 Coral Oak Way, Citrus Heights, CA 95610**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

Subject: FW: Community Enhancement Fund - Final Courtesy Reminder
Attachments: Kaleidoschool Fillable Grant App 3.18.21.pdf

From: Janice Oliver-Iraci <janice@kaleidoschool.org>
Sent: Thursday, March 18, 2021 10:56 PM
To: Daniel Leonardich <dleonardich@cityoffranchocordova.org>; Stacy Delaney <sdelaney@cityoffranchocordova.org>
Subject: Re: Community Enhancement Fund - Final Courtesy Reminder

Hello Daniel and Stacy. Daniel, I am very appreciative of the courtesy reminder and the questions you have answered along the way. Per your request, here is the fillable pdf of the application.

Respectfully,

Janice
Janice Oliver-Iraci
Founder/Executive Director
www.kaleidoschool.org
916-905-0575

“Nature is often overlooked as a healing balm for the emotional hardships in a child’s life.”
– **Richard Louv, Last Child in the Woods: Saving Our Children from Nature-Deficit Disorder**

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

Apply Now!

You have a great opportunity to invest in Rancho Cordova and to enhance City services! The City of Rancho Cordova is once again accepting Community Enhancement Fund Applications for the 2021/2022 fiscal year! The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

Of the estimated \$9-10 million projected in annual revenue from the sales tax, the City anticipates awarding approximately 25% in community grants in Fiscal Year 2021/2022. The actual budget may vary based on final approved funding allocations.

Community grant types include:

- Arts, culture, history, entertainment, and sports (Note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.)
- Education
- Other projects

Applications for FY 2021/2022 funding must be received no later than March 19, 2021.

If you have not read the grant application process and criteria document or other important information regarding standard insurance requirements, prevailing wages, or the use and timing of the supplemental endorsement form needed for education projects and programs please [click here \(/what-s-new/community-enhancement-fund\)](#).

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name ?

Suvidha International Foundation- Robotics Training for Underprivileged Students

* Project Description ?

The Robotics project helps twenty-five underprivileged elementary and middle school students (ages 9 through 12) of Rancho Cordova City in designing and coding the Robots to perform specialized operations. The students will also learn engineering skills, leadership skills and presentation skills through this program.

These skills will also help students in excelling their regular academics and make them successful engineers in future. The twenty five students will form five 5-member groups. The project duration is 25 weeks from July 1st, 2021 to December 24th, 2021 with both in-person and virtual classes. There will be 6-hour virtual classes and 4-hour in-person classes every week. The project directly meets the City's Community Enhancement Funds guidelines and selection criteria in the following ways: Education – Suvidha International Foundation- Robotics Training for Underprivileged Students will provide an opportunity for students to learn engineering, leadership, and presentation skills through a unique and appealing platform. Community Pride –The youths will have an opportunity to represent the City of Rancho Cordova in First Lego League, FLL Challenge, an international competition designed to inspire young people to be science and technology leaders through mentor-based programs such as the Suvidha International Foundation Robotics Training for Underprivileged Students. Similar to the national pride resulting from an Olympics sporting match, this will help build a connection with the community that the students enter the challenge on behalf of and give a sense of “home” to young individuals who may at times feel unrooted due to uncertain living situations or financial challenges on the part of caretakers. Quality of Life – The project specifically focuses on underprivileged students, furnishing them with skillsets they might not otherwise receive that will open alternative pathways in life. Public Safety – There have been many studies (Effectiveness | Youth.gov) about the link between the support young people receive in their formative years and the likelihood that they will later be involved in criminal activity. By channeling youthful energy into fun but constructive experiences with positive role models providing supervision outside of the traditional classroom environment, they are more likely to grow to become productive members of the community due to their improved social skills, behavior, academic achievement, self-esteem and more. Children and Youth – This program specifically focuses on the future of our community (our youth). The program will include elementary and middle school students. Business/Economic Development – Creating a young community of future leaders with practical technical skills with pride in their city is an investment in the economic development of our area.

* Project Team ?

Suvidha International Foundation, A California Registered non-profit, plans to help the students with multiple educational activities including providing robotic training to talented and underprivileged Rancho Cordova Elementary and Middle Schools' students. Suvidha International Foundation is responsible for development and delivery of this project. Bhadraiah (Bhaskar) Vempati, President of Suvidha International Foundation and Sudheer Pandinchara, and Saritha Jasthi will develop and implement the project. The short bios of project team projects including prior experience are listed below. Sudheer Padinchara: • MS Degree in Computer Science • Coach for FIRST (For Inspiration and Recognition of Science and Technology) LEGO League competition for past 8 years • Coached teams ranging from Kindergarten, Elementary, Middle and High School students. • Created several coaches for past five years. • Mentored a team to an international robotics competition in Turkey. • Taught LEGO Robotics to public via the Sacramento Public Library branch, Orangevale. • Piloted a virtual robotics summer program for Natomas Unified Middle School. Saritha Jasthi: • MS Degree in Computer Science • Coach for FIRST (For Inspiration and Recognition of Science and Technology) LEGO League for the past four years • Coached teams ranging from Elementary, Middle and High School students. • Mentored a team to championship qualifiers for four times – team won championship awards in years 2019 and 2020. Bhadraiah (Bhaskar) Vempati: • Ph.D in Mechanical Engineering • Coach for FIRST (For Inspiration and Recognition of Science and Technology) LEGO League for the past two years • Coached teams ranging from Elementary students. • Mentored a team to championship qualifiers in year 2019. • Helped team win a project innovation award in 2019.

* Project Goals ?

The below project goals allows students to: 1) Learn the basics of robotics 2) Learn the robotic designing and coding skills 3) Enhance the engineering and research skills by designing and coding robots to perform specialized activities. 4) Develop leadership and teamwork skills 5) Develop critical thinking, problem solving and management skills 6) Improve the communication skills 7) Learn effective presentation skills The proposed project helps the students in solving real-world problem such as designing smart cities. The

3/19/2021

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application | City of Rancho Cordova

students will team up in their groups, and research and come up with solutions that aid in designing smart cities, and then later present them. The students also will be able to design and code robots to carry multiple special automated operations including lifting objects, pushing and pulling objects, transporting objects from one place to other place, climbing elevated spaces, swinging objects into elevated spaces, move in constricted spaces and other operations involved in building smart cities. The students design will be required to account for real-world challenges such as the wear and tear of robotic parts and battery power in designing the repeated automated operations. The performance will be measured every four weeks. The project students will demonstrate their robotic design and coding skills through specialized robotic operations, exhibit team building skills through activities, and present their research and learnings to cross student teams, coaches, and judges as part of the project. Later, the students will participate in First Lego League, FLL Challenge competition and demonstrate their robotic design and coding skills, research abilities, communication skills, and presentation skills. The successful FLL performance standing will be another metric. The skills learned through the Robotics Project will also help the students excel in their academics and place them on a straight road to becoming successful future engineers.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost ?**

12,000

*** Estimated breakdown of project expenditures**

Description # \$/License Total Zoom Annual Subscription 5 \$150 \$750 Virtual Robotics 25 \$50 \$1,250 Lego Spiker Prime Kit 5 \$500 \$2,500 Lego Parts including Education Products \$4,500 Venue (\$30/hr, 4 hrs/wk, 25 wks) \$3,000 Total \$12,000 See the project expense table in Supplemental Endorsement Form(s).

*** Matching Funds ?**

Suvidha International Foundation, A California Registered non-profit, plans to help five underprivileged students with its \$2,400 contribution. If City helps with \$9,600 grant, Suvidha International Foundation will be able to help additional 20 students. All the coaches and judges are volunteers with a passion to help the community. The funds will exclusively be used for the purchase of project materials, virtual technology licenses and kits and venue charges.

*** Include any other funding contributions ?**

N/A

*** Ongoing operations and maintenance costs if applicable ?**

N/A

*** Total Community Enhancement Funds requested ?**

9,600

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project? ?**

0

*** When will your request for funding sunset for ongoing programs? ?**

June 30, 2022

*** Project Schedule ?**

The project will start in July 2021 and end in December 2021. The project timeline Gant Chart is in Supplemental Endorsement Form(s). See Gant Chart for detailed activities and associated timelines.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

The project will start in July 2021 and end in December 2021. See Gant Chart for detailed activities and associated timelines.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Our project involves both in-person and virtual classes. The physical training location is 3231 Ramos Circle, Sacramento, which is at the border of Rancho Cordova and Sacramento Cities. Some team building activities can only be conducted in-person project classes. However, if COVID-19 health orders prevent us to meet in-person, we will simply redesign a few team building activities and conduct both robotics and team building activities virtually using available Lego technologies including Zoom, Lego Spiker Prime Kit and Virtual Robotics. Our project coaches, Sudheer Padinchara and Saritha Jasthi successfully conducted virtual robotic classes in 2020 using the above-mentioned technologies. Their expertise will assist us in conducting 100% virtual classes if Sacramento County Health Orders do not permit us to meet in-person.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location ?**

3231 Ramos Circle
Sacramento CA 95827
Sacramento

Other physical addresses if project/program is at multiple sites ?****SKIPPED******* Have you received a letter of support for the project/program from the property owner?**

Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites) ?

Reference_Letter.pdf

School District (if applicable, check all that apply) ?

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s) ?*** Application submitted by**

Bhadraiah Vempati

Title

President, Suvidha International Foundation

*** Submitting as**

Non-Profit

*** Phone**

(916) 390-9945

*** Email**

bhaskarvempati@gmail.com

*** Mailing Address of Submitter**

599 Broken Top Ct
Folsom CA 95630
Sacramento

Signatory's Name ?

Dr Bhadraiah Vempati

*** Signatory's Phone**

(916) 390-9945

*** Signatory's Email Address**

bhaskarvempati@gmail.com

*** Signatory's Mailing Address**

599 Broken Top Ct
Folsom CA 95630
Sacramento

Attach any additional documents here ?

Project Expenses & Gant Chart - Supplemental Documents.pdf

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

ITEM 19.1.

ATTACHMENT 3

3/19/2021

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application | City of Rancho Cordova

[Cancel](#)

[Submit](#)



Hari Om

To Whom It May Concern

19 March 2021

Chinmaya Mission Sacramento as a non-profit organization works to benefit children and supports other organizations who are involved in similar activities. We would be willing to support the plan from Suvidha international organization to help talented and underprivileged Rancho Cordova Elementary Schools' students in providing them space in our Triveni facility for their proposed robotic training program. This is subject to changing guidelines from CDC on occupancy rules and indoor activities during summer and fall of 2021.

Please feel free to reach out to me incase there are any questions.

C.M.Khanna

Chandermohan Khanna
Treasurer

Chinmaya Mission Sacramento (501 (c)(3) Non Profit Organization)

Mailing address - 3231 Ramos Circle, Sacramento, CA – 95827

Estimated breakdown of project expenditures:

Description	#	\$/License	Total
Zoom Annual Subscription	5	\$150	\$750
Virtual Robotics	25	\$50	\$1,250
Lego Spiker Prime Kit	5	\$500	\$2,500
Lego Parts including Education Products			\$4,500
Venue (\$30/hr, 4 hrs/wk, 25 wks)			\$3,000
Total			\$12,000

The project timeline

Project	Task Duration	Start Date	End Date	7/1/2021	7/8/2021	7/15/2021	7/22/2021	7/29/2021	8/5/2021	8/12/2021	8/19/2021	8/26/2021	9/2/2021	9/9/2021	9/16/2021	9/23/2021	9/30/2021	10/7/2021	10/14/2021	10/21/2021	10/28/2021	11/4/2021	11/11/2021	11/18/2021	11/25/2021	12/2/2021	12/9/2021	12/16/2021	12/23/2021	12/30/2021
Student Selection	2	7/1/2021	7/15/2021																											
Basics of Robotics	1	7/16/2021	7/23/2021																											
Robot Design Basics	1	7/24/2021	7/31/2021																											
Build Lego Structures	2	8/1/2021	8/15/2021																											
Robotics Coding	2	8/16/2021	8/30/2021																											
Team Building Activities	2	8/16/2021	8/30/2021																											
Advance Robot Design	2	8/31/2021	9/14/2021																											
Identify Real World Project	2	8/31/2021	9/14/2021																											
Determine Special Operations for Project	2	8/31/2021	9/14/2021																											
Coding & Executing Special Operations	2	9/15/2021	9/29/2021																											
FLL Championship - Building Lego Structures	4	9/30/2021	10/28/2021																											
FLL Championship - Team Building	4	9/30/2021	10/28/2021																											
FLL Championship - Coding Robotic Operations	8	9/30/2021	11/25/2021																											
FLL Championship - Project	8	9/30/2021	11/25/2021																											
FLL Championship - Competition	4	11/26/2021	12/24/2021																											

Daniel Leonardich

From: Bhaskar Vempati <bhaskarvempati@gmail.com>
Sent: Friday, March 19, 2021 4:35 PM
To: Stacy Delaney
Cc: Daniel Leonardich; bhaskarvempati
Subject: Community Enhancement Fund
Attachments: Fiscal Year 2021_2022 Community Enhancement Fund Grant Application _ City of Rancho Cordova.pdf; Venue-Supporting_Letter.pdf; Project Expenses & Gant Chart - Supplemental Documents.pdf

Stacy & Daniel:

I plan to submit a grant application using the web form option but my submission is not going through due to a JavaScript error. I saved the Community Enhancement Fund PDF and attached it to this email. Please accept this form along with supplemental documents. If you have any questions please let me know.

Thanks,
Bhaskar Vempati
916 390 9945

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Friday, March 19, 2021 4:59 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 837631
IP Address: 71.197.100.182
Submission Date: 03/19/2021
Survey Time: 20 minutes, 43 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Design, Build, Play

* Project Description

Robotics Evolution's objective for next year is work with the City of Rancho Cordova to provide families with 3D printers, calipers, soldering irons and drone kits to develop interest and skills in robotics at home for local competitions. These skills are foundational to skills in demand by local manufactures and will help guide students to local technical education programs already in place at local highschools. We provide hands-on robotics education through community events, working with schools, and at home programs that include design, programming, and other technical skills. Robotics Evolution is engaging children in the design process used to develop products through play. We use a variety of kits (for children age 7 and up) to help children begin learning about mechanical structures and the dynamics of walking robots. We teach basic drafting concepts and apply these to professional design software to create physical parts and modifications to existing products. We provide the same metrology tools used in industry to design around products they already have to create something new. We have provided presentations at maker fairies and planned a competition aboard the USS Hornet aircraft carrier. We are creating similar events locally on an ongoing basis. We plan to use any funds awarded for equipment and related expenses enhancing Robotics Evolution's ability to continue to bring robotics and technical education offerings for children and young adults in the City of Rancho Cordova. Requirements for equipment provided to families for at home learning range from interest to specific computer specifications to meet software compatibility. We will provide equipment to Rancho Cordova resident families that express interest with a recommendation by school or community organization with the ability to use the equipment.

* Project Team

Eric Sweet- Owner Robotics Evolution

* Project Goals

Engage children and young adults in activities developing skills that transfer to high school ECD programs and careers with local manufacturers by providing families with tools and guidance to work from home and competitions to showcase those skills in community events. Creating events to support Rancho Cordova education system and guide students to existing CTE and ECD programs. Create events that draw people to Rancho Cordova providing additional traffic to local businesses.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

39,750

* Estimated breakdown of project expenditures

Funding for products, materials, events and staffing to bring at home and in person learning opportunities to the local community. Total project Cost: \$39,750 Breakdown of expenditures Parts/materials: Design build kit \$200 / student x 30 students = \$6,000 Ender 3 \$180 Calipers \$20 Fusion 360 personal license \$0 FPV racing kit youth \$100 for drone, controller and goggles x 30 = \$3,000 Soldering kits \$60 / student x 30 students = \$1,800 Tools \$30 Circuit boards and motors \$30 Walking robot kits \$250 x 30 = \$7,500 Salaries: Teaching and curriculum development: \$60 / hour for instructors x 90 hours x 2 instructors = \$10,800 Presentation and supervision \$30 / hour for training assistants x 90 hours x 3 assistants = \$8,700 Event set up, tear down and supporting services during events \$15 / hour Crew of 5 for each event with 6 events in 2021 \$15 x 5 people x 6 events x 3 hours/events = \$1,350 Food for event staff, volunteers and participants \$600

* Matching Funds

Curriculum development already completed, Arenas and race courses already built

* Include any other funding contributions

Early education products \$6000, Walking robot products for demonstration and development \$8000

* Ongoing operations and maintenance costs if applicable

\$20,000 development and staffing

* Total Community Enhancement Funds requested

35,000

* Is this a multiyear request?

Yes

* Number of years

3

* If you answered yes above, describe your plan.

Over the next 3 years we will create a robotics league based in the City of Rancho Cordova

* How many years have you received funding for this project?

4

* When will your request for funding sunset for ongoing programs?

3

*** Project Schedule**

Begin with summer 2021 programs and continue to build and expand offerings into the 2021-22 school year.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Over the next 6 months Robotics Evolution plans to: Provide 30 families with 3D printers, calipers and training in Fusion 360 to be able to design parts of their own design through online classes with equipment in their own home. Drone races will be held monthly with appropriate social distancing. Over the next 12 months Robotics Evolution plans to Expand drone races to weekly events Host annual robotics competitions Expand 3D printing classes to include advanced classes in soldering and robot design for competition.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Our program is highly adaptable. We plan to resume hosting in person events and programs as public health guidance allows. We will also offer equipment to use at home in conjunction with Zoom training as well as socially distanced events.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

* Physical address of project location

11275 Sunrise Gold Cir

A

Rancho Cordova CA 95742

United States

Other physical addresses if project/program is at multiple sites

Project is available to local schools, community center and community events

* Have you received a letter of support for the project/program from the property owner?

No

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

SKIPPED

* Application submitted by

Eric Sweet

Title

Owner Robotics Evolution

* Submitting as

Individual

* Phone

(916) 208-0113

* Email

eric@roboticsevolution.com

* Mailing Address of Submitter

11275 Sunrise Gold Cir
A
Rancho Cordova CA 95742
United States

Signatory's Name
Mr Eric Sweet

* Signatory's Phone
(916) 208-0113

*** Signatory's Email Address**
eric@roboticsevolution.com

* Signatory's Mailing Address
11275 Sunrise Gold Cir
A
Rancho Cordova CA 95742
United States

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranhocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Bookworm Book Vending Machine

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Williamson Elementary would like to implement a positive rewards-based system to help encourage students to read more. With the help of this grant, we would purchase the Bookworm Book Vending Machine. The vending machine would be installed in a highly visible area of our multi purpose room. Students would earn "Inchy Bookworm" tokens by displaying positive behavior. These positive behavior expectations and character traits are explicitly taught by our certificated teaching staff on a monthly basis. Next year we are planning on tailoring these character traits to our school's unique social and emotional needs. When students demonstrate positive behaviors, they would be rewarded with a special "Inchy Bookworm" token which can then be used to vend their favorite book.

Having access to good quality literature is important for our Title I school community. Giving children access to all varieties of literature, including literature that is representative of their race, is extremely important for their success. This vending machine will provide opportunity for all of that with the added flair of novelty around obtaining good literature. Our students don't always see books as an enticing reward but when presented in the vending machine format, it will bolster excitement and promote the desirability of the written word.

We have a standing partnership with the UPS Store in Gold River and each year they choose our school to be the benefactor of donated books. These books are purchased with money donated by UPS customers. The amount raised is then doubled by Toy's for Tot's. This year UPS and Toy's for Tot's raised over \$6,000.00 in books for our school. We will use these books to fill our book vending machine. Should this funding source go away in the future, our PTA is committed to supplying books for the vending machine.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Project Development Team: Administration, a teaching staff member who heads up our Climate/Positive Behavior team, our school counselor, and librarian.

Implementation Team: Any staff member may reward positive behavior with an "Inchy Bookworm Book" token. 1 token a month will be allotted to each staff member that works directly with students. This includes but is not limited to our teachers, yard supervisors, lunch staff, preschool staff, office staff, and our head custodian.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goal is to reward every student with at least one book vending machine token from their teacher each school year. We feel strongly that every child deserves to be recognized for their positive behavior accomplishments and efforts. Our team plans to keep track of the students that have received the reward and make suggestions to staff members for students needing special recognition to accomplish this goal.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$5,500.00

Estimated breakdown of project expenditures:

\$4,295.00 - Bookworm Book Vending Machine

\$150.00 - Extra Tokens

\$1,000 - Shipping & Tax Estimate

Matching funds (including any in-kind contributions): None at this time

Include any other funding contribution to include your own: None at this time

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: None at this time

Total Community Enhancement Funds requested: \$6,000.00

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

May 2021 - Order Book Vending Machine

Early July 2021 - Receive and install the book vending machine in a prominate place in the multi purpose room

August 2021 - Start our character education program/rewarding students

May 2022 - Finish rewarding all Williamson students

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We will monitor our student lists each month as a function of our Positive Behavior Intervention System Team and we will make recommendations to staff on students still needing recognition. We plan on handing out 60 book tokens a month.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes, we will make sure to clean and disinfect the tokens before reusing them. We will also clean and disinfect the buttons of the vending machine itself.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 2275 Benita Drive, Rancho Cordova CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒

If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Angi Carlomagno**Title:** Bookworm Book Vending MachineIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** (916) 294-9185**Email:** acarloma@fcusd.org**Mailing Address:** 2275 Benita Drive, Rancho Cordova CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name:**Title:****Phone:****Email:****Mailing Address:**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Subject: Bookworm Book Vending Machine Info 2021 - Global Vending Group (Connor Russo)
Date: Thursday, February 4, 2021 at 11:35:24 AM Pacific Standard Time
From: crusso@globalvendinggroup.com
To: Angi Carlomagno
Priority: High
Attachments: NEW Bookworm Vending Machines 2021 Model Proposal CR.pdf, Picture book Upgrade tray options 2021 model Bookworm.pdf

CAUTION: External email.

Angie,

My name is Connor Russo from Global Vending Group, the creators of the Bookworm book vending machine! I will be your designated Account Manager for any and all questions / correspondence. Please see direct contact info at the bottom of this email, Thank you.

Let me start by saying, thank you so much for your interest in our Inchy's Bookworm Vending Machine. **Please see the attachments for pricing and available options.** In 2018 we launched a new program to help incentivize young students to read more. Our book vending machine program quickly gained popularity all over the nation and neighboring countries!

How does the program work?

Inchy's Bookworm Vending machine works by using a positive reward-based system to help encourage students to read more. The school/organization would purchase the bookworm and assign positive behaviors tailored to your school's needs that they would like to reward. Once the student demonstrates that positive behavior the student is rewarded with the special Inchy token which can then be used to vend their favorite book. We hope this program will help bridge the gap between literacy and engagement, making reading an award instead of an assignment.

Breaking down this email:

Section 1: Quick break down of the Bookworm

- ****See Attachments for Pricing and Options****

Section 2: How does the program work?

Section 3: Additional Information

Section 4: Quote information

Section 5: Contact information (Signature)

Additional Information:

Additional tokens are \$50 per 100 Tokens.

Standard Freight: \$TBD

Quote information:

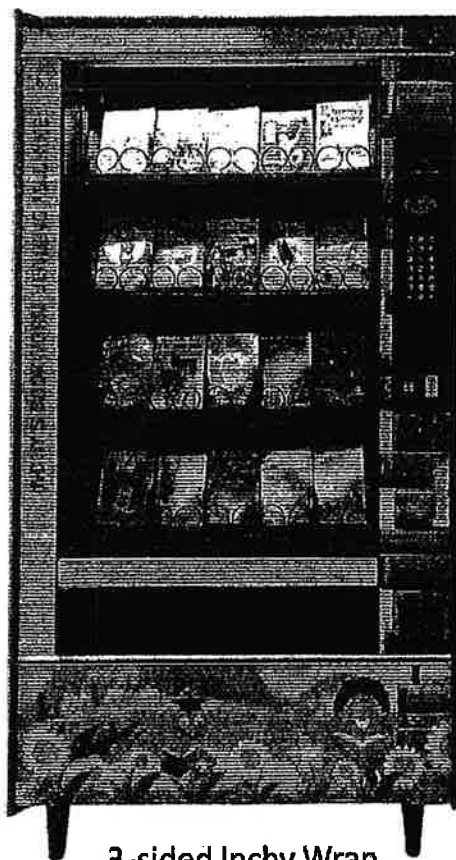
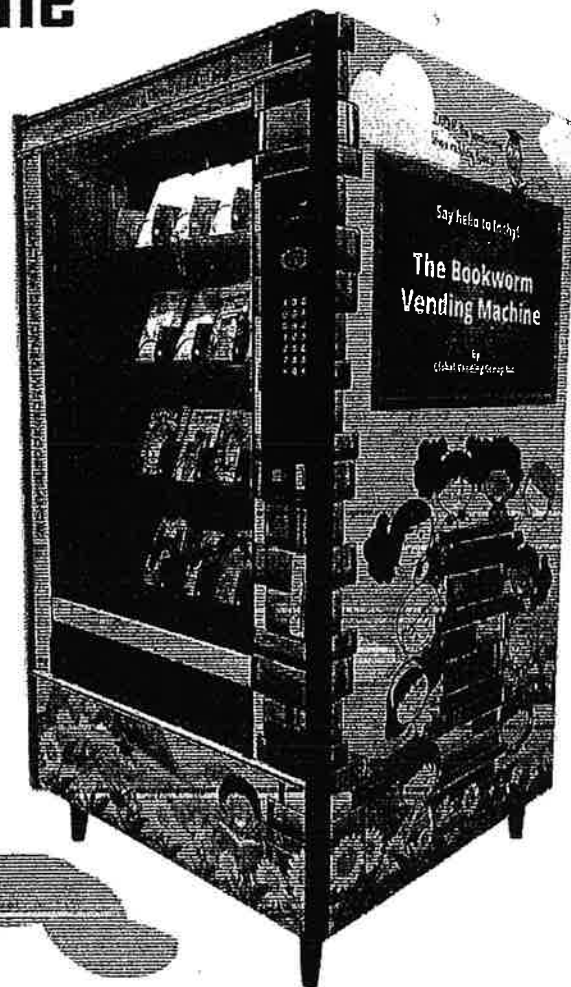
****If you require a proper quote, please provide the following: ****

Bookworm Vending Machine

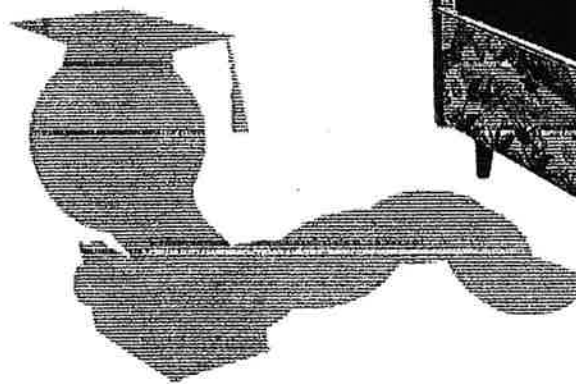
2021 Model

What is the Bookworm Vending Machine ?

Inchy's Bookworm is a Book vending machine exclusively provided by Global Vending Group (GVG) that incentives students to read in a fun and creative way. The Bookworm is a Positive Behavioral Interventions and Supports (PBIS) program that uses golden inchy tokens as a reward for positive actions. That token can then be inserted into the machine granting the student one free book to vend and keep.



3-sided Inchy Wrap
(Standard Wrap)



Pricing for Bookworm

Inchy Wrap (standard):	\$3,795
Custom Wrap:	\$4,295
Freight:	\$TBD

Custom Wrap

Each custom wrap is completely unique to your school. Send us your logos, mascot, design ideas and we will do the rest! Design and installation included.

2021 New Model will have 5 trays



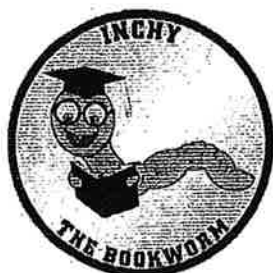
GLOBAL VENDING GROUP
vending made easy™

Global Vending Group Inc.
6000 North Bailey Suite #1E
Amherst, NY 14226 USA

Phone: 800-592-4220
Fax: 716-674-2825
Web: GlobalVendingGroup.com
Application #45

Bookworm Details

What does the Bookworm come with?



Obverse



Reverse

Inchy Tokens

100 golden Inchy tokens are included with every machine.

Additional tokens can be purchased at anytime.

Pack of 100 tokens = \$50

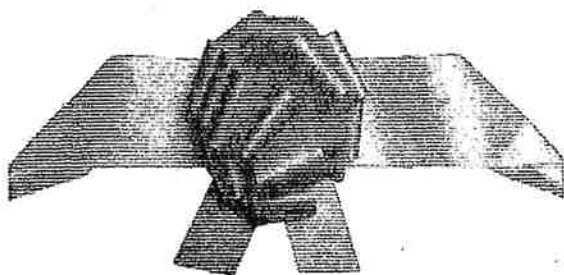
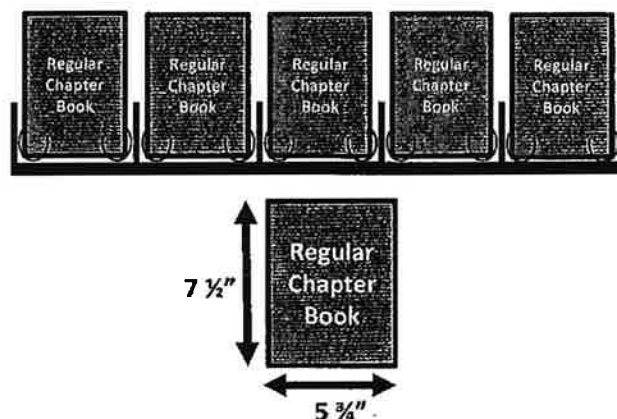
Click the token icon to order tokens online.

Chapter book trays (5 Trays total)

Each Bookworm comes set up with 5 trays of chapter book configuration. Picture book upgrade trays options are available.

Books not included or sold separately.

Please see separate PDF for Picture book tray options.

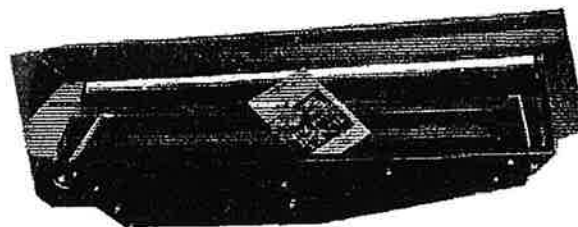


Ribbon Cutting Ceremonial Packet

Each machine comes with a pre-cut to size 4" yellow ribbon and bow for your schools grand unveiling!

Guaranteed Delivery

Guaranteed Delivery technology ensures that each student will receive their selection of book



GLOBAL VENDING GROUP
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Amherst, NY 14226 USA

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Web: GlobalVendingGroup.com
Application #45

Bookworm Specs & Service Information



1 Year Warranty

The Bookworm machines is covered with our 1 year all parts warranty!



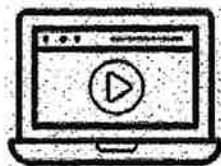
Technical Support

Every Bookworm machine comes with over the phone technical support. Having issues or a simple question? We are just a phone call away



Manuals

Electronic manuals will be sent to you via email after machine is shipped.



Training Videos

Technical support and general training videos available for your bookworm machine.

BOOKWORM SPECS

<u>Specs:</u>	Height	Width	Depth
Dimensions	75.6"	46.5"	33.7"
Weight	772 lbs.		
Shelves	5 Shelves (Trays)		
Book Selections	19-25 Books (Depends on Configuration)		
Book Capacity	228-300 Books (Depends on Configuration)		
Power	Standard 110 -115 VAC No Special Outlet required		

Talk to your sales rep today!!

Connor Russo

Phone: 800-592-4220 Ext: 108

Crusso@GlobalVendingGroup.com

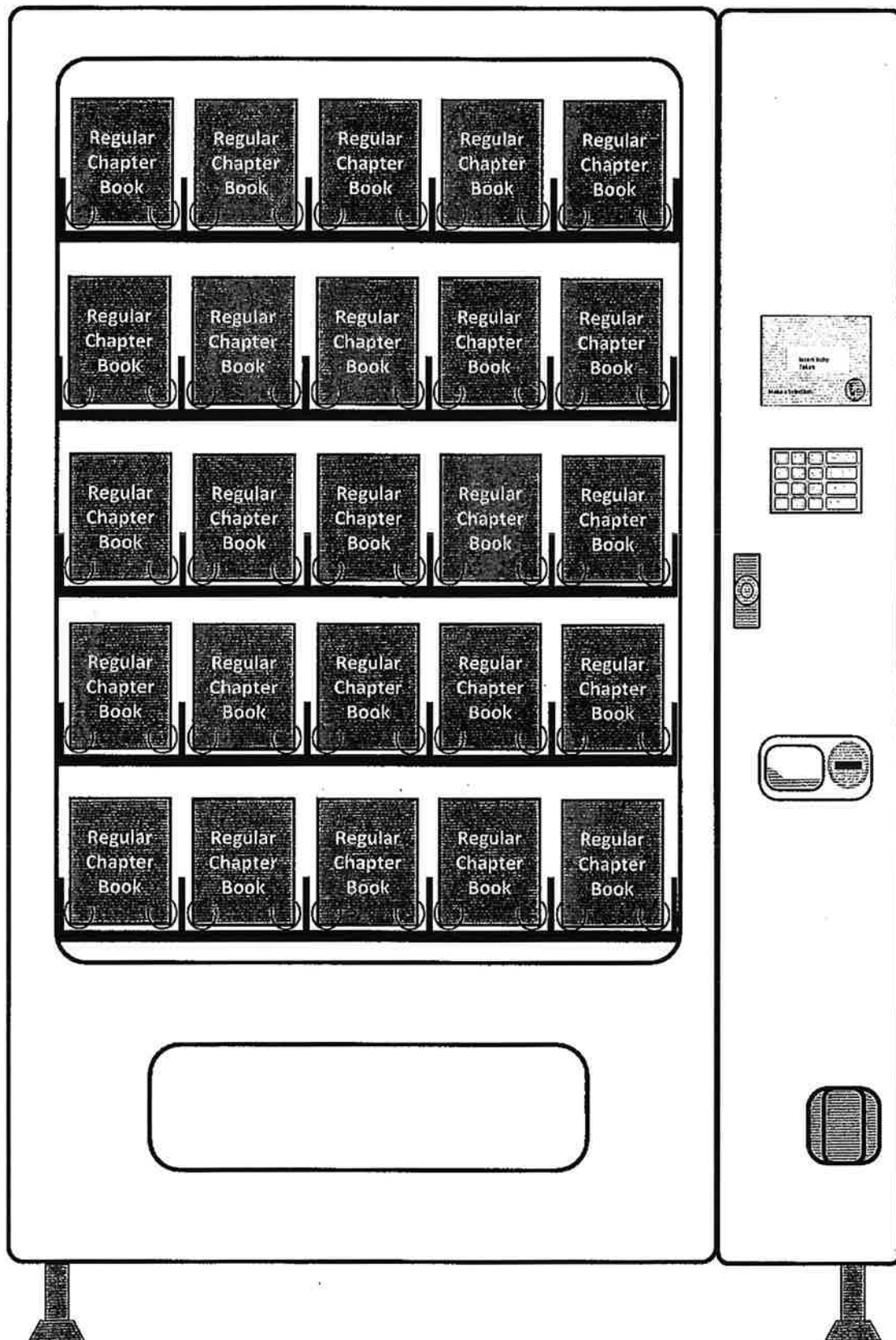


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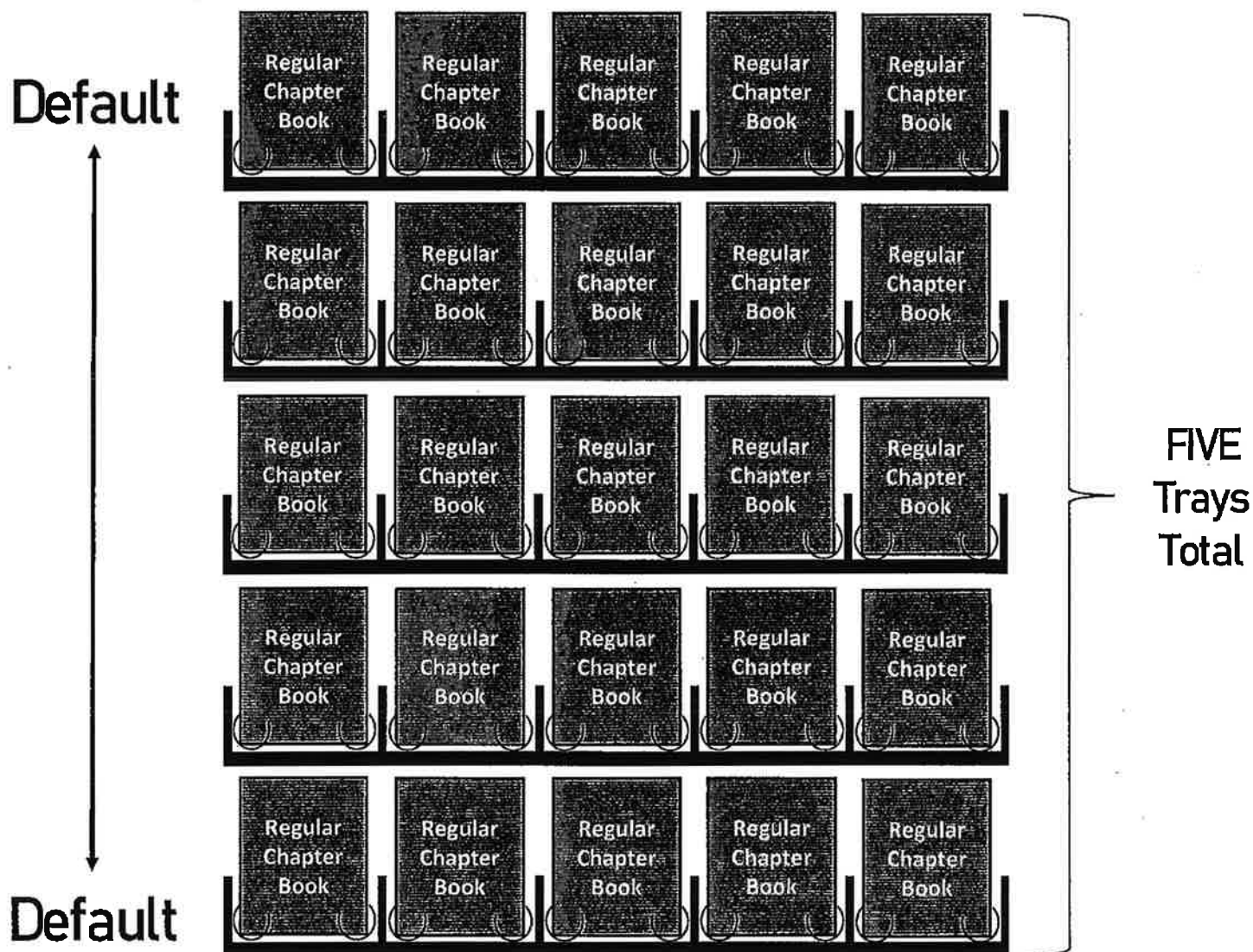
Default Tray Configuration 2021 Model



Default Tray Configuration

This is the tray configuration your bookworm will come set up as at no additional cost.

This set up consist of five default Chapter Book Trays.



Default Set Up Spec:

Book Selection	25 Books
Capacity Per Selection	12 Books
Total of all Trays Capacity	300 Books

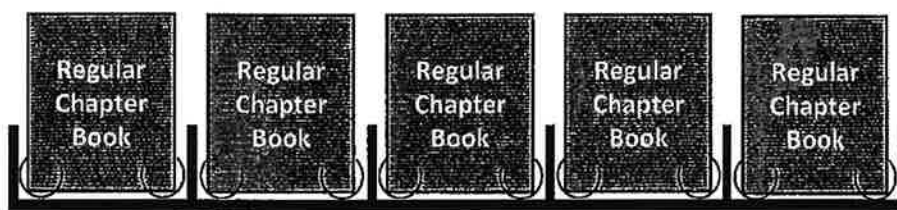
All Available Tray Options

Here are all the available tray options. You can choose to swap a default tray out for an upgrade option tray for \$125 each.

Each machine will come with 5 trays total. You can only swap up to 3 upgrade trays if you want 5 trays total. We can do 4 upgrade trays however your machine will only come with 4 trays total.

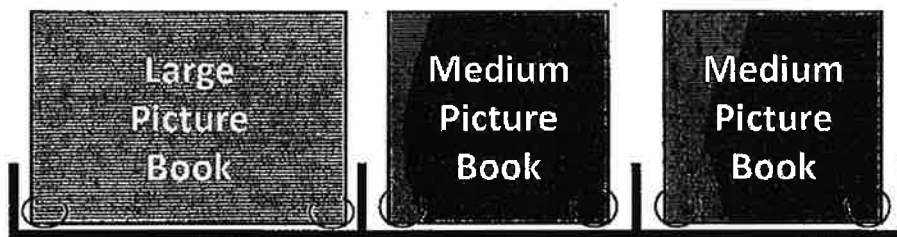
Please review the next several pages for more detail on each tray option.

Default option

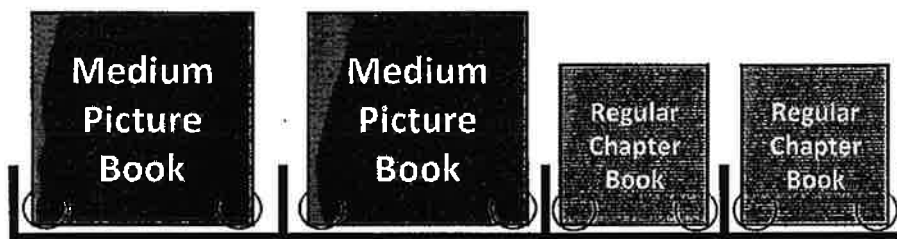


Upgrade Options:
(Picture book trays)

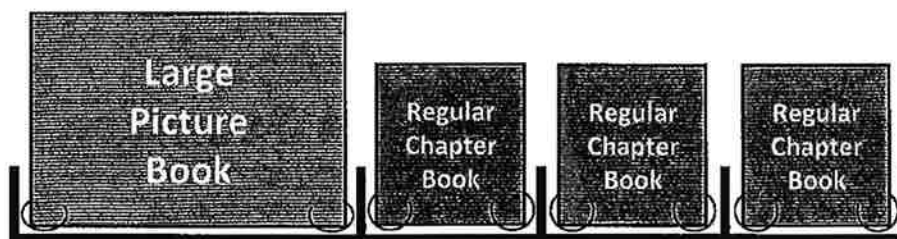
Option A



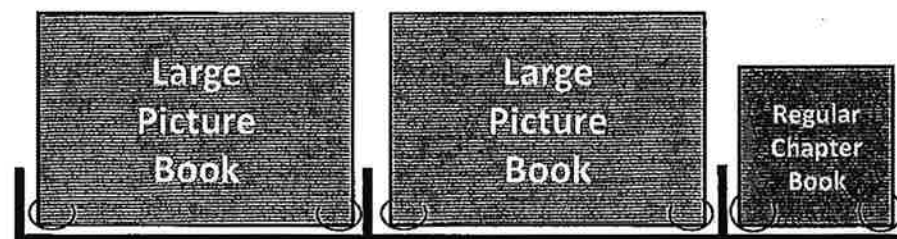
Option B



Option C

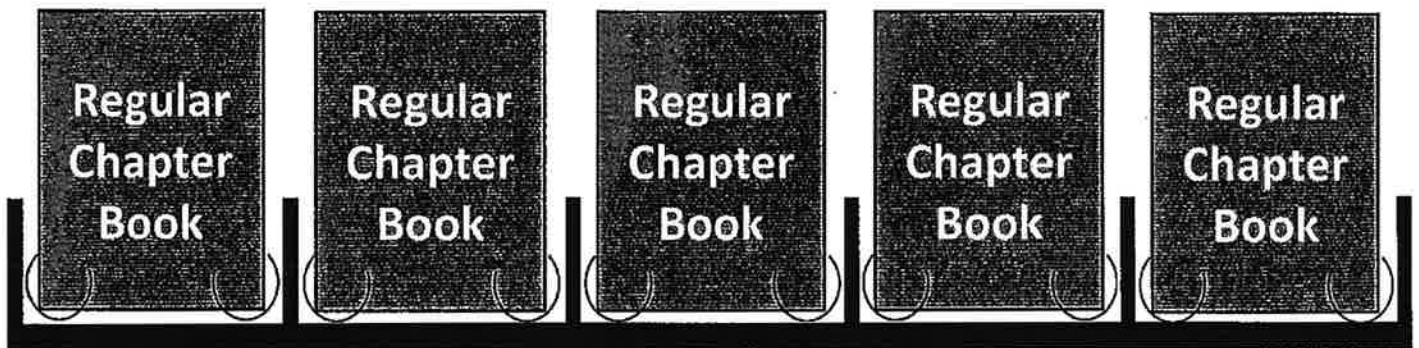


Option D

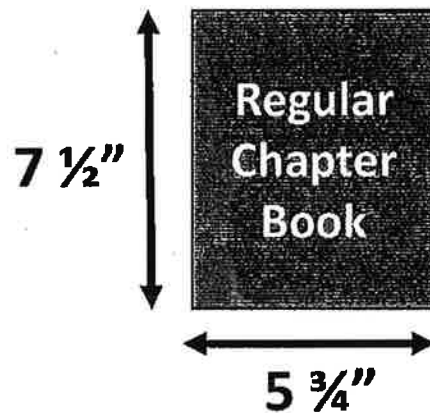


Default Option Tray

Default Option is perfect for standard common size chapter books. This option will always be provided at no additional cost.



Book Dimensions:



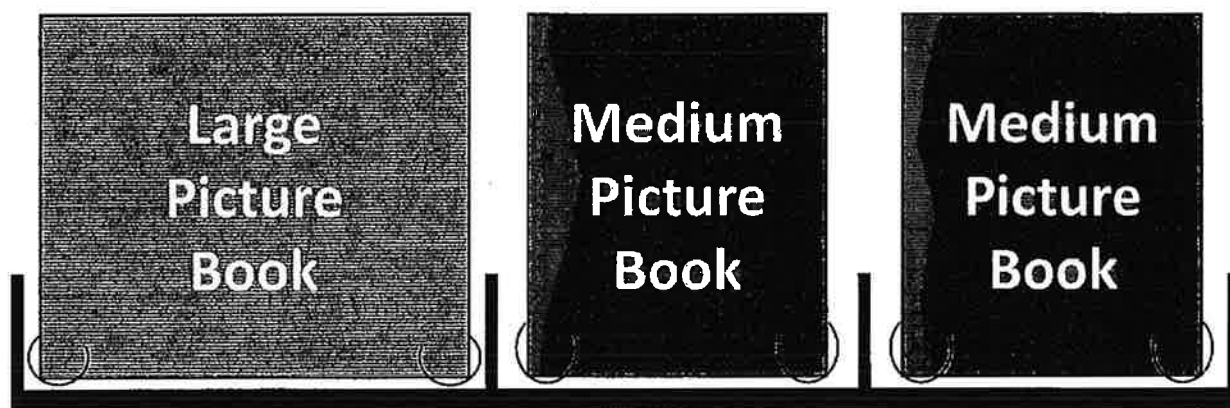
Tray Spec:

Book Selection	5 Books
Capacity Per selection	12 Books
Total Tray Capacity	60 Books

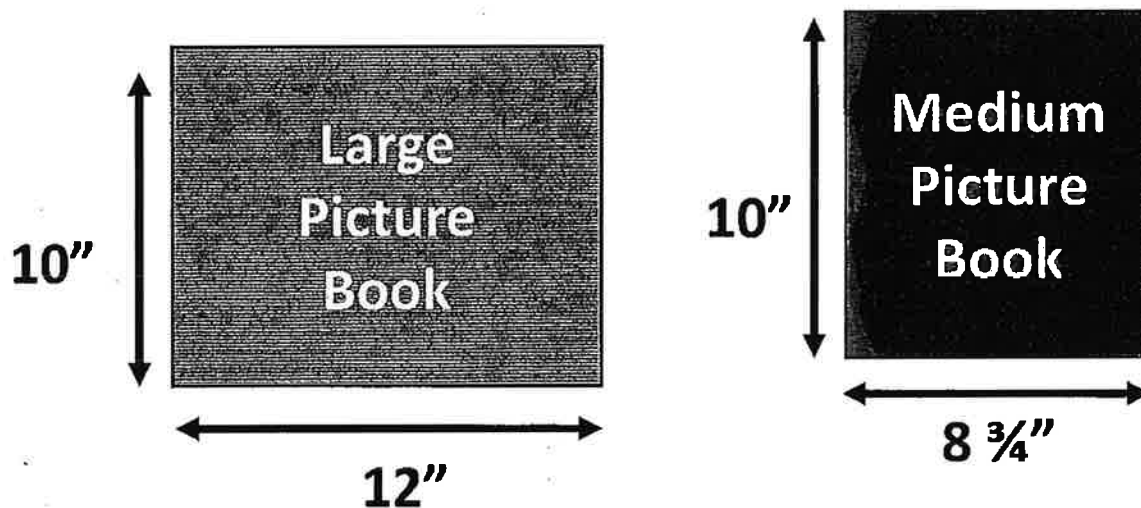
Option A [Upgrade Option]

Option A holds 1 large picture book and 2 medium picture books.

Add this tray to your Bookworm for \$125 per tray



Book Dimensions:



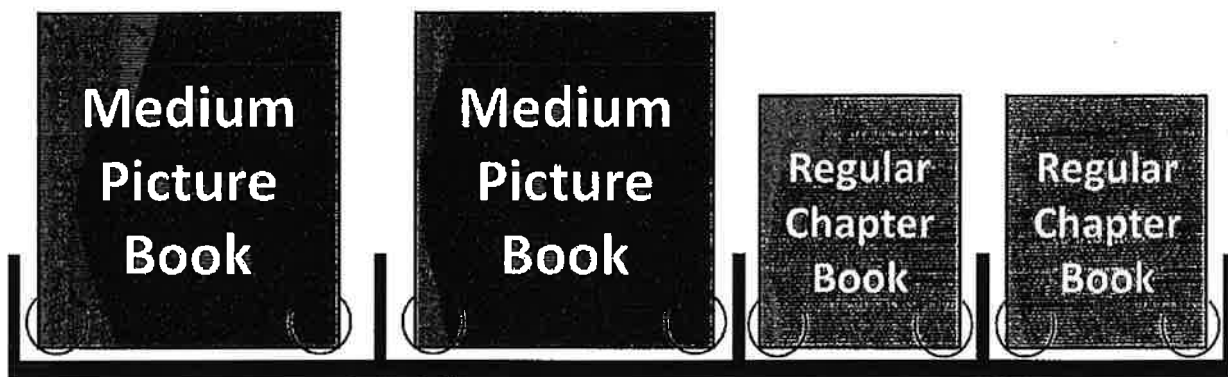
Tray Spec:

Book Selection	3 Books
Capacity Per selection	12 Books
Total Tray Capacity	36 Books

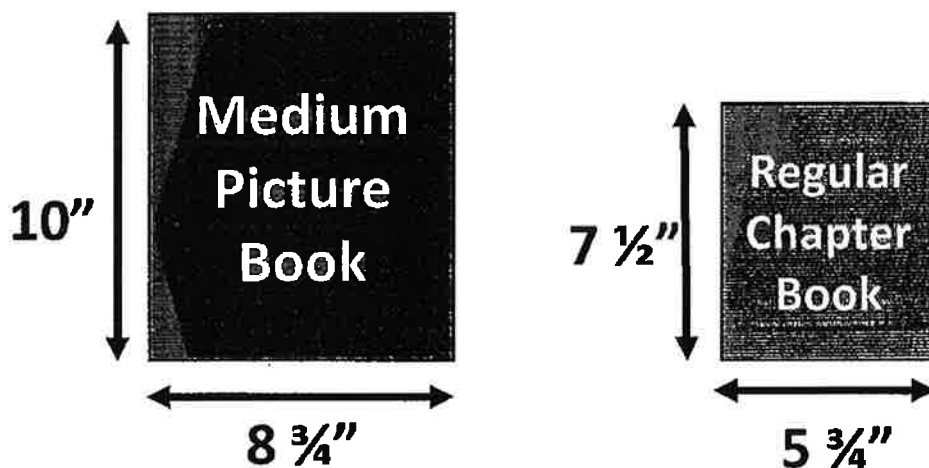
Option B Tray [Upgrade Option]

Option B holds 2 medium picture books and 2-chapter books.

Add this tray to your Bookworm for \$125 per tray



Book Dimensions:



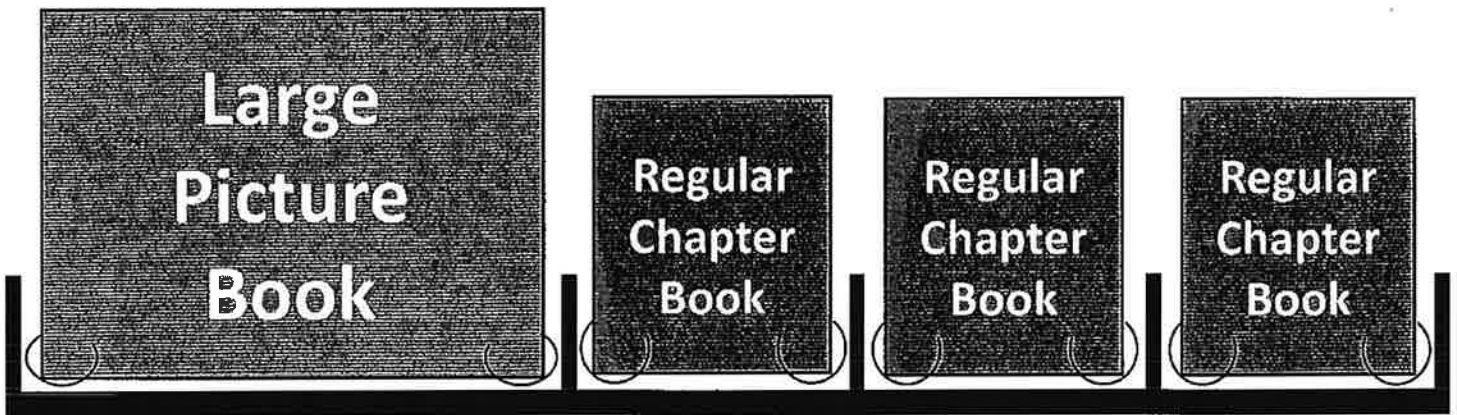
Tray Spec:

Book Selection	4 Books
Capacity Per selection	12 Books
Total Tray Capacity	48 Books

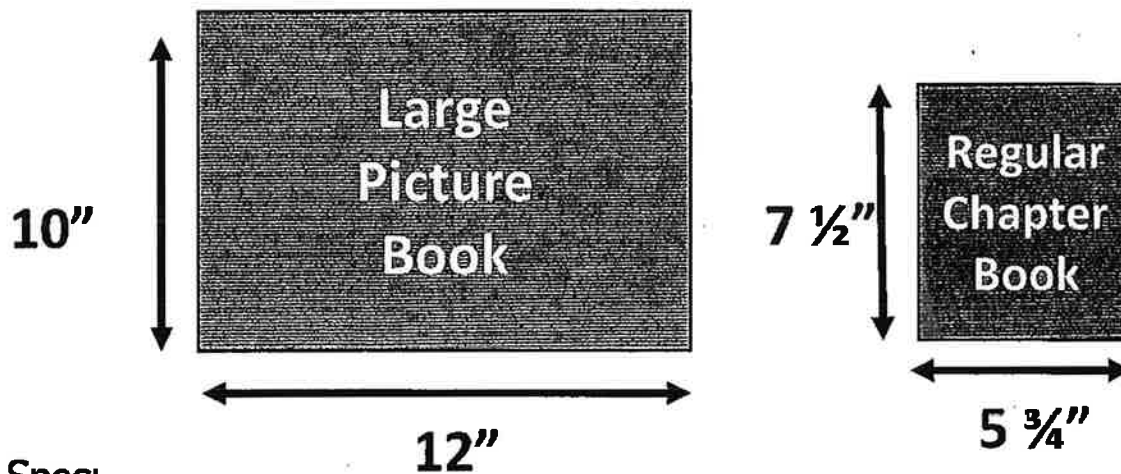
Option C Tray [Upgrade Option]

Option C holds 1 large picture book and 3-chapter books.

Add this tray to your Bookworm for \$125 per tray



Book Dimensions:



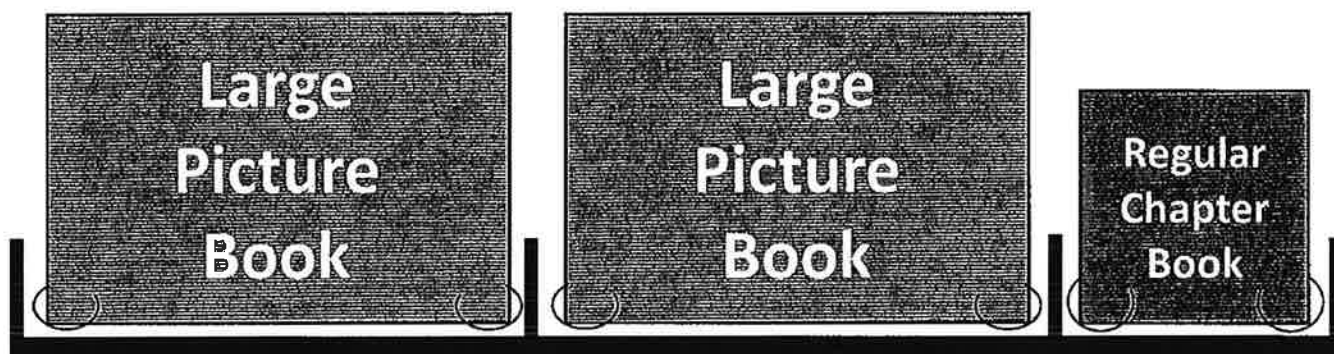
Tray Spec:

Book Selection	4 Books
Capacity Per selection	12 Books
Total Tray Capacity	48 Books

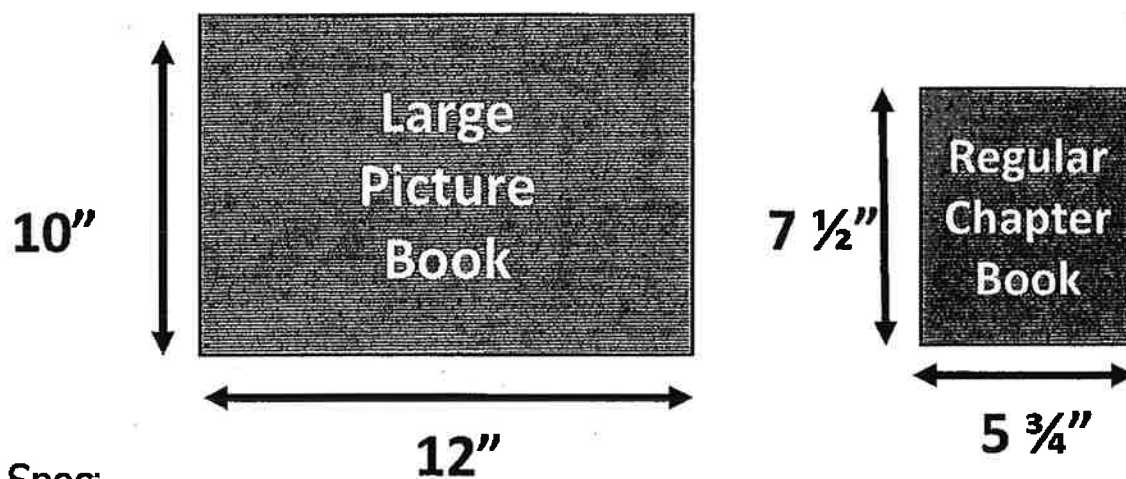
Option D Tray [Upgrade Option]

Option D holds 2 large picture book and 1 chapter book.

Add this tray to your Bookworm for \$125 per tray



Book Dimensions:



Tray Spec:

Book Selection	3 Books
Capacity Per selection	12 Books
Total Tray Capacity	36 Books



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Bookworm Book Vending Machine

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Angi Carlomagno

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: (916) 294-9185

Applicant's Email: acarloma@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kleguin

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Elementary Field Trips for Rancho Cordova Schools!

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

FCUSD would like to bring more STEM focused field trip opportunities to our students. Our project benefits the community by offering STEM based educational opportunities to our students. This is a growing, high demand area of study that has the potential to create substantial economic benefits for our children and community.

"The study found that, regardless of gender, ethnicity or socioeconomic status, youth who take educational trips have better grades (59 percent), higher graduation rates from high school (95%) and college (63%), and greater income (12% higher annually). In fact, 89% said educational trips had a positive, lasting impact on their education and career because the trips made them more engaged, intellectually curious and interested in and out of school." -National Education Association, NEA

Project Team Individuals or organizations responsible for the development and delivery of the project.

FCUSD & John Bliss (CGE), Marie Pawlek (CME), Christy Wilkerson (CVE), Kristina Richardson (FCCC), Wendy Sol (MHE), Larry Mahoney (NVE), Ted Bosque (PJS), Jessica Hutchison (RCE), Lari Powell (RSA), Canen Peterson (WRE), Angi Carlomagno (WME)

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goal is to expose students to STEM field trips and experiences that will result in academic gains through greater engagement. We will measure our goal by student surveys, teacher engagement feedback, and monitoring academic achievement before and after each event.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: 40,000.00

Estimated breakdown of project expenditures:

STEM Field Trip Ideas:

Soil Born (Rancho Cordova) \$15 per student plus \$225/bus or \$80 for a series plus \$900/ bus

Hands-on science field trip, grades K-6

SCOE Outdoor Ed (Mather), \$600 or free depending on Title I, Plus \$225/bus, Hands on science field trip, grades K-6

Sacramento Children's Museum (RC), \$5 per studentbPlus \$225/bus, Exploratory science field trip, grades K-2

Mad Science (school sites), \$75-\$125 per student, After school club that meets once a week for 4-6 weeks.

Splash (Mather), \$60-300 depending on Title I make up, Plus \$225/bus, Outdoor science field trip

Nimbus Fish Hatchery (Rancho Cordova), Free! Plus \$225/bus, Outdoor science field trip with follow up opp. Like Salmon in the classroom

Folsom powerhouse, (Folsom), Free Plus \$225/bus, Museum and tour of powerhouse with curriculum

Discovery Museum (School sites), \$200-1 class, \$300-2, \$350-3, Classroom presentations Site Field Trips

Explorit Science Center (School sites), \$182-1 class, \$302-2, \$363-3, \$462-4, Classroom presentations Site Field Trips

Bohart Museum of Entomology, (School sites), \$125 first hour, \$75 every hour after, Classroom presentations Site Field Trips

World of Wonders Science Museum: grades K-3 (School sites), \$135-1, \$235-2, \$345-3, \$455-4, Classroom presentations, Site Field Trips

World of Wonders Science Museum: grades 4-6 (School sites), \$185-1. \$325-2, \$450-3, \$550-4, Classroom presentations Site Field Trips

Folsom Zoo, grades K-6n(Folsom), Tues – Fri 9:45 & 11:00 a.m., \$4 student / \$5 adult (6/16 -3/14), \$5 student / \$6 adult (3/15 – 6/15), One free chaperone per 10 students, One Hour tour of the Zoo Sanctuary animals and artifacts led by docents. Classroom presentations.

Sacramento Zoo, grades K-6, (Sacramento), Adult - \$11.75, Children - \$7.75, Classroom Presentations: \$199 per program, Hours: 9:00-4:00, except winter, winter hours are 10:00-4:00 Classroom presentations

Aerospace Museum (McClellan), Adults - \$8, Children - \$5, Hands on field trip with flight simulator, Open 10:00 am - 5:00 pm

Fairytale Town - STEM workshops (Sacramento), Children = \$2.25, Adults = \$2.25, Classroom presentation - \$200

STEM themed field trips or Classroom visits

Effie Yeaw Nature Center, Nature Plus, grades 2-5 (Carmichael), \$295 for up to 35 students, Plus \$225/bus, In-depth and interactive outdoor program

Matching funds (including any in-kind contributions): Parent donations

Include any other funding contribution to include your own: Site funds

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: none

Total Community Enhancement Funds requested: 35,000.00

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 1

When will your request for funding sunset for ongoing programs? No

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

We would have this in place by August 11, 2021 and continue throughout the school year, ending May 27th, 2022. In addition to this funding, we will use site funds to sustain the programs that produce the most effective results in terms of overall learning and STEM engagement and academic gains, beyond 2022.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We will begin scheduling field trips 08/11/2021 and complete all field trips by 05/20/22. All data will be collected by 05/27/22.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

All field trips are virtual, onsite, or outside with COVID safety protocols in place.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Our field trips are located throughout Sacramento county, with many in the city of Rancho Cordova.

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Curtis Wilson**Title:** Assistant SuperintendentIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** 916-294-9000**Email:** cmwilson@fcusd.org**Mailing Address:** 1965 Birkmont Drive Rancho Cordova, CA 95742-6407**Signatory** If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.**Signatory's Name:****Title:****Phone:****Email:****Mailing Address:**

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Elementary Field Trips for Rancho Cordova Schools!

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Curtis Wilson-Assistant Superintendent

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone:

Applicant's Email:

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Side Hustle Academy

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Our program is designed to break the pattern of poverty within Rancho Cordova's low-income communities by providing underserved youth career opportunities that promote long-term economic growth, while also supporting local small businesses in the transition to a digital world.

By leveraging a model successfully piloted under a grant from the City of Sacramento, we will match 30 youth with local small businesses in order to create positive outcomes for both groups. Studio T will provide youth participants 120+ hours of digital marketing curriculum and training, then pair them with small businesses hit hard by the pandemic and still struggling to establish a digital presence. Our participants will utilize digital expertise and innate talents to build online branding and marketing campaigns for up to 20 small businesses in the City of Rancho Cordova. By providing workforce development opportunities for youth and economic development in the form of increased revenue to small businesses, we will enhance Rancho Cordova's community with a leveraged investment that benefits city residents for years to come.

Our youth are already experts in the world of digital content. Studies from Pew Research and Common Sense Media show teens spend over 7 hours per day consuming content on screens. Low-income youth spend, on average, two hours more than peers from high-income households. Youth keenly discern the difference between quality content and design that will work and content that will not. This makes them a gold mine for content creators and focus groups for shaping what works online. With the heavy impact of COVID-19 on our youth workforce and our small business community, we seek to enhance youth employment opportunities while helping small businesses reboot, rebrand, and relaunch in the digital community.

We created Side Hustle Academy in late 2020 as a response to the pandemic. Through a six-figure grant from the city of Sacramento, we were able to build all necessary infrastructure for the program and test and refine our process across 75 youth in multiple cohorts. A grant from the City of Rancho Cordova would be leveraged by those resources, with funds directed entirely towards supporting youth rather than the creation of any program infrastructure.

In addition to our training curriculum and youth-business partnership curation, we provide participants with up to three months of ongoing support to help them complete projects and monetize their new skills. Through years of program experience with difficult-to-serve populations, we have learned that these youth already have deeply entrepreneurial tendencies. By focusing those instincts through the lens of professional experience and training that meets them where they are, we unleash their talents and provide them with the skills to enter high-demand career paths with incomes that allow them to escape generational cycles of poverty.

To identify youth participants, we spread the word through local community organizations, school site staff, churches, and more, allowing community members to nominate young people who would benefit most from the program. Between this nomination process and the paid stipend for participants, we historically have had more demand for the program than available spaces. To identify and select small businesses, we also work through word of mouth within the community then vet potential business candidates before matching them with youth.

Project Team Individuals or organizations responsible for the development and delivery of the project.

PROJECT LEAD

Tamaira "Miss Tee" Sandifer is the Executive Director of Studio T Arts & Entertainment and founder of The California National Day of Dance. She serves over 5,000 youth per year in school districts throughout Northern California through educational partnerships and enrichment programs that open up career paths to the arts. She has spent the past 30 plus years teaching dance and helping youth see their greatness. Many of her students come from under-resourced communities and have become celebrated dance professionals, often returning to the program to become mentors and teachers for the next generation of artists. Sandifer's success in building this organization is the direct result of her own struggles and triumphs growing up in Richmond with a single mom. Early in her career as a teaching artist, she consistently saw disinterested kids suddenly electrified by the prospect of learning a new move. Her studio in Sacramento offers kids so much more than dance lessons; at Studio T, young people from all backgrounds become skilled professionals in performance and stage crew, graphic, and costume design. Sandifer's "whole person" approach addresses every young person's needs so they can heal, connect, and flourish as participants in the creative economy. As a degreed Photography major and Deaf studies minor from Sacramento State, Sandifer teaches her many proteges to create the big picture and communicate through movement. Alumni of her program have included "So You Think You Can Dance" winners, "World of Dance" contestants, and many individuals who've gone on to work in entertainment, touring with celebrities and performing at award shows.

DIGITAL MEDIA LEAD

Sharon Marta - Graphic designer, web developer, and content creator Sharon Marta utilizes her 20 years of experience to support the Studio T Dance community as both a vendor and volunteer. As the mother of two aspiring dancers, she recognized the positive impact dance has on youth and was inspired to offer her award-winning skills to help the organization. In 2019, with Marta's help, Studio T conceptualized PasstoClass.com, a distance learning website where kids, parents, and teachers can access dance classes. Her technical knowledge and sleek aesthetic made it possible for teachers to supplement their P.E. classes with dance. Marta's touch to the Studio T platform has been a great help to homeschooling parents during the COVID-19 pandemic. Driven and dedicated, her efforts have enabled thousands of kids to access Studio Ts quality educational content.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

- 30 Youth complete 12 weeks of digital media and marketing training
- 30 Youth paired with small business clients
- Up to 20 small business clients recruited
- Up to 20 small business client projects completed
- 80% or more youth participants rate experience as positive in post evaluations

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$131,813

Estimated breakdown of project expenditures:

Please see attached project budget.

Matching funds (including any in-kind contributions): \$108,493

Include any other funding contribution to include your own: N/A

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: \$23,320

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 1

When will your request for funding sunset for ongoing programs? 2022

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Our project schedule occurs in three phases:

Phase 1 - Planning & Recruitment (30-60 days post-award notice)

Phase 2 - Youth Training & Development (90-120 days)

Phase 3 - Business Campaign Execution & Evaluations (120 days)

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PHASE 1 - PLANNING & RECRUITMENT

After the grant award, we will execute initial logistics, contract negotiations, and other miscellaneous items. Our focus for this period will be spreading the word to partner agencies so that youth candidates can be nominated for the program. Within 60 days, we would confirm youth participants and begin the training cohort.

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PHASE 2 - YOUTH TRAINING & DEVELOPMENT

2614764.1

Once youth are nominated and selected, we would begin the training academy program. Participants attend 2-3 hours of live training (initially planned as virtual, in-person when safety allows) and complete 8-10 hours of self-paced content each week. Content outline is below.

WEEKS 1-3: Strategy

- Practical Workforce development: Skills assessment testing, leading a team, accountability, Customer service expectations, goal setting.

WEEKS 4-8: Content

- Branding: Teaching the value and types of brands. Allowing the students to identify different aspects of a brand and discover what makes a brand successful.
- Strategy: How to understand if you are winning – Defining campaign goals, objectives and measurements of success. (ie: # of likes, # of sales, # of followers...) How to effectively market the campaign.
- Content Planning: How to plan content and messaging for a multi-week campaign. Developing a step-by-step plan to implement a social media campaign.
- Platforms: Understanding social media platforms (FB, IG, SC, TT, YT) and their respective audiences and missions. When and how to use, optimize, algorithms, A/B test, metrics, consumer interaction, formats for images and video, and peak traffic times.
- Media Design: Developing eye-catching graphics & engaging video (scripting, graphic design, photo-editing, animation, camera basics, and editing basics)

WEEK 9-12: Business Engagement

- Writing for business: Writing content that pops and is business-friendly. The differences between content created by individuals and businesses. Guidelines and regulations necessary for businesses to follow.
- 1099: How to set up your business – helping them get established as a 1099, creating proposals: Scope of work, pricing, contracts, payment plans, creating and meeting deadlines, etc.
- Client engagement: How to work with small business owners ie: scheduling calls, virtual meetings, regular meetings, agendas, plans, follow-up, communication skills, receiving feedback etc.

...

PHASE 3

Within two weeks of Academy completion, youth would be matched with their small business partner, and campaign planning and collaboration would begin. The academy timeline gives space for personalities and strengths to be understood, which is taken into consideration in how we match youth to small business clients.

Youth work with their business client to complete their project within three months. However we allow for up to 5 months to support those youth that need additional time either because of a project with a larger scope or other factors that might delays. Finally, after work with a client is finished, youth complete post-program evaluations and receive coaching on how to begin seeking new clients.

Post Campaign Evaluations

- Reflecting: Identifying strengths and weaknesses of the campaign, identifying individual strengths and weaknesses.
- Future focus: Planning future campaigns, services, strategies, systems that can make the process easier, faster, more reliable. Build strong entrepreneurial partnership with youth by bringing in guest speakers and panelists, networking, job shadowing, connecting youth with mentors with companies in marketing and advertising.
- Presenting: Creating a presentation to show to peers as if they are the next business. (generating reports, giving statistics, showing evidence of success, engaging audiences, and creating a compelling story)
- Sharing feedback: What areas do peers notice as needing improvement. What areas did others hit that individuals missed. Poll for ideas to strengthen the program for next group of cohorts

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Flexibility is built into the project at multiple points, for example, an extra 30-day buffer in the month of December. A sample month-by-month schedule is below; however, we are prepared to condense the academy and business project timelines if unexpected time constraints occur.

JUNE 2021 - Award notifications received. Phase 1 begins.

SEPTEMBER 2021 - Phase 2 begins, 12 weeks of training for youth participants at 8-12 hours/week

JANUARY 2022 - Phase 3 begins, youth participants paired with small business clients.

MARCH 31, 2022 - Target date for client project completion, followed by two months of additional support for participants.

JUNE 1, 2022 - All client projects have been completed for 30 days or more, evaluations completed, additional youth coaching concluded.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Side Hustle Academy was built as a COVID response program and operated with our first 75 youth participants in a completely virtual environment. The digital nature of the work makes it possible for youth to work with their matched small business client completely virtually. In addition, they can participate in all live training provided by Studio T via Zoom. While we hope to be able to work with these youth and small businesses in person, we are fully prepared to operate remotely.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: N/A - Project occurs at multiple businesses and in virtual environment

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Justin Self**Title:** Board MemberIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** (530) 680-5846**Email:** justin.self37@gmail.com**Mailing Address:** 2701 Del Paso Road, 130-119, Sacramento, CA 95835

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Tamaira Sandifer**Title:** Executive Director**Phone:** (916) 533-8985**Email:** MissTee@studiotdance.com**Mailing Address:** 2701 Del Paso Road, 130-119, Sacramento, CA 95835

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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STAE - Side Hustle Academy - Measure H Budget Proposal				
Line Item	Requested	Matched	Total	
Personnel				
Digital Media staff - 20% of \$24,000/year to manage program	\$4,200	\$0	\$4,200	
Executive Director - 10% of ED time @ \$90,000 annual salary	\$4,500	\$4,500	\$9,000	
Total Personnel	\$8,700	\$4,500	\$13,200	
Vendors				
Web Design & development- Contracted support for design and content creation	\$0	\$19,880	\$19,880	
Total Vendors	\$0	\$19,880	\$19,880	
Technology, Equipment, & Supplies				
Computer/Video Production equipment - purchase for multi use	\$0	\$11,880	\$11,880	
Equipment rental	\$1,800	\$1,800	\$3,600	
Audio/ Annual Music and Digital Content licensing	\$1,500	\$7,680	\$9,180	
Digital Platform Subscriptions (i.e. Zoom, Google Cloud, Adobe, Envato)	\$0	\$2,890	\$2,890	
Total Technology, Equipment, & Supplies	\$3,300	\$24,250	\$27,550	
Professional Services				
Interpreters, Language translators	\$0	\$13,000	\$13,000	
Total Professional Services	\$0	\$13,000	\$13,000	
Miscellaneous				
Stipends for youth participants - \$250 each	\$7,500	\$0	\$7,500	
Facility rental - production studio (modified with COVID Guidelines)	\$0	\$18,750	\$18,750	
Program Evaluation	\$500	\$5,500	\$6,000	
Printing (yard signs, flyers, posters, youth tshirts) & Digital Marketing Material	\$1,200	\$12,750	\$13,950	
Total Miscellaneous	\$9,200	\$37,000	\$46,200	
Personnel plus Program	\$21,200	\$98,630	\$119,830	
Indirect Administration costs	\$2,120	\$9,863	\$11,983	
Grand Total	\$23,320	\$108,493	\$131,813	

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Friday, March 19, 2021 2:02 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 837288
IP Address: 71.197.117.94
Submission Date: 03/19/2021
Survey Time: 16 minutes, 27 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

Workforce Development Analytics Residency Program

*** Project Description**

The Workforce Development Analytics Residency Program will complete three analytics projects to assist the city of Rancho Cordova in understanding 1) The current workforce environment 2) the opportunity and need for workforce transformation in the city and 3) the optimal pathways to transition the workforce. In addition to the analysis provided to the city, individuals participating in this residency program will receive hands-on experience with an analytics/data science problem, resume review, and career feedback. Three cohorts with 5-10 individuals will be established to complete the project within 12 months. Women in Data will provide a project lead, program coordinator, data science instructor, and will find the residents to participate in the program. Outcomes of this project will be actionable insights for the city to transform their workforce by better understanding how the current environment has changed due to COVID-19, where the need and opportunity for jobs are headed, and how action can be taken to optimize the impact. The city will receive 2500 hours of consulting services, three project read outs, and finalized program impact report.

*** Project Team**

Women in Data will provide the following individuals to execute the completion on the project: The Project Lead will be responsible for scoping the project, establishing clear KPI's and outcomes, and working with the city to understand their data and make it available for the project. The Program Coordinator will be responsible for recruiting residents, onboard residents to the platform, measuring resident outcomes, and coordinating marketing efforts. The Data Science Instructor/Team Lead will be responsible for coaching and teaching the residents in the residency program. The Women in Data Residents will be responsible for conducting the analysis scoped by the project team and led by the instructor.

*** Project Goals**

There are two goals for this project 1) provide the city with actionable insights on their current workforce environment, and 2) provide women an opportunity to advance their skills and become job ready within the field of data analytics and data science.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

98,600

*** Estimated breakdown of project expenditures**

Project Lead - 800 hours at \$50.00 an hour for a total \$40,000 Program Coordinator - 1481 hours at \$27.00 an hour for a total \$40,000 Data Science Instructor/Team Lead - 100 Hours at \$105.00 an hour for a total \$10,500 Software for the residents - \$4,500

*** Matching Funds**

Women in data will provide free memberships to the residents for a total value of \$3,600. These memberships will be a year long and will give the participants access to networking, tech talks, life coaching, continuing education, and much more.

*** Include any other funding contributions**

N/A

*** Ongoing operations and maintenance costs if applicable**

There will be no ongoing operations and maintenance cost as the project will be completed within the required timeframe.

*** Total Community Enhancement Funds requested**

95,000

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project?**

1

*** When will your request for funding sunset for ongoing programs?**

No, we plan to continue the residency program after the terms of this project.

*** Project Schedule**

July 2021: Scope the project Find open source, external and internal data sources Open applications for the residents for cohort #1 August 2021 Review and accept residency applications for cohort #1 Cohort #1 project kick off September 2021: Cohort #1 Mid-project read out with the city October 2021: Cohort #1 turn over code and present final results to the city Review applications and scope the project for cohort #2 Measure success of cohort #1 Cohort #2 project kick off November 2021: Cohort #2 Mid-project read out with the city December 2021: Cohort #2 turn over code and present final results to the city January 2022: Review applications and scope the project for cohort #3 Review and accept residency applications for cohort #3 February 2022: Cohort #3 project kick off March 2022: Cohort #3 turn over code and present final results to the city Present final report from all three cohorts to the city April 2022: Measure overall project success for all cohorts.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

We have run 3 residency projects within one year for cities in the past and were able to complete the work by the proposed timeline. In addition, we have built in a two month buffer for the time frame in case we encounter any delays.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Yes, we have experience running this program 100% virtually if needed.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

1608 54th St
Sacramento CA 95819
USA

Other physical addresses if project/program is at multiple sites

If we are able to host this program in person will work with our business network in Rancho to host the sessions.

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

SKIPPED

*** Application submitted by**

Sadie St Lawrence

Title

Executive Director, Women in Data

*** Submitting as**

Non-Profit

*** Phone**

(916) 247-5905

*** Email**

sadie.stlawrence@womenindata.org

*** Mailing Address of Submitter**

P.O. Box 670
California Carmichael 95609
United States

Signatory's Name

Women in Data Sadie St. Lawrence

*** Signatory's Phone**

(916) 247-5905

*** Signatory's Email Address**

sadie.stlawrence@womenindata.org

*** Signatory's Mailing Address**

P.O. Box 670
California Carmichael 95609
United States

Attach any additional documents here

****SKIPPED****

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<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Thinking Like a CEO: From Self-Employed to Employer

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Ten of Rancho Cordova's non-employing, small businesses receive training, support, and funding to help them become employer-businesses. Through workshops and hands-on experiences, participants are empowered to make the shift from being self-employed to being employers. They explore and challenge the thoughts and behaviors that may impede this type of growth, and are introduced the CEO mindset. They are reminded of the relationship between thriving businesses and thriving communities. Our innovative program empowers businesses to contribute to economic development and to exercise civic responsibility.

The program is facilitated by local certified professionals, including a Balanced Scorecard champion, a certified Maxwell Method executive coach, a multi-business entrepreneur, a doctor of behavioral sciences, and a local community activist. This program walks participants through a full educational schedule, gives them indispensable business tools and skills, and allows them to exercise their new skills to grow their businesses. They develop strategic plans for marketing and growth to help them identify their unique goals and objectives, and then, using spendable vouchers, they purchase essential services to support their plans. They exercise budgeting, forecasting, planning and delegating with the support and guidance of coaches and facilitators. Finally, they meet local non-profit and community-based organizations leaders in order to gain a greater appreciation for community accountability.

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Project Team Individuals or organizations responsible for the development and delivery of the project.

Organization	Individual	Project Role	Summary
Cornelius Strategies for Business and Life	Richard Cornelius	Facilitates Strategic Planning workshop series	Founder, CEO, and Balanced Scorecard Champion
Moorepark Enterprises	Angela Moore	Facilitates Managing Business Funds workshop series Co-facilitates Running Your Business as a CEO workshop series	Founder CEO Multi-business owner Non-Profit Executive Director Business Coach
Career Path Development	Deanna Vestal	Facilitates Thinking Like a CEO workshop series Co-facilitates Running Your Business as a CEO workshop series Co-Facilitates Navigation and Success	Founder CEO Executive Coach Workforce Development Trainer Host of Lipstick Legacy Podcast
Rising Star Coaching	Dr. Camelia Straughn	Facilitates The Psychology of Business Management workshop series	Founder CEO Doctorate in Behavioral Science Multiple self-help books and publications
Maximum Reach 4 Economic Equity	Angie Wiggins	Facilitates Business Management and Community Leadership workshop series Co-Facilitates Navigation and Success	Founder CEO Non-Profit Executive Director Community Activist
Thrivoo Marketing Services	Deborrah Ashley	Facilitates LinkedIn Marketing workshop Facilitates Facebook Marketing workshop	Branding and Digital Marketing Strategist and Trainer

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Goals	Metrics
Ten solopreneur businesses within Rancho Cordova are registered for the program by July 31, 2021	Registration form shows 10 registered businesses
Participating businesses receive training to recognize and appreciate the behaviors that distinguish solopreneurs from CEOs	Attendance sign in sheets indicate businesses' participation in training.
Participating businesses are taught and guided to develop Strategic planning tools and skills.	Attendance sign in sheets indicate businesses' participation in training. Exit Survey indicates client's participation in strategic planning development or refusal to participate.
Participating businesses are guided to identify priority goals and objectives for their businesses	Workshop attendance sheet indicates participation Coaching log indicates participation or refusal to participate
Participating businesses practice executing strategic plans	Voucher/Spending tracking indicates the objective undertaken, the service purchased and the service provider hired.
Participating businesses experience hiring professionals to help execute their strategic plans	Voucher/Spending tracking indicates the objective undertaken, the service purchased and the service provider hired.

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Goals	Metrics
Participating businesses receive training to help them recognize their civic responsibility to the communities in which they do business.	Workshop attendance sheets indicate participation
Participating businesses get to know the non-profit and community-based organizations in Rancho Cordova	Attendance Sheet indicates attendance at the Meet Your Community Based Organizations event.
Participating business owners are guided to identify, personal and professional roadblocks to their business success and introduced to tools and strategies to overcome them	Attendance sheet indicates participation

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: 183,776.20

Estimated breakdown of project expenditures: **Please see attached project budget.**

Matching funds (including any in-kind contributions): 15,900

In-Kind Donation	
EBSS subscription fees for 10 businesses	\$6,500
Discounted facilitation fees:	
Marketing Strategy Training	\$5000
Executive Training	\$1400
Strategic Planning	\$3000

Include any other funding contribution to include your own: N/A

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: 167,876.20

Is this a multiyear request? Yes No If yes, number of years: no

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Project Component	Start Date	End Date	Notes
Project Start	7/1	6/30	
Recruitment Start	7/2	7/26	
Onboard Project Staff & Vendors	7/5	7/12	
Team Orientation	7/24	7/24	
Participant Orientation	8/2	8/2	
Strategic Planning for your Business and Your life	8/5	11/4	30 hour workshop. Fifteen 2-hr. Evenings segments Ten 3-hr. Saturdays
Pulse Check	9/16 10/9 12/18		Periodic small group meetings.

Project Component	Start Date	End Date	Notes
	2/3		
Thinking Like a CEO: Teamwork & Communication	10/30	10/30	
The Psychology of Business Management: Overcoming The Boss Stigma	11/6	11/6	
Thinking Like a CEO: The Problem with the DIY Business Model	11/13	11/13	
Thinking Like a CEO: Professional Results	11/20	11/20	
Thinking Like a CEO: Reputation and First Impressions	11/20	11/20	
Managing Business Funds:	12/2	12/2	
Thinking Like a CEO: The Art of Delegating	12/4	12/4	
The Psychology of Business Management: Exploring the Emotions of Delegating	12/4	12/4	
Thinking Like a CEO: Balancing Business, Compassion, & Accountability	12/11	12/11	
Investing in Your Business	1/6/2022	1/6/2022	
The Psychology of Business Management: Overcoming a rocky history with money	1/8	1/8	
Managing Business Funds: Business Funding Oversight	1/13	1/13	
The Psychology of Business Management: The instant gratification Mindset is not for CEOs	1/15	1/15	
Managing Business Funds: Budgeting and Forecasting:	1/20	1/20	
Running Business as CEO: Prioritizing Objectives	1/10	1/12	
Running Business as CEO: Vetting and Hiring Vendors	1/24	1/26	
Running Business as CEO: Managing Expenditures	3/3	3/5	
Running Business as CEO: Overseeing Outsourced Work	3/10	3/12	
Running Business as CEO: Team Building	3/17	3/19	
Business Management & Community Leadership: Business to Community Symbiosis	3/31	3/31	
Business Management & Community Leadership: Collective Courage – A study of Collective Organizations	4/7	4/7	
Business Management & Community Leadership: Investors Like Invested Communities	4/21	4/21	
Business Management & Community Leadership: Community Non-Profit Meet and Greet	4/16	4/16	Community Event allows Participants to interact with Local Nonprofits and CBOs
Navigation & Success: Assessing Growth and Progress	4/28	4/30	
Navigation & Success: Preparing to meet Investors	5/5	5/7	
Navigation & Success: Pitching to Investors	5/12	5/14	
Linked In Marketing	5/21	5/21	
Facebook Marketing	5/28	5/28	
Exit Assessment	6/11	6/11	
Completion Celebration	6/25	6/25	

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

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Workshops are held on Thursday evenings and Saturday mornings to accommodate various working schedules. Students receive most of the classroom learning during the first 6 months. During last 6 months participants engage in real-time experiences that directly apply to their businesses. By the end of May 2022, businesses will have completed all class work, most experiential tasks, will be capable of completing any remaining tasks on their own post program. Exit Assessments are conducted in early June.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Every module of the program can be delivered virtually if necessary.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 9912 Business Park Dr #170, Sacramento, CA 95827

Have you received a letter of support for the project from the property owner? Yes
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD FCUSD SCUSD Other

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

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Application Submitted by

Name: Title: Maximum Reach 4 Economic Equity

Non-Profit

Phone: 916 256 8301

Email: info@MaxReach4.net

Mailing Address: 9912 Business Park Drive Sacramento CA 95827

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Angie Wiggins Title: Executive Director

Phone: 916 256 8301 Email: wiggins.angie@gmail.com

Mailing Address: 2904 18th Ave, Sacramento Ca. 95820

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and

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formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

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Role	Vendor	Staff	Grand Total
Accounting	Prime Accounting Services	\$	12,000.00
Admin assist	TBA		\$41,604.00
Education Director	Career Path Development		\$6,000.00
Facilities	Workflow Lounge		\$11,025.00
Instruction	Vendors		\$50,000.00
	MoorePark Enterprises		
	Maximum Reach 4 Economic Equity		
	Career Path Development		
	Thrivoo Marketing Services		
	Rising Star Coaching		
	Cornelius Strategies for Business and Live		
Insurance	Smalley Insurance Agency		\$547.20
Module Facilitation	Maximum Reach 4 Economic Equity		\$26,700.00
Project Coordination	Maximum Reach 4 Economic Equity		\$6,000.00
System Navigator	Maximum Reach 4 Economic Equity		\$4,000.00

Vouchers	Participants	\$10,000.00

Project Roles and Responsibilities		
Responsibilities	Role	Organization
Responsible for all modules and classes. Ensures classes are recorded and make-up classes are available to students. Documents concerns, questions and considerations. Serves as Liason to instructors	Education Director	MaxReach/Deanna
Facilitates quarterly client small group meetings (1 clients total 40 meetings.) to discuss class content, delivery methods, instructor performance and to address questions and concerns	System Navigator	MaxReach
Responsible for classroom experience, including equipment usage, materials preparedness and distribution, attendance. Assists Instructor with experiential learning and distance learning	Module Facilitator	MaxReach
Delivers specific content as contracted	Instructor	Vendors
Event Space rental	Facilities	WFL
Facilitates Hands-on Models. Responsible to assist clients in decision making regarding voucher usage, delegation decisions, priorities, dependencies etc.	Hands On Executive Coach	CPD
Facilitates Hands-on Models. Responsible to assist clients in decision making regarding voucher usage, priorities, dependencies, and any personal concerns that may arise.	Hands On Personal Coach	RSC
Complete Module Contract	Thrivoo	Thrivoo
Evaluations, effort tracking, event scheduling and details, outreach/recruitment Responsible for information dissemination to clients and project team. Also responsible for online program communication.	MaxReach	
Responsible for content finalization and branding, Equipment availability. Receives and enters assessment feedback. Compiles assessment data into single report. Assists program coordinator as needed.	Admin assist	40 hours a week for 52 weeks (2080 hours).
	Accountant	
	Insurance Agent	

Program Grand Total	\$167,876.20
Program Cost Per Participating Business	\$16,787.62

Managing Business Funds	
Module Total Cost	\$9,552.60
Module Cost per participating Business	\$955.26
10 Businesses 4 Workshops Business Funding Oversight Investing in Your business Forecasting for Future Growth & Success Budget Management	

Thinking Like a CEO	
Module Total Cost	\$11,222.60
Module Cost per participating Business	\$1,122.26
10 Businesses 6 Workshops Teamwork and Communication Balancing Business, Compassion & Accountability The art and Benefit of Delegating The Problem with the DIY Business Model Professionals Deliver Professional Results Reputation and First Impressions Matter	

Strategic Planning (Group 1)	
Module Total Cost	\$19,212.60
Module Cost per participating Business	\$3,842.52
5 Businesses 8 Interactive Workshops Strategic Planning for your Business & Your life: What is a Strategy Map Brainstorming: Drilling Down to the Real Deal Projects, Initiatives, Goals & Objectives: Guiding Lights Understanding Performance Measures and Targets Total Quality Management Balanced Scorecard Your Strategy Map	

Strategic Planning (Group 2)	
Module Total Cost	\$19,212.60
Module Cost per participating Business	\$3,842.52
5 Businesses 8 Interactive Workshops Strategic Planning for your Business & Your life: What is a Strategy Map Brainstorming: Drilling Down to the Real Deal Projects, Initiatives, Goals & Objectives: Guiding Lights Understanding Performance Measures and Targets Total Quality Management Balanced Scorecard Your Strategy Map	

Running your Business as a CEO/Hands on Module (Group 1)		
Module Total Cost		\$20,257.60
Module Cost per participating Business		\$4,051.52
5 Businesses Hands-on practice Coaching Training Prioritizing Objectives Vetting and Hiring Vendors Managing Expenditures Overseeing Outsourced Work Team Building		

Running your Business as a CEO/Hands on Module (Group 2)		
Module Total Cost		\$20,257.60
Module Cost per participating Business		\$4,051.52
5 Businesses Hands-on practice Coaching Training Prioritizing Objectives Vetting and Hiring Vendors Managing Expenditures Overseeing Outsourced Work Team Building		

Navigation & Success		
Module Total Cost		\$11,387.60
Module Cost per participating Business		\$2,277.52
5 Businesses Hands-on practice Coaching Training Periodic Pulse Checks Assessing Growth and Progress Preparing to Meet Investors Pitching to Investors		

Navigation & Success		
Module Total Cost		\$11,387.60
Module Cost per participating Business		\$2,277.52
5 Businesses Hands-on practice Coaching Training Periodic Pulse Checks Assessing Growth and Progress Preparing to Meet Investors Pitching to Investors		

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The Psychology of Business Management	
Module Total Cost	\$10,387.60
Module Cost per participating Business	\$1,038.76
10 Businesses 5 Workshops Overcoming a History of Fearing the Boss so you can be the Boss Exploring the emotions of delegating Overcoming a Rocky History with Money The Instant Gratification Mindset is not for CEOs	

Business Mgmt & Community Leadership	
Module Total Cost	\$10,432.60
Module Cost per participating Business	\$1,043.26
10 Businesses 4 Workshops & 1 Community Event Business to Community Symbiosis Collective Courage: A history of Black Collective organizations in America Investors Like Invested Communities Meet Your Community Based Organizations	

Marketing Strategy for Linked In	
Module Total Cost	\$12,282.60
Module Cost per participating Business	\$1,222.86
10 Businesses Workshop Brand positioning Online Reputation Growth & Management Customized Linked-In Marketing Strategy	

Marketing Strategy for Facebook	
Module Total Cost	\$12,282.60
Module Cost per participating Business	\$1,222.86
10 Businesses Workshop Raising Brand Awareness Getting Leads, Customer Feedback and More Customized Facebook Marketing Strategy	



July 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1 PROJECT START	2 RECRUITMENT START	3
4	5 Onboard Project Staff	6	7	8	9	10
11	12 All Staff and Vendors on board	13	14	15	16	17
18	19	20	21	22	23	24 Team Orientation Meeting
25	26 Recruitment End - 10 businesses registered	27	28	29	30	31
1	2	Notes				



August 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Participant Orientation	3	4	5 Strategic Planning for your Business & Your life. Group 1 Group 1 12 hrs	6	7 Strategic Planning for your Business & Your life Group 2 Group 2 13 hours
8	9	10	11	12 Strategic Planning for your Business & Your life. Group 1 Group 1 12 hrs	13	14 Strategic Planning for your Business & Your life Group 2 Group 2 13 hours
15	16	17	18	19 Strategic Planning for your Business & Your life. Group 1 Group 1 12 hrs	20	21 Strategic Planning for your Business & Your life Group 2 Group 2 13 hours
22	23	24	25	26 Strategic Planning for your Business & Your life. Group 1 Group 1 12 hrs	27	28 Strategic Planning for your Business & Your life Group 2 Group 2 13 hours
29	30	31	1	2 Strategic Planning for your Business & Your life. Group 1 Group 1 12 hrs	3	4 Strategic Planning for your Business & Your life Group 2 Group 2 13 hours
5	6	Notes				

September 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2 Strategic Planning for your Business & Your life. Group 1 Group 1 1/2 hrs	3	4 Strategic Planning for your Business & Your life Group 2 Group 2 1 1/3 hours
5	6	7	8	9 Strategic Planning for your Business & Your life. Group 1 Group 1 1/2 hrs	10	11 Strategic Planning for your Business & Your life Group 2 Group 2 1 1/3 hours
12	13	14	15	16 Pulse Check 1	17	18 Pulse Check 1
19	20	21	22	23 Strategic Planning for your Business & Your life. Group 1 Group 1 1/2 hrs	24	25 Strategic Planning for your Business & Your life Group 2 Group 2 1 1/3 hours
26	27	28	29	30 Strategic Planning for your Business & Your life. Group 1 Group 1 1/2 hrs	1	2 Strategic Planning for your Business & Your life Group 2 Group 2 1 1/3 hours
3	4	Notes				

October 2021

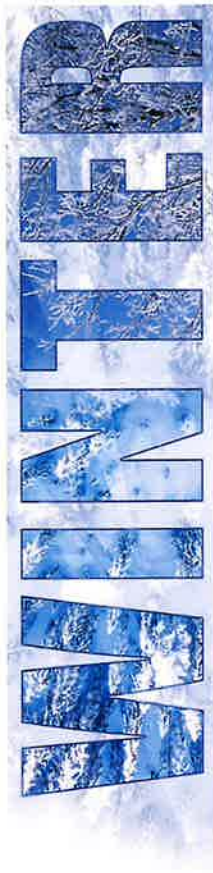


Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
				Strategic Planning for your Business & Your life. Group 1 Group 1 / 2 hrs		Strategic Planning for your Business & Your life Group 2 Group 2 / 3 hours
3	4	5	6	7	8	9
				Strategic Planning for your Business & Your life. Group 1 Group 1 / 2 hrs		Pulse Check 2
10	11	12	13	14	15	16
				Strategic Planning for your Business & Your life. Group 1 Group 1 / 2 hrs		
17	18	19	20	21	22	23
				Strategic Planning for your Business & Your life. Group 1 Group 1 / 2 hrs		
24	25	26	27	28	29	30
				Strategic Planning for your Business & Your life. Group 1 Group 1 / 2 hrs		Thinking Like a CEO (2 hours each Saturday - all) Teamwork &
31	1	Notes				

November 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4 Strategic Planning Group 1	5	6 Overcoming a History of Bad Boss Relationships
7	8	9	10	11	12	13 Problem with the DIY Business Model
14	15	16	17	18	19	20 Professional Results & Reputation and First Impressions
21	22	23	24	25	26	27
28	29	30	1	2 Managing Business Funds	3	4 The Art of Delegating
5	6	Notes				



December 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4 Exploring the Emotions of Delegating
5	6	7	8	9	10	11 Balancing Business, Compassion, & Accountability Pulse Check
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	Notes				

January 2022



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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7	8
				Investing in your business		Overcoming a Rocky History with Money
9	10	11	12	13	14	15
				Business Funding Oversight		The Instant Gratification Mindset is not for CEOs
16	17	18	19	20	21	22
				Budgeting and Forecasting		
23	24	25	26	27	28	29
30	31	Notes				

February 2022



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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2	3	4	5
				Pulse Check 4		Pulse Check 4
6	7	8	9	10	11	12
				Prioritizing Objectives (Group 1)		Prioritizing Objectives (Group 2)
13	14	15	16	17	18	19
20	21	22	23	24	25	26
				Vetting and Hiring Vendors		Vetting and Hiring Vendors
27	28	1	2	3	4	5
6	7	Notes				

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March 2022



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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	1	2	3 Managing Expenditures	4	5 Managing Expenditures
6	7	8	9	10 Overseeing Outsourced Work	11	12 Overseeing Outsourced Work
13	14	15	16	17	18	19
				Team Building		Team Building
20	21	22	23	24	25	26
27	28	29	30	31 Business to Community Symbiosis	1	2

3	4	Notes				
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ATTACHMENT 3

April 2022

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
				Collective Courage: A history of Black Collective organizations		
10	11	12	13	14	15	16
						Community Non-Profit Event
17	18	19	20	21	22	23
				Investors Like Invested Communities		
24	25	26	27	28	29	30
				Assessing Growth and Progress		Assessing Growth and Progress
1	2	Notes				

May 2022

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 Preparing to Meet Investors	6	7 Preparing to Meet Investors
8	9	10	11	12 Pitching to Investors	13	14 Pitching to Investors
15	16	17	18	19	20	21 Linked In Marketing
22	23	24	25	26	27	28 Facebook Marketing
29	30	31	1	2	3	4
5	6	Notes				

June 2022

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8	9	10	11 Exit Assessment
12	13	14	15	16	17	18
19	20	21	22	23	24	25 Completion Celebration
26	27	28	29	30	1	2
3	4	Notes				

WorkFlow *Lounge*

March 27, 2021

City of Rancho Cordova
Community Enhancement Fund
2729 Prospect Park Dr.
Rancho Cordova, CA 95670

To Whom It May Concern,

This letter is to confirm that Angela Wiggins and Maximum Reach 4 Economic Equity, as members of Workflow Lounge, are authorized to utilize our full facility for the workshops and events in the Thinking Like a CEO program.

Sincerely,



Angela Moore
President / CEO

Daniel Leonardich

From: Angie Wiggins <wiggins.angie@gmail.com>
Sent: Friday, March 19, 2021 7:06 PM
To: Daniel Leonardich
Cc: Laura Fickle
Subject: Community Enhancement Fund Application
Attachments: RCCG Application 2021 - 2022.zip

Follow Up Flag: Follow up
Flag Status: Flagged

Good evening Mr. Leonardich,

I am Angie Wiggins with Maximum Reach 4 Economic Equity. I am attaching/submitting an application for the Community Enhancement Fund Applications, 2021/2022. I hope I successfully submitted it online, however, there was no confirmation message. Your colleague Laura Fickle advised me that I might email it to you if I have any issues with the online process.

Thank you so much for your attention to this!

Sincerely,
Angie Wiggins, Director
Maximum Reach 4 Economic Equity
9912 Business Park Drive,
Sacramento Ca, 95827
916 256 8301
<http://www.maxreach4.net/>



Virus-free. www.avast.com



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Project

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Introduction: Bicycling is recognized for its role in supporting prosperity, health, safety, and joy, both from a personal and community-wide perspective. The American River Bike Patrol - ARBP - is a non-profit 501(c)3 organization that, through affiliation with the National Ski Patrol and an MOU with Sacramento County (**Attachment A**), has grown exponentially in just one year to more than 70 trained adult and youth members. Our purpose is to provide safety, education, public awareness, emergency response, and appreciation of nature and the environment for public users along the American River Parkway. With the pandemic driving an explosion of kids and families to biking and walking on local trails, we believe that right now is the perfect moment to expand our Young Adult Patroller program, which is backed with 30 years of national experience and a well-documented training curriculum. Our goal is to actively engage at-risk Rancho Cordova youth and their families to promote community health and fitness, improve safety for users of the bike and walking trails along the segment running through Rancho Cordova, and develop at-risk youth leadership skills through advanced training.

Summary of Benefits: The proposed Rancho Cordova YAP Project addresses 7 of the City's 9 Criteria for Funding. Community Pride will be promoted through education about how Rancho Cordova neighborhoods near the American River Parkway and trail access points (such as Lower Sunrise, Ambassador, Hagan Park, and William Pond Rec Area) offer unique benefits with proximity to the river trails. (See **Attachment B** for a map of our project focus area.) Civic Engagement, and Quality of Life will be achieved through support from our Project Partners (**Attachment C**) as well as community outreach through participating youth and families. Public Safety will be improved through increased patrolling by trained youth and adult leaders, resulting in better community education and trail usage particularly in the Rancho Cordova sections of the Parkway trails. Sports and physical fitness will in turn be cultivated through the project for participating youth and families and the community as a whole. The largest impact will be in the areas of Children and Youth and Education through ARBP's rigorous Young Adult Patroller training program. Please see **Attachment B** for more information on project scope and youth training details.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The Rancho Cordova Young Adult Bike Patroller project will be implemented by 2 dedicated ARBP Project Leaders, 2 experienced YAP Youth Mentors, 3 ARBP Adult Mentor/Advisors, 1 Bike Mechanic Training Leader, and 1 Medical Training Leader. See **Attachment D** for the YAP Project Team names and positions.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The ARBP has established a process where each adult and youth patroller is responsible to report comprehensive metrics whereby we track overall monthly performance and impact. The Rancho Cordova YAP project will impact 30+ youth aged 15-17, their parents and siblings, and the community as a whole over a 3-year period. The proposed goals/KPI metrics/ ARBP team assignment is shown in chart form along with an example of ARBP monthly report in **Attachment E**.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **Annual Cost = \$16,840 per Yr - 3-Yr Total = \$50,520**

Estimated breakdown of project expenditures:

Please see **Attachment F**.

Matching funds (including any in-kind contributions): **Matching Funds = \$5,240 per Year - 3-Yr Total = \$15,720**

Include any other funding contribution to include your own: **In-kind contributions as outlined**

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: **Operations \$16,840 Yr 2-3**

Total Community Enhancement Funds requested: **\$34,800 divided over 3 years or \$16,840 per year**

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: **3 Years: July 2021 to June 2024**

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

Our project is viable as a single year request, however, a 3-year project will deliver much greater impact. See Attachment G for our statement regarding sustainability.

How many years have you received funding for this project? **This is an expansion of a currently self-funded project.**

When will your request for funding sunset for ongoing programs? **June 30, 2024**

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Please see Attachment G

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

All of the elements to expand the YAP project to Rancho Cordova are currently in place. ARBP has proven that it can deliver results despite obstacles such as the COVID pandemic. We are confident in the timeline submitted.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

ARBP has adjusted to COVID restrictions for administrative ops using ZOOM and our interactive website to communicate with our members. As first responders, 100% of our adult mentor/advisors are fully COVID vaccinated. We have designed training activities to be delivered in an outdoor setting to maintain social distancing and safety, and we require masks to be worn by all Patrollers when riding, attending training, and interacting with the public.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

American River Parkway

Physical Address:

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application. **See MOU Attachment A**

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Carolyn Lewis **Title:** ARBP Board Member/YAP Advisor
 Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐
Phone: 916-768-7737 **Email:** clewis@lewisbig.com
Mailing Address: 3012 Norris Ave - Sacramento - CA - 95821

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: James Cheng **Title:** ARBP Patrol Leader/Board Chair
Phone: 916-832-3100 **Email:** jimarbp@yahoo.com
Mailing Address: 4090 Vista Dr - Loomis - CA - 95650

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Memorandum of Understanding

THIS Memorandum of Understanding ("MOU") is made and entered into as of this 26th day of February 2020, by and between the COUNTY OF SACRAMENTO, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and National Ski Patrol, Inc, a nonprofit, hereinafter referred to as "PARTNER."

RECITALS

WHEREAS, COUNTY desires to improve public awareness of recreation safety along the American River Parkway; and

WHEREAS, COUNTY desires to collaborate with the National Ski Patrol as they continue to help keep people safe on the American River Parkway; and

WHEREAS, PARTNER shares the Department of Regional Parks' mutual interest in safety, education, public awareness, capable emergency response and appreciation of nature and the environment; and

WHEREAS, PARTNER provides special services including bicycle patrol and first aid; and

WHEREAS, COUNTY AND PARTNER desire to enter into this MOU on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COUNTY and PARTNER agree as follows:

I. SCOPE OF SERVICES

PARTNER shall provide special services in the amount, type and manner described in Exhibit A, which is attached hereto and incorporated herein. PARTNER shall undertake the work items specified in Section I of Exhibit A to the MOU. COUNTY shall undertake the work items specified in Section II of Exhibit A to this MOU. All work shall comply with the American River Parkway Plan as in effect at the time of the work, as well as all other applicable federal, state and local laws and regulations.

II. TERM

This MOU shall be effective and commence as of the date first written above and shall end on December 31, 2025 with the option for COUNTY to extend the MOU for two additional five-year terms.

III. NOTICE

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this MOU shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

TO COUNTY

Liz Bellas, Director
Regional Parks
10361 Rockingham Dr Ste 100
Sacramento, CA 95827

TO PARTNER

Lance Vaughan
Far West Division Director
National Ski Patrol
119 Groveland St
Portola Valley, CA 94028

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

IV. COMPLIANCE WITH LAWS

PARTNER shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances.

V. GOVERNING LAWS AND JURISDICTION

This MOU shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this MOU shall be brought in Sacramento County, California.

VI. LICENSES, PERMITS AND CONTRACTUAL GOOD STANDING

- A. PARTNER shall possess and maintain all necessary licenses, permits, certificates and credentials required by the laws of the United States, the State of California, County of Sacramento and all other appropriate governmental agencies, including any certification and credentials required by COUNTY. Failure to maintain necessary licenses, permits, certificates, and credentials shall be deemed a breach of this MOU and constitutes grounds for the termination of this MOU by COUNTY. The parties each represent that neither is currently aware of any such necessary licenses, permits, certificates, and credentials. The parties each agree that, should either learn in the future of such necessary licenses, permits, certificates, and credentials, they will timely inform the other accordingly, with adequate time to permit PARTNER to obtain such licenses, permits, certificates, and credentials.

- B. PARTNER further certifies to COUNTY that it and its principals are not debarred, suspended, or otherwise excluded from or ineligible for, participation in federal, State or county government contracts.

VII. STATUS OF PARTNER

- A. It is understood and agreed that PARTNER (including PARTNER's employees) is a volunteer partner and that no relationship of employer-employee exists between the parties hereto. PARTNER's assigned personnel shall not be entitled to any benefits payable to employees of County. PARTNER hereby indemnifies and holds County harmless from any and all claims that may be made against County based upon any contention by any third party that an employer-employee relationship exists by reason of this MOU.
- B. If, in the performance of this agreement, any third persons are employed by PARTNER, such person shall be entirely and exclusively under the direction, supervision, and control of PARTNER. All terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by PARTNER, and the County shall have no right or authority over such persons or the terms of such employment.
- C. It is further understood and agreed that as a volunteer partner and not an employee of County, neither the PARTNER nor PARTNER's assigned personnel shall have any entitlement as a County employee, right to act on behalf of County in any capacity whatsoever as agent, nor to bind County to any obligation whatsoever. PARTNER shall not be covered by worker's compensation; nor shall PARTNER be entitled to compensated sick leave, vacation leave, retirement entitlement, participation in group health, dental, life and other insurance programs, or entitled to other fringe benefits payable by the County to employees of the County.
- D. It is further understood and agreed that PARTNER must issue W-2 and 941 Forms for income and employment tax purposes, for all of contractors assigned personnel under the terms and conditions of this agreement.

VIII. COMPLIANCE WITH CHILD, FAMILY AND SPOUSAL SUPPORT REPORTING OBLIGATIONS

- A. PARTNER's failure to comply with state and federal child, family and spousal support reporting requirements regarding a PARTNER's employees or failure to implement lawfully served wage and earnings assignment orders or notices of

assignment relating to child, family and spousal support obligations shall constitute a default under this MOU.

- B. PARTNER's failure to cure such default within 90 days of notice by COUNTY shall be grounds for termination of this MOU.

XII. BENEFITS WAIVER

If PARTNER is unincorporated, PARTNER acknowledges and agrees that PARTNER is not entitled to receive the following benefits and/or compensation from COUNTY: medical, dental, vision and retirement benefits, life and disability insurance, sick leave, bereavement leave, jury duty leave, parental leave, or any other similar benefits or compensation otherwise provided to permanent civil service employees pursuant to the County Charter, the County Code, the Civil Service Rule, the Sacramento County Employees' Retirement System and/or any and all memoranda of understanding between COUNTY and its employee organizations. Should PARTNER or any employee or agent of PARTNER seek to obtain such benefits from COUNTY, PARTNER agrees to indemnify and hold harmless COUNTY from any and all claims that may be made against COUNTY for such benefits.

XIII. RETIREMENT BENEFITS/STATUS

PARTNER acknowledges and agrees that COUNTY has not made any representations regarding entitlement, eligibility for and/or right to receive ongoing Sacramento County Employee Retirement System (SCERS) retirement benefits during the term of this Agreement. By entering into this Agreement, PARTNER assumes sole and exclusive responsibility for any consequences, impacts or action relating to such retirement benefits that is or will be occasioned as a result of the services provided by PARTNER under this Agreement. PARTNER waives any rights to proceed against COUNTY should SCERS modify or terminate retirement benefits based on PARTNER's provision of services under this Agreement.

XIV. CONFLICT OF INTEREST

PARTNER and PARTNER's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property or source of income which could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this MOU.

XV. LOBBYING AND UNION ORGANIZATION ACTIVITIES

- A. PARTNER shall comply with all relevant certification and disclosure requirements prescribed by Section 319, Public Law 101-121 (31 U.S.C. § 1352) and any implementing regulations.

- B. If services under this Agreement are funded with state funds granted to COUNTY, PARTNER shall not utilize any such funds to assist, promote or deter union organization by employees performing work under this Agreement and shall comply with the provisions of Government Code Sections 16645 through 16649.

XVI. NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS AND FACILITIES

- A. PARTNER agrees and assures COUNTY that PARTNER and any subcontractors shall comply with all applicable federal, state, and local Anti-discrimination laws, regulations, and ordinances and to not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, or agent of COUNTY, or recipient of services contemplated to be provided or provided under this MOU, because of race, ancestry, marital status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, age (over 40), medical condition (including HIV and AIDS), or physical or mental disability. PARTNER shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of COUNTY employees and agents, and recipients of services are free from such discrimination and harassment.
- B. PARTNER represents that it is in compliance with and agrees that it will continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), the Fair Employment and Housing Act (Government Code §§ 12900 et seq.), and regulations and guidelines issued pursuant thereto.
- C. To the extent that PARTNER compiles relevant data, maintains relevant records, and submits relevant reports, PARTNER agrees to compile data, maintain records and submit reports to permit effective enforcement of all applicable antidiscrimination laws and this provision.
- D. PARTNER shall include this nondiscrimination provision in all subcontracts related to this MOU.

XVII. BACKGROUND CHECK REQUIREMENT

PARTNER shall:

- A. Perform background checks on all bike patrol members , including a criminal background check with Live Scan finger printing.
- B. Disqualify anyone that must register pursuant to Penal Code Section 290.
- C. Examine the arrest and conviction records of all current and prospective bike patrollers, and disqualify any person convicted of any crime involving harm to any person.

- D. Develop policies for disqualifying bike patrol member who do not pass a background check.

XVIII. INDEMNIFICATION

To the fullest extent permitted by law, each of the Parties shall indemnify, defend and hold harmless each of the other Parties, their respective governing boards, officers, directors, officials, employees, and authorized volunteers and agents from and against any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (collectively "Claims"), including cost of defense, settlement, arbitration, and reasonable attorneys' fees, resulting from injuries to or death of persons, including but not limited to employees of either Party hereto, and damage to or destruction of property or loss of use thereof, including but not limited to the property of either Party hereto, arising out of, pertaining to, or resulting from the acts or omissions of their respective governing boards, officers, directors, officials, employees, volunteers, agents, or contractors.

It is the intention of the Parties that the provisions of this indemnity be interpreted to impose on each Party responsibility for the acts and omissions of their respective governing boards, officers, directors, officials, employees, volunteers, agents or contractors. It is also the intention of the Parties that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any Claims attributable to the fault of that Party, its governing board, officers, directors, officials, employees, volunteers, agents, or contractors.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the Parties.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

XIX. PAYMENT

There shall be no compensation by or to either party in association with this MOU.

XX. SUBCONTRACTS, ASSIGNMENT

- A. PARTNER shall obtain prior written approval from COUNTY before

subcontracting any of the services delivered under this MOU. PARTNER remains legally responsible for the performance of all contract terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this MOU. PARTNER shall be held responsible by COUNTY for the performance of any subcontractor whether approved by COUNTY or not.

- B. This MOU is not assignable by PARTNER in whole or in part, without the prior written consent of COUNTY.

XXI. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this MOU shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this MOU shall be binding upon COUNTY unless agreed in writing by DIRECTOR and counsel for COUNTY.

XXII. SUCCESSORS

This MOU shall bind the successors of COUNTY and PARTNER in the same manner as if they were expressly named.

XXIII. TIME

Time is of the essence of this MOU.

XXIV. INTERPRETATION

This MOU shall be deemed to have been prepared equally by both of the parties, and the MOU and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

XXV. DIRECTOR

As used in this MOU, "DIRECTOR" shall mean the Director of the Department of Regional Parks, or his/her designee.

XXVI. DISPUTES

In the event of any dispute arising out of or relating to this MOU, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed

to by the parties in writing, either party may pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this MOU or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law.

XXVII. TERMINATION

- A. COUNTY or PARTNER may terminate this MOU with or without cause upon thirty (30) days written notice to the other party. Notice shall be deemed served on the date of mailing.

XXVIII. PRIOR MOUS

This MOU constitutes the entire contract between COUNTY and PARTNER regarding the subject matter of this MOU. Any prior MOUs whether oral or written, between COUNTY and PARTNER regarding the subject matter of this MOU are hereby terminated effective immediately upon full execution of this MOU.

XXIX. SEVERABILITY

If any term or condition of this MOU or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this MOU are declared severable.

XXX. FORCE MAJEURE

Neither PARTNER nor COUNTY shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of the other party or third parties (except as otherwise specifically provided herein).

XXXI. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this MOU are subject to all of the terms, conditions, price discounts and rates set forth herein, notwithstanding the expiration of the initial term of this MOU or any extension thereof. Further, the terms, conditions and warranties contained in this MOU that

by their sense and context are intended to survive the completion of the performance, cancellation or termination of this MOU shall so survive.

XXXII. DUPLICATE COUNTERPARTS

This MOU may be executed in duplicate counterparts. The MOU shall be deemed executed when it has been signed by both parties.

Signatures scanned and transmitted electronically shall be deemed original signatures for purposes of this MOU, with such scanned signatures having the same legal effect as original signatures. This MOU may be executed through the use of an electronic signature and will be binding on each party as if it were physically executed.

XXXIII. AUTHORITY TO EXECUTE

Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU for or on behalf of the parties to this MOU. Each party represents and warrants to the other that the execution and delivery of the MOU and the performance of such party's obligations hereunder have been duly authorized.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be duly executed as of the day and year first written above.

**COUNTY OF SACRAMENTO, a
political subdivision of the State
of California**

By 
Liz Bellas, Director
Regional Parks

National Ski Patrol

By 
Lance Vaughan,
Far West Division Director
National Ski Patrol

Date: February 26, 2020 Date: February 26, 2020

Under delegated Authority by
Resolution Number: 2020-0140

CONTRACT REVIEWED AND APPROVED BY COUNTY COUNSEL

By: Date:

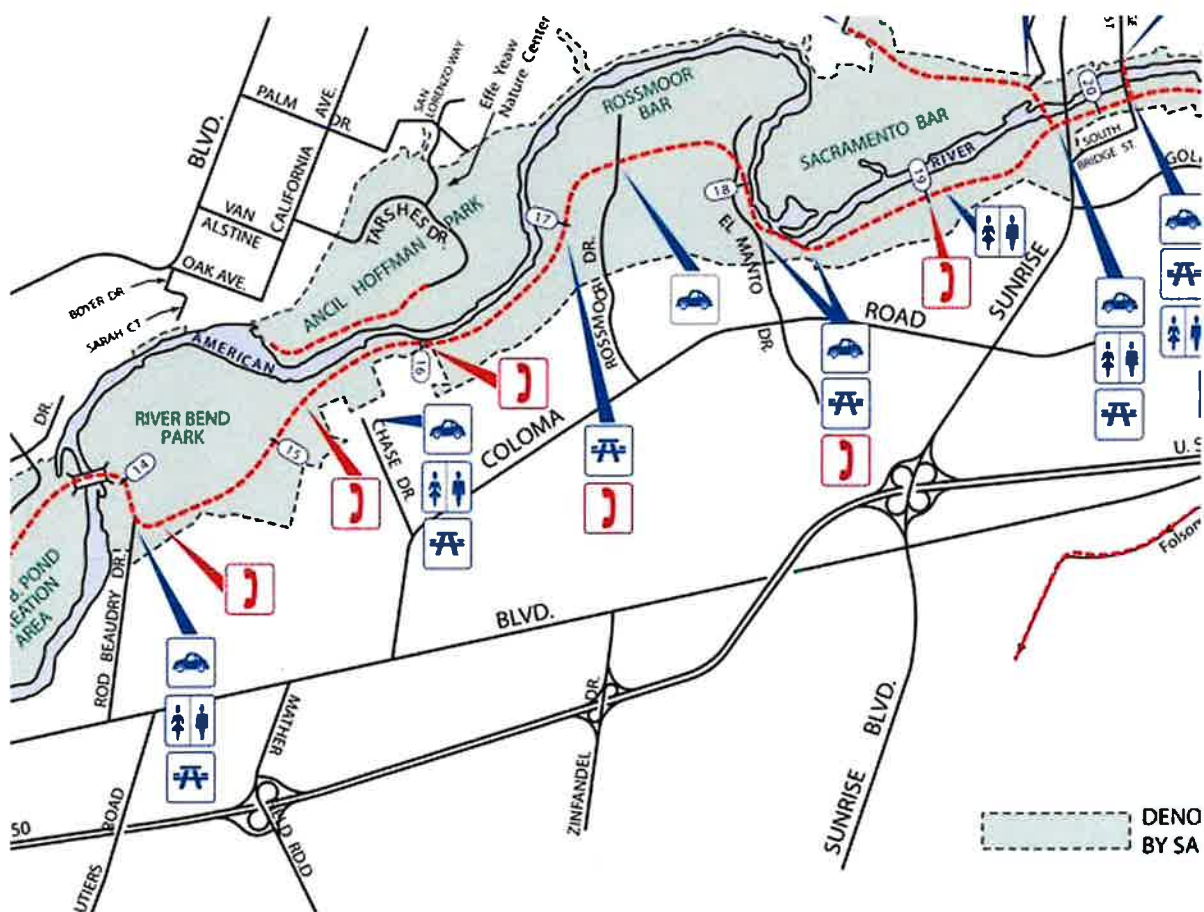
ATTACHMENT B

American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Project

The American River Bike Patrol's organizational strength and successful growth - despite the global pandemic - has relied firmly on its relationship with the National Ski Patrol (NSP). Our Young Adult Bike Patroller Program structure and curriculum is based on the NSP's 30-year experience engaging and developing diverse youth. We are excited about the opportunity to partner with the City of Rancho Cordova to expand and strengthen our youth programs specifically in Rancho Cordova neighborhoods within 5-15 miles of the focus area on the map below.

Mission: The mission of the ARBP Young Adult Program is to recruit, educate, and develop young adults with an interest in biking by providing an atmosphere that encourages fun, physical fitness, leadership, injury prevention, health and safety education and personal growth.

Proposed Project Focus Area Map



Youth Engagement, Training and Leadership Development Approach

Recruiting: We will work with Grant Partner Agencies (**Attachment C**) to identify at risk Cordova youth aged 15-18 to participate in the YAP project. In addition, we have been interfacing with the Rancho Cordova Police Activities League PAL and the Sun River Church Youth Program to establish effective ways to identify and recruit students. ARBP's current Young Adult Leaders are developing a social media campaign to distribute to high school students. ARBP Adult Mentor/Advisors are developing relationships with athletic directors/coaches and administrators at Cordova High to target 9th, 10th, and 11th graders to benefit from YAP.

Application Process: Prospective students/parents complete a questionnaire and statement of financial need to determine eligibility for training and equipment stipends. Adult Mentor/Advisors will interview youth to explain program commitment and benefit. Successful candidates will be enrolled in monthly training classes and, at the same time, will begin participating in weekly patrol rides with senior adult patrollers.

Training: One of the most important skills that students in this program learn is that of becoming a leader. Students are encouraged to take charge on accident scenes, manage their patients, resources, and other patrollers. They are trained to take issues of liability and area management into consideration and act accordingly. They are also educated on how to successfully interface with other emergency services such as police, fire, and EMS agencies.

It's not every organization that can say they provide young adults with opportunities to become strong leaders in a "do or die" situation, but the ARBP young adult program does just that.

One of the backbone components of YAP is leadership training. Students are taught to manage accident scenes with multiple patients, make transport decisions based on injuries, manage other resources on scene such as emergency first responders and equipment, and communicate with witnesses to obtain information. Students are also taught about how to effectively communicate critical patient information to outside emergency service providers via face-to-face interaction and how to communicate over the radio. Its these types of skills through rigorous training that helps turn a seemingly ordinary student into a born leader.

Parental/Family Involvement: Because they will play an important part in seeing that students are able to make the commitment to the program, parents are included from the start as youth are recruited. The YAP project encourages parents to give support at home and be a positive influence in keeping young adults enthused about the program. Our training curriculum includes sessions for parents such as the initial orientation, COVID Safety Training, Bike Repair.

Class List & Patrol Activities:

- **Outdoor First Care (OFC)** - First Responder/Emergency Management curriculum through NSP
- **Basic Life Support/CPR** - Advanced medical training to handle medical emergencies
- **Comprehensive First Aid** - ARBP medical team provides training and materials
- **Advanced Bike Skills** - Students learn safe and effective riding through training and weekly patrols
- **Bike Maintenance/Repair** - Students receive high-end refurbished bikes and learn to keep them rolling
- **COVID Safety** - ARBP medical team keeps everyone up-to-date on latest pandemic concerns
- **Weekly Patrolling/Reporting** - YAP patrollers practice and learn advanced biking techniques, best practices for fulfilling online reporting, and "on-the-job" public management from communication and conflict management to advanced emergency response

ATTACHMENT C

**American River Bike Patrol - Rancho Cordova Youth Bike Patroller (YAP) Project
Program Support/Partner Agencies**

American River Parkway Coalition (916) 488-3894
Betsy Weiland, Facilitator flweiland@yahoo.com

American River Parkway Foundation (916) 486-2773
Dianna Poggetto, Executive Director dpoggetto@arpf.org

American River Parkway Volunteer Equestrian Patrol
Sue Fossum, fossumsusan@hotmail.com,
Cordell Van Rees, cvanrees@sbcglobal.net

National Ski (and Bike) Patrol, Far West Division
Lance Vaughan, Division Director LanceVskiing@gmail.com.

Sacramento Bike Hikers Bike Club:
Ken Jones, President kenjones234@gmail.com
Becky Neal, Past-President nrbneal@sbcglobal.net.

Sacramento County Regional Parks (916) 875-6961
Liz Bellas, Parks Director bellase@saccounty.net
Leonard Orman, Chief Ranger, ormanl@saccounty.net

Save the American River Association
Stephen Green, President of the Board gsg444@sbcglobal.net.

ARBP - Rancho Cordova Young Adult Bike Patroller (YAP) Project Team**ATTACHMENT D**

Project Leader, Tim Viall, Rancho Cordova Resident

tviall@msn.com 209.969.3875

11135 Moose River Ct, Rancho Cordova, CA 95670,

Assistant Project Leader, Chris Clarke, Rancho Cordova Resident

1800clarke@gmail.com 916. 997.1010

11214 Wind River Ct., Rancho Cordova, CA 95670,

Young Adult Patroller Team Leader, Luciana Voss

lucianavoss@icloud.com 916.661.7843

3332 Deodar St., Carmichael, CA 95608

Young Adult Patroller Graduate, Branden Cheng

btwc02@gmail.com 916.832.3100

4090 Vista Drive, Loomis, CA 95650

ARBP Medical Trainer, James Margolis, MD

jamadapa@att.net 916.947.9636

601 39th Street, Sacramento, CA 95816

Bicycle Maintenance Training & Youth Mentor, Rich Fowler

richowlman@gmail.com 916.761.7382

7573 River Ranch Way, Sacramento, CA 95831

ARBP Patrol Representative & Youth Mentor, James Cheng

jimarbp@yahoo.com 916.832.3100

4090 Vista Drive, Loomis, CA 95650

YAP Advisor/Mentor, Carolyn Lewis

clewis@lewisbig.com, 916-768-7737

3012 Norris Avenue, Sacramento, CA 95821

YAP Advisor/Mentor, Carolyn Streng

carolynstreng0219@gmail.com 209.625.7326

11375 Tunnel Hill Way, Gold River, CA 95670



ARBP Youth Patrollers - Branden & LuLu

ATTACHMENT E

American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Project**Project Goals/Metrics July 1, 2021 to June 30, 2024**

Annual Project Goals Yrs 1-3	Measurement/Metric	ARBP Project Team Assigned
Recruit, train, and engage 10 Rancho Cordova Young Adult Patrollers, age 15-17, each year.	Training Assessments/Test Results, YAP Monthly Patrol Stats & Incident Reports, Monthly Advisor Reports	Project Lead, Project Committee and Partners, Training Leads, Adult and Youth Mentors
Retain 5 from each of the previous year's 10 Young Adult Patrollers into Project Years 2 & 3.	YAP Monthly Patrol Stats & Incident Reports, Monthly Advisor Reports	Adult and Youth Mentors
Establish and maintain a collaborative Project Advisory Board that meets regularly and provides community relations and sustainability.	Board Meeting Minutes, News Articles, Social Media Posts	Project Lead/Coordinator and Project Partners/Advisory Board
Increase participation by Families and the Rancho Cordova Community as a whole in experiencing Parkway benefits through YAP Project Training and Events.	Training Rosters from YAP/ARBP sessions where parents are invited, Parkway/ARBP event participation stats	Project Lead/Coordinator and Project Partners/Advisory Board

ATTACHMENT F

**American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Project Estimated Budget
July 1, 2021 to June 30, 2024**

Expenditure Category	Cost/Youth	CEF Yr1	CEF Yr2	CEF Yr3	In-Kind Each Yr
YAP Training/Cert - 10 Youth per Yr					
NSP Dues	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
OFC Training	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Basic Life Support/CPR	\$ 80	\$ 800	\$ 800	\$ 800	\$ -
Comprehensive First Aid	\$ 80	\$ 800	\$ 800	\$ 800	\$ -
Advanced Bike Skills	\$ 75	\$ -	\$ -	\$ -	\$ 750
Bike Maintenance/Repair	\$ 75	\$ -	\$ -	\$ -	\$ 750
Training/Cert - 10 Youth + Parents per Yr					
COVID Safety Training	\$ 150	\$ -	\$ -	\$ -	\$ 1,500
Family Training Materials	\$ 25	\$ 250	\$ 250	\$ 250	
Project Orientation/Intro	\$ 25	\$ 250	\$ 250	\$ 250	\$ -
Subtotal	\$ 710	\$ 4,100	\$ 4,100	\$ 4,100	\$ 3,000
Advanced Bikes/Equipment - 10 Youth	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Training-Location Rental	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Uniforms, Bike Tools/Equipment/Helmets	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Extra Liability Insurance	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Subtotal	\$ 700	\$ 7,000	\$ 7,000	\$ 7,000	\$ 1,000
Advisory Board Meetings					
Meeting Materials/ZOOM	NA	\$ 500	\$ 500	\$ 500	\$ 240
Ride the Parkway Event	NA	\$ -	\$ -	\$ -	\$ 1,000
Subtotal	\$ -	\$ 500	\$ 500	\$ 500	\$ 1,240
GRAND TOTAL ANNUALLY	\$ 1,410	\$ 11,600	\$ 11,600	\$ 11,600	\$ 5,240
3-YEAR GRAND TOTAL	\$ 4,230	\$ 34,800			\$ 15,720

Total Project Cost/Year	\$ 16,840
Total 3-Year Project Cost	\$ 50,520

ATTACHMENT G

American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Proposed Project Timeline
July 1, 2021 to June 30, 2024

Training Class/Activity/Event	CEF Yr1	CEF Yr2	CEF Yr3
Recruit 15 prospective Cordova youth aged 15-18	June 2021	June 2022	June 2023
Application Process Complete - 10 YAP Candidates Accepted	July 2021	July 2022	July 2023
YAP & Parents Orientation Session	August 2021	August 2023	August 2021
Advanced Life Support/CPR Training Complete	August 2021	August 2023	August 2021
OFC Online Training Certificate Complete	August 2021	August 2023	August 2021
1st Saturday Monthly Patrol Sessions/Advanced Bike Skills	Sep 21 -June 22	Sep 22 -June 23	Sep 23 -June 24
OFC Hands-On Training Complete	September 2021	September 2022	September 2023
Comprehensive First Aid Training Complete	October 2021	October 2021	October 2021
COVID Pandemic or Advanced Safety Class Complete	October 2021	October 2021	October 2021
YAP Candidates receive patrol bikes/equipment	October 2021	October 2021	October 2021
Bike Maintenance/Repair Classes - 3 Per Year on 1st Saturdays	Oct 21 -June 22	Oct 22 -June 23	Oct 23 -June 24
YAP Trainees Graduate - Family & Friends Celebration Event	June 22	June 23	June 24
Ride the Parkway Recruiting/Public Relations Event	September 2021	September 2022	September 2023
Engage Grant Partners to Develop Advisory Board Charter	September 2021		
Recruit specific Board Members from Rancho Cordova	November 2021		
Board Meets Quarterly	Jan-Apr-Jul-2022	Jan-Apr-Jul-2023	Jan-Apr-Jul-2024

American River Bike Patrol - Rancho Cordova Young Adult Bike Patroller (YAP) Project Sustainability Plan

The ARBP is committed to a long-term presence serving Greater Sacramento to preserve the American River Parkway and promote safe riding along with leadership development for youth and adult patrollers. We see the YAP Program as an integral part of sustaining the ARBP mission through training and development of young Patrollers. The Rancho Cordova YAP program will simply build on its success each year. In addition, by creating a collaborative project Advisory Board, we strengthen community relationships to ensure ongoing youth participation and future funding sources for program sustainability.

For this 3-year project through Rancho Cordova's Community Enhancement Fund, many local youth who successfully complete their training courses will continue as an Adult Patrol member in subsequent years thus solidifying their leadership, communication and emergency management skills.

Daniel Leonardich

Subject: FW: ARBP-Community Enhancement Fund-Proposed Youth Development Project - Email 1 of 2

Attachments: ARBP_RC-CEF_Proposal_3-2021.pdf; ARBP_SacCountyMOU_AttachmentA.pdf; AttachmentB_ARBP-YAP_ProjectScope&Map.pdf; ARBP_YAP_Partners_AttachmentC.pdf; ARBP-YAP_ProjectTeam-AttachmentD.pdf

From: Carolyn Lewis <clewis@lewisbig.com>

Sent: Friday, March 19, 2021 1:53 PM

To: Stacy Delaney <sdelaney@cityofranchocordova.org>

Subject: ARBP-Community Enhancement Fund-Proposed Youth Development Project - Email 1 of 2

Hi Stacy,

It was nice to meet you on the phone this morning, and I really appreciate your taking the time to communicate on this busy day!

We are excited about the opportunity to possibly expand and focus our youth leadership development program to at risk teens in Rancho Cordova. Here is our completed grant form and attachments to explain the American River Bike Patrol – Rancho Cordova Young Adult Bike Patroller (YAP) Project. I am sending the attachments in 2 emails to be sure we make it through your space limits :=)

We look forward to meeting you in person and hope you have a great weekend!

All Best,

Carolyn

Carolyn Lewis, Board Member
American River Bike Patrol



Office: 916.588.2850 | Mobile: 916.768.7737

clewis@lewisbig.com | www.lewisbig.com

Daniel Leonardich

Subject: FW: ARBP-Community Enhancement Fund-Proposed Youth Development Project - Email 2 of 2

Attachments: ARBP_RC-CEF_Proposal_3-2021_GOALS_AttachmentE.pdf;
ARBP_YAP_Budget_AttachmentF.pdf; ARBP_YAP_Timeline_AttachmentG.pdf

From: Carolyn Lewis <clewis@lewisbig.com>

Sent: Friday, March 19, 2021 1:56 PM

To: Stacy Delaney <sdelaney@cityoffranchocordova.org>

Subject: RE: ARBP-Community Enhancement Fund-Proposed Youth Development Project - Email 2 of 2

Hi Stacy, Here is second and final email with attachments. Thanks! C



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Rancho Cordova Disc Golf Exploratory Program

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

This project provides funds to research the viability of and develop a project plan for a high-quality disc golf course in Rancho Cordova. The City is ideally located to become a destination for disc golf tourism, with 10 of the top 25 courses in California less than a two-hour drive from the city; including 3 of the top 100. There are currently no disc golf courses in Rancho Cordova, yet with many beautiful under-utilized parks and more in development, there is no better time to bring disc golf to the city. This project will be executed primarily by the Rancho Cordova Disc Golf Club (RCDGC).

Disc golf provides an opportunity to engage in a safe, outdoor activity for adults and families that encourages teamwork, communication skills, athletic ability, and physical and mental health. It is an activity that appeals to a wide demographic and is a quickly growing sport. An estimated 8-12 million people worldwide have played at least once and hundreds of thousands play regularly. With an initial investment in discs of \$10-30, the cost to play is minimal. During the COVID-19 pandemic, this non-contact sport has grown rapidly as it allows for outdoor and socially-distanced gathering of small groups or individual play.

It is the intent of RCDGC to submit a proposal to design, construct, and install a high-quality disc golf course in Rancho Cordova at a later date. This project would enable appropriate research to be conducted to ensure the planned future proposal takes into account all aspects essential to building and maintaining a successful disc golf course. Cordova Recreation and Parks District (CRPD) is supportive of this idea and has engaged with RCDGC in conversations about a future disc golf course project at a location in their jurisdiction.

Methodology for collecting data and information for this project may include meeting with local, regional, or state disc golf clubs, existing facility management and maintenance staff, and/or professional or amateur disc golfers. This project will also enable the project team to visit, make observations, and take notes on existing disc golf courses. Finally, it may enable the team to purchase software, technology, sample equipment, and/or marketing materials for in-depth review.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The project will be executed primarily by members of the Rancho Cordova Disc Golf Club (RCDGC) in conjunction with a mapping and construction team, consultant, and members of the community. RCDGC is currently a volunteer organization dedicated to furthering the growth of disc golf in northern California, specifically in the city of Rancho Cordova. Members of the team include Project Organizer Brett Jordan, Course Construction Lead Matt Ortiz, Treasurer Stephen Alberts, Project Member Lydia Bredin, and Project Consultant Curt Haven.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Goal #1: Research the viability of a disc golf course in Rancho Cordova

Goal #2: Draft a project plan for a high-quality disc golf course in Rancho Cordova

Goal #3: Develop an understanding of challenges and successes experienced by organizing teams in installing, maintaining, and promoting disc golf courses

Goal #4: Outline a plan to enhance community pride and quality of life via creating opportunities for citizens of Rancho Cordova of all ages to enjoy a safe, socially distanced outdoor activity

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$5,000

Estimated breakdown of project expenditures:

\$2,000 Course design and construction technology, which may include architectural plans, landscaping designs, blueprints, and corresponding software.

\$1,500 Existing course exploration, which may include visiting, making observations at, and taking notes on existing disc golf courses.

\$1,000 Research and diplomacy, which may include meeting with local, regional, or state disc golf clubs, existing facility management and maintenance staff, and/or professional or amateur disc golfers.

\$500 Sample equipment, marketing materials, and other items for review

Matching funds (including any in-kind contributions): \$10,000

Include any other funding contribution to include your own: \$2,000

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: None

Total Community Enhancement Funds requested: \$5,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs? N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Anticipated project start date: July 1, 2021

Anticipated project conclusion date: January 31, 2022

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Because this project is intended to provide the basis for a proposal for a disc golf course to be installed in 2022/2023 in conjunction with Cordova Recreation and Parks District, conclusions should be drawn from the research garnered by this project and outlined in a proposal no later than February 1, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes. The project team is able to meet virtually and develop mapping and course design independently. Furthermore, in-person research missions may be conducted in socially-distanced, outdoor settings.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Various at this time; however, a location for a future course is currently being discussed with CRPD

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Lydia Bredin**Title:** Member, Rancho Cordova Disc Golf ClubIndividual ☒ Public Agency ☐ Non-Profit ☐ Other ☐**Phone:** (415) 793-3663**Email:** Lydia.Bredin@gmail.com**Mailing Address:** 7001 Maita Circle; Sacramento, CA 95820

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Lydia Bredin**Title:** Member, Rancho Cordova Disc Golf Club**Phone:** (415) 793-3663**Email:** Lydia.Bredin@gmail.com**Mailing Address:** 7001 Maita Circle; Sacramento, CA 95820

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Stacy Delaney

From: Lydia Bredin <lydia.bredin@gmail.com>
Sent: Friday, March 19, 2021 2:44 PM
To: Stacy Delaney
Cc: Daniel Leonardich; havencurt@gmail.com; brettjordan1421@gmail.com
Subject: CEF Grant Application - RCDGC
Attachments: RCDGC Exploratory Program CEF Grant Application.pdf

Hi Stacy -

Attached, please find a Community Enhancement Grant application for the Rancho Cordova Disc Golf Exploratory Program. Please let me know if you have any questions or if you need anything.

Thank you,

Lydia Bredin
415.793.3663



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Meals on Wheels by ACC has operated the senior nutrition program in Sacramento County since July 2010 for the purpose of providing eligible older adults with wholesome, nutritionally sound meals to enable to maintain their independence and live in their own homes and community. MoW is more than just a meal, it also provides a point of friendly contact, safety check services, community resources, nutrition education and more to help older adults feel connected to their community.

Under this project, we expect to serve an additional 3,546 meals to residents of Rancho Cordova. This funding request is intended to extend our CDBG funding request to serve a total of 17,726 meals to an estimated 120 older adults. This additional request will help us reach additional seniors in need of meal service support in Rancho Cordova than CDBG funding alone will allow.

Prior to the COVID-19 Pandemic, the Home Delivered Meal program (HDM) provided either a hot daily meal M-F or a weekly box of five frozen meals to each participant. Due to the pandemic, all participants are receiving frozen meals. We have worked with emergency contacts and neighbors to assist our hot participants with getting the boxes inside their home and in some cases, with heating of the meals. We are hopeful that as the vaccinations become more widespread and the County opens up, we can resume daily hot meal deliveries for our most needy participants.

When the County issued the Shelter at Home order, we also had to close our All Seasons Café sites. We quickly pivoted and began delivering shelf stable and frozen boxes to café participants and others who desired our meal

service. Need for the program has stayed high all year. We are hopeful that we will be able to resume Café meals sometime this coming fiscal year. Until that time, we plan to continue to deliver Emergency Meals to those who wish our service to support their desire and need to limit contact and outings, and thus, their exposure to COVID-19.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Meals on Wheels Management and Staff: Kevin McAllister, Executive Director; Michelle Bustamante, Operations Manager, Lenise Curtis, Social Services Manager, Jennifer Massello, Contracts and Data Analyst/Office Manager; Nancy Bess, Interim Nutrition Services Manager, John Camarillo, R.D., Registered Dietician and the CaseWorker, Administrative, Drive and Volunteer Teams.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Provide approximately 17,726 meals that meet 1/3 of the Dietary Referenced Intake to an estimated 120 senior residents of the City of RC.

- Deliver and serve nutritious meals weekly to an average of 65 Rancho Cordova residents. Currently, all meals being delivered are frozen or shelf stable, and we plan to resume hot meal deliveries once it is deemed safe to do so.
- We also plan to open some of our previous All Seasons Cafes for lunchtime service once it is deemed safe and the centers are agreeable and open for daily activities. Until such time that we are able to reopen the All Seasons Cafes, we will continue to deliver either frozen or shelf stable meals to Café participants.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost:

The total cost of providing 3546 meals to approximately 18 additional Rancho Cordova seniors is \$41,736.42. The total food cost of 3546 meals is \$15,496.02.

Estimated breakdown of project expenditures:

The total project cost (CDBG grant + CES grant) of providing 17,726 meals to 120 Rancho Cordova seniors is \$208,635.02. The total food cost of 17,726 meals is \$77,462.62. The City's share of cost reimbursement rate is \$2.82/meal and has not changed since the program's inception in 2010. This CES grant funding is intended to be gap funding and only covers 24% of the total cost of delivering 3546 meals; or 64% of the total food cost of providing those meals.

Matching funds (including any in-kind contributions):

Volunteer in-kind hours, meal delivery and office volunteers. Once the All Seasons Cafes open, café volunteers and volunteer café coordinators. Volunteer hours are currently limited due to COVID-19, but we hope to resume more normal volunteer operations once it is safe to do so. Seven of the Eight HDM routes in the City of Rancho Cordova are currently delivered weekly by volunteers.

Include any other funding contribution to include your own:

Meals on Wheels depends on several agency funding sources to cover program service delivery costs. They include:

Area Agency on Aging\4
Participant Contributions
Donor Donations
Rancho Cordova CDBG Funding

The Cities of Sacramento, Citrus Heights, Elk Grove, and the County of Sacramento provide a combination of CDBG and City Funds to support senior residents with Meals on Wheels. The Cities of Folsom and Galt provide city funds to MoW for their senior residents.

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Next year's budget is not yet set, however, significant increases in staffing, benefits and cost of doing business are expected.

Total Community Enhancement Funds requested: \$10,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years: 1

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 3

When will your request for funding sunset for ongoing programs?

MoW shares in the desire to become self-sustaining and has not requested an increase in the meal reimbursement rate since 2010. MoW has seen governmental funding flatten or even decrease over the past ten years while the need for services increases each year with the rapid growth and aging of the senior population. With minimum wage and program costs rising each year, MoW is constantly being asked to do more with less. This erosion of capacity has eaten away the ability to provide proactive services and person-centered care our local seniors desire and deserve. We have taken good strides to raise community awareness and public donations through solicitations and grant writing. MoW has continued to increase mail solicitations and has explored other avenues of fundraising, such as social media solicitations and increased posts with links to donate, primarily on Facebook. We continue to receive bequests, stock donations, car donations, website donations and continue to participate in local events like Big Day of Giving and even national events like the Combined Federal Campaign, which allows federal employees to give directly from their paychecks.

MoW continues to seek additional sources of funding to reduce the burden on our current governmental funding sources while improving and expanding the services we provide to our senior participants.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

July 1, 2021 to June 30, 2022 will begin MoW's eleventh years of service providing senior nutrition services to Sacramento County and City of Rancho Cordova senior residents.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

MoW is entering our eleventh year of providing service to Sacramento County and the City of Rancho Cordova. Even during the worst of the pandemic crisis, MoW did not shut down, but continued to provide meal service to

seniors who needed and wanted help to shelter in place and avoid COVID-19. MoW has not missed a delivery route since program inception in 2010. Staff and volunteers have taken pride in continuing to serve our senior participants with the respect and care they deserve. We have disaster plans to cover local, state and national disasters. Our caterer, Trio Senior Meals, has their own disaster plans that were recently implemented when there was a flood at their Jackson, MS food production plant. Trio quickly pivoted and moved meal production to a secondary plant in Irvine, CA and MoW did not see any disruption in meal deliveries to the local Trio branch or to MoW participants.

MoW has consistently exceeded SOS goals for grants and takes pride in doing so. We feel it is our responsibility to those we serve. MoW has plans in place to continue meal service and does not anticipate any disruption in service.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes. When the COVID pandemic closed Sacramento County, we closed our Café locations and pivoted to meal deliveries to café participants. We also changed our HDM delivery model to account for social distancing and stopped entering homes; changed our procedure from home visits to phone calls to screen for eligibility on both initial screenings and quarterly reassessments. We have been able to serve everyone who has wished our service either through the traditional HDM program or through the Emergency Meals program. We have hired additional drivers to support additional routes and moved staff from café positions to driver positions for the duration of the pandemic. Operations can be scaled up or down easily to quickly accommodate changes in pandemic climate and the County's ability to safely transition into less restrictive tiers. We have tried to anticipate needs as we are able to re-open some cafes and have plans and equipment in place for when we are able to do so.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address:

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Jennifer Massello,
Office Manager/Contracts &
Data Analyst

Non-Profit

Title:

Other ☐

Individual ☐ Public Agency ☐

☐

Email:

Phone:

Mailing Address:

7375 Park City Dr

Sacramento, CA 95831

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Darrick Lam

Title: President/CEO

Phone: 916-394-9633

Email: dlam@accsv.org

Mailing Address: 7334 Park City Drive, Sacramento, CA 95831

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

AMI BERA, M.D.

7TH DISTRICT, CALIFORNIA

COMMITTEE ON FOREIGN AFFAIRS:

VICE RANKING MEMBER

SUBCOMMITTEES:

ASIA AND THE PACIFIC

AFRICA, GLOBAL HEALTH, AND HUMAN RIGHTS

COMMITTEE ON SCIENCE, SPACE, AND
TECHNOLOGY:

SUBCOMMITTEES:

RANKING MEMBER, SPACE

RESEARCH AND TECHNOLOGY



Congress of the United States

House of Representatives

WASHINGTON OFFICE
1431 LONGWORTH BUILDING
WASHINGTON, DC 20515
PHONE: (202) 225-5716
FAX: (202) 226-1298

DISTRICT OFFICE
8950 CAL. CENTER DRIVE
BUILDING 3, SUITE 100
SACRAMENTO, CA 95826
PHONE: (916) 635-0505
FAX: (916) 635-0514

HTTP://WWW.BERA.HOUSE.GOV
AMI.BERA@MAIL.HOUSE.GOV

March 12, 2021

Pam Miller
Executive Director
Agency on Aging Area 4
1401 El Camino Avenue, 4th Floor
Sacramento, CA 95815

Re: OAA Nutrition Program (Title III-C) Grant Application – Meals on Wheels by ACC

Dear Ms. Miller:

It is with great pleasure that I write to you regarding the grant application submitted by Meals on Wheels by ACC for the Older Americans Act Nutrition Program (Title III-C).

Meals on Wheels is a remarkable organization that focuses on providing the nutrition seniors need to continue living a fulfilling life. I have had the privilege to volunteer directly with this organization on many occasions, including by serving lunchtime meals to seniors and delivering meals directly to homebound seniors throughout Sacramento County. Additionally, Meals on Wheels fosters community and the personal connection that many of our seniors often lack.

During this global pandemic, we've become more acutely aware of the vital role Meals on Wheels assumes in caring for our seniors. Title III-C Nutrition Services funding will have a positive and direct impact to over 2,000 seniors in the county. With 9 out of 10 participants facing food insecurity, food deserts, and/or financial difficulties, these services are unquestionably significant.

Thank you for your thorough and thoughtful consideration of the application from Meals on Wheels by ACC. With the demand for senior nutritional services continuing to grow, we must ensure organizations like Meals on Wheels have the tools necessary to meet the needs of our community.

Be well,

Ami Bera, M.D.
Member of Congress



March 18, 2021

**ADMINISTRATION
AND PROGRAMS**

7334 Park City Drive
Sacramento, CA 95831

Admin

(916) 394-6399 ph
(916) 394-6392 fx

Programs

(916) 393-9026 ph
(916) 393-9128 fx

Tax ID: 94-2271380

OFFICERS

Jean Shiimoto
Chair of the Board
Chiang Wang
Vice Chair of the Board
Titus Toyama
Finance Chair of the Board
Joyce Iseri
Secretary

DIRECTORS

Linda Cabatic
Tim Corcoran
Jeff Hiratsuka
Derrell Kelch
Debi Llata
Mike Marando
Betty Masuoka
Pam Mizukami
Kathryn Sexson
Janet Tedesco
Young Wong

**ACC GREENHAVEN
TERRACE**

1180 Corporate Way
Sacramento, CA 95831
(916) 395-0210 ph
(916) 395-0212 fx

**ACC MAPLE TREE
VILLAGE**

7579 Maple Tree Way
Sacramento, CA 95831
(916) 395-7579 ph
(916) 395-5591 fx

ACC CARE CENTER

7801 Rush River Drive
Sacramento, CA 95831
(916) 393-9020 ph
(916) 393-0113 fx

accsv.org

To Whom It May Concern:

It is my pleasure to submit this letter in support of Meals on Wheels by ACC. Since 2010, Meals on Wheels at ACC has given meals to seniors throughout Sacramento County, serving not only food, but also providing supportive services such as assistive devices, resources and referrals, pet food, friendly telephone calls, and more. Partnerships with Rebuilding Together Sacramento, Door Dash, Denny's and numerous other non-profits, community centers, and churches ensure that our community supports older adults who wish to remain independent in their homes and age with dignity.

Meals on Wheels has risen to meet the challenges of the pandemic by adding hundreds more older adults to the program. Providing them with shelf-stable meals as well as frozen meals will help older adults better prepare for stay-at-home orders, natural disasters, power shut-offs, and other events.

ACC Senior Services is a separate non-profit from Meals on Wheels, and acts as managing agent. ACC Senior Services unreservedly supports Meals on Wheels' proposal.

Sincerely,

Darrick Lam, MSW, MBA
Chief Executive Officer and President



February 22, 2021

Meals On Wheels by ACC

7375 Park City Drive

Sacramento, Ca 95831

Dear Kevin McAllister,

We appreciate our partnership in providing quality meals to the Seniors of Sacramento County.

TRIO Community Meals is committed to providing home-delivered meals and congregate nutrition meals (traditional and non-traditional) for FY 2021-22 as well as the upcoming Contract years.

Our partnership over the last four years has been phenomenal and as you grow and expand your program, we are excited to be partners and look forward to continuing our collaboration for many years to come.

We are excited about partnering with ACC on the kitchen in Sacramento into a full production kitchen with the capacity to produce frozen meals.

Your vision and dedication to Meals on Wheels by ACC as Executive Director and the Seniors of Sacramento County is greatly appreciated and the driving force of growth to the Senior Program.

We are here to support and assist in any way needed.

Sincerely,

A handwritten signature in black ink that reads "Lisa Jackson". The signature is fluid and cursive.

Lisa Jackson

Regional Manager Operations- West Coast

Daniel Leonardich

Subject: FW: Community Enhancement Fund
Attachments: GrantApplication20212022FI.docx; Rep. Bera_Meals on Wheels_03.12.21.pdf; Letter of support for MoW_Signed by DL 03192021.pdf; TRIO Letter of Commitment.pdf

From: Jennifer Massello <jmassello@mowsac.org>
Sent: Friday, March 19, 2021 4:03 PM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>
Subject: RE: Community Enhancement Fund

Hi Daniel,

I submitted it online this afternoon, probably around 2pm—But just in case, here is the word doc and letters of support. Thank you!!!

Jennifer

“When something is important enough, you do it even if the odds are not in your favor.” -Elon Musk



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Building Community Bicycling in Rancho Cordova.

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Sacramento Area Bicycle Advocates (SABA) and Bicycling Advocates for Rancho Cordova (BARC) seek funding for activities during 2021-2022 that include Bike Valet parking, Bike Maintenance pop-up clinics, Social rides, Bike Education classes and educational pop-up experiences for youth integrating cycling with other educational subject matter. With COVID-19 vaccines expected to be widely available by June of 2021, BARC and SABA intend to resume in person events following all CDC, State, County and City health and safety guidance during the pandemic.

SABA and BARC have been partnering to provide services and experiences for Rancho Cordova community members with grants from the Community Enhancement Fund for a number of years. We have used these funds to build capacity in BARC to become a 501(c)(3) non-profit and to build a social media platform for cycling in Rancho Cordova, and together, SABA and BARC have provided bike valet at Rancho Cordova events, like Friday night Concerts in the Park.

While BARC is growing its presence in the community and providing bike valet and social rides in Rancho Cordova, it frees SABA up to provide additional activities that BARC currently does not have the capacity or experience base to provide. Pop-up Bike Clinics in neighborhoods where bike shops are scarce and bike education classes to boost the confidence and skill level of riders round out a larger scope of cycling activities across Rancho Cordova. The result is a doubling of efforts in Rancho Cordova to support its residents in

choosing a bicycle for daily trips or for recreation. Our grant for 2021-2022 extends the work in these areas: to provide direct services to community members in Rancho Cordova and to increase the capacity in Rancho Cordova via BARC and residents to deepen their ability to provide more direct services with the support of SABA.

Project Team Individuals or organizations responsible for the development and delivery of the project.

SABA: Debra Banks, Executive Director, Robert Christiansen, Program Manager, Jeremiah Rohr, Office Manager
BARC: Nick Buchen, Executive Director, Austin Allen & Fayzah Mughal, Board Members, BARC

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

We have three goals for the program.

Goal 1: Implement a community cycling program in Rancho Cordova where residents are encouraged and supported to choose using a bicycle for daily trips and for recreation.

- a. We will do this by providing Bike Valet services to both the July 4th Celebration and Capitol Air Show, hosted by BARC.
- b. We will hold two series of six cycling classes to Rancho Cordova residents. Each class will be open for 20 participants, hosted by SABA.
- c. BARC will hold a set of Social Rides around Rancho Cordova that encourage and will boost confidence in riding. These will be open to all residents in Rancho Cordova.
- d. BARC will provide energizer activities during May is Bike Month.

We expect promotion of outdoor events and enthusiasm to get outside due to the pandemic (pent-up isolation) will bring people out to these events.

Goal 2: Build capacity in Rancho Cordova to service bicycles within the community.

- a. SABA has held pop-up bike clinics throughout Rancho Cordova for a few years. We will hold another set of 8 clinics during this grant cycle. Four of them will be in association with other events scheduled (Bike Valet or in conjunction with the Urban Education classes). In addition, four of these clinics will be held in underserved neighborhoods in Rancho Cordova. Already identified are: Mather Community Center, Lincoln Village, plus two other locations will be identified with the assistance of the Community Engagement office.
- b. In addition, SABA is poised to provide an internship program to teach a cohort of intern's basic bicycle mechanic skills. Matched with SABA's master mechanics, these interns will gain classroom training and will assist and work alongside SABA's Bike Mechanics as we service bicycles in the neighborhoods mentioned above. There is a set curriculum associated with this training, certified by Park Tools.

SABA expects to work on at least 150 bikes throughout these pop-up events, which keep people rolling and bicycles out of the back of garages, basements or worse, landfills. The cohort of interns (8-10) program will yield skills that could help staff the new bike shop in Rancho Cordova or help with the overflow of work due to the pandemic. Completion of the intern program will bring a certificate of completion and some tools to launch new bike mechanics in Rancho Cordova.

Goal 3: Continue building capacity in BARC as a bicycle advocacy organization.

- a. BARC will continue to broaden its reach within the Rancho Cordova community by hosting a number of zoom informational gatherings on topics such as bicycle infrastructure, new developments in street design and other topics that arise. Building a listserv and database of volunteers and “members” will deepen BARC’s reach and provide credibility to its advocacy campaigns with and for the City.
 - b. LIGHT’s ON! is a great way to help cyclists learn about BARC while providing safety lights for commuters during the months of late Fall 2021 and early Spring 2022. BARC and volunteers distribute safety lights to commuters and other cyclists who are not properly lit during the dusk to dark hours. BARC has lights already provided in an earlier grant, so distributing all of them (150 sets), would be a great indicator of success.
 - c. Providing May is Bike Month activities also serves to energize the local community, spread good will and broaden local knowledge about BARC, who they are, what they are about.
- BARC will measure success by the growing number of participants on its member database as well as the number of people who tune in to the zoom informational meetings.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$19099

Estimated breakdown of project expenditures:

These are totals for each set of activities (staffing, materials (printing, promotional materials), mileage, equipment). A spreadsheet with a breakdown for each set of activities is available.

Bike Valet: \$2953

Social Rides: \$899

Bike MD (pop-up repair clinics) + Internship program: \$8570

Urban Bike Classes: \$3698

BARC Capacity Building: \$1379

Grant Management: \$1600

Matching funds (including any in-kind contributions):

SABA will provide half of the hard assets and some of the disposable materials for the Bike Repair Clinics, approximately \$1000. worth of materials.

Include any other funding contribution to include your own:

SABA is in the running for a Transit Occupancy Tax grant, which, if funded will bring additional pop-up repair clinics to Rancho Cordova. In addition, SABA has partnerships with the 50Corridor TMA and BikeLab to deepen and broaden this scope of activities.

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested:

\$19099

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

3

When will your request for funding sunset for ongoing programs?

We anticipate BARC being on its own by 2023.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Spring 2021	Summer 2021	Fall2021	Winter 2021-22	Spring 2022
BARC: Zoom informational mtg (1) BARC: Social Ride BARC/SABA: May is Bike Month energizer activity SABA: Internship planning/prep	BARC: Zoom informational mtg BARC: Social Ride BikeValet: July 4 th plus a Bike MD in attendance SABA: Bike MD + Internship program at Lincoln Village	BARC: Zoom informational mtg BARC: Social Ride Bike Valet: Cap City Air Show: plus a Bike MD in attendance SABA: Bike MD + Internship program at Mather Community Ctr SABA: Urban Cycling class (set of 6 classes - virtual or in person)	BARC: Zoom informational mtg BARC: Light's ON! 3-4 evenings to be determined once Daylight Savings time changes SABA: Bike MD + Internship program in neighborhood TBD	BARC: Zoom informational mtg BARC: Social Ride BARC: May is Bike Month energizer activities SABA: Bike MD + Internship program in neighborhood TBD SABA: Urban Cycling class (set of 6 classes - virtual or in person)

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Given that all of our events are being held by two partnering organizations, we do not expect to have any challenges to execute all of the activities. As mentioned above, everything is seasonally based, with the least going in during the winter months (except LIGHT's ON!).

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The only activities that would be completely shuttered due to a spike in the pandemic is Bike Valet. Everything else can be delivered either virtually, or on an individual basis. Ex: Social rides could be drawn up and promoted through social media channels, with earned swag to people who participate in all of them. Same is true for May is Bike Month energizer activities.

Urban cycling classes can be virtual (like the set we are currently in the middle of from a previous grant). SABA has created a process for Bike MD repair clinics that is pretty close to being touch free, with minimal contact with bicycle owners. This past year, SABA has worked to create ways to remain engaged even through virtual means.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: N/A

Have you received a letter of support for the project from the property owner? Yes ☐ No ☒ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Debra Banks

Title: Executive Director, SABA

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Phone: 916-444-6600

Email: deb@sacbike.org

Mailing Address: 909 12th Street. Ste 204, Sacramento, CA 95814

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Debra C. Banks

Title: Executive Director, SABA

Phone: 916 444-6600 or 720-933-1252 (cell)

Email: deb@sacbike.org

Mailing Address: Sacramento Area Bicycle Advocates, 909 12th Street. Ste 204, Sacramento, CA 95814

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have



Bicycling Advocates for Rancho Cordova
PO Box 2733
Rancho Cordova CA 95741
916-425-0622
bikebarc@gmail.com

March 19, 2021

Debra Banks
Executive Director
Sacramento Area Bicycle Advocates
909 12th Street, Suite 204
Sacramento, CA 95814

Subject: Letter of Support for SABA's Community Enhancement Fund Grant Application

Dear Ms. Banks:

I am writing to express BARC's board of directors' support for the Sacramento Area Bicycle Advocates (SABA) application for Measure H Community Enhancement Funds.

SABA has not only helped BARC in building a foundation, but they have also assisted us with strategic planning, provided advice on social media strategies, taught us to independently run bike valet events, and has been supportive of our pursuit of 501(c)(3) status. SABA has been active in the Rancho Cordova community as well, offering services like bicycle skills courses and bicycle repair clinics to our residents. In partnering with SABA, BARC's goal and hope is to expand outreach and service opportunities, as well as to establish an active, engaged, and proud bicycling community in the city of Rancho Cordova.

BARC fully supports this request for Measure H Funds, and encourages its approval.

Sincerely,

Nick Buchen, Director
Bicycling Advocates for Rancho Cordova

Daniel Leonardich

From: Deb Banks <deb@sacbike.org>
Sent: Friday, March 19, 2021 4:32 PM
To: Daniel Leonardich
Subject: SABA/BARC CEG Grant 2021-2022 submittal
Attachments: SABABARC CEG Grant App 2021-2022.docx; BARC CEG 2021 Support.pdf

Hi Daniel,

I'm so glad I pinged you straightaway! Here is our completed application for the 2021-2022 year of Community Enhancement Grants from Rancho Cordova. Also attached is letter of recommendation from BARC in support of our work with them in Rancho Cordova.

We missed you the other day on the call with Byron. It was a good call and there are partnerships budding. Everyone is excited for the prospects in Rancho.

Ping me with questions and finger's crossed we are funded!

Cheers,
deb



Debra Banks
deb@sacbike.org
Executive Director
Sacramento Area Bicycle Advocates
916-444-6600
Sacbike.org



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Kids On Bikes

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

We believe every child should have the opportunity to get out and ride a bike. We believe the skills will teach them discipline, responsibility, and the knowledge of how to use a positive outlet for stress and in times of uncertainty. As community that utilize all the beautiful trails in Rancho Cordova, we want to encourage and team the future generation of how to maximize the amenities in their community to become better community members.

This project is designed to give kids and teens from disadvantaged communities the opportunity to learn how to ride a bike, being part of a team/community, and learn how to take care of a bike. We will provide each participant a bike to ride, protective gear, and a wonderful learning experience. We will teach each rider how to ride (if necessary), how to wear protective gear correctly, how to ride with a group, how to maintain and care for a bike, and the rules of the road.

We will encourage parents and care-givers to also participate in this event. This expanded participation will bring the community together over a shared hobby to enjoy right in their neighborhood. We will invite the Rancho Cordova Police department to provide instruction on cycling rules and safety, providing a positive interaction with law enforcement and community. Using the trails and streets of Rancho Cordova will show them the importance of taking care of them and being considerate.

The skill we are developing goes beyond just the bike, Studies have found that cyclists make better drivers and cycling will expand the horizon for families and kids who may find it difficult to reach beyond their present paradigms.

We want to help break cycles through cycling.

References:

<https://www.forbes.com/sites/carltonreid/2018/10/09/cyclists-are-better-drivers-than-motorists-finds-study/?sh=46c293056f6c>

<https://gearjunkie.com/biking/study-cyclists-better-drivers-than-motorists>

Project Team Individuals or organizations responsible for the development and delivery of the project.

DBA Rancho Endurance Sports (Rocklin Endurance Sports LLC)

The triathlon shop ownership team and staff will facilitate and coordinate the dedicated events.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The goals are; to give kids from disadvantaged communities the opportunity to get out and ride a bike in response to life stressors/form positive habits, learn about cycling, and be part of a team/group. Teach kids how to maintain and care for a bike. Also, how to be a responsible and rule abiding citizen through learning the rules of the road for cyclists(road rules conducted by Rancho Police Department).

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$20,000

Estimated breakdown of project expenditures:

15 kids and youth bikes: \$400-\$500 per bike: \$6,000 to \$7,500

Trailer modified for storage, repair, and transportation of bikes and gear: \$10,000

Bike Accessories (Helmets, gloves, knee & elbow pads, etc): \$1,500

Food & beverages for post ride: \$2,000 (6 events)

Matching funds (including any in-kind contributions): \$5,000 in time and wages to staff

Include any other funding contribution to include your own: ALL GEAR AT COST

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: \$21,000

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

Continued partnership with organizations and clubs working with kids/teens from Rancho Cordova. We believe our project could be sustained for many years to come. We would only require yearly funds for all protective/safety gear, food and beverage. Bikes replacement possible every 3-5 years, depending on wear.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs? N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Project start date: July 3 continuing through calendar year. Rides would be canceled due to inclement weather.

Additional events will be scheduled if the response from the participants requires it.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We will continue the project past the completion date through ongoing community rides, and connection with kids/team/families.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Cycling is one activity not effected by Covid-19. However, if health orders are mandated, all participants will wear masks, appropriate social distancing, and group size in line with health recommendations.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 2901 Sunrise Blvd Suite 125 Rancho Cordova or public park within Rancho Cordova.

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Richard Burns**Title:** Business ManagerIndividual ☐ Public Agency ☐ Non-Profit ☐ Other ☒**Phone:** 916-878-0227**Email:** rich@ranchoendurance.com**Mailing Address:** 2901 Sunrise Blvd. Suite 125 Rancho Cordova, Ca. 95742

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Lena Oselsky**Title:** Managing Member**Phone:** 559-981-0908**Email:** lena@ranchoendurance.com**Mailing Address:** 2901 Sunrise Blvd. Suite 125 Rancho Cordova, Ca. 95742

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

From: Lena Oselsky <lena@ranchoendurance.com>
Sent: Friday, March 19, 2021 5:06 PM
To: Stacy Delaney; Daniel Leonardich
Cc: Rich Burns; Scott Swinton
Subject: CEF - Grant Application - Kids on Bikes
Attachments: Grant Application 2021-2022_Rancho Endurance Sports 03.19.21.pdf

Hi Stacy and Daniel -

Hope you're both doing well and your week went by wonderfully!

Attached is our grant application for Kids on Bikes on behalf of Rancho Endurance Sports.

We are so excited to be opening up in Rancho Cordova - and can't wait to get our community out on the trails and fill up those bike paths!

Please let us know if you have any questions or need any additional information regarding the application.

Have a wonderful weekend -

Lena

Lena Oselsky
Managing Member
559-981-0908

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Wednesday, March 3, 2021 4:50 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 808013
IP Address: 206.15.249.238
Submission Date: 03/03/2021
Survey Time: 38 minutes, 52 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Kiwanis Rancho Cordova Book Buddies Club

* Project Description

The Book Buddies Club creates and expands home libraries for local low-income children and youth, while strengthening literacy practices within their families and throughout the community. Children who live in poverty are much less likely to have books in their homes. Their families are also much less likely to engage in literacy activities such as reading together, singing together, talking together, and playing together. The lack of access to books and literacy activities are contributing factors to the academic achievement gap experienced by poor children. Providing children and youth with books and encouraging family literacy activities will help our young people to overcome this achievement gap in their education and, ultimately, in their lives. The Book Buddies Club will distribute books through schools and programs with high percentages of children eligible for free school meals in the Folsom Cordova Unified School District. Additionally, the Club will provide family literacy tips and information about free public library services through book distribution events and other community outreach activities. The Kiwanis Club of Rancho Cordova has selected the Book Buddies Club as its signature project.

* Project Team

Kiwanis Club Co-Chairs for the Book Buddies Club are Nora Stroke, Cindy Cogil, and Linda Burkholder. And, all members of the Rancho Cordova Kiwanis Club are actively engaged in implementing Book Club activities, from sorting, labeling and inserting informational materials to actually distributing books at school sites and programs, and community events, as allowed. The Kiwanis Club is partnering with colleagues in the Folsom Cordova Unified School District to distribute books and family literacy information through specific programs such as the After School Education & Safety (ASES) Program, Homeless Services, and specific school site administrators. As district programs re-emerge following Covid restrictions, the Kiwanis Club will reach out to the district's food services department to organize book distribution events at Summer Food Service Program sites. And, the Kiwanis Club is maintaining a Book Buddies presence at events like Easter in the Park and Kids Day. Thus, Kiwanis is partnering with groups like Cordova Recreation and Park District and the Cordova Community Council. Other supporting partners include the Sacramento Public Library, Usborne Books & More, Scholastic Books and First Book. Additionally, other Kiwanis Clubs in our District 44 are expressing interest in assisting with our Book Buddies Club or in launching their own version in their local communities.

* Project Goals

1. Purchase and distribute at least 2000 new books annually. 2. Serve approximately 1000 children annually. 3. Distribute books at school sites of FCUSD, through ASES and Homeless Services Programs of FCUSD, through summer meal program sites of FCUSD, and through community events. 4. Provide family literacy tips and free public library information with all distributed books. 5. Promote the partnership with the City of Rancho Cordova's Community Enhancement Fund, so beneficiaries of the Book Buddies Club are aware that the City is supporting this project.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

7,000

* Estimated breakdown of project expenditures

\$6,000 - Purchase of books \$1,000 - Purchase of bookmarks, tips sheets, banners, book storage bins and promotional materials

* Matching Funds

\$1,500 - Rancho Cordova Kiwanis Club (an increase of \$500 from 2020-21) \$3,000 - Kiwanis International Children's Fund (requested) Additionally, all book vendors (Usborne Books & More, Scholastic Books, and FirstBook) provide free books based on the numbers of books ordered, thus extending our purchasing power.

* Include any other funding contributions

Not applicable

* Ongoing operations and maintenance costs if applicable

Not applicable.

*** Total Community Enhancement Funds requested**

2,500

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project?**

1

*** When will your request for funding sunset for ongoing programs?**

We expect our request for funding from the Community Enhancement Fund will sunset on June 30, 2022.

*** Project Schedule**

The Kiwanis Club is prepared to distribute books and family literacy information from July 1, 2021 through June 30, 2022, depending on availability of school sites and programs, as well as community events.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Because most of the book distribution activities will be aligned with school schedules, we expect the bulk of this project will be completed by the end of the school year in May 2022.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

We are fully prepared to modify our project in order to comply with public health and school district requirements. For example, during 2020/21, we modified our distribution from a process where children were going to look through books on tables and choose one, to distributing books through teachers in classrooms, thus minimizing student contact.. While the individualized selection process has much more impact for the students and the volunteers, providing free books to children is the primary focus of the project.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

Various facilities of Folsom Cordova Unified School District, to be determined. Cordova Meadows Elementary
2550 La Loma Dr.
Rancho Cordova CA 95670
USAlindaburkholder1254@gmail.com; (916)

Other physical addresses if project/program is at multiple sites

SKIPPED

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

Folsom Cordova Unified

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

SKIPPED

* Application submitted by
Linda Burkholder

Title
Kiwanis Rancho Cordova Book Buddies Club Co-Chair

* Submitting as
Non-Profit

* Phone
(916) 612-8267

* **Email**
lindaburkholder1254@gmail.com

* Mailing Address of Submitter
7676 Blackwater Way
Sacramento CA 95831
USA

Signatory's Name
President Kathleen Ross

* Signatory's Phone
(916) 337-0415

* **Signatory's Email Address**
walros3373@comcast.net

* Signatory's Mailing Address
11769 Lilac Canyon Court
Rancho Cordova CA 95742
USA

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Kiwanis Rancho Cordova Book Buddies Club

Name of Organization: Kiwanis Club of Rancho Cordova

Name of Applicant and Title: Linda Burkholder, Co-Chair Book Buddies Club

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: (916) 612-8267

Applicant's Email: lindaburkholder1254@gmail.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kelgiam

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Help Us Feed The Kids

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

We provide weekend food to children that attend Folsom Cordova Unified School District elementary schools and have food insecurity issues. These children all receive free breakfast and lunch through their schools but once they leave school on Friday food can be very scarce for them. We want kids to worry about being kids and not where their next meal is coming from. Each Friday we send home 2 breakfast, 2 lunch, 2 dinner items, and 2 snacks for Saturday/Sunday.

Before COVID-19, we were sending food home for 320 students and anticipated adding 60 more students to our program. With many kids still not back in school, we are sending food home for 275 children but with more and more kids coming back our numbers are growing. We anticipate next school year we will be back to pre-COVID-19 numbers. I worked hard to get Navigator Elementary on our program and when I did not hear back from their Principal, the 3rd time, I reached out to a group that works with homeless families at Mather. These were the students I was most interested in getting our food to so we went around the school to ensure the kids would have plenty to eat on the weekends. We send extra to them because we know there are more than likely other kids in the household.

It worked out well that we had fewer students this year because it allowed us to do drive thru, grab & go pick up points for our food bags and we were able to help the homeless families. We will continue to help them even into the next school year.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Janice Davis with Blessings in a Backpack

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our main goal is to continue through the 2022 school year, providing weekend food to our students. In previous years we have held fundraisers to help us raise the funds to buy the food we send home, but Covid-19 has changed all of that and we won't be able to hold our golf tournament or any other fundraiser. It's understanding but still very frustrating.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$45,900**

Estimated breakdown of project expenditures:

\$1,800 for rent
\$44,100 for food

Matching funds (including any in-kind contributions):

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: **\$25,000**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 2

When will your request for funding sunset for ongoing programs?

June 30, 2022

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Our program runs the entire school year.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Yes, we did for 2021.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: FCUSD elementary schools

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Janice Davis**Title:** Volunteer Program CoordinatorIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 9162135595**Email:** jd@bibsac.org**Mailing Address:** 123 King Sacramento CA 95827

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Janice Davis**Title:** Volunteer Program Coordinator**Phone:** 9162135595**Email:** jd@bibsac.org**Mailing Address:** 123 King Sacramento Ca 95827

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

From: JD <jd@bibsac.org>
Sent: Sunday, February 28, 2021 5:22 PM
To: Daniel Leonardich
Subject: Blessings in a Backpack
Attachments: BIAB app.pdf

Hi Daniel,

I had some issues with the online form so I did your pdf instead and it's attached. I did send the supplemental form up to the FCUSD, also.

JD (Janice Davis)
Program Coordinator

916-213-5595
www.BibSac.org

tax id # 26-1964620





**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Help Us Feed the Kids

Name of Organization: Blessings in a Backpack

Name of Applicant and Title: Janice Davis Volunteer Program Coordinator

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 9162135595

Applicant's Email: JD@BibSac.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranchocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received
3/8/21

CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND

DATE: March 8, 2021

FROM: Rancho Cordova Food Locker (RCFL)

Project Name

RCFL Compliance Enhancements and Capacity Building

Project Description

(Please read Attachment 1 for important background information before continuing.)

Compliance Enhancements and Capacity Building

Element 1: New Temperature-Controlled Food-Storage Area

RCFL has long recognized its lack of sufficient temperature-controlled food-storage space. SFBFS also identified the inadequacy of RCFL's existing food-storage area. RCFL's recent lease of the Thrift Shop through 2/15/22 should temporarily meet SFBFS requirements and also temporarily increase the square footage available for food storage. However, a new compliant structure or structures must be installed no later than 2/15/22 in order to ensure RCFL's uninterrupted operation since RCFL may not be able to renew the Thrift Shop lease. Due to the short time frame for completion, RCFL tentatively plans the purchase and installation of one or more "pre-fab" structures of appropriate size and height to meet expected storage needs when the Thrift Shop must be vacated. The size/shape/configuration of each structure would depend upon: (1) the volume of space needed for storage, and (2) the amount and shape of the land upon which RCFL is permitted to install the structure(s). Typically, the vendor's price includes structural plans as well as delivery and installation of the structure itself. Additional elements of the planned structure (e.g., forklift-rated concrete foundation and pathways, commercial HVAC system, insulation, electrical system, and essential accessories) would be installed by additional contractors. *(Note: No plumbing system is needed or planned.)* Forklift-rated concrete pathways from the new food-storage structure(s) to the old food-storage area behind the trailer, and also to the existing west side access concrete pathway

by the Thrift Shop would be installed to allow transport of palletized foods to and from the new food-storage structure(s). If feasible, a new entrance at the east end of the old food storage area behind the trailer would also be constructed to facilitate more efficient movement of palletized goods to the food processing areas. A general contractor would be sought to manage the overall project and ensure proper City permitting of all appropriate elements.

Based on current information, RCFL believes this is the most reasonable and cost-effective option for installation of the temperature-controlled food-storage structure(s) by the deadline of 2/15/22 since the 1-year Thrift Shop lease is unlikely to be renewed. The new structure(s) would contribute greatly to capacity-building efforts as demand for RCFL services grows.

Element 2: Increase/Upgrade of Electrical Power Supply

Over the years, RCFL has added several high-drain refrigeration units (coolers and freezers) to store refrigerated foods. These units have placed electrical loads at or near the maximum loads allowable for the existing supply panel, especially during the summer months. In order for RCFL to provide a new temperature-controlled food-storage area meeting SFBFS requirements, and also allow RCFL to expand its food handling capacity, additional electrical service is needed. On 2/15/21, RCFL paid a licensed commercial electrician to evaluate the facility's existing electrical system. This helped RCFL more accurately determine existing service capacity and needs. It also helped determine options to increase electrical service to supply the planned new temperature-controlled food-storage structure(s), and perhaps even additional future refrigeration equipment for capacity building. Due to routing issues, the electrician determined that the most viable option was to have SMUD increase the electrical power supply to the Thrift Shop building (vs. RCFL's existing electrical service panel) by adding another 100-amps of power to the Thrift Store's existing 100-amp service panel. On 2/26/21 a SMUD engineer visited RCFL to provide more information and determine the feasibility of adding more power. Subsequently, RCFL hired the electrical contractor to pursue that option immediately since time constraints are challenging. So, if conditions permit, RCFL hopes to use the existing service panel (soon to be upgraded to 200-amps) on the Thrift Store to serve the planned new food-storage warehouse. Cost estimates were based upon that plan. Also, the new electrical line would be able to power the new food-storage warehouse, but *probably not* the new refrigeration equipment envisioned later for RCFL's long-term growth. Updated information from SMUD or the electrical contractor may affect RCFL's plans and estimated costs.

Element 3: Facility Roofing Upgrades

A very serious facility discrepancy is leaky roofing. Cracked/punctured corrugated-fiberglass roofing panels over the main food processing area, both breezeways, and patron processing line leak badly whenever it rains. The fiberglass roofing was installed many years ago and has long ago exceeded its useful life due to sun and wind damage. The administrative trailer's aluminum roof is also problematic. The trailer was old when it was donated to help RCFL begin operations in 1987. The trailer accommodates volunteers doing food processing/distribution, and also houses electronic equipment (computers, a copier, a printer, lighting, outlets, etc.) The leaks during rain cause food loss, violate food-handling regulations, damage facilities, and present safety hazards to volunteers, staff, and patrons alike. Repair/replacement of the affected roofs and damaged fiberglass insulation, along with strengthening/replacing the substructures to allow a new walkable metal roof, should significantly reduce food loss, upgrade the facility to extend its useful life, and improve safety for everyone using those areas.

Element 4: Increased Paid Staffing

Note: All paid staff assigned for work at RCFL are employees of Saint John Vianney Parish. RCFL reimburses the Parish for managing all staffing issues.

RCFL's recent designation as a Public Benefit Corporation (PBC) dictates a business operational model, including paid staff to supervise/conduct daily operations. RCFL now has only four part-time staff members: a Program Manager, a Warehouse Manager, and Accounting and Administrative Assistants. This is inadequate both for RCFL's current operations and for capacity-building. As a result of the COVID-19 crisis, RCFL either temporarily or permanently lost many of its regular more senior volunteers and replacement has been challenging. RCFL will use grant funding to hire an independent contractor as a temporary part-time Volunteer Coordinator to handle the associated responsibilities (e.g., volunteer recruitment, training, supervision, scheduling, and administrative requirements). This will not only improve RCFL's capacity-building abilities, but also free the Program Manager to devote more time to both short-term and strategic planning, enhancing efficiency.

Similarly, RCFL would use grant funding to hire an independent contractor as a temporary part-time Special Assistant to help the Executive Committee with the critically important tasks of donor recognition/development, and also research of appropriate grant opportunities. The individual could also be assigned other important duties, such as facility/equipment maintenance requests and completion, again freeing the Program Manager to spend more time on "macro" issues and less on daily issues. This position assumes that the City's Consulting Services contract with Intrepid Enterprises will recommend that RCFL diversify its revenue sources (per Proposal item 2.4).

Grant funding would be used to fill both positions for up to a maximum of the one-year grant period as a test in order to evaluate their effectiveness. If that test period proves successful, RCFL would assume financial responsibility for the position(s) thereafter. RCFL hopes that increased monetary donations through implementation of actions recommended by Intrepid, and also through its website resulting from increased publicity and public support, will eventually fund both positions.

Project Team

Reverend Deacon Walter Little, RCFL Corporation President
 Mr. Ross Johnson, CPA; RCFL Corporation Treasurer
 Mr. Gary Greeson, Lt Col USAF (Retired); RCFL Corporation Director & Grant Coordinator
 Ms. Shelly Blanchard, RCFL Corporation Secretary
 Mr. John Watkins, Sacramento Diocese Chief of Catholic Charities
 _____, RCFL Corporation Executive Director (unfilled)

Project Goals

Goal #1: To enhance RCFL's facility and operational compliance with applicable food-handling regulations.

Metric #1: To coordinate with SMUD and an electrical contractor to design and provide additional electrical service to support installation of a new temperature-controlled food-storage area by June 30, 2021.

Metric #2: To have appropriate contractors design and install a City-permitted temperature-controlled food-storage building with all associated components by May 31, 2022.

Metric #3: To have appropriate contractors complete repairs/replacement of the leaky roofs and inadequate components/substructures at RCFL's current facility by May 31, 2022.

Goal #2: To improve RCFL's capacity-building abilities in order to meet expected future demands.

Metric #4: To hire an independent contractor as a temporary part-time Volunteer Coordinator to carry out the associated responsibilities by September 30, 2021.

Metric #5: To hire an independent contractor as a temporary part-time Special Assistant to help the RCFL Executive Committee with such tasks as researching grant opportunities, tracking donor recognition/development, coordinating the implementation of Intrepide's action items, etc. by September 30, 2021.

Metric #6: To implement the action items recommended by Intrepide Enterprises in its final report by June 30, 2022.

Funding Request

Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total Project Cost \$336,000

Estimated Breakdown of Project Expenditures

Construction permits & plans:	\$ 5,000
Installation/upgrade of electrical service:	\$20,000
Forklift-rated concrete foundation & pathways:	\$46,000
Purchase/delivery/installation of pre-fab metal building:	\$40,000
High-capacity HVAC system:	\$40,000
Building electrical system (lights/fans/outlets):	\$10,000
High-efficiency (spray-foam) building insulation:	\$25,000
Plumbing system:	N/A
General contractor(s):	\$40,000
Repair/replacement of leaky roofs, damaged insulation, & inadequate substructures; addition of new entrance on north wall of old food storage area:	\$70,000
Volunteer Coordinator & Special Assistant part-time positions:	\$40,000
Total:	\$336,000

Matching Funds

Matching Funds: The Diocese of Sacramento has a representative overseeing Catholic Charities on RCFL's Board of Directors. The Diocese is directly supportive of RCFL activities. It has donated to RCFL in the past and future financial support is anticipated contingent upon funding available. Moreover, as a mostly volunteer-based operation, RCFL has about 20 regular volunteers, and another 40-50 volunteers who are earning high school credit, performing community service, or helping at the annual Thanksgiving and Christmas Giveaways. An average of 8 volunteers/day, 4 hours/day, 3 days/week, provide a total of 4,800 hours of free labor. If their wages were only \$15 per hour, that amounts to a \$72,000 annual contribution.

Include Any Other Funding Contributions

Due to the short time available to complete these complex projects, RCFL cannot wait until grant funding is awarded in late summer to begin work. Therefore, RCFL plans to obtain a loan, if needed, to begin those components of the projects which can be started without jeopardizing RCFL's fiscal prudence. If grant funding is awarded, it would be used to pay off the lender.

Ongoing Operations and Maintenance Costs (If Applicable): N/A

Total Community Enhancement Funds Requested: \$336,000

Is this a multi-year request? No

Number of Years: N/A

If you answered yes to the above, describe your plan. N/A

How many years have you received funding for this project? N/A

When will your request for funding sunset for ongoing programs? N/A

Project Schedule

April 1, 2021, through July 31, 2021:

- Plan contracts, find appropriate contractors, begin work as RCFL financing permits
- Complete Metric #1 to provide increased electrical service.

April 1, 2021, through September 30, 2021:

- Complete Metric #4 to hire an independent contractor as a part-time Volunteer Coordinator
- Complete Metric #5 to hire an independent contractor as a part-time Special Assistant

July 31, 2021, through May 31, 2022

- Complete Metric #2 to install a new food storage warehouse and associated concrete pathways

- Complete Metric #3 to repair/replace leaky roofing and affected substructures/components; add a new entrance on the north wall of the old food storage area.
- Complete Metric #6 to implement Intrepide's recommended action items.

Grant Award Date through June 30, 2022:

- Submit written progress reports to the City as specified in the Grant Agreement.

In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

RCFL plans to hire a general contractor to keep construction projects on schedule. Other tasks will be overseen by RCFL's Executive Committee and Board of Directors.

Will you be able to adjust your project if California Public Health and/or Sacramento County Health orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Unknown, but perhaps not depending upon the nature of the orders. If stay-at-home orders are issued again, the planned construction projects are unlikely to be considered "essential."

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical address of the project location

Street Number and Name: 10497 Coloma Road
 Unit Number: (Rancho Cordova Food Locker)
 City: Rancho Cordova
 State/Province/Region: CA
 Postal/ZIP Code: 95670
 Country: USA

Other physical addresses if project/program is at multiple sites: N/A

Have you received a letter of support for the project/program from the property owner?

- X Yes (includes if you are the property owner)
 No
 Requested, and will submit to City by March 19, 2021

This grant application is considered to be a letter of support since it was vetted through the property owner, the Catholic Diocese of Sacramento. The Diocese provides direct oversight through appointment of RCFL Corporation Directors/Officers.

School District: (N/A)

Application submitted by

First Name: Gary

Last Name: Greeson

Title: RCFL Corporation Director & Grant Coordinator

Submitting as:

Individual

Public Agency

☒ Non-Profit

Other

Phone: (916) 858-1191 (landline); (916) 340-4885 (cell)

Email: ccflcharity@gmail.com; gkgreeson@sbcglobal.net**Mailing Address of Submitter**

Street Number and Name: 2061 Roaring Camp Drive

Unit Number:

City: Gold River

State/Province/Region: CA

Postal/ZIP Code: 95670-7603

Country: USA

Signatory's Name

Title: RCFL Corporation President

First Name: Walter

Last Name: Little

Signatory's Phone: (916) 402-0398 (cell)**Signatory's Email Address:** bwal3@sbcglobal.net**Signatory's Mailing Address:** 11210 Wind River Court
Rancho Cordova, CA 95670**Attach any additional documents here:** (See "Attachment 1 Background Information" below.)

ATTACHMENT 1
Background Information

In late 2020, Sacramento Food Bank and Family Services (SFBFS) notified RCFL of its plans to place an increased focus upon compliance with SFBFS regulations for food handling. These plans would include not only facilities and equipment, but also administrative requirements as well. SFBFS conducted a courtesy on-site visit and inspection with a report to identify those areas needing improvement. One major operational discrepancy was identified -- the current primary food storage area is not adequately temperature controlled. Under the most adverse circumstances during summertime, temperatures in that storage area exceed the maximum allowable temperature of 70 degrees. Unfortunately, that food storage area cannot be temperature controlled due to facility configuration. Therefore, RCFL sought help from the Diocese of Sacramento to promptly solve the problem. The Diocese worked with Saint John Vianney Parrish representatives to provide temporary use of the Thrift Shop building for food storage. That building is air conditioned and will provide an adequate temperature-controlled food storage area. A lease agreement was drawn up and signed by the RCFL and Parrish representatives. However, the agreement is for only one year (from 2/15/21 through 2/15/22), and renewal is *very* uncertain. RCFL cannot rely upon lease renewal. Therefore, RCFL views this agreement as merely a temporary solution to a larger and longer-term problem. An adequately sized temperature-controlled food-storage warehouse must be installed no later than the lease termination date. The relatively short time frame for such a construction project is problematic. Moreover, the new structure will require a high-load HVAC system, but RCFL's current electrical supply panel lacks available capacity to service the new HVAC load. After consultation with a commercial electrician, RCFL discovered that it may be easier and cheaper to increase electrical service to the Thrift Shop building and route that additional capacity to the rear area where a new temperature-controlled food-storage building is planned for installation. More details appear in the grant proposal under "Project Description."

In January 2021, City staff met at RCFL with the non-profit's staff and Board of Directors members to tour the existing facilities, and also discuss RCFL's development of needed near-term and long-term strategies compatible with the City's planning efforts for compliance with SB1383 (organic waste disposal) when it takes effect in a few years. City staff received briefings on RCFL operations and issues. They conveyed to RCFL representatives the importance of the City's increased emphasis upon compliance with applicable regulations and also capacity building to address the future implementation of SB1383. They also expressed RCFL's status as a cornerstone safety net organization and the City's desire to assist RCFL as appropriate in the development of those strategies in order to ensure RCFL's continued contributions to the City's efforts.

Accordingly, City staff hosted a Zoom meeting in early February with RCFL representatives to discuss a proposal for consulting services to be provided by Intrepide to RCFL. Services would focus upon an organizational audit and capacity building, but would also include analysis of potential impacts of SB1383 as well as a report with recommended action items for RCFL. RCFL expressed its whole-hearted support of the proposal and also its profound gratitude for the City's assistance in aiding RCFL to improve both its efficiency and capacity.

Since the consulting services will take 90 days after the contract is signed to complete, results will not be available until early summer. Therefore, recommended action steps, and their associated costs, will not be available until well after the due date for Community Enhancement Fund grant proposals. Also, construction costs are only best "guesstimates" based upon phone conversations with contractors since actual costs cannot be determined until specific project details are known. Therefore, RCFL is

submitting this grant proposal with a great deal of uncertainty regarding budgetary considerations. RCFL has tentatively identified the most critical projects for improving its compliance with all applicable regulations, but those projects may need augmentation/alteration based upon contractor evaluations and bids, and/or the results of Intrepide's report. RCFL recognizes that it must be flexible during the grant proposal evaluation process and that it must keep the City informed of the consultant's progress/report in order to accommodate the City's needs. Also, with all the capital improvements requested, and the free use of the land at the current site, RCFL assumes that it would probably not be cost effective to move to another location in the near future.

Additional Information: RCFL conducts its entirely secular activities as a "for public benefit" IRS-approved non-profit charitable organization under the Church's federal EIN #84-4865349. No affiliation with, or attendance at, Church services is required to receive food distributions.

CITY OF RANCHO CORDOVA

FISCAL YEARS 2021-2022

COMMUNITY ENHANCEMENT FUND GRANT APPLICATION

Spay/Neuter/Vaccine Program

Project Description:

Enhance the Quality of Life in Rancho Cordova by offering and promoting spay/neuter services for canines and felines in our community and caring for Community (Homeless) Cats. Education and spay/neuter services are urgently needed to reduce pet overpopulation. Canines, specifically, have had very limited support. A small number of rabbit spay/neuters are covered also. Felines continue to be unaltered and abandoned by residents, especially in rental housing, which increases the need for immediate action by the Project Team below.

Project Team:

Sacramento SPCA
Community Spay & Neuter Clinic
Rancho Cordova Animal Services
Whisker Warriors Animal Defense Fund dba Rancho Cordova Whisker Warriors

Project Goals:

Fully support spay/neuter and vaccinations for Rancho Cordova Community Cats (Homeless/Strays).
Fully support a Return to Field Program in Rancho Cordova.
Fully support spay/neuter, vaccinations, microchips and flea prevention for resident dogs and cats.
Support Homeless Individuals residing in Rancho Cordova with free spay/neuter/vaccines for their pets.
Support spay/neuter for domesticated rabbits owned by residents and rabbits fostered for adoption.
Support the costs of caring for Community Cat populations in Rancho Cordova.
Support residents with dog and cat food for their pets on an emergency basis.
Support Veterans in Mather Veterans Village with food and supplies for their companion animals.

Funding Request:

Total Project Cost [see Attachment A for detailed analysis] for 2021-2022

Spay/Neuter Voucher Program	36,330
Other Costs covered under Voucher	12,670
Co-pay of funds as agreed in 2020	3,000
Community Cat Care/Maintenance	7,140
Outreach/Volunteer aid & recognition	2,600
Other costs covered by RCWW	2,600
Matching Funds from RCWW	(15,340)
Total Request	\$46,000

Whisker Warriors Animal Defense Fund
Non-profit organization, 501c3 status
Tax ID 82-4933796

P.O. Box 1415
Rancho Cordova, CA 95741
RCWhiskerWarriors@gmail.com

Matching Funds: \$15,340 raised by Whisker Warriors through fund-raising and in-kind donations

Costs covered by RC Whisker Warriors:

- Co-pay of funds agreed to be covered in 2020: **\$3,000**
- All Community Cat care **\$7,140**
- Outreach & volunteer incentives **\$2,600**
- **Other costs include:**
 - Flea Treatments for resident animals (provided to residents with vouchers, to be applied by SPCA & CSN): **\$1,200**
 - Shelters and feeding stations. Anticipated costs for materials **\$1,000**
 - Humane Traps Purchase of additional traps for controlling cat population **\$400**

Total contributions from RC Whisker Warriors: \$15,340

Total Measure H funds requested: \$46,000

When will your request for funding sunset for ongoing programs?

Anticipate 4 more years of funding

Project Schedule:

Support for Community Cats will occur throughout the year, intensifying around the breeding seasons of Spring and Fall. Trapping will facilitate spay/neuter services to hold populations in check. The number of animals requiring spay/neuter this year will be greater due to a number of factors:

- The CoVID pandemic has reduced the capacity for spay/neuter surgeries in the region. For several months, all clinics were closed. Appointments are currently extended out 5 months as of March 2021. As restrictions are relaxed, the clinics can be more efficient. CSNC has hired a new Veterinarian in 2021.
- The Sacramento SPCA closed in December 2020 to restructure their surgical suites. They have reopened and anticipate the capacity for surgeries will increase 5,000 animals per year when fully functional.

The clinics performing low-cost spay/neuter in the Sacramento Region are at capacity. The Northern California Community Cat Alliance, of which we are an active member, is working on solutions to allow more Community Cats to be altered, thus reducing the over-population pressures in shelters. Costs for spay/neuter services at the clinics have increased, which requires more funding to support surgeries.

Both low cost clinics have increased their prices for 2020. The SPCA has increased their prices for canines by \$30 per surgery. The SPCA performs surgeries on 90% of the dogs in our program. CSNC has increased their prices \$10 per surgery, and kittens no longer are cheaper. CSNC performs 75% of our feline surgeries. Prices for rabbit spay/neuter have also increased by \$10, and we have seen an increasing need for these services.

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The Sacramento SPCA has received grant funds to be able to alter feral cats at most Sunday clinics for no cost. But the number of spots are limited and the demand is high. Community Spay & Neuter Clinic performs free surgeries for Community Cats on a limited basis, as long as their grant funds hold out, but we don't anticipate we can rely on this funding in FY 2021-2022. The RC Whisker Warriors take advantage of this program and any other grant funding whenever possible, but the number of slots for feral cats (the free program) are now booked out for months in advance.

E-voucher numbers are provided by RC Whisker Warriors. RC Whisker Warriors are responsible for determining that the pet owner lives in our city, or the feral trapper is trapping within the city limits. Only 5 total vouchers are allowed per resident per year, 4 from the same species, unless the person is using TNR (Trap-Neuter-Return) on community cats. Animal Services passes out postcards with our contact information to obtain the free services.

A detailed billing will be provided by the Sacramento SPCA and Community Spay & Neuter Clinic to the RC Whisker Warriors monthly for approval, invoices will then be sent to the City of Rancho Cordova for payment.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We will continue to ramp up advertising of the spay/neuter program once the wait for spay/neuter appointments are reduced, as the CoVID restrictions ease.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

CoVID impact to fund utilization in 2020-2021

The inability of the spay/neuter clinics to be efficient due to the safety protocols mandated by the pandemic created a huge backlog in requested spay/neuter surgeries. The SSPCA also closed their clinic for over a month for construction. As a result, advertising our spay/neuter program was not wise. The wait for surgeries continue to be 5 months. We anticipate \$10,000 of our 2020-2021 grant funding will be unused. If that indeed occurs, we understand that this current grant will be reduced by any unspent funds.

5 year plan

Other communities who have undertaken the challenge of animal overpopulation understood that fully meeting our goal of zero population growth will take years. Now that we have become more well known within the community, we anticipate the need for services will be similar for up to 4 more years. We have a particular challenge/opportunity with so much rental housing in our community.

At the end of that period, we anticipate the need for Community Enhancement Funds to support this effort will be minimal. We believe that investing the funds now will pay dividends in the future. For

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instance, San Francisco had an aggressive program in place, and now they have NO kittens! If anyone wants to adopt one, they have to import them from other cities or rescue agencies.

We have found that residents who contact us have very limited funds. They love their pets and/or don't want the stray cats to starve. Many are receiving food from us to continue to support these stray cats.

Reports:

Use of Funds Reports will be provided to the City semi-annually by the 15th calendar day of the month for the previous 6 months of activity.

Program Outcome Reports will be provided semi-annually, by the 15th calendar day of the month for the previous 6 months of activity.

Application Submitted by

Name: Therese Kolvenbach
Non-Profit

Title: Executive Director

Phone: 916-747-7534

Email: rcwhiskerwarriors@gmail.com

Mailing Address: PO Box 1415 Rancho Cordova, CA 95741

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Therese Kolvenbach

Title: Executive Director

Phone: 916-747-7534

Email: rcwhiskerwarriors@gmail.com

Mailing Address: PO Box 1415 Rancho Cordova, CA 95741

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Attachment A

Spay/Neuter Voucher Program						
	SPCA Costs 2020 Spay/Neuter surgeries		CSNC Costs 2020 Spay/Neuter surgeries			
CATS	FEMALE	MALE	FEMALE	MALE	Animals	Anticipated cost*
SPCA: Monday-Saturday						
	\$30	\$30	\$45	\$35	300	\$10,500
CSN: Tuesday – Thursday **						
Kittens: under 4 lbs. & 4 months old	30	30	45	35	70	\$2,450
Free Roaming CATS (fka Feral)* **	Free* or \$17	Free* or \$17	45	35	160	\$3,200
Total Funding - Cats					530	\$16,150

Rabbits	\$145	\$145	n/a	n/a	12	\$1,740
Total Funding - Rabbits					12	\$1,740

*SPCA Feral Clinic: Flea treatment, tape worm treatment, ear mite treatment, Rabies, FVRCP, and wound treatment (antibiotics separate, see below) ** CSN Ferals: Includes Revolution, pain meds, ear tip, ear mite treatment
Assuming half of the ferals will be no cost at the SPCA

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DOGS (in lb: ranges)	FEMALE	MALE	Animals	Anticipated cost
SPCA				
< 20 lbs	60	60	60	\$3,600
21-39	90	90	70	6,300
40-79	120	120	45	5,400
80-99	150	150	4	600
100-119	180	180	2	360
120-139	210	210	2	420
SPCA cost - Dogs			183	\$16,680
CSNC				
	Female	Male		
< 30 lbs	70	60	8	\$520
30-39	80	70	5	375
40-49	90	80	5	425
50-59	100	90	1	95
60-69	110	100	1	105
70-79	120	110	1	115
80-89	130	120	1	125
CSNC cost - Dogs			22	\$1,760
			205	\$18,440

Other Costs Covered Under Voucher Program						
Services	SPCA	Included in grant	CSN	Included in grant	Need	Anticipated Costs Under Grant
Rabies (DOGS & CATS - required)	\$5	included	\$10	included	450	\$3,375
DHPP (DOGS only- required)	\$5	included	\$12	included	180	\$1,530
FVRCP (CATS only- required)	\$5	included	\$10	included	325	\$2,438
Antibiotics (as needed)	\$10 cats, \$20 dogs	When needed	Clavomox \$28 dicloicyclene \$23 – cats, \$50 - dogs	When needed		\$100

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Flea treatment (non-feral, since included in feral costs)	\$10 cats, \$15 dogs	Provided by WW, attached to voucher for residents	\$15 cats, \$15-18 dogs	Provided by WW, attached to voucher for residents	Covered by WW	\$0
Ear mites (non-feral, since included in feral costs)	\$10 cats, \$20 dogs	When needed	\$10	When needed		\$100
Deworming	\$10 cats, \$20 dogs	When needed	Cats \$5 and up, dogs by size \$7-20	When needed		\$100
Heartworm dogs over 10 months mandatory for ASN	\$20	Prior approval from WW required	\$20	When needed	25	\$100
Leukemia test up to 7 months optional		Prior approval from WW required	\$15	Prior approval from WW required		\$100
FeLV/FIV Combo test	\$15	Prior approval from WW required	\$23	Prior approval from WW required		\$100
Bordatella	\$5	Not funded	\$15	Not funded		
Microchip	\$10	Funded for all non-feral animals	\$20	Funded for all non-feral animals	546	\$3,800
In heat/Pregnant	\$10	As needed	In heat cats - \$0, pg cats \$10 if fluids needed, dogs \$20	As needed	15	\$150
Disposal fee for deceased animals	0		0	When needed		
Necropsy	0		0	When needed		
Euthanasia	\$50 (\$100 emergency Euthanasia)	Prior approval from WW required	Cats \$20 Sm Dogs \$20 to \$50	Prior approval from WW required		\$100
Dogs - Pain meds –by weight for residents only			\$4-37	included	22	\$105
Cats – pain meds			\$4	included	118	\$472

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Teeth removal	\$5 for baby teeth (each tooth)	Prior approval by WW required	Per tooth \$10, other services case by case	Prior approval from WW required	\$100
Total other costs covered by vouchers					\$12,670

The proposed structure for the Voucher Program will be as follows:

1. Appointment, if needed, will be made by Whisker Warriors or resident directly
2. Voucher number provided to SPCA/CSNC upon arrival
3. SPCA/CSNC completes surgeries and may contact us if other services are needed that are not specifically included in voucher plan. CSNC can use the voucher for vaccines without Spay/Neuter surgeries at their Wellness clinics.
4. SPCA/CSNC compiles all data on spay/neuter surgeries or other services performed and submits detailed billing via email to Tera Kolvenbach by the 10th day of the month for duties performed the previous month. If submitting billing directly to the city, Tera must be copied.
5. Tera approves the billing and submit the bill to the City of Rancho Cordova for payment.

Locations for Spay/Neuter and vaccine Voucher Services:

Sacramento SPCA: 6201 Florin-Perkins Road, Sacramento, CA 95828
 Community Spay & Neuter Clinic: 3839 Bradshaw Road, Sacramento, CA 95827

Vouchers

Paper Vouchers cannot be accepted by the SPCA/CSNC without being crimped.
 Electronic vouchers for both free roaming (feral) and resident's animals – one per animal

Appointments

SPCA: One cat can be presented for Spay/neuter M-Sat without an appointment. More than one cat and all dogs require an appointment. Request an appointment online at <https://www.sspca.org/clinics>
 CSNC: Contact (916)368-7314 for an appointment. Online appointment requests: <https://communityspayneuter.com>

Emergency Contacts

SPCA: Email Lydia Caronna-Craig, Spay Clinic Manager, Sacramento SPCA at lcaronna@sspca.org for emergency
 CSNC: Marie Naumann (916) 368-7314

Forms to be provided to Residents

Electronic voucher number

Special accommodations

SPCA: One feral spay/neuter per day Monday – Saturday without an appointment
 CSNC: Up to two ferals for spay/neuter – Tuesday – Thursday without an appointment

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ITEM 19.1.**ATTACHMENT 3****Transportation**

Transportation reimbursement will be provided by RC Whisker Warriors when needed by residents, and to help volunteers with the costs of transporting Community Cats to spay/neuter clinics and back to their colonies. RC Whisker Warriors will not transport animals owned by residents.

Community Cat Care/Maintenance

Colony	Location	Approx. # of cats	Dry Food/mo	Wet Food/mo	Cost/yr
Sun Lovers	2880 Sunrise Blvd	4	10	20	\$360
El Segundo Gang	2625 El Segundo	4	10	20	\$360
	Citrus Drive	4	10	20	\$360
	2052 W Coloma	3	10	20	\$360
Recyclers	Recycle Road (4 locations)	30	80	0	\$960
Stone Creek	3368 Cristom Drive	3	10	20	\$360
Working Cats	Mercantile Drive	6	15	0	\$180
Movers & Shakers	11327 Folsom Blvd	9	20	40	\$720
Jump Sky High Team	Sky High Sports	10	20	40	\$720
Postal Team	10923 Progress Ct.	2	10	20	\$360
River City	Progress Court	3	10	20	\$360
Tree Lovers	2197 Chase Drive	13	30	50	\$960
Monks	Abbotford	4	10		\$120

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Learners	RC Villa School	4	10		\$120
Rockers	Rockingham	6	15		\$180
High flyers	Mills Tower	5	15		\$180
Residents feral cats	4 residents	15	40		\$480
Total		125			\$7,140

Outreach/Volunteer recognition

Outreach/Volunteer aid/Recognition	Anticipated costs
Postage for informational materials for community groups	\$250
Printing costs for postcards	500
Website costs/annualized plus webmaster costs	500
Volunteer mileage costs reimbursement for trapping and spay/neuter of Community Cats	350
Volunteer recognition/gift cards	750
Teambuilding event	250
Total	\$2,600

Funds can be allocated to other elements of the grant if the allocation for one element is exceeded. except for funds allocated to Outreach/Volunteer Costs & Recognition, which cannot be exceeded.

Sustainability

The Rancho Cordova Whisker Warriors believes that the need for our services will continue at this high rate for several more years. We will actively seek more donations. However, we do not envision that the need for support will completely be eliminated.

The Whisker Warriors do provide services to the community above and beyond the services funded through the Community Enhancement Fund grant. Leveraging partnerships is key to fulfilling our mission.

Some of the areas in which we have used donations and partnerships to fulfill our mission:

- **Animal Education** is a priority. We provide education to families at the numerous events we attend each year in the city. We are still hoping to put together a plan to go into the schools and provide classroom education.

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- **Trailer Parks & Apartments** We are concentrating efforts on partnering with the managers of these sites to control the population of animals in these locations.
- **Senior aid** We have been successful in engaging local businesses in our requests for donations for seniors. The end result is that we have been able to provide at-risk seniors with a stable source of cat and dog food through the Meals-On-Wheels program without the use of any grant funds. We also have been able to fully support dry cat food for an increasing number of homeless cat colonies in Rancho Cordova outside of the grant funds. We continue to seek opportunities to help seniors and other residents in need.
- **Veterans Village at Mather** We have had sufficient donations to provide pet beds, toys, treats and dog and cat food for the companion animals for all the Veterans at the Village. With all Phases now open (146 apartments), there are increased needs for both dog and cat food and supplies.
- **Adoptions** We are partnering with the SPCA to foster kittens and cats that we bring to the shelter, or animals surrendered to the shelter. NorCal Freedom for Paws now adopts out dogs through PetSmart and other venues. We are also partnering with the Sacramento SPCA, Fat Kitty City and Animal Outreach of the Mother Lode to foster kittens and cats for adoption through their programs.
- **Care for Community Cats** Humane trapping of new colony members and colony maintenance, including building of shelters and feeding stations, is provided by either Whisker Warriors or other trappers in the region. Animal Services Officers rely on us to help mitigate issues with stray or feral cats for residents. We also will partner with them on a return to field program when implemented. We partner with the Northern California Community Cat Alliance to provide services within Sacramento County. Volunteers with Sac Ferals and Cat Core Sacramento work with apartment managers, businesses and residents to provide solutions.

Thank you for caring for the animals of Rancho Cordova!

Stacy Delaney

From: Whisker Warriors Animal Defense Fund <rcwhiskerwarriors@gmail.com>
Sent: Tuesday, March 9, 2021 9:21 PM
To: Stacy Delaney; Daniel Leonardich
Subject: Application for Community Enhancement Grant from Whisker Warriors 2021-22
Attachments: WWADF RC Community Enhancement Grant Application 2021-22.pdf; Community Enhancement Grant Application_FY 2021-2022.docx

Hi, Stacy and Daniel.

Attached is our 2021-22 Grant application and accompanying detail.

Please let me know if you have any questions or concerns.

Thank you for all you do for the city!

Tera Kolvenbach
Rancho Cordova Whisker Warriors
916.747.7534

Received 3/12/21



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

D.L Williamson Park Base Construction

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

In 2011 the Williamson Family donated the last remaining parcels of the historic Williamson Ranch to the Cordova Recreation & Park District. The intent was to ensure this land be preserved as park land and that a historic marker be placed on site to describe the historical significance of the ranch to the City of Rancho Cordova. The Park District began a community workshop process in 2017 to gather resident feedback for the future park design. A park master plan concept was approved in 2019 by the Board of Directors. The residents are eager to see the Williamson Park plan become a reality. This application from park neighbors is requesting funding for the first phase of the park site (east parcel) including site preparation (grading, utility connections), the construction of a sound wall, walkway, monument signage, and tree planting. Pathway lighting, furnishings, and shrubs will be added later as funding allows.

The project addresses several of the Community Enhancement Fund criteria:

- 1) Community Pride: The park design will celebrate the importance of the City of Rancho Cordova's ranching and orchard history.
- 2) Civic Engagement: The park master plan is the result of a two-year public workshop process.
- 3) Quality of Life: The proposed project will provide a green space the public can use for passive recreation.
- 4) Public Safety: The site is currently an unlit empty lot with no active use. The proposed park will provide security lighting, walkways, and gardens to promote positive use. Vegetation will allow for visibility from the street.
- 5) Culture, History: Park signage discusses the orchard history of the City.
- 5) Children and youth: Families from nearby apartments will have a much-needed park for children to recreate.
- 6) Education: The Sacramento Tree Foundation will be assisting in this project by providing tree material and volunteers for tree planting. They will highlight their "shady 80" trees offered to residents through their SMUD shade tree planting program. The park will be a great example of how to design sustainable, low-water use landscapes.
- 7) Business Development: The park is located near a bus stop and along a busy corridor (Coloma). It is a great place for nearby employees to take breaks during lunch and will improve the aesthetics along this active street scape.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The project team working for the Williamson Park residents includes the Park District Park Planning staff. The team includes: managerial oversight, a licensed landscape architect, and a licensed landscape contractor, and a administrative clerk. Over the past five years the team has secured, managed, and implemented over \$3.8 M in grant funds including several in partnership with the City of Rancho Cordova: Enhancement Fund, CDBG funds, and Housing-Related Park Program. The team has a record of successfully delivering projects on time and on budget and has a good working relationship with the City's Departments.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The park tree planting will assist the City in meeting their tree planting goals of planting 750 trees in Rancho Cordova by 2022. The D. L. Williamson park will add 50 new trees to the City.

Please see attached plan for more information.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$230,975**

Estimated breakdown of project expenditures:

Please see attached cost estimate.

Matching funds (including any in-kind contributions): **\$70,032**

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: **N/A**

Total Community Enhancement Funds requested: **\$230,975**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Please see attached project schedule.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The project construction documents are at 30%. As soon as grant funding is confirmed and a funding contract has been approved the Park District can finalize documents and submit for permits. Once permits are secured, construction can begin. The District will perform grading in-house and contract out the landscape irrigation and concrete work. Based on experience working with the City and local contractors the District feels confident phase one can be complete by June 30, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The District has been allowed by State and County to continue with public works construction projects as an "essential service" throughout the pandemic as long as all safety protocols are strictly followed. Staff has continued to manage and oversee multiple projects over the past year. The pandemic will not affect project delivery.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Williamson Park, Studarus and Coloma Way, Rancho Cordova, CA

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Jeffory McDaniel**Title:** Resident of Rancho CordovaIndividual ☒ Public Agency ☐ Non-Profit ☐ Other ☐**Phone:****Email:** Jeffory McDaniel <jefforymcdaniel@gmail.com>**Mailing Address:**

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Patrick Larkin**Title:** General Manager**Phone:** 916-842-3300**Email:** PLarkin@crpd.com**Mailing Address:** 2729 Prospect Park Drive, Rancho Cordova, CA 95670

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

D.L. Williamson Base Construction			CEF Request	CRPD Match	3.2.21
Probable Construction Cost Estimate					
Construction Fence (District Staff)	If		\$ 4.50		\$ -
Erosion Control (DI protection, filter rolls, washout, entrance)	Is	1	\$ 9,500.00		\$ 9,500
Construction Staking	Is	1	\$ 6,000.00		\$ 6,000
Demo tree removal	ea	10	\$ 400.00		\$ 4,000
Potholing ex. Utilities at Stadarus Drive	ALLOW	1	\$ 2,600.00		\$ 2,600
Boring at Studarus Drive	LF	160	\$ 40.00		\$ 6,400
Water meter connection fee	LS	1	\$ 3,000.00		\$ 3,000
Clearing and Grubbing	Is	-	\$ 2,500.00		\$ -
Subtotal					\$ 31,500
Equipment Rental for Grading					
Grading performed by District staff	allow	1	\$ 1,200.00		\$ 1,200
Subtotal					\$ 1,200
Irrigation					
Backflow, pad, enclosure, 1.5"	LS	1	\$ 2,400.00		\$ 2,400
Set meter	ALLOW	1	\$ 1,200.00		\$ 1,200
Solar Powered Controller	EA	1	\$ 16,000.00		\$ 16,000
Master Valve	EA	1	\$ 900.00		\$ 900
Quick Couplers	EA	3	\$ 250.00		\$ 750
Flow Sensor	EA	1	\$ 700.00		\$ 700
Tree Irrigation System (bubblers, laterals, main, valve)	LS	1	\$ 15,000.00		\$ 15,000
Subtotal					\$ 36,950
Planting					
Soil Fertility Test	EA	1	\$ 500.00		\$ 500
Soil Amendments	SF	9,500	\$ 0.42		\$ 3,990
Finish Grading	SF	37,000	\$ 0.22		\$ 8,140
Filter Fabric	SF	37,000	\$ 0.30		\$ 11,100
Trees planted by Sacramento Tree Foundation	FREE		\$ -		\$ -
Bark Mulch (Spread by District staff)	SF	37,000	\$ 0.30		\$ 11,100
Subtotal					\$ 34,830
Hardscape					
Site Concrete	SF	3,000	\$ 13.00		\$ 39,000
Park Monument Sign (Placed by District staff)	EA	1	\$ 3,000.00		\$ 3,000
Soundwall, CMU, split/precision, w/ cap, sacrificial coating	If	174	\$ 200.00		\$ 34,800
Pilaster, battered, cobble venner, precast cap	ea	1	\$ 3,500.00		\$ 3,500
Subtotal					\$ 80,300
Construction TOTAL					\$ 184,780
Design	10%			\$ 18,478	
Project Management and Administration	4%			\$ 7,391	
Savings from In-House Labor, Volunteer Planting, Free Trees				\$ 44,163	
Engineering	5%	\$ 5,543.40			\$ 5,543.40
Permits	5%	\$ 9,239.00			\$ 9,239.00
Special Testing	2%	\$ 3,695.60			\$ 3,695.60
Contingency	15%	\$ 27,717.00			\$ 27,717.00
TOTAL MATCH				\$ 70,032	
TOTAL REQUEST					\$ 230,975

D. L. Williamson Park Base Construction Application to the 2021/2022 Community Enhancement Grant Program Anticipated Project Schedule													
TASK	Jun-21	July	August	September	October	November	December	January	February	March	April	May	Jun-22
Application Approved													
Contract Routing (Board Approval)													
Finalize Construction Documents													
Permit Submittal													
In-House Grading													
Bidding for Landscape & Concrete Work													
Construction													
Tree Planting													
Final Grant Reporting and Reimbursement													



KEYNOTES

- 1 PARK SIGN (TYP. OF 2)
 2 8' WIDE PRIMARY WALKWAY (CONCRETE)
 3 5'-4" WIDE SECONDARY WALKWAY (RECOMPOSED GRAVEL)
 4 FUTURE BENCH LOCATION (DOOR OPPORTUNITY)
 5 STORMWATER PLANTER
 6 RIPRAP DRAINAGE CHANNEL
 7 ELEVATED BOARDWALK CROSSINGS
 8 LOCAL COBBLE AND BOLLARDS
 9 DEMONSTRATION GARDEN AREAS
 10 WATER EFFICIENT PLANTING AT PERIMETER
 11 ENTRY PLANTING (FLOWERING LOW GROUNDCOVER)
 12 FUTURE PLANTING AREA, TYPICAL
 13 EXISTING TREES TO REMAIN, TYPICAL
 14 NEW TREE PLANTING, TYPICAL
 15 LIGHT FUTURE, TYPICAL
 16 TRASH RECEPTACLE (TYPICAL OF 2)
 17 GATHERING AREA (TEACHING AND DEMONSTRATIONS)
 18 NEW MASONRY BOUNDARY WALL
 19 NEW 8" TUBULAR STEEL FENCE AT CUL-DE-SAC
 20 PLANTER WITH LOCAL COBBLE, TYPICAL OF 2
 21 EXISTING HISTORICAL MARKER
 22 BICYCLE RACK



January 2020
 Rancho Cordova, California
 Master Plan

Williamson Parcels
 Schematic Master Plan
 L1



March 19, 2021

Ms. Stacy Delaney, City Manager's Office
2729 Prospect Park Drive
Rancho Cordova, California 95670

Dear Ms. Delaney,

The Cordova Recreation & Park District is writing to support the D.L Williamson Park Base Construction application to the Community Enhancement Fund Grant Program. Neighbors of the Williamson Park property approached the District to ask if they could submit a request to the City's Community Enhancement Fund. We are pleased to support them with this request. The project would use Community Enhancement Funds to construct this new park off Coloma Road including site grading, utilities, sound wall, irrigation, walkway, signage and tree planting.

In 2011 the Williamson Family donated this site as one of two parks to the Cordova Recreation & Park District. The donation required that the parcel on the east side of Studarus be named D.L. Williamson Park and the park on the west side be named W.H. Williamson Park. The parcels have historical significance as the last remaining piece of the Williamson Ranch. D.L. Williamson Park already has a historical interpretive marker on the site. The park master plan is a result of two years of community outreach and celebrates this important piece of the City's history and identity. The project will improve public safety and aesthetics along this main corridor of the City. It will provide a much-needed green space for residents and businesses. As evidenced by the large turnout of community members at the public meetings for this project, the neighbors are eager to see the park come to life.

We thank you for your consideration of this request.

Regards,

Patrick Larkin, General Manager
Cordova Recreation & Park District
2729 Prospect Park Drive, Ste. 230
Rancho Cordova, California 95670

Cc: Laura L. Taylor, ASLA
Cristina James, Park Planner



February 26, 2021

Ms. Stacy Delany, City Manager's Office
2729 Prospect Park Drive
Rancho Cordova, California 95670

PRESIDENT
Allison Post Harris

Dear Ms. Delany,

VICE PRESIDENT
Caylyn Wright

The Sacramento Tree Foundation is writing to express enthusiastic support the Williamson Park Phase One application to the Community Enhancement Fund Grant Program.

SECRETARY
John Lane

The project would use Community Enhancement Funds to construct Phase One of this new park off Coloma Road including site grading, utilities, and sound wall, irrigation, and tree planting. The Sacramento Tree Foundation has been involved with the Williamson Project from the beginning, attending community meetings and discussing the site's potential as a location for future tree plantings. As an organization we are committed to the success of the Williamson Park.

TREASURER
Steve Johns

DEPUTY TREASURER
Amy Lapin

The Sacramento Tree Foundation will provide project support in the form of trees at no cost to the project and community volunteers for a planting event in the park. The project will build upon the good work that has already been done in the City of Rancho Cordova through the NeighborWoods program. We are thrilled to play a part in this and look forward to the potential funding.

BOARD OF DIRECTORS
Janine Bera
Derek Chernow
Roger Dickinson
Eric Douglas
Della Gilleran
Steve Harriman
Tim Holliday
Ryan Hooper
Kate Meis
Charles Metzinger
Meredith Nikkel
Tom Rotelli
Jean Shaw
Robert Sherry
Michelle Smira Brattmiller
Amy Talbot
Jeff Townsend
John Webre
Melissa Williams

Thank you for your consideration of this request.

Regards,

Jessica Sanders, PhD, PMP
Executive Director
Sacramento Tree Foundation
jessica@sactree.com

EXECUTIVE DIRECTOR
Jessica Sanders, PhD

DIRECTORS EMERITI
Jane Hagedorn
Ann Kohl
Ray Tretheway

Daniel Leonardich

Subject: Community Enhancement Grant Application - Williamson Park
Attachments: 031921ProjectSchedule.pdf; WilliamsonCostEstimate.pdf; WilliamsonNarrative.pdf; SignedSupportLetter.pdf; SacTreeSupportLtr_Rancho.pdf; WilliamsonParkMasterPlan.pdf

From: Jeffory McDaniel <jefforymcdaniel@gmail.com>
Sent: Friday, March 12, 2021 12:32 PM
To: Stacy Delaney <sdelaney@cityofranchocordova.org>
Cc: Christina James <cjames@crpd.com>
Subject: Community Enhancement Grant Application - Williamson Park

Hello Ms. Delaney:

I am submitting to the City of Rancho Cordova the 2021/2022 grant application Community Enhancement Fund for the D.L Williamson Park Base Construction.

Please see the attached grant application and supporting documents for Williamson Park.

Thank you,

Jeffory McDaniel
(916) 670-2517
jefforymcdaniel@gmail.com

"Children have never been good at listening to their elders, but they never fail to imitate them". -James Baldwin



Virus-free. www.avg.com

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Sunday, March 14, 2021 12:11 PM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 826023
IP Address: 73.41.200.177
Submission Date: 03/14/2021
Survey Time: 16 minutes, 1 second

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

Building a Healthy Neighborhood- A home improvement campaign

* Project Description

A safe and healthy home contributes to stability and security for vulnerable residents and neighborhoods. This project will improve the quality of life, engage community members and enhance pride. 25 homes will be improved with this grant. 13-15 homes will receive extensive health, safety, efficiency, and beautification upgrades and 10-12 will receive minor safety modifications. This project typically occurs during a two-day event in April however in 2020, the event was canceled due to Covid. Thankfully, we were able to adjust the model to ensure safety and continue improving the selected homes. The work was performed weekly by staff, contractors, SMUD, and Americorps team members instead of volunteer groups during a large-scale event. Proper safety protocols were followed while contractors and staff worked inside homes when deemed essential and Americorps team members worked on exterior beautification and fencing projects only. In 2021, the work began in January and is occurring weekly instead of a full event in April. We propose a volunteer event in April 2022 with the flexibility to perform some of the work during the months prior to the event. That model allows for a lighter workload on the event days as well as an alternative, if it is not safe for large group events. The work will vary per home but will include upgrades that improve the homes' health, safety, efficiency, and curb appeals such as landscaping, fence removal, roofs, accessibility, electrical, plumbing, carpentry, and energy efficiency. SMUD will perform assessments of each home to identify measures and upgrades that will improve energy efficiency and decrease greenhouse gas emissions. They will provide appliances and electrical upgrades whenever possible. If possible, there will be opportunities for the selected homeowners to meet each other and learn about other community and City services.

* Project Team

This project is a collaborative effort that is possible with the involvement of many individuals and organizations. Rebuilding Together leverages the assets of the City of Rancho Cordova, community-based organizations, businesses, residents, volunteers, and staff to improve homes and neighborhoods. A Program Manager and Assistant coordinate the event from start to finish including outreach, home previews and selection, work scope planning, supply management, resource development, labor recruitment and training, logistics, partnership development, reporting, and homeowner relations. The team works with the City staff to coordinate outreach and services. Trained "House Captains" and "Volunteer Coordinators" oversee the work on some of the homes. Typical Participants and Partners • 25-35 volunteers per home (smaller groups if necessary to comply with safety protocols) • Workforce development programs, businesses, faith organizations, schools, service clubs • SMUD: Weatherization audits, energy saving and greenhouse gas reduction measures • Sacramento Tree Foundation • Republic Services • Real Estate Associations • Safe at Home Program: Accessibility and safety features

* Project Goals

1) Quality of Life: Improve the health, safety, efficiency, and curb appeal at 13-15 homes. The homes are selected using a Safe and Healthy Homes assessment tool. The goal is to eliminate a minimum of 85% of the deficiencies identified. 2) Safety: Increase safety by 50% in 8-10 homes by providing safety items such as grab bars, stair handrails, shower stools, etc. 3) Community Engagement and Civic Pride: Provide opportunities for the homeowners to meet other residents and learn about City services. Provide opportunities for residents to volunteer to improve the community. 4) Workforce Development: Provide training opportunities for young adults and underserved individuals in training programs at a minimum of 5 homes.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

245,000

* Estimated breakdown of project expenditures

\$80,000 – Project Mgmt: (personnel, insurance, rent, mileage, etc.) \$70,000 - Home-related expenses (supplies, contractors, equipment, permits, volunteer support, etc.) \$95,000 - Value of in-kind services, volunteers, and supplies and funds

* Matching Funds

In-kind services, supplies, and sponsorships: \$60,000

* Include any other funding contributions

Volunteer Labor: \$35,000

*** Ongoing operations and maintenance costs if applicable**

n/a

*** Total Community Enhancement Funds requested**

150,000

*** Is this a multiyear request?**

No

*** How many years have you received funding for this project?**

6

*** When will your request for funding sunset for ongoing programs?**

We will continue to need City funding to provide the same type of project in the future. We have not raised the amount requested in 5 years even though the cost to host the project has increased. We will continue to seek outside services and support to increase the impact on each home. For example, in 2021 SMUD increased its commitment to provide energy efficiency upgrades which will increase the impact without requiring additional funds from the City.

*** Project Schedule**

This project will occur between July 2021 and June 2022. The main volunteer event will occur in April 2022, however, some of the work at the homes will take place throughout the project year. July - September 2021: Outreach September - November 2021: Home previews, labor recruitment November - December 2021: Scope of work development and labor recruitment January - May 2022: Event planning and implementation, volunteer training, homeowner communication, home improvement workdays June 2022: Wrap up and recognition

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Rebuilding Together staff has learned a lot from hosting this project in the City for 6 years. It will draw upon its experience to ensure that the project is completed on time. We will strive to complete all homes by May 31 which allows one month to wrap up any unforeseen issues and incomplete work. The staff has also learned to monitor progress and the scopes of work throughout the year to better ensure the project is completed by the deadline.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

This depends on the level of restrictions. If possible, we will continue providing the services while following safety protocols. We will use contractors (who are considered essential), Americorps teams (who are considered a family pod), and staff. If necessary, the majority of the work will be limited to exterior improvements or those essential repairs that can be performed by 1-2 contractors inside the home. We would not provide opportunities for the homeowners to gather together, but will provide them with community resource information. Anyone involved in the project will be required to sign the Covid Volunteer, Homeowner, or Contractor Guidelines.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

TBD
Rancho Cordova CA TBD
USA

Other physical addresses if project/program is at multiple sites

The homes will be selected in Fall 2021.

*** Have you received a letter of support for the project/program from the property owner?**

No

Letter of Support from Property Owner (not public K-12 sites)

****SKIPPED****

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the

corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

****SKIPPED****

* Application submitted by
Carrie Grip

Title
Executive Director

* Submitting as
Non-Profit

* Phone
(916) 455-1880 ext. 2

* **Email**
cgrip@rebuildingtogethersacramento.org

* Mailing Address of Submitter
8231 Alpine Ave.
Suite 3
Sacramento CA 95826
USA

Signatory's Name
Executive Director Carrie Grip

* Signatory's Phone
(916) 455-1880 ext. 2

* **Signatory's Email Address**
cgrip@rebuildingtogethersacramento.org

* Signatory's Mailing Address
8231 Alpine Ave.
Suite 3
Sacramento CA 95826
USA

Attach any additional documents here
****SKIPPED****

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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<http://www.cityofranchocordova.org/Index.aspx?page=641>



MACC Storage Solution

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to engage contractors to locate, add a service ramp and clad the exterior of a shipping container to create an aesthetically pleasing and complimentary storage building on the site of the Mills Station Arts and Culture Center (MACC).

Understanding the need to comply with Municipal Code and desire to meet aesthetic goals of the City, as well as meet concerns of Regional Transit, the Cordova Community Council is proposing that an artistic treatment to an everyday shipping container could provide the storage sorely needed for efficient operations of the MACC.

The Cordova Community Council has recently encountered this challenge in another instance. A small office-type storage container was architecturally enhanced with siding and trim at the Mine Shaft property which resulted in a pleasing addition to meet an otherwise utilitarian need. The internet is full of examples of how simple additions can transform a homely shipping container into an attractive and useful property enhancement.

The challenge of lack of storage at the MACC was identified in the earliest days of the MACC project, but remains unresolved. Since opening and operating the MACC, the Cordova Community Council has continued to press for a solution and have put into place temporary solutions with varied success:

- 1) Rental of storage space at the nearby UHaul Storage Center. This has worked for temporary storage, but has required employees to literally push heavy items on carts down the street to this facility. This solution has inherent hazards for both the employees and the items being transferred.
- 2) Rental of a long-term "storage truck." This has also worked for temporary storage, however this solution is less than ideal. A recent break-in of this storage truck revealed that it is not impervious to vandals.

This is an infrastructure enhancement that will not likely increase MACC visits. However, a sensible storage solution is needed for stable operations. After several years of experience, the Cordova Community Council has concluded that on-site storage is not a luxury for providing excellent MACC exhibits, it is a necessity.

Project Partners

- Cordova Community Council

In partnership with the Cordova Community Council Foundation, the Project Team has proven capacity to deliver the project.

Project Goals and Metrics

The overarching goal of this project is to provide proper storage needed for MACC operations with sensitivity to aesthetic goals.

Goal	Metrics
Goal #1 Build a suitable storage unit in keeping with Municipal Code, RT standards and goal for transforming the area as an "Art Block" designated in the Rancho Cordova Arts Strategic Plan.	The project meets the approval of city planning and Regional Transit
Goal #2 Utilize the unit to provide efficient, on-going exhibits	The success of this goal is self-evident.

Funding request

TOTAL FUNDS: \$15,000

This would include the purchase of a storage container, design and construction, addition of wood exterior and ramp, installation an interior light for safety, and purchase of a pallet jack. The Cordova Community Council consulted with Todd Humphrey to ascertain a cost, and he provided an estimate of \$12,000 for all items with the exception of light and pallet jack, which have been added to the total.

Matching funds: There are no matching funds for this project.

Multiyear request? This is a one-year capital improvement request

Prior year funding: None

There is no history of support for this project. Once in place, this would be a property asset which would require routine maintenance.



Mills Station Double Doors

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to hire a contractor to install double doors at the Mills Station Building to allow for access for typical gallery shipping crates, other large exhibits and large musical instruments such as a piano, harp, or timpani.

Access challenges

Currently, there are no double doors on the Mills Station Building creating difficulties in loading and unloading exhibits into and from the building. This also limits exhibit items to those that can fit through a single door. The project would correct this problem.

When exhibits arrive, they are usually loaded on large wooden crates attached to pallets. Because there is no access into the building other than standard single doors, the exhibit must be totally depalletized, crates opened, exhibit unloaded and carried into the building, piece by piece. This is not only extremely inconvenient, it leaves exhibit items open to the elements, damaged by passers-by, theft and other risks. Once unloaded, staff must scramble to find an immediate storage location that can accommodate the crates, as they do not fit through the door and there is no onsite storage. When it is time to ship back an exhibit this same drill is performed in reverse, with pallets sitting on the porch awaiting pickup.

The small openings also discourage the addition of a piano and other large items that would be great additions to future exhibits.

We envision that these doors would be installed on the east side of the building, which is the least visible to the public, and is nearest the dumpster.

The project seeks to capitalize upon previous City investments at the MACC by continued adjustments which improve operations and the visitor experience.

Project Partners

- Cordova Community Council, Shelly Blanchard, Executive Director
- Contractor to be determined

The Cordova Community Council Foundation's record of project completion is strong. We have every confidence this project can be completed on time and within budget.

Project Goals and Metrics

Goal	Metrics
Goal #1 Widen physical access to the MACC to facilitate safe and efficient deliveries	This goal is self-evident

Funding request

This funding request for this project is \$12,500.

To determine the cost of the project, the Cordova Community Council consulted with Todd Humphrey at the City of Rancho Cordova. He estimated the cost to replace the door and install the alarm system at the replacement site, utilizing a contractor paying prevailing wages, would be \$12,500.

Matching funds: There are no matching funds for this project. This is a capital project which will benefit the owner of the property by easing restrictions created by inadequate access.

Multiyear request? This is a one-year request

Prior year funding: This is a new project.

History of support and sunset strategy

There has been no previous funding for this project. Once installed, other than routine building maintenance, there should be no need for further funding.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting youth, sports and entertainment in the community.

Project Timeline and Adaptability

This is a short-term capital project which would begin upon funding and should be easily completed within the one-year timeline, assuming cooperation from the building owner, Regional Transit. There are no anticipated COVID-19 impacts which could delay or sidetrack this project.



MACC Digital Entry Sign

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to engage a contractor to design and construct a digital message style monument sign on the Mills Station property to provide exhibit and activity information to the public in support of the Mills Station Arts and Culture Center (MACC).

The project is envisioned to help resolve a continuing challenge at the MACC: that the building is somewhat hidden from view making it difficult to entice visitors to partake in all the MACC has to offer. A well-placed digital monument sign would provide visitors with cues to on-going activities and alert them to what's coming up. The Cordova Community Council believes this would be an important improvement to the MACC project.

A concept drawing and preliminary cost estimate of what the project could look like has been prepared by a qualified vendor and is attached to the end of this application. This vendor has been active on the property and was the designer and builder of the existing historic monument constructed at the Mills Station site.

Project Partners

- Cordova Community Council

It is envisioned that the Cordova Community Council would need to work closely with the City of Rancho Cordova to see this project through to completion.

Project Goals and Metrics

The overarching goal of this project is to further the development and evolution of the MACC. An ancillary benefit will be to enhance the "Art Block" concept for this area envisioned in the Rancho Cordova Arts Strategic Plan.

Goal	Metrics
Goal #1 Develop an attractive and efficient digital signboard marking the location and activities for the MACC.	This goal is self evident
Goal #2 Boost participation in MACC exhibits and events by providing continuous information	Utilize year-to-year "before and after" participation data to measure growth
Goal #3 Help build the brand of the Art Block described in the Rancho Cordova Arts Strategic Plan	Utilize year-to-year "before and after" participation data to measure effectiveness

Funding request

A drawing and quote has been provided for this project. Project cost is: \$65,000

In meeting the cost of this project, the Cordova Community Council requests to reclaim the \$22,000 previously requested to be set aside for this purpose during FY 2018-19 when we naively imagined this project could move ahead along a faster track. Since that time, real and perceived municipal ordinance issues have been resolved and the project is ready to move ahead.

Breakdown of Expenses

Description	Community Funds Requested
Project quote (attached)	\$63,790
TOTAL REQUEST	

Matching funds: There are no matching funds for this project.

Multiyear request? This is a one-year capital improvement project request.

Prior year funding: As described above, the Cordova Community Council requested that funds reserved for this purpose in FY 2018-19 be applied to this project.

History of support, future funding and sunset strategy

This project is a one-time capital investment to design and build a digital sign. It is acknowledged that over time there will be maintenance, insurance and electrical service which will create on-going costs for this investment. If needed, the Cordova Community Council will dedicate a recommended level of funding within the MACC Programming and Maintenance grant proceeds for this purpose.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting youth, sports and entertainment in the community. The project leverages existing community assets among arts organizations and patrons, and provides wide opportunities to expand community learning and understanding and builds on prior investments by the city to create this community gem.

Capacity

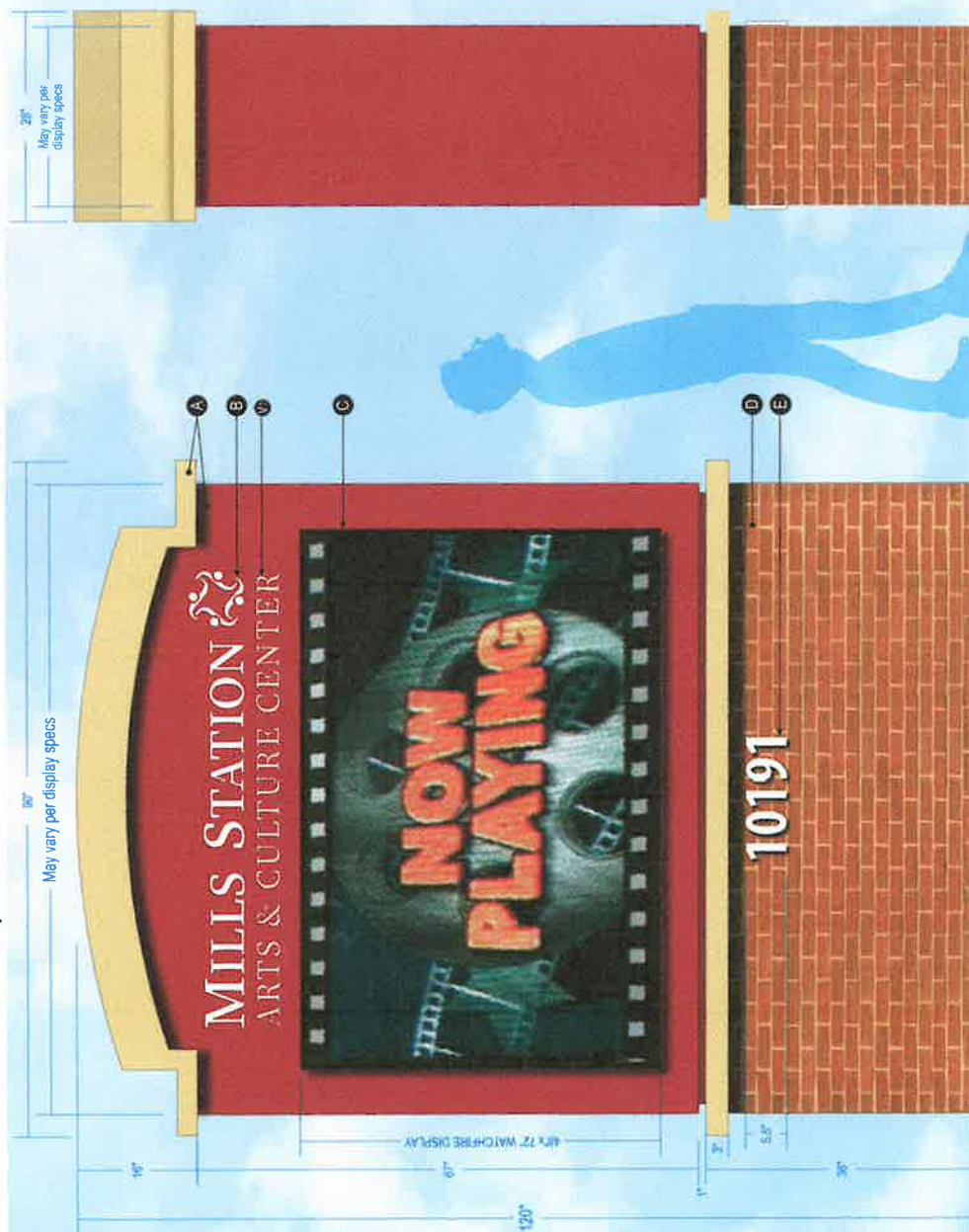
Cordova Community Council has a long record of successful execution of its projects. Working with community arts organizations, and with the help of qualified consultants, execution capacity is in place.

Project Timeline and Adaptability

This is a one-year project that would begin upon funding approval with anticipated project delivery prior to June 30, 2022.

CONCEPT ONLY NOT FOR FABRICATION

DESCRIPTION: D/F Int-Illuminated Entry Monument



MATERIALS SCHEDULE

- A 12" ALUMINUM SKIN OVER ALUMINUM ANGLE FRAME, PAINTED [P1] [P2]
- B FACE ROUTED AND BACKED w/ WHITE ACRYLIC PLASTIC
- C 3M 3630-20 TRANSLUCENT VINYL OVERLAY
- D 4" X 6" WATCHFIRE DIGITAL DISPLAY
- E BASE IS 12" ALUMINUM SKIN OVER ALUMINUM ANGLE FRAME, HARDIE BOARD BACKER & RAILROAD THIN BRICK CLADDING
- F 3M ALUMINUM FCO ADDRESS NUMBERS, PAINTED [P3]
- G STUD MOUNTED FLUSH

INTERNALLY ILLUMINATED w/ WHITE LED LIGHTING.
*PRIMARY POWER PROVIDED TO SIGN LOCATION BY OTHERS

FINISH SCHEDULE

P1	P2	P3	V1
RED RAL 3005	YELLOW RAL 1023	WHITE RAL 9001	WHITE RAL 9001

PROPOSED LOCATION



NOTE: Scale of sign in photo is approximate.

SIGN OPTION A

*INSTALLATION PER ENGINEERING

SCALE: 3/4"=1'-0" QTY: 1ea

Ellis & Ellis
SIGN SYSTEMS

1111 Jolly Way
Sacramento, CA 95815
Contractors License #45167

Quote#	Order#	Designer	Sales Rep.	Mike T.
100.00.00	100.00.00	100.00.00	100.00.00	100.00.00
100.00.00	100.00.00	100.00.00	100.00.00	100.00.00
100.00.00	100.00.00	100.00.00	100.00.00	100.00.00



This document is submitted for review/approval at all times. The client acknowledges that they have received approval and hereby acknowledge that any changes to the drawing shall have no effect on the drawing. The drawing shall have no effect on the drawing. The drawing shall have no effect on the drawing.

This sign is intended to be installed in accordance with the requirements of the local jurisdiction. The client acknowledges that they have received approval and hereby acknowledge that any changes to the drawing shall have no effect on the drawing. The drawing shall have no effect on the drawing.

Ellis & Ellis Sign Systems
 1111 Joellis Way, Sacramento, CA, 95815
 916-924-1936
 EIN #: 68-0007793

License #: C-45 545167 / DIR # 1000000445
 Tax ID: Resale Lic. SS-KH-28-764785
 www.ellissigns.com

Quote 13327

Mills Station Arts & Culture Center

SALES REP INFO
 Mike Torrez
 mtorrez@ellissigns.com

QUOTE DATE
 03/10/2021
 QUOTE DUE DATE
 03/17/2021
 QUOTE EXPIRY DATE
 04/09/2021
 TERMS
 Net 10

ORDERED BY
 City of Rancho Cordova
 City Hall
 2729 Prospect Drive
 Rancho Cordova, CA, 95670

CONTACT INFO
 Cheryl Gleason
 cheryl@cordovacouncil.org

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	Entry Monument Marquee Sign Double-sided Illuminated marquee sign, 120"H x 90"W x 28"D overall size. 36"H base clad with thin brick veneer, and 3" sq tube trim band. 5-1/2"H FCO address numbers "10191" cut from 3/4" thick aluminum, painted Satin White, flush mount to brick base. 1" reveal at base. Main cabinet 83"H with custom shaped top, to house 53"H x 75"W LED display, cabinet painted to match PMS 187c Red. LED display to be Watchfire 10 mm full color, with 120 x 180 pixel matrix, and wireless communication. Main cabinet header copy to be routed out and backed with translucent white acrylic, copy to read: "MILLS STATION (logo) ARTS & CULTURE CENTER" Header copy is backlit with internal white LED illumination. Custom arched top cap and lower trim band painted to match PMS 7500c Gold. Sign installed in landscape area with (1) steel pole embed in non-reinforced concrete pier footing.	1	Unit	\$63,790.67	\$63,790.67

Price includes materials, fabrication, installation, and tax.

CUSTOMER NOTE:

Electrical source to be supplied to sign location by others.
 If electrical supply is not in place prior to sign installation, additional trip fee will be assessed.
 Quoted for clear unobstructed level installation site and clear unobstructed level access to installation location/s for all Ellis & Ellis Sign Systems personnel and equipment.
 Quoted for installation in a non-paved area. Core drilling or paving demolition and restoration, if required, will be at additional cost.
 Quoted for drilling in dry and normal soil conditions. If excessively wet or rocky conditions are encountered, additional cost will be assessed.
 Installation is quoted for non-union "Prevailing Wage".
 Quote does not include removal or disposal of any existing signs.
 Permits, engineering, concrete pumping, lane closures, encroachments, and traffic control are not included.
 Sales tax rate subject to change.

ITEM 19.1.

ATTACHMENT 3

STANDARD TERMS AND CONDITIONS

1. In the event there is a conflict between the terms contained in this Proposal and the Customer's own Contract, the terms of this Proposal will prevail. This quotation is valid for ninety (90) days from the date shown on the front, with delivery within one hundred eighty (180) days of said date. This Agreement may be modified only in writing signed by both parties. These terms and conditions supersede all other prior or contemporaneous agreements, and reference to the prices quoted in this Agreement includes by reference the terms and conditions stated herein.

2. Any changes/cancellations shall be paid by Customer on a time and materials basis at rates prevailing at the time rendered. To be binding, change requests or authorizations must be in writing and signed by both parties.

3. Customer shall bear all responsibility for the collection and/or payment of any applicable taxes, installation, crating, or delivery charges unless specifically included in the quotation. Shipments will be freight collect unless otherwise specifically agreed to. All delivery schedules are made in good faith; however, Contractor cannot guarantee timely delivery in all instances. Contractor shall not be responsible for damages, delays, or losses caused by carriers or for fire, accidents, walkouts, strikes, or other causes beyond its control. Contractor assumes no responsibility of safe delivery of goods by a carrier other than its own. Any and all claims for damage or loss shall be filed directly with the appropriate carrier.

4. Graphics shall remain the property of Contractor until paid for in full by Customer. Customer agrees to execute any security agreement or financing statement with respect to graphics supplied by Contractor as may be requested. All rights are reserved in the art work performed by Contractor.

5. Prices are predicated upon fabrications in accordance with our scheduling priorities. Products and services shall be delivered upon completion of individual components or task. Unless specified otherwise, all products and services are to be completed in a single-phase manner. Any items stored by Contractor shall be at the Customer's expense, payment for which shall be due immediately upon completion and delivery of the item in question. Items stored at locations other than those of Contractor shall be at a Customer's risk and not the responsibility of Contractor.

6. Unless otherwise indicated, products, and services quoted do not include acquisition of necessary special permits, bid or performance bonds, zoning variances, use permits, underwriter's label, A. N. S. I. requirements, or permission under any other permit, zoning, or other local regulations. To the extent that any of these are required, Customer shall acquire them or authorize Contractor to do so by a written change order or separate quotation.

7. Prices are net ten (10) days. Account balances over ten (10) days past due shall be assessed a one and one-half percent (1 1/2%) monthly late charge, together with a one-quarter percent (1/4%) processing and bookkeeping fee. In the event Contractor engages a collection agency or attorney to assist in the collections of sums from Customer, or in the event of any other dispute under this Agreement, the prevailing party in such dispute shall be entitled to recover from the losing party its reasonable attorney's fees and costs incurred, over and above any other damages or awards obtained. The parties choose as the jurisdiction for resolving all disputes be the County of Sacramento, State of California.

8. Contractor shall not be responsible for any of the following:

(1) Primary electrical circuitry from source to graphic. (2) Inaccuracies or inadequacies of information provided by Customer; (3) Changes in price due to a request by Customer to use other than standard type styles, colors, and finishes; (4) Delays due to occurrences out of the control of Contractor. (5) Increase in installation charges due to more than one single trip to the job site; additional trips required for reasons not under the control of Contractor shall be added to the invoice on a time and materials basis at then prevailing rates; (6) Changes required due to soil conditions, architectural elements, or building conditions; (7) Additional expenses incurred because access to installation area is other than under normal conditions; (8) Installation of exterior sign elements below grade other than in normal sandy-clay soil conditions, free of obstructions; (9) Additional costs or delays occasioned by unforeseen underground obstacles, underground utilities, problems with location or lack of proper permits, inaccessibility of installation site, or other geographical or physical conditions not within the control of Contractor; (10) Repair or replacement of damage to landscape occurring in the normal installation of exterior signs; (11) Illumination of signs other than by standard 120 volt 60 Hz current; (12) Additional charges for mounting fasteners; (13) Modification, removal, or storage of existing graphics or architectural features; (14) Inaccuracies or inadequacies of drawings submitted for installation of all items.

9. Contractor reserves the right to modify, without notice, any and all construction fabrication or installation, provided it does not significantly affect the aesthetics or structural integrity of the product or increase the price to Customer.

10. Contractor guarantees work against faulty workmanship or defective materials for twelve (12) months from delivery. Except for normal wear and tear, Contractor shall not be responsible for acts of vandalism, climatic conditions, or abuse of care of the work.

11. ALL IMPLIED WARRANTIES OF FITNESS OR MERCHANTABILITY ARE SPECIFICALLY EXCLUDED. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THOSE SPECIFICALLY INCLUDED IN THE PRECEDING PARAGRAPHS. CUSTOMER'S DAMAGES ARE LIMITED, IN ANY EVENT, WITH REGARD TO REPLACEMENT OR REPAIR OF DEFECTIVE WORK OR MATERIAL. IN NO EVENT SHALL CUSTOMER BE ENTITLED TO RECOVER CONSEQUENTIAL OR OTHER DAMAGES FOR PERSONAL INJURY, PROPERTY LOSS, LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF TRADE, LOSS OF CUSTOMERS, LATE DELIVERY, OR INSTALLATION.

12. In the event Customer is in default of the payment of any sums due or other conditions of this Agreement, or under the terms and conditions of any other contract Customer may have with Contractor, Contractor may, at its sole option, defer performance under this Agreement until said default is remedied in full, or Contractor may enter upon any premises where the merchandise contracted for herein may have been installed and remove the same therefrom, with or without notice, and without liability on its part. Termination or suspension of this Agreement, or the relaking of materials under the terms of this paragraph, shall not prejudice nor constitute a waiver on the part of Contractor of a claim for the price of labor and materials furnished or for damages.

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, 9835 Goethe Road, Sacramento, CA 95827. Mailing Address: P.O. Box 26000, Sacramento, CA 95826.

Subtotal:	\$63,790.67
Sales Tax (8.25%):	\$0
Total:	\$63,790.67

SIGNATURE:

DATE:

Project Name: Cysterhood

Project Description:

A 65-minute documentary that amplifies how the expansion of Rancho Cordova aides in increasing medical access and among incoming diverse communities members and prospective residents. The cast will highlight experiences with uterine health challenges, holistic healthcare clinicians, and medical experts (OBGYN's) who have studied the womb and found treatment success. These challenges include hysterectomies, PCOS, Ovarian Cancer, Fibroids, Endometriosis, Adenomyosis, and Miscarriages. As city-wide project plans continue in conversation with California Northstate University to establish an accessible medical facility in the heart of Rancho Cordova, this documentary seeks to bring visibility on the medical opportunities Rancho Cordova city planners and council members have in developing strong uterine health partnerships and access points for world renowned medical clinicians and future diverse residents.

Project Team:

- Black Womxn United Sacramento
- Wellness of Life Holistic Center and Supplements
- The Ohemaa Health and Wellness Podcast
- Delta Sigma Theta, Sorority, Inc
- Art Day of Sacramento
- UC Davis Medical Center - Division of Obstetrics and Gynecology
- Studio Sacramento - PBS Studios
- Sacramento Film Office - City of Sacramento

Project Goals:

- Make a unique and compelling case for the city wide expansion and inclusion of Rancho Cordova by sharing the often ignored or silenced stories of Black community members regarding infant mortality and uterine/womb health
- Increase the medical access for Obstetrics and Gynecology care for Rancho Cordova/Sacramento County residents
- Establish and advance equity, diversity, and inclusion values in health care for Black and Black-Identified Queer and Transgender People of Color (BIQTPOC) Rancho Cordova/ Sacramento County residents
- Advocate and collaborate alongside Rancho Cordova leaders to support holistic health care options for Rancho Cordova/Sacramento County residents
- Work alongside Rancho Cordova/Sacramento County city planners and council members to create inclusive medical access points for incoming and neighboring Rancho Cordova residents
- Amplify Rancho Cordova's voice and hand in diversifying, uplifting, and transforming the Northern California region as a nationally acclaimed city that provide ground-breaking medical practices, treatments, and services

Total Project Cost: \$255,000

Project Expenditures:

Salaries: **\$100,000**

- Director & Executive Producer (1)
- Co-producer (1)
- Videographer/Photographer (2)
- Sound Engineer (1)
- Project Manager (1)

Benefits/Healthcare: **\$25,000**

- Health coverage for film crew throughout duration of film production

Technology and Software: **\$75,000**

- Laptops (2)
- Cameras (3)
- Editing & Recording Software (3)
- Microphones (10)
- Headphones (10)
- Interview Stands (3)
- Backdrop (3)

Marketing and Promotions: **\$10,000**

- Commercial
- Radio
- Social Media promotions
- Documentary Launch -
- Press release marketing fees

Legal Fees: **\$15,500**

- Sacramento County filming fees
- COVID-19 County clearance fees
- DBA/Film Rights/Trademark
- Film Festival Submissions
- Film Insurance
- Entertainment Attorney Fees

Venue/Filming Site Rental (10-day): **\$7,500**

- (Per COVID-19 Restrictions and Approvals)

Miscellaneous **\$5000**

- Lunch/Snacks for film crew and cast members

Talent Stipend(s): **\$17,000**

- 30 cast members
- COVID-19 testing fees
- COVID-19 PPE for cast members

Matching Funds:

N/A

Additional Funding Opps:

Black Artist Fund of Sacramento - pending

California Arts Council - pending
Sundance Summer Film Institute - pending

Total Funds requested: **\$100,000**

Multi-year No

Project schedule:

Currently, "CYSTERHOOD" is in pre-production acquiring filming permit approval and finalizing cast member participation. We have applied to various funding sources and are awaiting funding amount and approvals. We have not applied to this opportunity previously. Below is our projected timeline:

Pre-production: January 1st, 2021 - June 30th, 2021

- Sacramento County filming permit approval for 10 locations
- Cast member recruitment, hiring, and orientation
- Health Care professional agreements and organizational approvals
- Request production site COVID-19 permits and approvals
- Finalize script, concept(s), look book, and casting call flyer
- Finalize filming equipment and editing software costs
- Continue to apply and secure funding for documentary production and post-production
- Community event and uterine health round table discussion - March 20th, 2021

Production: July 1st, 2021 - December 31st, 2021

- Individual cast member recruitment and filming throughout Sacramento County
 - (per COVID-19 restrictions and protections)
 - (per film insurance approval)
 - (per filming permit approval)
- Individual clinician interviews
 - August 2021
 - Mental Health
 - Hospital Physicians
 - City wide planners
 - Holistic Health Clinicians
- Community event and uterine health round table discussion
 - September 20th, 2021
- Sacramento State Women's Center Wellness panel

- October 2021
- Martin Luther King Jr Center wellness panel
 - October 2021
- Black Women's Health and Wellness Conference presentation
 - November 2021
- Holistic clinic and practice research and discovery
 - December 2021
- Research festival submission deadlines and eligibilities
- Research region-wide partnership to begin talk of wellness tour and documentary showings
- Submit mid-grant narrative to Measure H constituents

Post-production: January 1st - March 31st, 2022

- Final project editing and sound engineering
- Review and research additional interviews needed or adjusting
- Submit film project to festivals, conference, and symposiums
- Finalize marketing and promotions
- Finalize documentary tour and bookings
- Finalize launch venue and programming
- Submission, with anticipated acceptance, Sacramento Film Festivals
- Submission, with anticipated acceptance, Sundance Film Festivals
- Submission, with anticipated acceptance, Naturals Night Out
- Submission, with anticipated acceptance, American Black Film Festival
- Submission, with anticipated acceptance, Sacramento Women's Health Conference

Post-production: April 1st - June 30th, 2022

- Submit final funding receipts, narratives, and documentation
- Invite project team to documentary launch and showing
- Partner with (if applicable) City of Rancho board/organization to celebrate the opening of the medical teaching facility at California Northstate University

In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

- **Per anticipated funding, this documentary is scheduled to launch prior to June 30th, with post-production scheduled to conclude as early as April 2022. In support of and with the project's community partners and city-wide leaders, I plan to work to meet the project's deadlines and commitments. If project scheduling adjusts due to COVID-19 on-going regulations and changes, I will work**

to communicate with council members in providing updates and improvements to keep them abreast on completion timeline shifts/changes.

Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

- **Yes. If COVID-19 restrictions require the filming crew and cast members to adjust, this project will take on virtual filming and production if needed and will utilize our technology funds to increase our software platforms to support its completion**



March 3, 2021

City of Rancho Cordova
Community Enhancement Fund

Letter Of Support: Melissa Muganzo

On a daily basis I am reminded that the relationships we build are priceless in business and our lives. The partnerships we work so hard to create follow us each step of our path and often we have the opportunity to continue to work with individuals at more than one partnership as their careers grow. As the Executive Director of the Sacramento Rainbow Chamber of Commerce and as the owner and CEO Of Outword Media Marketing and Events, I provide my clients exposure to the massive LGBTQ market. We also do marketing and sales for a variety of other events including the LGBTQ Film Festival Bent, LGBT Wedding Expo., Jewish Film Festival, The Rainbow Chamber of Commerce and many more. I say this to not toot our own horn but, but to let you know how much we value our partners, advertisers and supporters.

Melissa Muganzo understands these relationships and how important they are on a daily basis. She has a very open-minded view and a can-do attitude which makes working with her very comfortable and productive. Melissa is tremendous when it comes to executing her vision. She sets aggressive, yet realistic, goals and carries them through to completion flawlessly. She is very focused, organized and detailed oriented.

Melissa has a personal presence that is magnetic; you want to be on her team and be a part of the success. I have had the pleasure of working with her on a number of projects including numerous Rainbow Chamber events like our Drag Queen Bingo fundraising events, our annual Black Tie Dinner Boas & Bowties where Melisa was a wonderful part of our Fund A Need Drive that generated funds for our scholarship program and entertained the audience. Also, as part of our scholarship and mentorship programs Melissa has assisted as a partner to engage our student populations to access to our programs.

Persoally, I have had the pleasure of participating with Melissa on a couple of speaking panels, and a live, local show, "Studio Sacramento." I brought her into a project with Visit Sacramento tourism committee to create unique opportunities for our city to host various LGBTQ events, and I will continue to recommend and support her work as she grows her portfolio.

I highly recommend, and encourage, you to consider her for Funding from your Grant to help her liberate the next generation of LGBTQ youth and citizens.

Sincerely

A handwritten signature in black ink, appearing to read "Fred Palmer".

Fred Palmer
CEO Outword Media Marketing and Events
and Executive Director Rainbow Chamber of Commerce

372 Florin Road #133 • Sacramento CA 95831 • 916-329-9280 • www.outwordmagazine.com

Daniel Leonardich

Subject: FW: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Attachments: Muganzo Investments, LLC - Measure H Application Submission 2021-2022.pdf; Muganzo (1).pdf

From: Muganzo Entertainment <muganzoentertainment@gmail.com>
Sent: Wednesday, March 17, 2021 12:54 PM
To: Daniel Leonardich <dleonardich@cityoffranchocordova.org>
Cc: Stacy Delaney <sdelaney@cityoffranchocordova.org>
Subject: Re: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Greetings!

Thank you for the first confirmation. Due to the description length of the project, I was unable to submit the second application via the web portal.

To ensure I meet the application deadline, I am attaching documents and supporting materials for the second grant application here.

Please let me know if you have any questions or if anything is missing.

Thank you,
-M

Melissa Muganzo Murphy, M.A., CPS
Pronouns: She, They, Sis, & Queen
Muganzo Entertainment, President & C.E.O
Entertainer | Cultural Curator | Philanthropist
www.muganzoentertainment.com





Rancho Cordova Community Enhancement Fund, Measure H Grant Application

Project Name: Home Repairs and Neighborhood Revitalization in Rancho Cordova in partnership with Habitat for Humanity

Requested by: Habitat for Humanity of Greater Sacramento

Project Description:

Habitat for Humanity of Greater Sacramento's overarching goals with this project are to both substantially improve the quality of life of low-income Rancho Cordova homeowners, in particular veterans and seniors, who are in need of critical home repairs to bring their homes into a safe, habitable condition, as well to uplift the neighborhood landscape through the beautification and revitalization of these properties that have deferred maintenance issues.

Renovations include work to correct critical exterior life/safety and structural deficiencies as well as other high priority exterior habitability repairs, and maintenance related exterior repairs such as painting and landscaping. Funding will provide for significant capacity expansion of an existing Home Repair program and will allow us to target and prioritize low-income Rancho Cordova homeowners as part of our ongoing efforts in Greater Sacramento.

We estimate this funding will allow us to make significant critical health and safety Related and beautification repairs on at least 23 (at minimum) qualified low-income owner occupied homes in Rancho Cordova thus both improving community pride and quality of life for the residents and their neighbors. Habitat for Humanity of Greater Sacramento will close fiscal year 20/21 having completed over 60 home repairs from July 1, 2020 through June 30th, 2021 for low-income homeowners in the greater Sacramento region (in addition to Habitat's other ongoing home building and Neighborhood Revitalization programs). Example renovations include replacing leaking and structurally unsound roofs and porches, corrected leaking windows, exterior paint/landscaping, substantial accessibility and aging in place upgrades, dry rot remediation, and health and safety related critical exterior repairs.

If we receive this requested grant support, planned activities include:

- Conducting outreach to increase awareness of the repair program within the City and to identify additional need.
- Screen applicants to establish eligibility, identify greatest need and conduct on-site reviews by a construction supervisor to define project scope and to further assess criticality of needed repairs.
- Utilizing an experienced selection committee, identify the most critical projects among applicants; with priority on projects with the most impact on the health, safety and comfort of the applicant with additional prioritization given to veterans and their surviving family members (all within the limits of fair

housing laws). Our CEO will make final selection based on criticality, estimated costs, veteran status and available funding.

- Plan and execute the selected projects under program supervision from a licensed general contractor and with on-site construction professionals as project supervisors. The majority of the labor on Habitat projects is typically provided by volunteers. Where possible we leverage grant funding by actively soliciting in kind donations of materials to reduce project costs or layering on additional funding pools to stretch Measure H dollars farther.
- Evaluate the effectiveness of this program; report to the City with: a listing of who received assistance, a narrative of their eligibility for funding, description of the work performed, cost of the work charged to the grant, other funding or in kind resources leveraged, and testimonials from the homeowner partners impacted.

For examples of previously completed Rancho Cordova home repair projects and homeowner testimonials within the scope of this grant request, please see the "Rancho Cordova Home Repairs Testimonials previous CEF grant" attachment under additional supporting documentation.

Project Team:

Habitat's staff of professionals play a huge part ensuring that projects are completed on schedule and on budget. Our Director of Construction plans and directs all aspects of our home construction and repair activities. Project Site Superintendents manage the day-to-day details for the project and ensure that the build site is safe, and work is completed on schedule. Our Manager of Homeowner Services is responsible for outreach, recruiting and qualifying prospective families, and guiding them throughout the process. Our Chief Development Officer oversees the overall fundraising, marketing/media/public relations, and volunteer recruitment and scheduling for the organization. Our Controller is responsible for ensuring donated funds are used efficiently, applied as directed, and that Habitat complies with the terms of grant funding.

Despite being shut down for 6 weeks during the onset of COVID in March 2022 and having to temporarily furlough 90% of the Habitat staff and temporarily shut down our jobsites, we are proud of what we were able to accomplish in 2020 despite tremendous challenges in the spring. The accomplishments below speak highly of the caliber, passion, and capacity of our lean team.

In 2020 our accomplishments included:

- Completed 5 new homes
- Started construction on 15 new homes;
- Repaired 29 homes (including 5 in Rancho Cordova) with an additional 16 home repairs underway at the close of the calendar year (now in March 2021, we currently have 41 active home repair projects underway at various stages and we will close fiscal year 20/22 having finished over 60 home repairs during the fiscal year in the greater Sacramento region)
- Hosted 3 large-scale Community projects;
- Generated \$1 million in ReStore sales while diverting 1 million pounds of usable material from landfills;
 - Though we had to significantly limit our volunteer opportunities with COVID, we still engaged over 350 community volunteers who put in over 12,011 volunteer hours
- Impacted over 3,500 underserved individuals through build, repair, and community projects

- CEO - Leah Miller, 20+ years of combined non-profit fund raising, real estate, and leadership experience.
- COO – Shannin Stein –25+ years of experience in non-profit and for-profit business operations and human resources management. Shannin is a certified Qualified Loan Originator and oversees the affiliate ReStore, Construction, and Homeowner Services Departments as well as our affiliate health and safety programs. While mostly focused on internal affiliate operations, Shannin is also instrumental in developing and maintaining our community partnerships and neighborhood NPO relationships.
- Chief Development Officer - Laine Himmelmann, 10+ years' experience working in fundraising and Public Relations. Oversees the volunteer program (2,000 volunteers annually prior to COVID), Habitat's marketing/PR, and fundraising. Oversees \$2 million+ is raised annually in donations to support Habitat's work.
- Homeowner Services Manager Cory Stevenson, Juris Doctorate from Case Western Reserve University Law School with strong policy background, is responsible for the affiliate's partner homeowner selection and approval process, and for managing Habitat partner families through the sweat equity, homebuyer education, and home purchase or repairs process.
- Controller- Farrah Shields, 10+ years of accounting and finance experience, and serves as a certified Qualified Loan Originator. In addition to managing the affiliate's financial integrity, she oversees grant compliance and manages the affiliate's mortgage portfolio.
- Director of Construction – Michael Gordon, California-licensed general contractor with 42+ years of experience in the construction field. He has worked on and managed new construction houses, rehabs, condo conversions, and commercial remodel projects. He currently manages a team of six on the construction side of the habitat operation. He also manages forward planning, new land acquisitions and land inventory.
- Home Repairs Site Supervisor - Brian Bushta has 10+ years of experience in the construction field and has worked for Habitat for three years. In his three years with Habitat, Brian has supervised and managed over 90 home repair projects and overseen and trained over 1,500 unskilled community volunteers on Habitat home repair and community projects.

Project Goals:

Our short term goal is to repair/renovate 23 or more low-income owner-occupied homes with deferred exterior maintenance issues in Rancho Cordova, transitioning the occupants from substandard living conditions, with potentially serious life/safety and structural deficiencies, to homes with significantly improved habitability and pride of ownership.

Our additional short term goal by providing these exterior home repairs is also to benefit the neighborhood at large by beautifying the streetscape through repairing these homes. We anticipate these 23+ repairs would directly impact between 40-60 Rancho Cordova individuals with critically needed preservation and maintenance support and untold numbers of neighbors who would benefit from the uplifted streetscape.

Our long term goal is to alter the decision-making calculus when seniors need to decide where to live out their lives. The critical home repairs we do are often the make-or-break deciding factor on whether residents are able to choose to age in place or are forced to seek other housing. The beautification repairs (painting and landscaping) can also have significant impact on both the neighborhood and the mental health and pride of ownership for the resident. One such example is in the case of Rancho Cordova resident James Hopkins who we were able to help through the 2019/2020 Rancho Cordova CEF grant. James is a disabled senior citizen who is losing his sight. He was referred to our program from the Rancho Cordova Code Enforcement after receiving a violation from the overgrowth around his home. Supported by the Measure H Community Enhancement Fund, Habitat was able to help revitalize James's property by taking out the dangerous overgrowth, putting in drought tolerant landscaping, and making other repairs to the house. James said the repairs have helped his self-esteem and emotional health. Additionally, as seen by the before and after photos included in our report (attached), the repairs significantly improved the neighborhood landscape as well and the neighbors were also very appreciative.

We will provide an end of grant report to include data on a) who received assistance, b) a narrative of their eligibility for funding, c) description and photos of the work performed, d) costs of the work charged to the grant, e) other funding or in kind resources leveraged f) homeowner testimonials and impact photos.

As we work in partnership with the city of Rancho Cordova to make these home repairs possible (working with code enforcement to identify additional residents and provide feel-good solutions to homes with deferred maintenance issues, as well as with the City for the funding to support these critical projects), it is important to us that those served through this grant also have an increased pride in their neighborhood and in the City of Rancho Cordova. As evidenced in the photos and testimonials in our previous grant report, celebrating and articulating to homeowner partners who is making the work we are doing possible in Rancho Cordova (the City of Rancho Cordova) is also an important piece of this partnership that adds to the increase of pride of community.

Total Project Cost: \$300,000

Estimated breakdown of project expenditures:

Habitat for Humanity of Greater Sacramento is requesting \$300,000 through this grant request to support home repairs in the City of Rancho Cordova for low-income homeowners with deferred maintenance. The majority of funding for our construction projects is utilized for necessary materials including lumber, siding, etc., as well as site supervisor labor, sub-contractors (when the task is not volunteer friendly), and fees/permits (when required).

The request for construction labor is the site supervisor's salary which includes time to evaluate each project, order the materials, schedule trade partners, and supervise the repairs. Habitat has a separate

electrical crew supervised by a volunteer electrical contractor. On average, over 90% of the labor involved in our construction and repair projects is provided by volunteers.

We have requested a small administrative/operational support amount to also help cover a very small portion of the preparation, marketing to Rancho Cordova community and homeowners, review and selection of homeowners for repair services, and homeowner support due to the scope of this request. For perspective, we receive between 500-1,000 home repair inquiries a year for our home repair program and we select between 40-70 home repairs project applicants. Every inquiry and application must be reviewed, homeowner communicated with, and for those homeowners whose applications are accepted, walked through the contract and process from application to finish of the repairs. If awarded this grant, we would put together a marketing plan and application period exclusively for low-income Rancho Cordova homeowners and focus 3-5 months of our construction repairs schedule in Rancho Cordova.

The cost and scope of a single home repair project can vary from project to project. Based on a \$300,000 budget, we would be able to repair/renovate at very MINIMUM 23 homes (possibly more than anticipated, as with our previous grant, depending on the scope of repairs needed from qualified applicants) in Rancho Cordova with substantial health and safety related critical repairs through a \$300,000 Community Enhancement Fund Investment.

The percentage of materials, sub-contractors, and Habitat labor costs can vary significantly from project to project (for instance, beautification “brush with kindness” painting and landscaping projects are weighted more heavily in labor costs than in materials as all of our paint is donated in-kind and we traditionally have all landscaping supplies in hand or they are relatively inexpensive vs. critical home repairs such as a roof repair/replacement will have costs more heavily weighted towards materials and/or sub-contractors)

As evidenced by our 19/20 Measure H CEF grant where we promised 3-4 home repairs and delivered 5, we will continue to be efficient, frugal, deliberate, and look for opportunities to stretch the CEF grant by leveraging and laying on additional partnerships (such as our partnership with SMUD where we were able to support through that grant adding solar to our Rancho Cordova home repair for the Mitic family without utilizing Rancho Cordova CEF funding to making Veteran Miles Maria’s “old veterans dream come true and helping me get solar on my home....a 30 year dream come true!”)

As the breakdown of costs can differ substantially per type of repair (for reference, a “brush with kindness” beautification repair is typically under \$5,000, but a critical home repair depending on the work needed, can be up to \$30,000 with a roof), our plan with this grant would be to have a mix of critical and beautification repairs, similar to our smaller 2019/2020 Measure H grant, so to make substantial impact on a wide variety of exterior home repair needs for the Rancho Cordova community. Our estimated breakdown of the \$300,000 grant would be:

- For “Brush with Kindness” – beautification repairs (i.e. exterior painting/landscaping) – 55% construction labor, 40% materials per project, 5% admin/social services/operation labor
- For Critical Repair (without a roof repair) – 25% construction labor, 70% materials (could potentially involve sub-contractors depending on the scope of work), 5% admin/social services/operation labor

- For Critical Repair (with roof) – 10% construction labor, 85% materials and/or sub-contractor, 5% admin/social services/operation labor

Matching Funds:

We currently have grant commitments and applications pending to further expand our Neighborhood Revitalization/Home Repair Program at large across the greater Sacramento and Yolo County region. If any of these applications are approved these funds would work in conjunction with Rancho Cordova funding (and layered on top of where possible such as what we did with the SMUD funding on the Mitic family 19/20 Measure H project). Rancho Cordova Community Enhancement Funds which would only be used in Rancho Cordova and other funding would be used as directed by the granter in the Greater Sacramento area (or layered over Rancho Funding to stretch Measure H dollars farther) SMUD: \$154,000 (in hand) and additional \$300,000 (pending), Air Warrior Courage Foundation \$10,000 (pledged); Rock the Block funding \$50,696, Sacramento County \$38,550 (pledged).

Rancho Cordova applicants have always been eligible for funding through our program and will continue to be so. However our work is prioritized on greatest need; if this request is denied then Rancho Cordova applicants are competing with a much larger pool of applicants and we will always prioritize on the greatest need and veterans when making decisions as to which applicants to serve. Approving our grant request gives Rancho Cordova residents a dedicated source of funding to address their needs without competing with applicants from all of Greater Sacramento and Yolo County.

Habitat home build and repair projects are made possible through volunteer labor and hundreds and hundreds of volunteers.

Additionally, if awarded this grant, we would look for opportunities for in-kind support and matching funds (such as SMUD funding) within the city of Rancho Cordova to stretch the allocated dollars farther and repair more homes and neighborhoods.

Include any other funding contributions:

While we have other funding contributions for our repairs program at large (see above), we do not have any other funding that is Rancho Cordova specific and that would help us prioritize the City of Rancho Cordova and Rancho Cordova homeowners. If this request is denied then Rancho Cordova applicants are competing with a much larger pool of applicants, after completing our last round of repairs in Rancho Cordova, we currently have a waiting list of Rancho Cordova home repair applicants amidst a list of several hundred inquiries from the greater Sacramento region. This grant would help us put Rancho Cordova applicants to the top of the list through a dedicated funding source specifically for Rancho Cordova families, seniors, and veterans in need of home repair services.

Additionally, while we have included a very small 5% operations/admin support piece in the budget to cover a small piece of the administrative support with qualifying and working directly with the homeowner partners, the majority of the homeowner services, as well as finance, and volunteer services staff time would be covered through other areas of our \$5.6 Million budget such as from our ReStore (\$1 million unrestricted revenue annually), Habitat homeowner mortgage payments (unrestricted revenue), and general unrestricted donations.

Ongoing operations and maintenance costs if applicable:

There would be no additional or ongoing costs related to the projects that would be covered and made possible through this request.

Total CEF funds requested: \$300,000

Is this a multiyear request: No

Number of Years: 1

If you answered yes above, describe your plan: N/A

When will your request for funding sunset for ongoing programs?

Though we anticipate that the need for what we do and what this program does (providing affordable home preservation and repairs for low-income homeowners), will be an ongoing need both in the City of Rancho Cordova and our greater Sacramento region - this request will support all the projects included in this request with no ongoing funding needed for the specific projects funded within this request.

Project Schedule:

Upon notification of grant award:

1. Begin outreach activities to local organizations.
2. Open application process specifically to low-income Rancho Cordova residents.
3. Marketing campaign and work with media partners to broadcast opportunity to residents.
3. Begin application review and selection process.
4. Begin on-site reviews to define scopes of work and estimated costs.
5. All projects selected by no later than December.
6. All projects started by December/January. Estimated time to complete each project can vary from a few days (beautification projects) to 4-6 weeks for critical home repairs depending on scope of work, weather, etc.
7. Completion of a minimum of 23 home repair projects for low-income Rancho Cordova homeowners by the end of fiscal year 21/22.

In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Careful consideration and conversation is had with all Habitat leadership team members from homeowner services, construction, finance, development, and operations before requesting funding for a grant to ensure we can perform within the timeline, promises, and expectations of the grant.

We requested a small amount of funding (\$35,000) for this program in FY 19/20 to support 3-4 home repair projects. In the end, even with being shut down for 6 weeks due to COVID, we were able to deliver 5 projects and complete all projects within the grant timeline while also working to deliver on a previous \$500,000 home repairs grant from SMUD that we needed to deliver on before the end of the calendar year (which we did).

Habitat is an organization which prides ourselves on always doing what we say we are going to do. When we applied for funds in FY 19/20, our program was new to the Rancho Cordova community and we wanted to make sure we could do what we said we were going to do before applying for funds to do work in a new community. Based on the surge of Rancho Cordova applications and our proven capacity,

we feel confident that the need is there as is our capacity to make a larger impact with larger grant support.

Based on our current construction schedule, the need and interest for our repair services within the Rancho Cordova community, and our staff capacity, if awarded this grant, we will finish all projects by June 30th, 2022.

Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

In March, Habitat for Humanity was forced to close our retail outlet, the ReStore, with shelter in place orders. As the ReStore is a primary supporter of Habitat's operating costs including rent and staff, that meant temporarily furloughing 90% of the Habitat staff for 6 weeks and temporarily shutting down all the construction sites. Since bringing our staff back and reopening the construction sites in early May, we have been building forward with the needed modifications (less volunteers per site and tier-based allowances for who can volunteer, highly stringent safety measures and protocols on and off the construction site, doing exclusively exterior home repairs , etc.) to continue to operate safely and efficiently.

By the end of this fiscal year we will have completed over 60 home repairs (the most of any year since we started our home repairs program), all of which were started and completed during the COVID-19 pandemic.

As an essential business and with the modifications we have made to ensure we can continue to build forward and operate, this program will be able to continue to adjust, operate and perform as needed based on any California Public Health and Sacramento County Health orders.

Physical address of project location: 23 or more TBD various qualified owner-occupied homes of low-income residents in the City of Rancho Cordova, CA.

Other physical addresses if project/program is at multiple sites: TBD 23 or more various qualified owner-occupied homes of low-income residents in the City of Rancho Cordova, CA.

Have you received a letter of support for the project/program from the property owner? No

Letter of Support from Property Owner (not public K-12 sites) N/A

School District (if applicable, check all that apply) N/A

Supplemental Endorsement Form(s) N/A

Application Submitted by: Laine Himmelmann

Title: Chief Development Officer, Habitat for Humanity of Greater Sacramento

Submitting as: Nonprofit

Phone: (916) 440-1215 x1108

Email: LHimmelman@habitatgreatersac.org

Mailing address of submitter:

Habitat for Humanity of Greater Sacramento
819 North 10th Street
Sacramento, CA 95811

Signatory's Name: President and CEO, Leah Miller

Signatory's Phone: (916) 440-1215 x1131

Signatory's Email: LMiller@HabitatGreaterSac.org

Additional Attachments:

- Rancho Cordova Home Repairs Testimonials (attached)
- 2020 Stats and Recap (attached)

Homeowner Stories, Testimonials, and Impact Photos**1. Robert and Lola Crawford-2151 Pantages Circle (Veteran)**

Robert and Lola Crawford have lived in their Rancho Cordova home for 4 years. However, the couple would enjoy fairly adventurous lifestyles before putting down roots in their quaint Rancho Cordova neighborhood. In 1958, Robert Crawford began his military service as an SP/5 Radar specialist for military aircrafts, a position that allowed him to experience the diverse geographic landscapes of places like Germany and the Samoan Islands. Although his military career ended in the 1961, Robert continued working in the aviation industry by working on military-style aircrafts at Hughes Aircraft Company. Likewise, Lola was raised in a military family and was afforded the same opportunity to visit an array of places across the globe. Later on in her life, Lola would have the opportunity to find work in Washington D.C. alongside Hugh D. Auchincloss, an accredited lawyer and stockbroker who also happened to be the stepfather of the late former first lady Jacqueline Kennedy. Although Lola diverged from this career pathway, she found life fulfillment in not only her love for family but also her passion for human equality advocacy and activism.

Today, Robert and Lola Crawford boast a household family of four, which includes her son Michael and grandson Jadon. However, the family has found hardship in maintaining the integrity of their Rancho Cordova residence. As Robert lives with dementia and Michael suffers from chronic back pain and a traumatic brain injury, Lola found it difficult to find the time and funds to carry out the needed improvements to the family's home, even with her two part-time jobs.

Thanks to the efforts of Habitat for Humanity and the City of Rancho Cordova, we were able to make extensive repairs and replacements to the backyard fencing, sliding glass door, bathroom sink, shower, and toilet will prove to be more energy efficient and instill a sense of security within the household. For the Crawford family, the repairs that Habitat for Humanity were “life-saver as well as a godsend” and have alleviated a lot of stress and worry from the family.

Before Photos:



After Photo:



(Shown with volunteers and supporters outside their newly repaired home)

The following letter was received by Habitat following the repairs of this project:

January 31, 2020
 Megan McCarthy
 Neighborhood Revitalization Coordinator
 Habitat for Humanity of Greater Sacramento
 819 North 10th St., Sacramento, CA 95811

Dear Megan,

First, I want to say that I love Habitat for Humanity. Secondly, I was thrilled and grateful to learn that the City of Rancho Cordova contributed funding to Habitat towards some of the cost of our home repair project.

Habitat's crew came out as scheduled and the entire project was completed in a prompt and timely manner. The Crew Boss' tolerance with the inexperienced volunteers was an incredible experience to witness. Brian Bushta took painstaking patience in explaining the importance of being accurate to each volunteer while giving his full attention wherever it was needed. He walked me through the entire process step by step with tact and scrutinized every detail. The fence came out exceptionally well and looks fantastic. I totally love the higher height and metal poles that will probably last a lifetime.

Our main bathroom has been quite dysfunctional with the make-shift shower head over the tub and a cracked sink counter. We have from three to five teenagers living here most of the time and they can now feel free to take a shower without fear of ruining the bare walls. The beautiful new tile is bright and shiny. I was forced to go to Ross for matching bathroom accessories.

The ancient toilet was replaced with a new, more modernistic one and the sink countertop along with the old faucet was also replaced. When the plumbers could only be here on Monday Brian gave up his day off to be here to instruct and assist them.

Our garage bedroom door that's used as an entrance for the teens was defective and unable to be locked. Brian patiently replaced the frame and added a stylish new door with window to the delight of the teens. Brian welcomed the help of my teens and also motivated them to apply for apprentice jobs with Ameri Corp.

He went over and above good citizenship status by fixing one of the tools for my disabled son who was trying to cut limbs off our tree in the front yard.

Neighbors saw Habitat signs and Brian's company truck in front of our house and stopped to inquire. Brian explained the process for Habitat's Home Repair Program and two of the neighbors applied.

I also want to add how much I love Habitat for Humanity's Restore. It contains furniture and many other household items for sale at very reasonable prices. For example, two of my sofas, a gas stove, several chairs and a doggie bed all came from Habitat's Restore.

I can't thank you, Brian and all the volunteers enough and all I have are praises for Brian.

Gratefully,

Kaye Crawford -2151 Pantages Circle, Rancho Cordova, CA 95670

**2. Miles Maria & Christina Mitic – 10257 Agnes Circle, Rancho Cordova, CA 95670
(Veteran)**



Miles and Christina have lived in their Rancho Cordova home for over 20 years. Although time has had its effect on the integrity and safety of the property, according to the couple, this home “is our family’s life line and heart. Due to the current COVID-19 pandemic, Miles and Christina have graciously taken in their daughter and son-in-law who have both lost their jobs due to the pandemic and their 2-year old grandson. Michael and Christina are incredibly grateful to have a home that “provides the support our family needs to keep this American dream alive”.

However, with the roof of the home being more than 30 years old, it had begun to present issues of dry rot and jeopardized the safety and health of family. In addition to the roof, the home also needed exterior siding repairs and a fresh coat of paint.

As a veteran, Miles has always tried “to be self-sustaining and maintain a quality life for my family” and was overwhelmed to hear his project had been approved. As the solar panel installation had been a long-standing dream for both Miles and Christina, the couple was even more excited to discover that their home would receive the installation of solar panels at no cost to them and would become more self-sufficient and affordable (solar was provided by SMUD, an additional partner to the City of Rancho Cordova that Habitat brought onto the project to make the solar possible). For this family, these critical repairs “ensure the future quality of life that we have struggled to keep” and alleviated the “worry or stress of how those repairs were ever going to get done during such a difficult time”.

Before Photos:After Photos:Homeowner Feedback:**Chris Mitic**

These are the most awesome, helpful, and fast workers. We all practiced social distancing and/or wore masks when we were in close proximity. During this pandemic, to be able to have this work done anyway is an incredible feat. Plus, they worked during this heat wave without fail. We are so grateful, and thankful, there are not enough words to express it. Thank you, thank you, thank you!

Like · Reply · Message · 7w

**Miles A. Maria**

Agreed. Everyone at Habitat has been awesome. They have been kind and courteous at every step of the process. Always on time and always efficient. It was a pleasure to work on long side them when I could.

**Miles A. Maria**

I can't say "Thank You" enough to Habitat for Humanity of Greater Sacramento and S.M.U.D. for making an old veterans dream come true and helping me get Solar on the home. The paint and repairs were awesome, but the solar is a true miracle in this story. A 30 year dream come true. America ..the best place on the planet!



Like · Reply · Message · 7w



Brush with Kindness Repairs**3. Ingrid Rosten- 2155 Pantages Circle, Rancho Cordova, CA 95670**

After hearing about how Habitat for Humanity provided repairs to a neighbor in her Rancho Cordova neighborhood, Ingrid Rosten was excited to know that she too had been selected to receive health and safety repairs as a part of Habitat's Home Repair Program.

Ingrid has lived in her home for 11 years and is now beginning to see the effects of time on the integrity of her home. With the fencing that lines the perimeter of the property beginning to rot and weaken, Ingrid became concerned if she would be able to afford the repairs needed to maintain the security of her home. Luckily, Habitat was able to help Ingrid with these necessary fencing repairs and help Ingrid feel safe in her home once again. Ingrid has been a long-time supporter of Habitat's mission to help current homeowners remain in their homes safely and has been extremely grateful that she has had the opportunity to work together with the Habitat team and volunteers to restore her home to what it once was.

Before Photos:**After Photo:**

4. Laura Long – 11135 Woodkirk Court, Rancho Cordova, 95670

Laura Long has been living in her Rancho Cordova home for 16 years. For the benefit of herself and her neighbor, Laura reached out to Habitat as her fence had warped weakened, and was starting to rot and fall apart.

Laura is mostly retired and living on a low income and could not afford the repairs herself.

Habitat repaired and replaced fencing on Laura's property. Although simple in nature, Laura greatly appreciates the work Habitat completed on her home and truly believe that none of these repairs could have been done without our help.

Before Photo:



After Photo:



5. James Hopkins-2700 Paseo Drive, Rancho Cordova, CA 95670 (Code Enforcement violation fixed)



James Hopkins is a senior citizen who has lived in the same home in Rancho Cordova since 1958. After working briefly in the Bay Area, he returned to Rancho to care for his aging parents and has remained in his childhood home ever since. James is losing his sight, and as his blindness has progressed he has found it increasingly difficult to maintain his property. In addition, he believes a recent burglary he experienced was due to the condition of his home leading burglars to believe it was vacant. James was referred to Habitat by Code Enforcement due to a violation from the overgrowth around his home. Supported by the Measure H Community Enhancement Fund, Habitat was able to help revitalize James's property by taking out the dangerous overgrowth, putting in drought tolerant landscaping, and making some small repairs to the house. Said a proud James as we wrapped up the repairs on his home, "It's so great to not have to tell my friends it's not a good time to come over. Now, it feels good to invite them."

Before Photo:



After Photo:





We encourage you to watch [this 2020 Annual Report Video](#) to hear directly from our staff and see how Habitat KEPT BUILDING through 2020!

Please note, this is a calendar year recap. By end of fiscal year 20/21, Habitat for Humanity of Greater Sacramento will have completed over 60 home repair projects within the 20/21 FY.

Daniel Leonardich

Subject: FW: It's coming :)
Attachments: Habitat for Humanity.Rancho Cordova Community Enhancement Fund Grant with attachments.pdf

-----Original Message-----

From: Laine Himmelmann <lhimmelmann@habitatgreatersac.org>
Sent: Thursday, March 18, 2021 8:40 AM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>
Subject: RE: It's coming :)

Figured since I could submit via email, I'd make it a little prettier.
Attached the attachments to the application to keep it all together.

Let me know if this works!

Thank you so much Daniel!

Laine Himmelmann
Chief Development Officer, Habitat for Humanity of Greater Sacramento
819 North 10th Street Sacramento, CA 95811
(916) 440-1215 x1108 • Website: habitatgreatersac.org/ • LHimmelmann@HabitatGreaterSac.org
Facebook/HabitatGreaterSac • Twitter: @SacHabitat • Instagram: @SacHabitat • LinkedIn

Get a jump on your spring cleaning while giving back! The Habitat ReStore can give new life to your gently used home furnishings, appliances, and more. Learn more at HabitatGreaterSac.org/SacReStore!

Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Thursday, March 18, 2021 9:55 AM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 834577
IP Address: 108.220.224.154
Submission Date: 03/17/2021
Survey Time: 23 minutes, 38 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

* Project Name

American River Grange No. 172 Exterior Painting and Wheelchair Ramp

* Project Description

As Rancho Cordova's only building on the National Register of Historic Places, the American River No.172 Grange Hall has been a part of Rancho Cordova for 139 years. The work that volunteers have put into the building over the last six years has made the building a popular destination for weddings, birthday parties, graduations and other events. The building is also made available, at no cost, to local Boy Scout, Cub Scouts and Girl Scout units. It is also used by some families to home school their children while the public schools are/were closed due to COVID-19. The Grange Hall's exterior was last painted in 1976 and over the past several years the building exterior paint has degenerated to the point that it is flaking off and exposing to bare wood to the weather, causing the original wood to start degrading, making it necessary to replace numerous pieces of siding and trim. Replacement siding will have to be custom milled to match the existing original siding. A wheelchair ramp is also needed out the back of building. The front of the building is even with the ground, but is several feet above ground level in the back. If the building must be evacuated in a hurry, and the front doors cannot be used, there is currently no way for a wheelchair bound individual to safely exit the building. The proposed projects will repair/replace damaged wood prior to repainting the exterior of the building and provide a means for mobility challenged people full access to the back yard during events and a safe means to evacuate the Grange Hall if necessary.

* Project Team

Perryman Painting & Remodeling will be responsible for the wood repair and painting. 101 Mobility will do the wheelchair ramp.

* Project Goals

If funding is granted, deposits to Perryman Painting and 101 Mobility will be made. This will allow the painting company to start purchasing material, such as wood and paint and 101 Mobility can place the order for the custom made wheelchair ramp. Once work dates are established by the vendors, American River Grange volunteers can start site preparation. As each project is completed, final payments will be made and reports filed with the City of Rancho Cordova.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

* Total project cost

57,457

* Estimated breakdown of project expenditures

Perryman Painting and Remodeling, Inc. \$45,400.00 101 Mobility \$ 11,057.00 Siding and landing at ramp location \$1,000.00

* Matching Funds

N/A

* Include any other funding contributions

American River Grange No. 172 \$1,000.00 for custom milled siding and rebuilding the wood platform where the wheelchair ramp will be installed.

* Ongoing operations and maintenance costs if applicable

N/A

* Total Community Enhancement Funds requested

56,457

* Is this a multiyear request?

No

* How many years have you received funding for this project?

****SKIPPED****

*** When will your request for funding sunset for ongoing programs?**

June 30, 2022

*** Project Schedule**

Once funding has been approved and released to the American River Grange No.172, both companies will be contacted and the required deposits paid. Once Perryman Painting & Remodeling, Inc. receives the deposit, they will purchase the required materials and set up a time to commence work. Total time to repair/replace and paint the building is about one week. 101 Mobility, upon receiving the deposit, will place the order to the manufacturer of the commercial wheelchair ramp. When they receive a delivery time of the ramp, they will set up an installation time. Approximate manufacture time is 4-6 weeks. Installation of the ramp will take one day.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

Both the exterior painting and wheelchair ramp are straight forward projects. Once work commences on them, they can be completed within a week. The biggest roadblock to finishing the painting in a timely manner is the custom milling of the siding that must be replaced. The American River Grange has already contacted a company to do this work. We do not foresee any major obstacles in finishing before the June 2022 deadline.

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Both projects in this proposal will be outside. Both companies have stated that they adhere to all guidelines associated with trying to prevent the spread of COVID-19. 101 Mobility is the company that installed the new stairlift at the American River Grange Hall. During the installation their installers wore protective masks the entire day.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

2720 Kilgore Road
Rancho Cordova California 95670
United States

Other physical addresses if project/program is at multiple sites

N/A

*** Have you received a letter of support for the project/program from the property owner?**

Yes (includes if you are the property owner)

Letter of Support from Property Owner (not public K-12 sites)

****SKIPPED****

School District (if applicable, check all that apply)

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

****SKIPPED****

*** Application submitted by**

Marshall Stewart

Title

Property Manager, American River Grange No.172

*** Submitting as**

Non-Profit

* Phone
(916) 337-1092

* **Email**
beaglescout@sbcglobal.net

* Mailing Address of Submitter
2918 Hunt Drive
Rancho Cordova California 95670
United States

Signatory's Name
GrangeMaster Bill Thomas

* Signatory's Phone
(916) 798-1061

* **Signatory's Email Address**
wc.thomas@sbcglobal.net

* Signatory's Mailing Address
2336 Byrd Drive
Rancho Cordova California 95670
United States

Attach any additional documents here
IMG_1157.JPG

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Project name: **Street Level Mobile Outreach**

Project description: **Homeless Outreach Services**

Project Team: The Salvation Army Rancho Cordova Community Hub and City Navigator, Gabriella Roth.

Project goals: Over the past several years, we've all come to realize how dire the homeless problem has become. Add to that ongoing reality of COVID-19, unemployment at record highs, a business environment that has learned how to operate with less, and it isn't hard to understand how hopelessness and despair impact the homeless population. Some reach this point because they believe they can't change. Or, that resources are not available to them. Or, they simply don't know how to access resources. With your help, we want to change that.

The Salvation Army's Street Level Mobile Outreach program is a Housing First, person-centered, strengths-based approach to help persons experiencing homelessness connect with service providers and increase their housing stability in Rancho Cordova. Its mission is to provide field-based outreach and engagement services to unserved or underserved individuals/families who are homeless, mentally ill, and residing in locations where outreach is not readily available. The Street Level Team will meet the homeless where they are through a retrofitted Sprinter Van and use of an individualized case management approach to address housing instability, focused on client identified goals and action steps. Our staff will work with individuals to identify, and provide, or refer them to community resources to support immediate needs. Our goal is to build trust and rapport by reaching out to them where they are and provide services that many of them do not currently have because they either don't have transportation, don't have the physical ability, don't have the resources, or don't feel they can leave their personal belongings long enough to personally visit a location to request services. The primary goal of this program is to improve people's housing situation. Although permanent housing is preferred, transitional housing may also be considered a success depending on housing availability and client's circumstances.

Estimated breakdown of project expenditures:

- | | |
|--|-----------------|
| 1. Street Level Mobile Van | \$60,000 |
| New sprinter van and cost to retrofit to handle mobile service (see attached pics). | |
| 2. Street Level Staff (two employees) | \$36,608 |
| One of these employees is an experienced full time, social service case manager with The Salvation Army, the other employee is based out of the Rancho Cordova Community Hub. Salary cost has been determined at 16 hours/week for each employee for 52 weeks. | |

3. Equipment & Supplies

\$ 4,000
Total \$100,608

***The Salvation Army is committed to increasing social service accessibility in Rancho Cordova. We are seeking funding only for the cost of the vehicle which is a one-time purchase and should have at least a ten year life.**

One Time Request for Funds: \$64,000

This program is designed to continue well beyond 2021. We see this operating for as long as there is need. Keys to the success will be the partnership with the City of Rancho Cordova, City Navigator, Gabriella Roth, and the City of Rancho Cordova Homeless Program Director, Russ.

Total community Enhancement fund requested: \$60,000.00

Matching funds (including any in-kind contributions): We will fund any additional cost that may associate with the project.

Include any other funding contribution to include your own: We are funding the full time Social worker's salary.

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: This program will continue through various support from the public and other government agencies

Is this a multiyear request (I checked yes) if yes number of years: No (**no one** funds programs beyond the three-year period)

If answered yes above, describe your sustainability plan and whether or not the project is viable as a single year request.:

Project Schedule: TSA Rancho Cordova is in the early phase of the Community Hub. With the receipt of additional resources, we plan to expand and build upon existing service offers of the project and propose the following schedule:

1. Within 30 days of grant award
 - a. Purchase vehicle
 - b. Plan out route, stops, and services with Gabreilla Roth (city Navigator)
2. At 90 days, sit down with Gabby and review current success and setbacks and adjust as needed.
3. At 6 months, review largest areas of unmet needs and establish a plan to meet those.
4. At 12 months, present report to City of Rancho Cordova on program impact.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

This is an ongoing project. We are asking for one time purchase of the vehicle for our mobile services.

Hyun Kim Lt.

Hyun.kim@usw.salvationarmy.org

408-781-9079

10370 Old Placerville Rd #107

Sacramento, CA 95829

Daniel Leonardich

From: Hyun Kim <Hyun.Kim@usw.salvationarmy.org>
Sent: Thursday, March 18, 2021 10:07 AM
To: Daniel Leonardich
Subject: Measure H grant application
Attachments: RCCEG 2021 - Street Level Outreach final.docx; GrantApplication20212022FI.pdf

Dear Daniel,

I have submitted the application for the Measure H. I am sending you another copy in Word format. Please call me if you have any question or concerns. Please let me know if you have not received my application through online process.

Sincerely

Hyun (Harry) Kim
The Salvation Army of Rancho Cordova (Korean Corps)

(408) 781-9079
Hyun.Kim@usw.salvationarmy.org

We are weak, but He is strong

Project Name:

EXPLORE Rancho Cordova Welcome Program

Project Description:

Launched in the Fall of 2015, EXPLORE Rancho Cordova developed a robust and engaging welcome program from scratch. In our first five years, we have provided a heartfelt yet professional **welcome to over 5,180 residents**. We have **personally delivered 3,863 welcome bags** to new residents, employees, and visitors (as of 3/15/21).

A comprehensive array of information is presented, encouraging everyone to get involved, shop local, and take advantage of the amenities of their new hometown.

We have proudly hosted 17 New Resident Welcome Receptions in locations such as City Hall, Sacramento Children's Museum, Soil Born Farms, and The MACC. At these engaging events, we have pampered new residents with complimentary chair massages, refreshments from local eateries, and a variety of entertainment. New residents have the opportunity to ask questions, meet their new neighbors, and take home welcome bags full of Rancho Cordova swag. Due to the COVID-19 pandemic, we hosted our first VIRTUAL reception in December 2020.

EXPLORE also offer much more than a simple welcome. We stay engaged with new residents through monthly e-newsletters and social media platforms to promote local city activities, businesses, and host special contests encouraging folks to EXPLORE Rancho Cordova.

EXPLORE also partners with Folsom Cordova Adult School by hosting a resource fair for the students, encouraging ESL residents to learn more about their community with the assistance of interpretation services.

We added two new tools to our welcome arsenal to better connect new residents, new hires, and visitors with Rancho Cordova – a map and our brand new children's "My Hometown – Let's Explore!" coloring book.

EXPLORE is out and about in the community as well, supporting community events (Kid's Day in the Park, I-Fest, Christmas Tree Lighting, Sacramento Children's Museum's Trick or Treat event, to name a few) and local business outreach such as info tables at Franklin Templeton, CA Northstate University, Folsom Cordova Community Partnership, and more.

PROJECT TEAM:

Bee Lopez, Program Manager
(916) 273-5711

BLopez@RanchoCordova.org

Rancho Cordova Chamber of Commerce

Diann H. Rogers, President & CEO
(916) 273-5706

DHRogers@RanchoCordova.org

Rancho Cordova Chamber of Commerce

PROJECT GOALS

- **GET BACK TO IN-PERSON WELCOMES:** Due to the pandemic, we developed creative ways to welcome our newest residents in 2020 and early 2021. One of our biggest goals in the 2021-2022 year is to get back out in person to knock on doors to welcome people, host live new resident receptions, and have a larger visible presence in our community.
- **WELCOME NEW RESIDENTS COMING INTO OUR NEW HOUSING PROJECTS:** The Preserve, The Ranch, Sun Creek, and Rio Del Oro. We were excited to learn that when Rio Del Oro is completed, we will be the largest city in the region – that’s a lot of new residents to welcome! We’d also plan to welcome new residents moving into CA Northstate University’s upcoming dorms.
- **NEW BUSINESSES = NEW HIRES:** We are excited to welcome the many new hires coming to Rancho Cordova, including the 1,000 jobs with UC Davis Health Center, the 800 jobs coming to the California Military Academy, the opening of SF Market, and potentially, the CA Northstate University Teaching Hospital.
- **PROMOTING NEW CITY AMMENITIES:** We look forward to spreading the word to new residents about Community Enhancement Fund Legacy projects such as the Mills Crossing Civic Center, the Youth Center, the new pool opening, and Little League renovations. We will also partner with the City and Chamber to promote and educate new residents, new hires, and our visitors about the RCity app.
- **DISTRIBUTION OF COLORING BOOK:** With the debut of our new coloring book, we have already identified potential partners to support our efforts to get coloring books into the hands of more of our youngest residents – beyond new residents.

PROJECT COST:

\$53,000.00

ESTIMATED BREAKDOWN OF PROJECT EXPENDITURES:**\$4,000 per month applied to:**

Daily Operations: Continued enhancement of program policies and procedures, on-boarding of groups, organizations, businesses; collection, packaging, and distribution of materials, event planning, site visits.

Project Manager: Daily operations and program execution

Chamber CEO: Policy and program oversight

\$5,000 – distributed throughout the year to explore and secure new and engaging technologies to reach Rancho Cordova residents, visitors, and employees.

Ongoing (beyond FY 2021/2022) We estimate operations costs to remain the same.

MATCHING FUNDS:

Matching support will be time and management provided by Chamber staff, volunteers, and program partners.

We have a sponsorship program in place that encourages community businesses to engage with our program in a variety of ways.

INCLUDE ANY OTHER FUNDING CONTRIBUTIONS:

Over the past five years, over 70 businesses and organizations have provided branded gift items and promotional information making up the robust contents of our welcome bags. Affinity partners off-set program costs through donations, staff time, promotion of events and activities, and other collaborative efforts.

ONGOING OPERATIONS AND MAINTENANCE COSTS IF APPLICABLE:**\$4,000 per month applied to:**

Daily Operations: Continued enhancement of program policies and procedures, on-boarding of groups, organizations, businesses; collection, packaging, and distribution of materials, event planning, site visits.

Project Manager: Daily operations and program execution

Chamber CEO: Policy and program oversight

\$5,000 – distributed throughout the year to explore and secure new and engaging technologies to reach Rancho Cordova residents, visitors, and employees.

Ongoing (beyond FY 2021/2022) We estimate operations costs to remain the same.

TOTAL COMMUNITY ENHANCEMENT FUNDS REQUESTED:

\$159,000.00

IS THIS A MULTIYEAR REQUEST:

Yes

NUMBER OF YEARS:

3

IF YOU ANSWERED YES TO THE ABOVE, DESCRIBE YOUR PLAN:

Project Cost: \$159,000 ~ \$53,000 each year for the next three

Estimated break down of program expenditures:

2021/2022 FY - \$53,000

2022/2023 FY - \$53,000

2023/2024 FY - \$53,000

HOW MANY YEARS HAVE YOU RECEIVED FUNDING:

6

WHEN WILL YOUR REQUEST FOR FUNDING SUNSET FOR ONGOING PROGRAMS?

We anticipate growing the program and have not established a sunset timeframe.

PROJECT SCHEDULE:

Explore Rancho Cordova began October 1, 2015. As the program is established and running smoothly, we will continue to meet the following project schedule:

QUARTERLY – Contact local real estate entities to identify new Rancho Cordova residents to ensure all are welcomed and receive information about Rancho Cordova.

BI-MONTHLY – Companies within city limits are contacted and information regarding new employee counts, welcomes bags needed, and site visits offered.

ONGOING – Our partnership with Rancho Cordova Travel & Tourism and the 17 local hotel properties keep us apprised of visitors coming to town. Cordova High School, local sports associations, state and county agencies, and associations have also requested program support and engagement.

IN ADDITION TO PROVIDING THE PROJECT TIMELINE IDENTIFIED ABOVE, DESCRIBE HOW YOU WILL BE ABLE TO COMPLETE YOUR PROJECT BY JUNE 22, 2022:

Explore Rancho Cordova is an ongoing program and while we have quarterly and annual goals, we are confident that any need to complete one or more elements of our program would be met.

WILL YOU BE ABLE TO ADJUST YOUR PROJECT IF CALIFORNIA PUBLIC HEALTH and/or SACRAMENTO COUNTY HEALTH ORDERS CHANGE?

Absolutely. As we demonstrated this past year, the 2020-21 contract, we continued to welcome new residents via personally handwritten welcome cards and virtual New Resident Welcome Receptions. We also worked alongside Chamber staff to promote our Rancho Cordova businesses during this time of crisis and kept our audience aware of changing guidelines. We may have changed our procedures but all new residents to Rancho Cordova received the same welcome and information without skipping a beat.

PHYSICAL ADDRESS OF PROJECT LOCATION:

2729 Prospect Park Drive Suite 117
Rancho Cordova, CA 95670

HAVE YOU RECEIVED A LETTER OF SUPPORT FOR THE PROJECT/PROGRAM FROM THE PROPERTY OWNER?

N/A

APPLICATION SUBMITTED BY:

Bee Lopez
Program Manager

SUBMITTING AS: Non-Profit

(916) 273-5711
BLopez@RanchoCordova.org

MAILING ADDRESS:

Rancho Cordova Chamber of Commerce
2729 Prospect Park Drive Suite 117
Rancho Cordova, CA 95670

SIGNATORY:

President & CEO Diann H. Rogers
(916) 273-5706
DHRoberts@RanchoCordova.org

SIGNATORY'S MAILING ADDRESS:

Rancho Cordova Chamber of Commerce
2729 Prospect Park Drive Suite 117
Rancho Cordova, CA 95670

Daniel Leonardich

From: Bee Lopez <blopez@ranchocordova.org>
Sent: Thursday, March 18, 2021 11:06 AM
To: Daniel Leonardich; Stacy Delaney
Cc: Diann H. Rogers
Subject: EXPLORE 2021-2022 CEF Application
Attachments: 2021 2022 Explore Community Enhancement Fund App.pdf; 2021 2022 Explore CEF app supplemental.docx

Hi Daniel and Stacy,

Thank you for letting me know my application didn't go through on the website yesterday. Attached please find our completed application as well as a supplemental document for when we needed more space.

What a terrific honor it is to apply again this year! Thank you for the opportunity!

Warmly,
Bee

BEE LOPEZ
Program Manager
EXPLORE RANCHO CORDOVA
Rancho Cordova Chamber of Commerce
(916) 273-5711
Go Exploring! www.ExploreRanchoCA.com

See where we're exploring on social media:

www.facebook.com/ExploreRanchoCA | www.twitter.com/ExploreRanchoCA | www.instagram.com/ExploreRanchoCA

Received
3/18/21

**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Soil Born Farms: Center for Food, Health and the Environment

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The terminus of Chase Drive in Rancho Cordova offers direct access to a rare combination of community amenities not found anywhere else in the Sacramento Region. The corridor includes the 55-acre historic American River Ranch, the 63.5-acre Hagan Park, Cordova High School including the new Theater Arts center, Mills Middle School, Cordova Gardens Elementary and unprecedented access to the American River Parkway. These combined amenities currently attract a diversity of visitors and have the potential to engage many more through the development of dynamic health, recreational, educational, entertainment, agriculture, environmental and culinary experiences. Towards this end, Soil Born Farms is working diligently with the City of Rancho Cordova and other regional partners to create a Center for Food, Health and the Environment at the Historic American River Ranch. This legacy project will anchor and tie these community amenities together, helping create a preeminent location for visitors to access vital health resources, learn, celebrate and recreate.

The comprehensive new infrastructure vision for the Center includes an improved two-way vehicle entrance, paved & lighted parking lot with ADA stalls, dedicated bike and pedestrian path, new Farm Stand and Kitchen building, new visitor center building, new animal learning barn (developed as a joint use facility with Cordova High Agriculture Academy), new pedestrian crossing over recently restored Cordova creek and connective ADA pathways with interpretive signage. This new infrastructure complements an existing equipment barn, caretaker house, schoolhouse, farmhouse kitchen, outdoor theatre, office building and outdoor patio.

As a catalyst to activating the next steps of new vertical construction; starting with the Farm Stand/Kitchen building and the Animal Barn, it is essential that an assortment of backbone infrastructure improvements

be completed. Currently, several of these backbone infrastructure items including the entrance driveway, electrical service connections and parking lot are in motion and slated for completion in the Summer of 2021. This is being accomplished in partnership with the City of Rancho Cordova through their prior allocation of Measure H funds.

The remaining backbone infrastructure items focus on construction design for the proposed animal barn, site preparation and utility upgrades to this historic site. No new construction can occur on the site until the remaining pre-construction actions below are completed.

Backbone Utility Upgrades: A looped fire suppression water line with hydrants and remaining water, gas and sewer for planned new construction (animal barn and farmstand/kitchen buildings).

Animal Barn Design: An animal program plan is currently being developed in consultation with the Cordova High School Agriculture Academy. The new animal barn will support a diversity of animals on the farm and associated education and training activities with students. This partnership will prove to be a dynamic enhancement to the high school program providing rich research, stewardship and on the job training for students in animal care, land management, soil management and weed management.

Demolition, Drainage and Paving: Final preparation in advance of construction of the farmstand/kitchen and animal barn requires demolition of the existing buildings, drainage work, basic grading and paving.

At this time, we are asking the City of Rancho Cordova to consider funding for the remaining backbone utility upgrades. Soil Born Farms will be soliciting funding for the remaining priorities through a grant from the Wildlife Conservation Board and from private donors. Key community benefits associated with the overall project include:

Community Pride:

➤ The Center for Food, Health and the Environment at the American River Ranch will anchor a combination of amenities that will draw national attention and create improved livability for local residents once fully developed.

Civic Engagement:

➤ This project supports existing and future programmatic activities along the Parkway, at Soil Born Farms, and in Hagan Park that attracts, engages and inspires a diversity of adult and youth visitors.

Quality of Life:

➤ Uses good design and agency collaboration to encourage reinvestment and renewed interest in a heritage neighborhood of Rancho Cordova.

- Provides low cost access to healthy food and programs that help youth and adult residents address diet related health issues.

Public Safety:

➤ Creates improved and safer multi-modal access for residents to a facility that historically was not open to the public.

Arts and Culture:

➤ With the presence of Soil Born Farms at the American River Ranch, CRPD's historic Rescue Barn, and Cordova High Schools Agriculture and Culinary Academies, this project invests in a community site that celebrates and accentuates Rancho Cordova's rich agricultural history and commitment to playing a leadership role in the regional Farm to Fork movement.

Children and Youth:

➤ Food, agriculture, environmental stewardship and recreational services are all important career pathways that can be accented at this site with proper investment of infrastructure and programs. With five schools within walking distance to this location and easy access to bus and light rail, area youth and adults will have the opportunity over-time to engage in dynamic life and career development activities from early childhood through adulthood during the school day, afterschool and summer periods. Current activities offered by Soil Born Farms include food production, community events, summer camps, field trips, adult classes, summer

youth employment, cooking education, gardening education, animal husbandry, health and wellness education and environmental science education.

All of the proposed new construction at the site will support learning and career development for our local youth. The Kitchen and Farm Stand building will serve as a dynamic job training center for high school age youth focused on retail, customer service, culinary arts, farm value-added product development, catering, event management and sustainable food production. The future animal barn will serve as a joint use facility with the Cordova Agriculture Academy accenting classroom instruction with real-world animal and pasture management practice. It will also serve as an exciting interpretive and hands-on education facility for visiting youth field trips and day to day drop-in visitors. The barn and farm will host a variety of animals such as chickens, turkeys, sheep, rabbits and goats.

Project Team Individuals or organizations responsible for the development and delivery of the project.

- Shawn Harrison from Soil Born Farms
- Jason Ellis from Ellis Architects
- Theron Roschen and Paul Junker from Interwest Group
- Kurt Spataro from Paragary's Restaurant Group
- Liz Bellas from Sacramento County Regional Parks Department
- City of Rancho Cordova leadership and planning staff

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The overall goal of this request is to prepare the American River Ranch for new construction. The specific components of the work include the following:

- 1) Backbone Utility Upgrades will be installed. These include:
 - a) Water lines (potable, irrigation and fire suppression with hydrants)
 - b) Gas Lines running to future farmstand and kitchen building
 - c) Sewer Lines service upgrade and extension of new lines for future construction

Additional Project Detail:

This funding request and previous funding from Measure H have remained focused on completing the design, access and utility upgrades necessary at the American River Ranch to prepare for new construction of the proposed Kitchen/Farmstand building and a new Animal Barn Facility. The 2019-20 and 2020-21 Measure H grants completed the water connection points from Golden State Water system and is supporting completion of the parking lot, driveway and electrical service connection for the parking lot and future new construction.

Concurrent with the goal to complete utilities, Soil Born Farms is soliciting donations and grants to complete the remaining site readiness activities. These include executing final grading, drainage and paving for the new buildings. This expense totals \$439,000 (included in total project cost below). We will also be seeking support to do the construction drawings for the animal barn which has a price tag of \$115,000 (not included in total project cost below). There are currently two funding sources that are being targeted for these additional site readiness expenses. Funding from the Lower American River Conservancy through the Wildlife Conservation Board and funding from Dave and Maxine Clark who have made a \$1,000,000 donation pledge to the construction project. \$25,000 is also committed from the Confluence Grant through the Sacramento Sewer and Sanitation District to help us develop the renderings and programming plan for the barn and animal program.

Additionally, the City of Rancho Cordova has made a recent grant application to the Sacramento Area Council of Governments for the Chase Drive - American River Parkway Connection Project, under their Community Design Program. This \$2,362,000 application proposes active transportation and safety improvements including a Class I multiuse path on the east side of the roadway, landscaped parkway including Low Impact Development features, pedestrian-level lighting, ADA curb ramps, vertical curb and

gutter, and high visibility crosswalks that connect students to school and connect the community to regional gems, Soil Born Farms and the American River Parkway. Please see Exhibit A attached. Specifically, these proposed improvements will leverage the current work underway at Soil Born Farms to construct the new driveway alignment to Chase Drive, infrastructure, and parking lot. This work was funded by a prior Measure H allocation and grants from the State Wildlife Conservation Board. The current Measure H request capitalizes upon the multi-project synergies that have been created, allowing the critical infrastructure to be built, and produce the health, recreational, educational, entertainment, agriculture, environmental and culinary experiences at Soil Born Farms.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$846,000**

Estimated breakdown of project expenditures:

Priority #1 Water Infrastructure (\$312,000). Detail as follows:

- Water System(\$167,000): Installation of water backflow devices, hydrants and pipes for fire suppression system, potable water lines and irrigation water lines. This system brings the site into compliance with Sacramento Metro Fire and brings new water lines to locations for new construction of the animal barn and farmstand/Kitchen building.
- Fire Suppression Loop (\$51,000): Extension of fire line to create a looped system that ensures enough pressure in the line. The tie in points for this loop were completed through another Measure H Grant in partnership with Golden State Water.
- Water System Design, Testing and Construction Management (\$44,000)
- Contingency: (\$22,000): 10% of total project cost
- Site Development Project Management Support (\$28,000): Continued support from Theron Roschen and team at Interwest Consulting to help advance site development at the American River Ranch.

Priority #2: Gas and Sewer Utilities (\$95,000). Detail as Follows:

- Sewer Line (\$58,000): Includes upgrading our existing sewer connection and running lines to new construction location for proposed farmstand/kitchen building.
- Gas Line (\$15,000): Installation of new gas line from existing service point for planned new construction of farmstand and kitchen building.
- Design, Testing and Construction Management (\$14,000)
- Contingency (\$8,000): 10% Construction contingency funds for all underground infrastructure.

Matching funds (including any in-kind contributions): **\$1,025,000**

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: N/A

Total Community Enhancement Funds requested: **\$407,000**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 2

When will your request for funding sunset for ongoing programs? N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Site utility work would begin effective October 1st 2021 and be completed by June 2022. Pending successful funding, Animal Barn design work would also begin in the Fall of 2021 and be completed by June 2022. The remaining paving and drainage work will most likely get tied into the building construction phase once all funds have been committed for one or both of the new proposed buildings.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

There should be no delays for the final design and installation of utilities. All proposed utility work is a natural progression of site work currently in progress and our biggest hurdle negotiating service points with Golden State Water has been resolved. The Fall 2021 starting date allows for the existing work associated with the parking lot, electrical upgrade and driveway to be completed. These activities slated for completion by June 2021 have been delayed due to work disruptions brought on by COVID and the careful attention directed to partnership agreements between the County of Sacramento, City of Rancho Cordova and Soil Born Farms.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

This is a construction and design project and should not be impacted by any health orders.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 2140 Chase Drive, Rancho Cordova CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Shawn Harrison**Title:** CEOIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** (916) 718-3563**Email:** sharrison@soilborn.org**Mailing Address:** PO Box 661175, Sacramento CA 95866

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Shawn Harrison**Title:** CEO**Phone:** (916) 718-3563**Email:** sharrison@soilborn.org**Mailing Address:** PO Box 661175, Sacramento CA 95866

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Infrastructure Costs for Soil Born Farms - Farm Stand and Interpretive Center Expansion						
Infrastructure Items	Estimated Cost to Construct	10% Contingency	9% Construction Budget	11% Construction Management (Staking & Material Testing)	Subtotal Cost	
Interwest Project Management Support					\$28,000	
Priority 1: Water - Site Work and Future Fire Loop	\$218,000	\$22,000	\$20,000	\$24,000	\$284,000	
Priority 2: Gas, Sanitary Sewer- Site Work, and SASD Sanitary Sewer	\$73,000	\$8,000	\$6,000	\$8,000	\$95,000	
Priority 3: Drainage - Site Work, Grading and Paving - Site Work	\$338,000	\$34,000	\$30,000	\$37,000	\$439,000	
Total Cost					\$846,000	



Our mission is to create an urban agriculture and education project that empowers youth and adults to discover and participate in a local food system that encourages healthy living, nurtures the environment and grows a sustainable community.

March 17, 2021

Dear Mayor Gatewood and Councilmembers,

I am writing to ask for your consideration of our request for funding site improvements at the American River Ranch. Along with my letter, several other trusted business leaders and partners have pledged their support for this Legacy project. These include Kevin Barri, Maria Thomas from VSP, Jared Dong from the AP Group, Kurt Spataro from Paragary's Restaurant Group, Dr. Maxine Barish Wreden from Sutter Health, Sacramento County Supervisor Don Nottoli, Kaiser Permanente, the Sacramento Farm Bureau and Sacramento Food Bank & Family Services. Legacy funding through Measure H in 2021-22 would complete final utilities infrastructure needs in preparation for new construction at the American River Ranch (ARR). These include a new Animal Barn and a new Farmstand/Kitchen building, two resources that one of our generous donors have pledged \$1,000,000 to help construct. These facilities along with other improvements at the ARR will advance education, job training, food access and land stewardship activities benefitting our Rancho Cordova Community. Other future improvements will include a visitor center building and a network of improved walking paths/trails allowing for greater accessibility to the farm, Cordova Creek and American River Parkway.

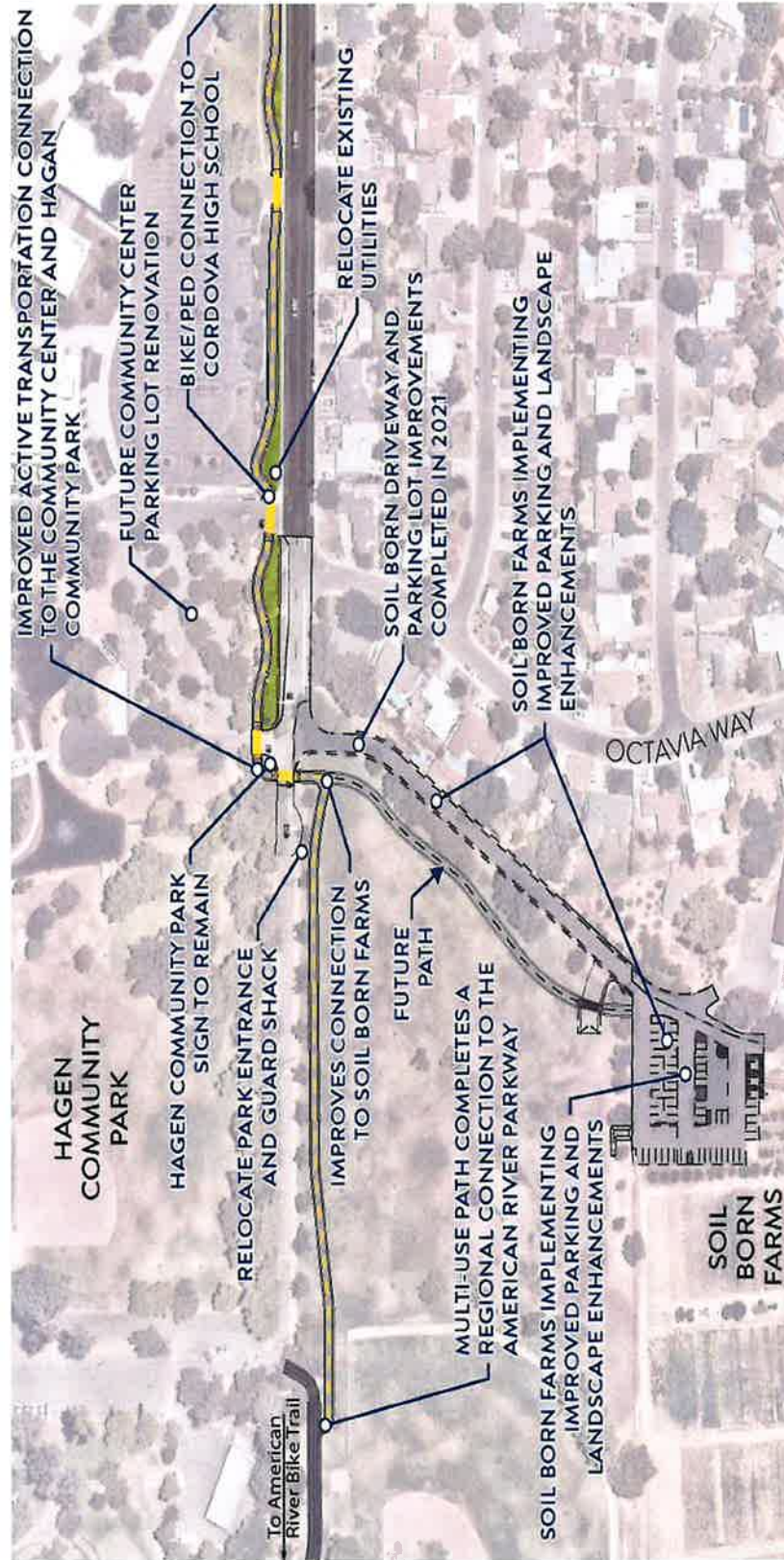
Investments in the American River Ranch are investments in the long-term health and wellness of our Rancho Cordova community. Thank you for your consideration of this project as a continued Legacy funding focus for the 2021-22 year. If you have any questions for me, please do not hesitate to reach out.

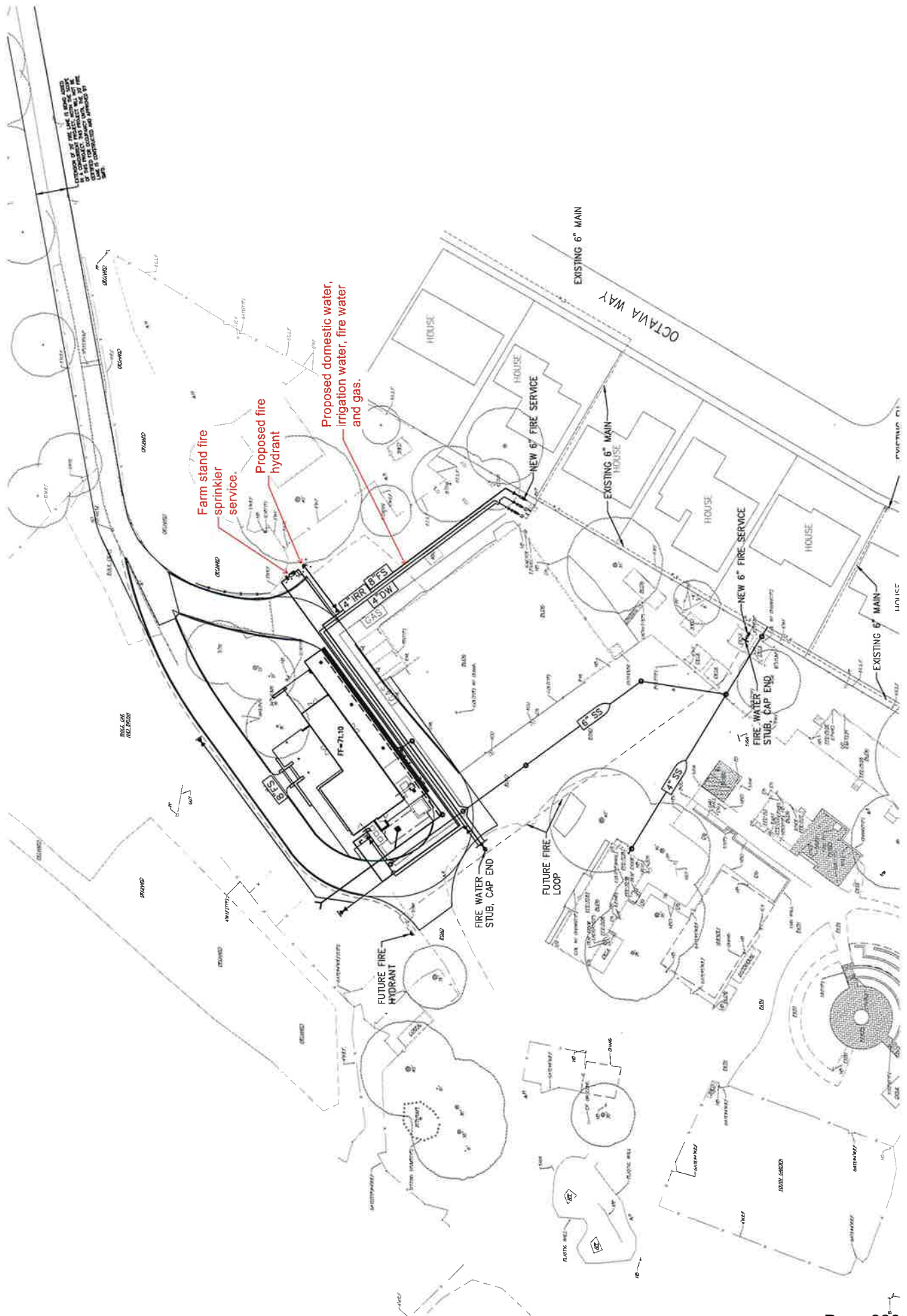
Sincerely,

Shawn Harrison – Founder & Co-Director
Soil Born Farms



Exhibit A: American River Parkway Connection Project





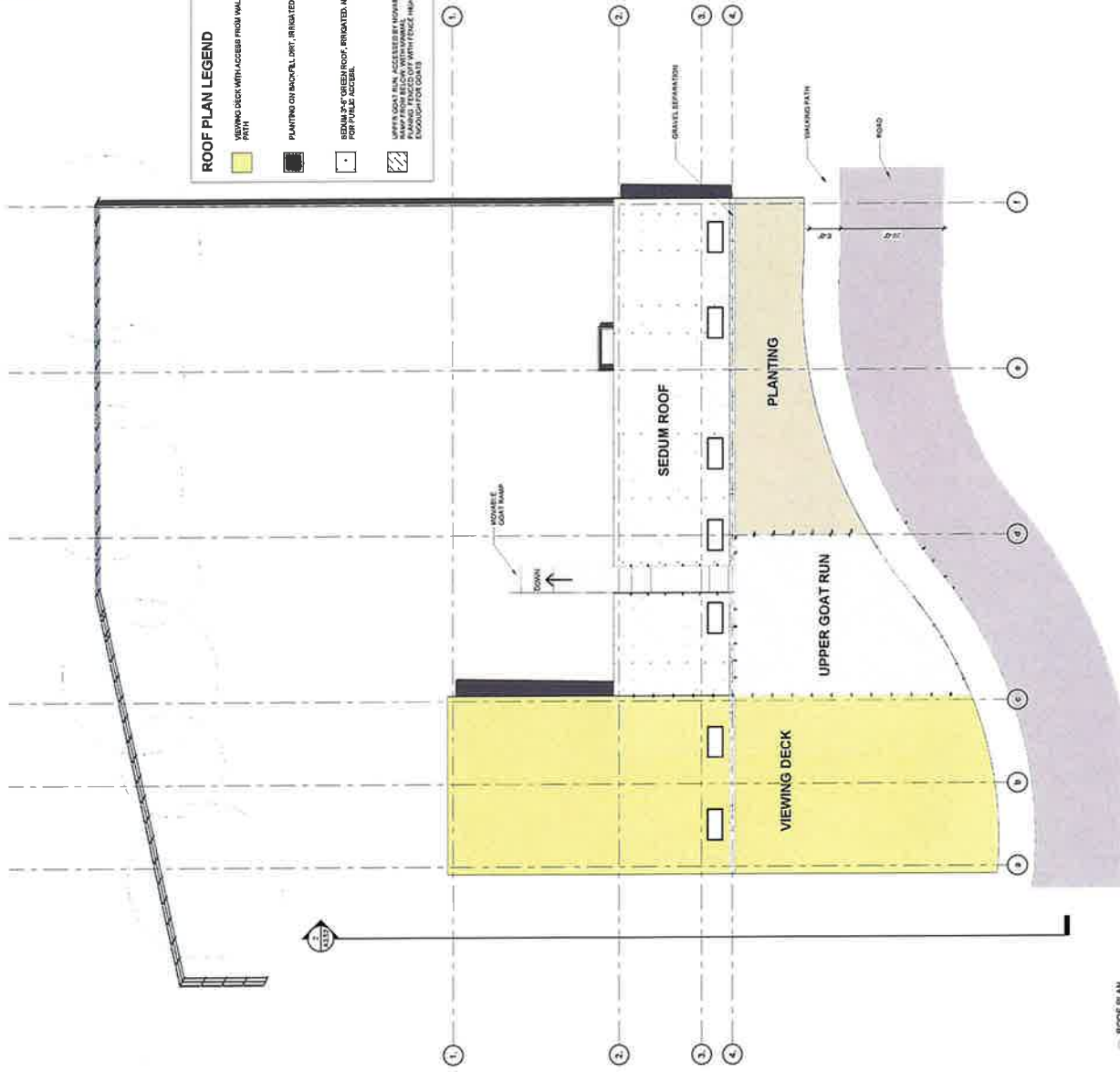


SOIL BORN FARMS ANIMAL BARN
2140 CHASE DRIVE, RANCHO CORDOVA, CA





ROOF PLAN LEGEND	
	VIEWING DECK WITH ACCESS FROM WALKING PATH
	PLANTING ON ROOF (NOT IRRIGATED)
	SEDUM PLANT GREEN ROOF, IRRIGATED, NOT FOR PUBLIC ACCESS
	UPPER GOAT RUN, ACCESSIBLE BY MOVABLE RAMP FROM BELOW, WITH WALKWAY AND FENCE, WITH FENCE, WITH ENLIGHTENED FOR GOATS



1. ROOF PLAN
11/1/2017



SOIL BORN FARMS ANIMAL BARN
7746 CHASE DRIVE, RANCHO CORDOVA, CA



SOIL BORN FARMS ANIMAL BARN
921146 CHASE DRIVE RANCHO CORDOVA, CA

Daniel Leonardich

From: Shawn Harrison <sharrison@soilborn.org>
Sent: Thursday, March 18, 2021 11:27 AM
To: Stacy Delaney; Daniel Leonardich
Cc: Theron Roschen
Subject: Measure H Request from Soil Born Farms
Attachments: 2021 Measure H Narrative Soil Born Farms.pdf; 2021 Measure H Cover Letter - SBF.pdf; 2021 Measure H Budget Detail - SBF.pdf; Exhibit A Parkway Connection Project Image.pdf; Exhibit B Utilities Plan.pdf; Exhibit C Animal Barn & Farmstand Images.pdf

Hi Stacy and Daniel,

I hope you both are doing well. Please see attached application materials for our Measure H funding request. If you have any questions or if anything is missing please let me know. Wishing you all the best and thank you for supporting all of the great work in our community.

Take care,

Shawn

Please note that I am now working a Tuesday through Saturday schedule. I will respond to email on those days.

Shawn Harrison, Founder & Co-Director

Office [916.363.9685](tel:916.363.9685)

Cell [916 718 3563](tel:916.718.3563)

Fax [916.363.9686](tel:916.363.9686)





**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Mather Sports Complex Crosswalks Project

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

This project includes the installation of two painted crosswalks along with curb cuts and signage in two locations across Schriever Avenue. The project has been requested by soccer groups and patrons of Mather Sports Complex. Schriever Avenue is a busy street and speeding cars simply do not pay attention to the children who need to cross this road. Patrons and CRPD staff observe speeding cars as they try to get to the soccer field from the parking lot five nights a week from October through March. The crosswalks and signage will do a lot towards slowing drivers down and making this a safer place for the teams who use the facility.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The project team includes the Park District Park Planning and Park Services staff. The team includes a Planning Manager, a licensed landscape architect and a licensed landscape contractor, and an administrative clerk. Over the past five years the team has secured, managed, and implemented over \$3.8 M in grant funds including several in partnership with the City of Rancho Cordova: Enhancement Fund, CDBG funds, and Housing-Related Park Program. The team has a record of successfully delivering projects on time and on budget and has a good working relationship with the City's Departments.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The goals of the project are to slow down traffic and make the street safer for children to cross. There have been 3 fatal pedestrian/car accidents in the last 6 years north of the project site along Mather Field Road. Data from the website City-data.com can be analyzed to see if the project helps to reduce these traffic incidents in the area.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$18,939**

Estimated breakdown of project expenditures:

Please see attached cost estimate.

Matching funds (including any in-kind contributions): **\$3,540 in-kind staff costs**

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: **N/A**

Total Community Enhancement Funds requested: **\$18,939**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Please see attached project schedule.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The project can be designed in-house by qualified (licensed) staff and be ready for submittal to the City Building Department upon Board approval of a grant contract. Based on multiple recent walkway construction projects managed by the District and performed by local qualified contractors, the District feels it can design, bid, and build within the grant time frame requirements.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The District has been allowed by State and County to continue with all construction projects throughout the pandemic as long as all safety protocols are strictly followed. Staff has continued to manage and oversee multiple projects over the past year. The pandemic will not affect project delivery.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Mather Sports Complex, 3755 Schriever Avenue, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Cristina James**Title:** Landscape ArchitectIndividual ☐ Public Agency ☒ Non-Profit ☐ Other ☐**Phone:** 916-842-3312**Email:** CJames@crpd.com**Mailing Address:** 2729 Prospect Park Drive, Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Patrick Larkin**Title:** General Manager**Phone:** 916-842-3300**Email:** plarkin@crpd.com**Mailing Address:** 2729 Prospect Park Drive, Rancho Cordova, CA 95670

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Mather Sports Complex Crosswalk Project						
Probable Project Cost Estimate 3.3.21						
Item	Unit	Quantity	Unit Cost	MATCH	Measure	H
Demolition	LS	1	\$ 2,000.00		\$	2,000.00
Curb cuts with Truncated Domes	EA	4	\$ 3,150.00		\$	12,600.00
Painted Crosswalks	LS	1	\$ 2,100.00		\$	2,100.00
Signage	EA	4	\$ 250.00		\$	1,000.00
Subtotal Construction					\$	17,700
City Permits	%	5	\$ 885.00		\$	885
Topography Survey	LS	1			\$	-
Material Testing	%	2	\$ 354.00		\$	354
Design and Project Management	%	20	\$ 3,540.00	\$ 3,540		
TOTAL DISTRICT MATCH				\$ 3,540		
TOTAL CITY REQUEST					\$	18,939

Mather Sports Complex Crosswalks Project Application to the 2021/2022 Community Enhancement Grant Program Anticipated Project Schedule												
TASK	June	July	August	September	October	November	December	January	February	March	April	
Application Approved												
Contract Routing (Board Approval)												
Construction Documents												
Permit Submittal												
Bidding												
Construction												
Final Grant Reporting and Reimbursement												



March 19, 2021

Ms. Stacy Delaney, City Manager's Office
2729 Prospect Park Drive
Rancho Cordova, California 95670

Dear Ms. Delaney,

The Union Sacramento Football Club is writing to support the Mather Sports Complex Crosswalks Project application to the Community Enhancement Fund Grant Program.

The project would use Community Enhancement Funds to construct curb cuts, signage, and road striping in two locations across the busy Schriever Avenue from the complex to the soccer fields.

Our club uses the soccer fields at Mather on a regular basis 5 nights a week from October-March. Each time we cross Schriever Avenue from the Mather parking lot to the practice fields we have to watch for speeding cars. The drivers along this road simply do not pay attention. The proposed signage and crosswalks will go a long way towards slowing cars down. The children in our club have age ranges from 7-18 years old and although coaches and parents are always present we do worry about our children having to cross this busy street.

Please consider this request to place crosswalks and signage at Mather. It will make our children safer.

Regards,

Kolleen McNamee
Director of Operations
Union Sacramento FC

Daniel Leonardich

From: Cristina James <cjames@crpd.com>
Sent: Thursday, March 18, 2021 12:44 PM
To: Daniel Leonardich; Stacy Delaney
Subject: Mather Crosswalks
Attachments: MatherCostEstimate.pdf; MatherNarrative.pdf; Supportltr.pdf; MatherProjectSchedule.pdf

Daniel and Stacy,

Attached please find the Mather Crosswalks Application to the Community Enhancement Fund Program.

Thank you!

Cristina James

Landscape Architect/Park Planner
Cordova Recreation & Park District
2729 Prospect Park Drive, Ste. 230
Rancho Cordova, California 95670
P: 916-842-3312

Connect with us!



Stay connected and active with our >>> [Virtual Recreation Center](#) <<<

CRPD is following guidance from public health officials and will continue to monitor the evolving situation that is COVID-19 (Coronavirus). When we make new, necessary adjustments to our operation for the safety of our staff and community, we will share updates on www.crpdc.com.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Federspiel Park Enhancement Project

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

This project includes the installation of a new perimeter walkway at Federspiel Park. The project also includes a new bike rack, two drinking fountains, an accessible picnic table, benches, and trash receptacles for the park. The project is supported by the residents of the Federspiel Park community and was requested by neighbors at a community meeting in 2018. Letters of support for the project are attached as well as meeting minutes from the October 2018 community meeting. The park is one of the first to be developed in the City of Rancho Cordova and has a long history of community pride and civic engagement. In recent years, efforts have been made by the Park District, neighbors and the City to upgrade the park. In 2012 the Park District added an accessible walkway to the playground on the west parcel. The City constructed a new sidewalk and monument signs along the park frontage through a Safe Routes to School grant. The City, District, and Sacramento Tree Foundation led a tree planting at the site, and last year the Park District removed the dilapidated community building and replaced it with turf. This project will improve neighbors' quality of life by enhancing a local green space and providing a new perimeter walkway for exercise and accessibility. The project promotes safety by improving park access and visibility. The walkway, picnic table, and one of the drinking fountains will be located near the soccer field improving that play area for children and youth.

Project Team Individuals or organizations responsible for the development and delivery of the project.

The project team working for the Federspiel residents includes the Park District Park Planning and Park Services staff. The team includes two licensed landscape architects and a licensed landscape contractor, and an administrative clerk. Over the past five years the team has secured, managed, and implemented over \$3.8 M in grant funds including several in partnership with the City of Rancho Cordova: Enhancement Fund, CDBG funds, and Housing-Related Park Program. The team has a record of successfully delivering projects on time and on budget and has a good working relationship with the City's Departments.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The goals of the project are to enhance and further activate Federspiel Park for its residents and improve safety and security at the park. The Park Services staff tracks incidents of vandalism and crime at all parks. The District will look at the numbers of calls received for Federspiel Park and compare before and after numbers. Staff will also perform surveys to see if park use increases after project implementation.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$342,029**

Estimated breakdown of project expenditures:

Please see attached cost estimate.

Matching funds (including any in-kind contributions): **\$ 47,247 in-kind staff costs**

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: **N/A**

Total Community Enhancement Funds requested: **\$342,029**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

Please see attached project schedule.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The project can be designed in-house by qualified (licensed) staff and be ready for submittal to the City Building Department upon Board approval of a grant contract. Based on multiple recent walkway construction projects managed by the District and performed by local qualified contractors, the District feels it can design, bid, and build within the grant time frame requirements.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The District has been allowed by State and County to continue with all construction projects throughout the pandemic as long as all safety protocols are strictly followed. Staff has continued to manage and oversee multiple projects over the past year. The pandemic will not affect project delivery.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: Federspiel Park, 2549 Chassella Way, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Angel Ball**Title:**Individual ☒ Public Agency ☐ Non-Profit ☐ Other ☐**Phone:** 916-635-6808 916-396-7383**Email:** Angel Ball <gacball@sbcglobal.net>**Mailing Address:** 2517 Chassella wy Rancho Cordova Ca 95670**Signatory** If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.**Signatory's Name:** Patrick Larkin**Title:** General Manager**Phone:** 916-842-3300**Email:** plarkin@crpd.com**Mailing Address:** 2729 Prospect Park Drive, Rancho Cordova, CA 95670

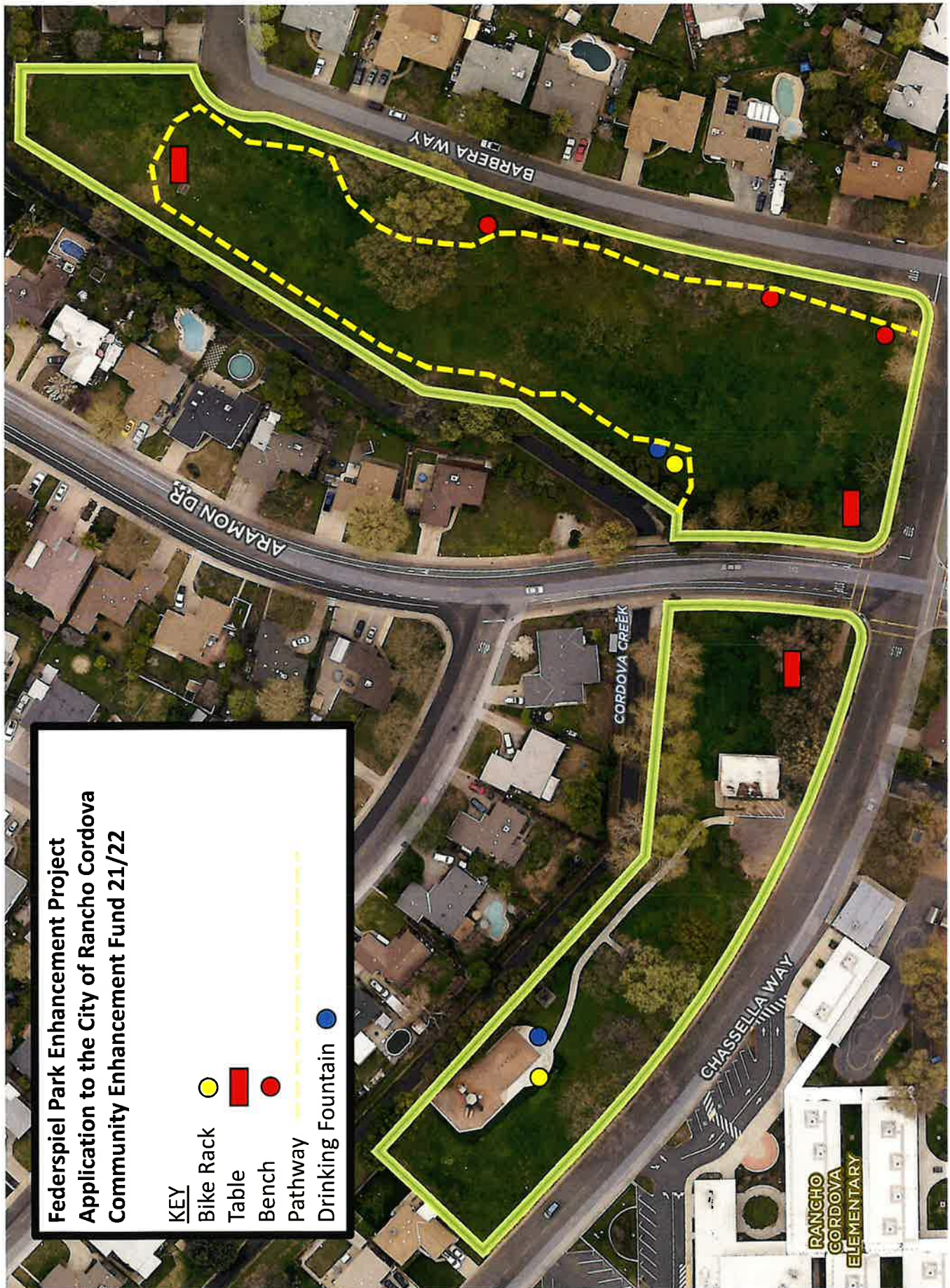
Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



Federspiel Park Walkway Project					
Probable Project Cost Estimate 2.8.21					
Item	Unit	Quantity	Unit Cost	MATCH	Measure H
Temporary Fence	LS	1	\$ 3,000		\$ 3,000
Clear and Grub/Grading	LS	1	\$ 50,000		\$ 50,000
Concrete Walkway	SF	11000	\$ 15		\$ 165,000
Bike Rack	EA	2	\$ 940		\$ 1,880
Trash Receptacles	EA	5	\$ 1,485		\$ 7,425
Drinking Fountains w/pad	EA	2	\$ 10,000		\$ 20,000
Table w/pad	EA	3	\$ 8,000		\$ 24,000
Benches w/pad	EA	3	\$ 6,600		\$ 19,800
Irrigation Modifications	LS	1	\$ 7,500		\$ 7,500
Hydroseed	LS	1	\$ 2,500		\$ 2,500
Aggregate Base	Tons	185	\$ 75		\$ 13,875
Subtotal Construction					\$ 314,980
City Permits	%	5	\$ 15,749		\$ 15,749
Topography Survey	LS	1	\$ 5,000		\$ 5,000
Material Testing	%	2	\$ 6,300		\$ 6,300
Design and Project Management	%	15	\$ 47,247	\$ 47,247	\$
TOTAL DISTRICT MATCH				\$ 47,247	
TOTAL CITY REQUEST					\$ 342,029

Federspiel Park Enhancements Project Application to the 2021/2022 Community Enhancement Grant Program Anticipated Project Schedule												
TASK	June	July	August	September	October	November	December	January	February	March	April	May
Application Approved												
Contract Routing (Board Approval)												
Topography Survey												
Construction Documents												
Permit Submittal												
Bidding												
Construction												
Final Grant Reporting and Reimbursement												



March 19, 2021

Ms. Stacy Delaney, City Manager's Office
2729 Prospect Park Drive
Rancho Cordova, California 95670

Dear Ms. Delaney,

The Cordova Recreation & Park District (CRPD) is writing to support the Federspiel Park Enhancements Project.

The project would use Community Enhancement Funds to create a new walkway and add new site furnishings at Federspiel Park. The proposal was first raised by neighbors during a community meeting in October 2019. This Winter, Ms. Angel Ball and the Federspiel Park neighbors approached the District to ask if they could submit a request to the City's Community Enhancement Fund. We are pleased to support them with this request.

Federspiel Park has historical significance as one of the earliest parks to be constructed in the City. Both the District and City have put efforts towards enhancing this site in recent years. In 2012 the District added an accessible walkway to the play structure. The work the City of Rancho Cordova did through its Safe Routes to School Project vastly improved the park frontage. The District's recent removal of the old office building and a community tree planting re-shaped the west parcel. This request will complement the previous park improvements by providing a much-needed, accessible route on the east parcel. It brings the park into compliance with current code, improves safety, and restores a sense of community and pride that the neighbors feel for this park.

We thank you for your consideration of this request.

Regards,



Patrick Larkin, General Manager
Cordova Recreation & Park District
2729 Prospect Park Drive, Ste. 230
Rancho Cordova, California 95670

Cc: Laura L. Taylor, ASLA
Cristina James, Park Planner



Bicycling Advocates for Rancho Cordova
PO Box 2733
Rancho Cordova CA 95741
916-425-0622
bikebarc@gmail.com

March 12, 2021

Angel Ball
2517 Chassella Way
Rancho Cordova, CA 95670

Subject: Letter of Support for the Federspiel Park Improvement Project

Dear Angel Ball,

I am writing to express BARC's support for your Community Enhancement Fund grant application seeking to provide upgrades to Federspiel Park, located in the Cordova Vineyards neighborhood.

BARC values safe and navigable environments for bicyclists and pedestrians of all abilities and skill levels. The proposed improvements will provide bike parking and new paving through the park, which will encourage and support bike and scooter use. These improvements will also provide easier navigation for strollers, walking aids and wheelchairs, while the other upgrades, such as additional outdoor seating, drinking fountains and attractive-looking trash receptacles will enhance the function and look of the park, leading to a more active space.

We urge the City of Rancho Cordova to fully fund the Federspiel Park Improvement Project, as the upgrades listed above will provide safe and convenient access for the community to use different modes of transportation.

Sincerely,

A handwritten signature in blue ink, appearing to be 'N. Buchen', with a horizontal line extending to the right.

Nick Buchen, Director
Bicycling Advocates for Rancho Cordova

**FCUSD**

March 16, 2021

Dear Mayor and City Council,

My name is Chris Clark, and I represent area 4 of the Folsom Cordova Unified School District. I am writing this letter in support of an application that will be submitted on behalf of the residents to add amenities to Federspiel Park which is located across the street from Rancho Cordova Elementary School.

My wife Jean and I often walk or bike ride around Federspiel Park, and it would be great to see additional amenities to include a walking path around the soccer field, new water fountains that would serve people and pets. Funding would also allow bike racks, trash receptacles, benches and additional picnic tables.

I truly believe that adding these features would only increase community participation in the park, and further boost the community morale as well as increase our residents quality of life when things return back to normal after the pandemic.

Thank you for your attention in this matter. Please feel free to reach out to me if you have any additional questions.

Sincerely,

Christopher B. Clark
Board Member
Folsom Cordova Unified School District
cbclark@fcusd.org
916-370-3383

March 9th 2021

Angel Ball
2517 Chassella Way
Rancho Cordova, CA 95670

Subject: Letter of Support for the Federspiel Park Improvement Project

Dear Angel Ball,

The *It Takes a Lincoln Village (ITLV)* neighborhood group wishes to express support for the *Federspiel Park Improvement Project*.

Upgrades such as bike racks, a new walking path, additional seating, drinking fountains and updated trash receptacles will increase park function and visits, as well as support access for all ages and ability levels, leading to a healthier community.

Somewhat similar to the Lincoln Village demographics, improving the appeal and accessibility of Federspiel Park in Cordova Vineyards is especially needed as it is a low-resource neighborhood with 40-60% of residents who are linguistically isolated, has a median income of less than \$43,150, and where 50-70% of renters (per State definition) *cannot afford their housing*, much less costly gym memberships and special exercise equipment.

ITLV supports the upgrades listed above as they will provide a healthy, accessible communal space while also fostering a sense of belonging and increased civic engagement in this population. We remain confident that the City of Rancho Cordova understands the community's needs and will fully fund the resident-led *Federspiel Park Improvement Project*.

Sincerely,

ITLV Leadership:

Jim Garcia
Sue Garcia
Linae Peters
Michelle Bejarano
Michael Dack
Fayzah Mughal
Janine Anderson
Ashley Simmons
Monica Milton
Tammi Vann

February 12th 2021

To: City of Rancho Cordova

From: Cordova Vineyards Neighborhood

CC: Cordova Recreation and Park District

Dear City of Rancho Cordova City Council,

Please approve the application for new the amenities to be added to our neighborhood park. Federspiel park is located in the Cordova Vineyards Neighborhood at Aramon and Chassella wy in the City of Rancho Cordova.

Amenities to include:

New walking path

New water fountains for people and pets

New Bike racks

New benches and picnic tables

Thank you,

Name and Address

1. Marsha Fischer - Chassella Way
2. GREG BALL - CHASSELLA WAY
3. Diana Story Chassella Way
4. Sheila Scognamiglio Lambrusa Dr.
5. James Leive Chassella way

6. Michael Urias - 2525 Chassella way

7.

8. Aaron Wisch - Cabernet way

9. Aki Wisch - Cabernet way

10. Juana Teller-Errcart - Chassella Way

11. Kurtis Errcart - Chassella way

12. Christopher West - Chassella Way

13. Willie and Juana Johnson Chardonnay Dr. Frenchcreek drive

14. Nathan Decker Chassella Way

15. Alexandra Legendre Chassella Way

16. DENNIS CRETER

CHASSELLA WAY

17. DORI PALUMBO

CHASSELLA WY

18. JOANNE GARWOOD

19.

20.

February 12th 2021

To: City of Rancho Cordova

From: Cordova Vineyards Neighborhood

CC: Cordova Recreation and Park District

Dear City of Rancho Cordova City Council,

Please approve the application for new the amenities to be added to our neighborhood park. Federspiel park is located in the Cordova Vineyards Neighborhood at Aramon and Chassella wy in the City of Rancho Cordova.

Amenities to include:

New walking path

New water fountains for people and pets

New Bike racks

New benches and picnic tables

Thank you,

Name and Address

1. Silma 

2. Stephen W.
10516 Redburn Lane Apt. 2

3. Esther ~~Ass~~

4. Lei Hui
10516 Redburn Lane Apt. 4

5. Tanya Hill
10516 Redburn Lane Apt. 3

6. Crystal lakes
15996 Redburn Lane Apt. 1

7. Sam Genning's
10516 Redburn Lane Apt. 3

8.

9.

10.

11.

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15.

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19.

20.

change.org

Recipient: Cordova Vineyards neighborhood

Letter: Greetings,
New amenities at Federspiel Park

Signatures

Name	Location	Date
Angel Ball	Rancho Cordova, CA	2021-02-27
Diana Lentz	Rancho Cordova, CA	2021-02-28
Keith Quigley	Rancho Cordova, CA	2021-03-01
Erica Kline	Rancho Cordova, CA	2021-03-01
Pamela Swartout	Rancho Cordova, CA	2021-03-01
Rebecca Culp	Havelock, NC	2021-03-01
Sergio Ramirez	Rancho Cordova, CA	2021-03-02
Belinda Rianda	Rancho Cordova, CA	2021-03-03
Chantel Couser	Rancho Cordova, CA	2021-03-04
Michele Stone	Sacramento, CA	2021-03-04
Justin Couser	Rancho Cordova, CA	2021-03-04
Celena Kossick	Folsom, CA	2021-03-04
Mary Ann Laramée	San Ramon, CA	2021-03-04
Seannie Ceo	Rancho Cordova, CA	2021-03-04
Ann Richardson	Rancho Cordova, CA	2021-03-04
Summer Frei	Rancho Cordova, CA	2021-03-04
Jessica Taylor	Citrus Heights, CA	2021-03-04
Mickey Stone	Rancho Cordova, CA	2021-03-04
Jackie Waldner	Orangevale, CA	2021-03-04
Joyce Higdon	Rancho Cordova, CA	2021-03-04

ITEM 19.1.**ATTACHMENT 3**

Name	Location	Date
Sherry Coates	Rancho Cordova, CA	2021-03-04
Justin Couser	Rancho Cordova, CA	2021-03-04
Samuel McDonald	Rancho Cordova, CA	2021-03-05
Kristina Magness	Rancho cordova, CA	2021-03-05
Sergio Diaz	Sacramento, CA	2021-03-05
MARY NESEL	Rancho Cordova, CA	2021-03-05
Michael McIntyre	Rancho Cordova, CA	2021-03-05
Benjamin Tarkenton	Charlotte, US	2021-03-05
Celine Yang	Sacramento, US	2021-03-05
Devon Smith	Seattle, US	2021-03-05
Madison Schultheis	Round Rock, US	2021-03-05
Ciara Edwards	Washington, US	2021-03-05
Adam Kaluba	Burleson, US	2021-03-05
Amy Wright	Country Club Hills, IL	2021-03-05
Laira Satriano	Boynton Beach, US	2021-03-05
Shaun and Lori Bevill	DeKalb, US	2021-03-05
Rachelle DeLeon	Spokane, US	2021-03-05
Jamaya Patterson	Las Vegas, US	2021-03-05
Lindsey Bush	Haysville, US	2021-03-05
Alayna McClure	Texas City, US	2021-03-05
adriana arellano	US	2021-03-05
Annie Stewart	Carrollton, US	2021-03-05

ITEM 19.1.**ATTACHMENT 3**

Name	Location	Date
Sean Carlson	Eugene, US	2021-03-05
Danny Mendez	Magnolia, US	2021-03-05
David Morales	Dayton, US	2021-03-05
Ali Sero	Seaside, US	2021-03-05
Susan McLane	US	2021-03-05
Piper Hendershot	Rancho Cordova, CA	2021-03-06
Rita Lavelle	Rancho Cordova, CA	2021-03-06
Stephen Wiley	Sacramento, CA	2021-03-08
Otolose Bloomfield	Sacramento, CA	2021-03-08
Mari Koi	Rancho Cordova, CA	2021-03-08
Esther A.	Folsom, CA	2021-03-08
Mynika Simpson	Folsom, CA	2021-03-08
Chris Anaya	Rancho cordova, CA	2021-03-08
Jazlyn G	Yuba City, CA	2021-03-08
Shay J	Sacramento, CA	2021-03-08
Brenda Leal	Rancho Cordova, CA	2021-03-08
Jubilee Tufu	Union City, CA	2021-03-08
Isireli Qionimacawa	Rancho Cordova, CA	2021-03-09
Lizver Falcon	rancho cordova, CA	2021-03-09
Mariana Ortiz	Sacramento, CA	2021-03-09
Erica Jackson.	Sacramento, CA	2021-03-09
Grace Tunidau	Citrus Heights, CA	2021-03-09

Name	Location	Date
Lizbeth Vargas	Sacramento, CA	2021-03-09
Aria Lane	Rancho Cordova, CA	2021-03-09
Susan Slater	Rancho Cordova, CA	2021-03-13
Rick Chavez	Rancho Cordova, CA	2021-03-16
Donald Childs	Rancho Cordova, CA	2021-03-16
Lupe Trevizo Hernandez	Rancho cordova, CA	2021-03-16
Joseph Gamble	Rancho Cordova, CA	2021-03-16
mary sebastien	Davis, US	2021-03-16
Jennifer Neuenfeld	Sacramento, CA	2021-03-16
Sue Childress	Sacramento, CA	2021-03-17

change.org

Recipient: Cordova Vineyards neighborhood

Letter: Greetings,
New amenities at Federspiel Park

Comments

Name	Location	Date	Comment
Stephen Wiley	Sacramento, CA	2021-03-08	"The park deserves to be upgraded, it's been in rancho for years and is loved by many families around the area. Adding the new improvements will not only look better from visiting families not from rancho cordova but will make the park for more attractable to family events."
Lupe Trevizo Hernandez	Rancho cordova, CA	2021-03-16	"Parks are an important amenity of every neighborhood, it unites neighbors, friends, familias & children in healthy exercise. Restroom facilities are needed as are shade structures w/benches & outdoor grills, like other CRPD parks."
mary sebastien	Davis, US	2021-03-16	"Parks are important for families and I support making the parks better in the older Rancho Cordova areas."

Cordova Vineyards neighborhood Park

To begin I wanted to share some history of the neighborhood.

Roland Federspiel was the proud owner of a 400 acre grape vineyard purchased in 1919 by his father. While his family remained in the St Helena area in 1921 Roland came to "Cordova" Vineyards to live and manage the property. In 1935 the Colonial Grape Products Company began to blend the grapes from the historic "Cordova" Vineyards located at Mills, Sacramento County. In the early 1950's the price of grapes began to fall, Mather AFB was growing and expanding, and Aerojet was attracting many new employees. Roland knew there would be a demand housing which lead him to the decision to develop his vineyard into housing. He took great care in naming the streets to create a memory of the vineyard that he loved. Roland envisioned a park that would be owned by the neighborhood. Although that did not come to be the Rancho Cordova Park District did. Roland Federspiel donated Rancho Cordova's first park to the neighborhood. Then the park included a swimming pool, district office, playground and large green spaces for picnics and play. Growing up here I remember playing in the park and swimming in the pool. Over the years many, many parties and gatherings have taken place creating fond memories.

Today Federspiel park is 65+ years old and is going through a revitalization. Over the last several years many improvements have been made. Just to list a few: ADA access to playground, street sidewalks added which improved curb appeal, district office building removed that improved safety and over 60 trees have been planted to provide much needed shade for the visitors. These improvements would not have been possible without care, focus and planning of the Citizens/neighbors, Cordova Recreation and Park District, the City of Rancho Cordova, and funding from State and Federal grants. It is clear there is pride in our neighborhood park.

Federspiel Park is a jewel that brings people of all ages together, provides a safe place to exercise and play. I have spent many years in this neighborhood and to see all the activity at the park means we value the transformation. When I drive, walk or ride by it makes me happy and proud of my neighborhood.

Today I request the following new amenities for Federspiel Park located at Chassella and Aramon in the City of Rancho Cordova:

New trash cans and receptacles: This update will improve the parks overall appearance.

New and additional Picnic tables and benches: Benches to sit down and take a break. Enjoy the day. Additional picnic tables to accommodate the numerous celebrations taking place in our park.

New Outdoor water fountains: Water fountains will accommodate both people and their pets visiting the park.

New Bike racks: Having a place to park your bike keeps sidewalks clear for walking. Racks will be located in a safe place and close by the play area. Encourage individuals and families to ride their bikes to the park.

New walking pathway: A walking path through the park provides a safe and level path. Having a safe, green, shaded space to walk improves our mood and decreases anxiety. The benefits of exercise and walking are well documented. It is important for a neighborhood park to have amenities that everyone will benefit from.

Please approve this application for Measure H/CEF funding to add new amenities to Federspiel Park. I would appreciate it.

Thank you in advance,

Angel Ball

2517 Chassella wy

Rancho Cordova Ca 95670

March 17th 2021



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Allison Post Harris

VICE PRESIDENT
Caylyn Wright

SECRETARY
John Lane

TREASURER
Steve Johns

DEPUTY TREASURER
Amy Lapin

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March 19, 2021

Ms. Stacy Delaney
Community Enhancement Analyst II
City Manager's Office
2729 Prospect Park Drive
Rancho Cordova, California 95670

Dear Ms. Delaney,

The Sacramento Tree Foundation is writing express our support of the Federspiel Park Phase One application to the Community Enhancement Fund Grant Program (Measure H).

The project would use Community Enhancement Funds **to improve public accessibility** to this existing park **by supplying** accessible water fountains, benches, and trash receptacles. The Sacramento Tree Foundation has **worked in partnership with Cordova Recreation and Parks District, The City and local residents to invest and improve** the Federspiel Parks development. In December 2020, we partnered with **Cordova Recreation and Park District** to plant **14** trees at this park. **We plan to continue maximizing the accessibility of this park by providing tree care and support in partnership with the local parks staff, City and residents.** The Sacramento Tree Foundation believes in creating access for all at local parks and ensuring residents have the ability to enjoy their local public natural spaces.

The Sacramento Tree Foundation will provide project support in the form of free trees and volunteers for **planting and care events**. The project will be a continuation of the impactful work that has already been conducted in the City of Rancho Cordova through the Neighborwoods program. **We are excited to continue the improvement of local public natural spaces and look forward to the potential funding.**

Thank you for your consideration of this request.

Regards,

Jessica Sanders, PhD, PMP
Executive Director

Daniel Leonardich

From: Angel Ball <gacball@sbcglobal.net>
Sent: Thursday, March 18, 2021 4:36 PM
To: Stacy Delaney; Daniel Leonardich
Cc: Angel Ball; Christina James
Subject: Federspiel Park CEF/Measure H 2021-2022 application
Attachments: Cordova Vnyrds FederspielNarrative 03192021.pdf; Cordova Vnyrds FedParkPlan 03192021.pdf; Cordova Vnyrds FPCostEstimate 03192021.pdf; Cordova Vnyards 020821ProjectSchedule 03192021.pdf; Cordova Vnyrds CRPD District support letter 03192021.pdf; Cordova Vnyrds Federspiel Park LOS BARC.pdf; Cordova Vnyrds Federspiel Park LOS FCUSD.pdf.doc; Cordova Vnyrds ITLV LOS FederspielProject.docx; Cordova Vnyards neighbrhd signtrs 03172021.pdf; Cordova Vnyards neighbrhd signtrs online 03172021.pdf; Cordova Vnyards neighbrhd signtrs online comments 03172021.pdf; Cordova Vineyards neighborhood Park.docx; Cordova Vnyrds LOS STF.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Stacy and Daniel,

I am submitting an application for CEF to benefit Federspiel Park and the Cordova Vineyards neighborhood.

Attached are:

Cordova Vnyrds Narrative
 Cordova Vnyrds Fedparkplan
 Cordova Vnyrds FPCost
 Cordova Vnyrds Projectsch

Cordova Vnyrds CRPD Letter of support
 Cordova Vnyrds LOS BARC
 Cordova Vnyrds LOS FCUSD
 Cordova Vnyrds LOS ITLV

Cordova Vnyrds signatures of support from neighbors
 Cordova Vnyrds signatures of support from neighbors online
 Cordova Vnyrds Neighbors Online comments
 Cordova Vnyrds Neighborhood Park LOS by Angel Ball
 Cordova Vnyrds LOS STF

Thank you,

Angel

Project Name

Sierra Service Project (SSP) 2021-2022 Rancho Cordova Neighborhood Beautification Program

Project Description

Since 2015, SSP has run a community improvement program in Rancho Cordova, completing home repair and renovation projects for low-income city residents. Objectives of this program include:

- To enhance the quality of life of city residents
- To beautify neighborhoods
- To increase community pride
- To increase civic engagement through volunteers from local groups
- To give volunteers a positive volunteer experience and impression of the city and its residents

In past years, we have hosted volunteer groups to complete home repairs throughout the city. Currently, we are completing repairs through subcontractors and staff members, in order to do our part in slowing the spread of COVID-19. We anticipate a gradual return to in-person volunteer service over the next few months.

We have publicly committed to only host volunteers in Sacramento County when we reach the moderate (orange) or minimal (yellow) risk tiers per California's [Blueprint for a Safer Economy](#). At the time of this submission, Sacramento County is in the substantial (red) risk tier and we are hopeful the trend will continue and we can host volunteers soon after reaching the moderate risk tier.

Once we return to hosting volunteers, we have a comprehensive safety and hygiene protocol, including temperature screenings, use of portable bathroom facilities, outdoor-only work, and mask and social distancing requirements. This is particularly important to us, since many of our volunteers are youth under the age of 18, who are likely to be unable to get a COVID vaccine soon.

This request outlines a plan for a full year of work, **beginning in July 2021 and ending in June 2022**. However, we will be carrying over unspent city funds from the 2020-2021 program year and we have submitted a request to **extend the current grant period to December 2021**. If that request is granted, we will adjust the ask amount in this application.

Project Team

The project is currently led by program managers Elliott Sisterson and Sarah Reynolds, who have served in these roles as SSP employees since September 2019. They are in charge of communicating with residents, evaluating potential projects, purchasing supplies, leading volunteers, and coordinating with subcontractors.

They are supervised by our executive director, Megan Taylor, who has spent the last six years directly involved in our Rancho Cordova program. Robert Elam serves as a project consultant on the team and has a large network of contractor relationships within the region.

Beyond utilizing subcontractors to complete projects, this year we will focus on small pods of three to six volunteers. In early April we will likely begin to complete projects with our long-time office volunteers who will all be vaccinated by then, and eager to begin work. They typically spend one day a week volunteering for SSP. Once Sacramento County reaches the moderate risk tier, we will host pods who are interested in volunteering once or twice a month.

Project Goals

Our goal is to complete between 15 and 20 home-based improvement or beautification project units as described above, between July 2021 and June 2022. The exact number will depend on the quantity of requests SSP receives, requested project scale, and the number of volunteer pods recruited and interested subcontractors.

Other goals include:

The work completed must be high quality, and a source of pride for the homeowner, staff, and volunteers.

When we return to hosting volunteers, the work experience must be very positive. We want volunteers to enjoy their work, learn new skills, and gain a positive impression of neighborhoods that may be new to them.

Total Project Cost

\$61,150

Estimated breakdown of project expenditures

Wages	\$17,000
Taxes and Insurance (25% of wages)	\$3,725
Building Materials and Subcontracted Services	\$8,000
Volunteer T-Shirts	\$1,250
Transportation	\$525
Miscellaneous	\$500
Total Direct Expenses	\$31,000
Overhead (15% of Direct Expenses)	\$4,650
Grand Total	\$35,650

Matching Funds

\$22,500 (the value of 250 volunteer days, 6 hours per day, \$15 per hour of volunteer time)

Include any other funding contributions

\$3,000 in participant fees (\$20 to \$30 per day)

Ongoing operations and maintenance costs, if applicable

Not Applicable

Total Community Enhancement Funds requested

\$35,650

Is this a multiple year request?

No

How many years have you received funding for this project?

Six Years

Project Schedule

The program period for this request is **July 2021 to June 2022**

July-September 2021	Depending on Sacramento County's risk tier, projects will either be completed by subcontractors, small pods of volunteers, or SSP staff. In a typical summer our work is focused in other regions, but during 2021 the only in-person volunteer days we will host will be in Sacramento (if safe).
October-November 2021	Continue to complete home repair projects with volunteer pods during days of service and/or utilization of subcontractors.
December 2021-January 2022	Likely slowdown of volunteer days due to holidays and weather.
February-May 2022	Continue hosting volunteer pods for days of service, weather-permitting. During this period we anticipate the possibility of hosting volunteers overnight again for weekend or week-long projects during long holiday weekends and spring breaks.
June 2022	Complete 15-20 project units during the program period. Thank volunteer pods and subcontractors, celebrate and share program summary within the SSP and Rancho Cordova communities.

Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

SSP's proposal to the City for this program period is based on continued flexibility around the use of funds. This is reflected in our ongoing ability to use subcontractors and paid staff to complete projects until it is safe enough to host volunteers.

If we are unable to safely host volunteers, this flexibility allows us to continue to complete home repairs and work toward our contractual obligation. In addition, we can utilize our subcontractors to undertake more complex projects than our volunteers are normally able to complete (tree removal, et cetera).

Physical Address

Sierra Service Project
1516 Del Paso Blvd
Sacramento, CA 95815

Other physical address if project/program is at multiple sites?

Project sites are to be determined, but will all be located within the City of Rancho Cordova.

Application Submitted by

Adam Vargyas, Director of Development

Submitting as

Non-Profit

Submitter Contact Information

Adam.Vargyas@SierraServiceProject.org
(916) 488-6441
PO Box 13009
Sacramento, CA 95813

Signatory Contact Information

Megan Taylor, Executive Director
Megan.Taylor@SierraServiceProject.org
(916) 488-6441
PO Box 13009
Sacramento, CA 95813

Daniel Leonardich

From: Adam Vargyas <adam.vargyas@sierraserviceproject.org>
Sent: Thursday, March 18, 2021 6:20 PM
To: Stacy Delaney; Daniel Leonardich
Cc: Megan Walsh; Elliott Sisterson
Subject: Application for 2021-2022 Program Year
Attachments: 2021-2022 Application.pdf

Hello Stacy and Daniel,

Attached is a PDF application for our continued work in the City of Rancho Cordova. We look forward to another year of this meaningful partnership!

Please let us know if you have any questions or need to see anything else from us.

Best regards,

Adam Vargyas
Director of Development
[Sierra Service Project](#)

Physical Address: 1516 Del Paso Blvd, Sacramento, CA 95815
Mailing Address: PO Box 13009, Sacramento, CA 95813
Phone (Main Office Line): (916)488-6441
Phone (Direct): (916)586-8112
[Donate to SSP](#) [2020 Annual Newsletter](#) [SSP Online Store](#)



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

BAPS Charities Walkathon & Health Fair - Community Events for health awareness in Rancho Cordova

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

For over 20 years, BAPS Charities has been engaging in a wide array of charitable activities and projects in the United States while also supporting charitable projects around the world. It is through these activities and projects that our thousands of volunteers in centers across the United States are living the Spirit of Service.

We believe that the power to build better communities lies in the hands of the very members of those communities. BAPS Charities serves our communities through a variety of programs aimed at improving the lives of our neighbors, such as Walkathons, Health Fair and Annual Challenges to bring awareness to important causes in the community. We believe we can build closer and more resilient communities - one step at a time.

BAPS Charities Walkathons in the United States and Canada are a key activity our volunteers organize throughout North America in support of their local communities. Individuals of all ages and from all backgrounds come together to raise support and awareness for a wide range of community, health and humanitarian organizations. With thousands of participants across North America, BAPS Charities Walkathons are an activity created by and for the local community to build a better community, including Rancho Cordova where we have hosted such events in the past and plan to continue in future.

With a focus on preventative care, BAPS Charities organizes Health Fair throughout North America at over 40 centers as part of its global health and wellness initiatives. BAPS Charities will organize health fair in Rancho Cordova, CA. The health fair will offer blood work and a range of health screenings. All members of the community are welcome to participate.

Project Team Individuals or organizations responsible for the development and delivery of the project.

BAPS Charities Volunteers working with local supporters and the community of Rancho Cordova.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Raising awareness for community, health and humanitarian organizations, as measured by number of participants in the Walkathon and Health Fair events, and the community outreach effort focused to achieve the established goal of fund-raising amount for the National or Local Beneficiary identified for the Walkathon.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: **\$10,000 per year**

Estimated breakdown of project expenditures:

Walkathon Event (\$5,000 per year):

T-Shirts: \$3,000, Facility and Logistics Cost: \$1,000

Water/Drinks: \$300, Gifts/Awards: \$400, Banners/Flyers/Brochures: \$300

Health Fair Event (\$5,000 per year):

Laboratory Service Charges: \$3,000, Facility and Logistics Cost: \$1,000

Health Fair Supplies: \$700, Banners/Flyers/Brochures: \$300

Matching funds (including any in-kind contributions): **\$500**

Include any other funding contribution to include your own: **\$500**

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: **N/A**

Total Community Enhancement Funds requested: **\$10,000 per year**

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: **5**

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

BAPS Charities is a world-wide non-profit organization with thousands of volunteers across the North America, and supporting the activities in the area through local base of volunteers and supporters who have been doing these activities and projects for more than a decade and plan to continue the momentum in future with Spirit of Service.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

N/A

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

BAPS Charities organizes Walkathon & Health Fair events every year, typically in the April-June time frame for Walkathon and August-October time frame for Health Fair; planning and preparations begin up to 6 months in advance, with target completion by end of June for Walkathon and end of October for Health Fair.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Project gets launched nationally 5-6 months in advance. Local Location & Date gets confirmed 3-4 months in advance. Soon after that Brochures gets finalized to start spreading the awareness of the event. Logistics get finalized 1-2 months prior the event date. Project gets completed in May/June for Walkathon and September/October for Health Fair. We've been successfully executing according to this timeline in the past and will continue the same in future.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

BAPS Charities plan to comply with the State & Local Health Authorities and Orders. Modifications will be made to follow the official guidance, as appropriate.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10548 Armstrong Ave, Mather, CA 95655

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** BAPS Charities**Title:** 501 c (3), Not for Profit OrganizationIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 916-538-4089**Email:** info@bapscharities.org, SacBAPSCharities@gmail.com**Mailing Address:** 10548 Armstrong Ave, Mather, CA 95655**Signatory** If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.**Signatory's Name:** Jaydip Patel**Title:** BAPS Charities Center Coordinator**Phone:** 916-243-9925**Email:** info@bapscharities.org, SacBAPSCharities@gmail.com**Mailing Address:** 10548 Armstrong Ave, Mather, CA 95655

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

From: Sacramento BAPSCharities <sacbapscharities@gmail.com>
Sent: Thursday, March 18, 2021 6:22 PM
To: Stacy Delaney; Daniel Leonardich
Cc: sacbapscharities@gmail.com
Subject: Community Enhancement Fund Application - BAPS Charities, Rancho Cordova
Attachments: GrantApplication20212022FI_SacBAPSCharity.pdf

Hello Daniel / Stacy,

Attached is the BAPS Charities Application for the Community Enhancement Funding.
Please let us know if there are any questions.

Thank you very much,
Best Regards,
BAPS Charities Coordinator



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Rancho Cordova HART Winter Sanctuary

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Rancho Cordova HART's mission is to provide ongoing services to the homeless in our community by continuing to host and organize a winter shelter program. Here our unhoused neighbors will receive much needed resources/services during the coldest months of the year. Additionally, funds will be allocated to buspasses, a mobile shower program, and services of the Housing Counselor at Sacramento Self-Help Housing (SSHH) to provide clients with rental assistance, move-in costs, and application/background check fees.

Project Team Individuals or organizations responsible for the development and delivery of the project.

1) Rancho Cordova HART operates the local rotating winter shelter program and will connect homeless individuals and families to the Housing Counselor for housing referrals, education, and services. HART mentors will also work with clients on additional issues such as transportation to the DMV, filling in applications to rent, or other resource directory (in-kind and volunteer).

Since 2013, Rancho Cordova HART has been mobilizing the community to come together as volunteers to help individuals and families residing in Rancho Cordova who are experiencing homelessness. Rancho Cordova HART is a local collaboration between the faith-based community, businesses, residents, Folsom Cordova Unified School District, Elica Health, Sacramento Self-Help Housing, and Sacramento Veteran's Stand Down. Rancho Cordova HART's agenda is dedicated to the needs of the city's homeless population. For the past six years, Rancho Cordova HART has hosted a successful and welcoming winter shelter for the homeless in the city. During the off-season, HART acts as a local resource to the homeless population and also assists with Sacramento Veteran's Stand Down.

Sacramento Self-Help Housing will provide the Housing Counselor currently working with Rancho Cordova residents with extended hours so that they can collaborate with Rancho Cordova HART mentors to work with identified clients.

2) Sacramento Self-Help Housing (SSHH) is an organization that serves individuals and families who have insufficient housing resources. Since 1990, they have been helping people who are homeless, in danger of becoming homeless, in crisis, or who have special needs, to find stable and affordable housing. SSHH operates various programs that assist individuals with their housing needs. Some of these programs include temporary and permanent housing, housing counseling, financial education, tenant-landlord services, and community outreach. SSHH participates in Rancho Cordova HART as a supporting guide to ensure that HART has the resources it needs to assist its clients. SSHH helps during the HART winter shelter season, and makes it possible for HARTs to create housing opportunities. The City of Rancho Cordova is one of the 15 SSHH housing counseling locations in Sacramento County.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

In general the goal is operate a rotating winter shelter program during the coldest months of the year in 2021, where our homeless neighbors can receive essential services and get connected to mainstream housing resources. The following are our measures for success.

- Organize a 2021 winter sanctuary program for 12+ program participants per night
- Provide 700+ nights of lodging
- Provide 10+ veterans lodging and services
- Provide 200+ free showers to program participants
- Work with SSHH to provide services to 15+ winter sanctuary program participants
- Organize 300+ volunteers to support the winter sanctuary program.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$98,400

Estimated breakdown of project expenditures:

Estimated Breakdown of Project Expenditures

Rent of intake site - \$3,000

Gas and Expenses for transportation van - \$2,000

Housing Counseling Services - \$11,000

Bus Passes - \$700

Mobile Shower Operation - \$30,000

Insurance - \$1,200

In-Kind Expenses for Host Churches - \$50,000

Food Gift Cards - \$500

Item "in-kind expenses for Host Churches," in the above budget will be donated by members churches. Facilities and staff/volunteers for each night of the winter shelter are donated by the faith communities that make up Rancho Cordova HART. \$50,000 is an estimate based on our 2019 winter shelter program. If we hope to expand the number of winter shelter weeks (which we presume to do), the number will go

up. A better estimate of the in-kind donations from our faith based community partners will be tracked in the reports.

Matching funds (including any in-kind contributions): None

Include any other funding contribution to include your own: 50,000

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: 30,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 4

When will your request for funding sunset for ongoing programs? Our winter shelter program happens every year around the same time. We do not expect funding to sunset.

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

August 2021 – June 2022: Ongoing housing counseling

December 2021 - March 2022: Rancho Cordova HART winter shelter season

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The housing counseling program will be ongoing. We will work closely with SSHH and the Navigator to make sure the funds are used by June 20, 2022. The winter sanctuary program will be done, at the latest, by March 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

The public health orders have not, and we anticipate, will not impact our housing counseling program. SSHH's navigator has pivoted through the pandemic to continue to provide services to our community. We are able to offer her support virtually or through other means of communications.

If the public health order does not allow us to operate a winter shelter we will need to adjust this aspect of the program. Many HART groups have pivoted to provide respite day warming/cooling centers. We will do that same. Though it does not allow for overnight guests, this retains the service connection and resource distribution sentiment of the winter sanctuary program.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 4687 Fairbrook Ct. Rancho Cordova CA 95742

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Derek Corea

Title: Development Consultant

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Phone: 9167982435

Email: derekmcorea@gmail.com

Mailing Address: 1578 Drake Drive, Davis CA

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Travis Kimball

Title: President

Phone: 9166776642

Email: traviskimball@gmail.com

Mailing Address:

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.

Daniel Leonardich

From: Derek Corea <derekmcorea@gmail.com>
Sent: Friday, March 19, 2021 8:49 AM
To: Daniel Leonardich; Stacy Delaney; Travis Kimball
Subject: 2021 Community Enhancement Fund Application
Attachments: GrantApplication20212022FI Fina.pdf

Attached is Rancho Cordova HART's application.

Please let me know if you have any questions.

Thanks!

--

Derek M Corea
Corea Consulting
916-798-2435



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

American River Parkway Beautification

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

Our proposed project would be aimed at identifying and removing refuse located within Rancho Cordova's section of the American River Parkway. Our first objective would be handling the situation that over the last year or so has been a growing issue, the homeless encampments within our cities section of the American River parkway. These encampments have created numerous dump sites for refuse, which creates an unsightly and even potentially dangerous situation depending on the refuse. Our project would be directed at removing the waste that has accumulated and disposing of it in the proper way. Our project would draw on community volunteers for some projects, which would provide civic engagement for community members. The American River is a beautiful resource that Rancho Cordova is fortunate enough to be located near and by restoring the natural beauty of it, we will be increasing the overall image of our city which would increase community pride. The American River Parkway section of Rancho Cordova is used by hundreds of people a day, by removing the trash piles we can increase the overall appearance and usability of the parkway and increase the quality of life for the residents of Rancho Cordova who enjoy using our wonderful nature areas. Our project would also aid in identifying homeless encampments to aid in removal of illegal campers contributing to the refuse problem. Our project would also address increasing public safety; by removing refuse we will be removing potentially dangerous objects (broken bottles, metal scraps, nails, etc.) that could cause injuries to people walking/jogging/biking, and by removing the illegal campers creating the refuse we can potentially decrease any safety concerns associated with human waste disposal, also any issues that may arise from altercations between any homeless people and park users or issues created from fires associated with the encampments. Our second goal would be addressing and handling the trash issues associated with rafting season. Each year thousands of people travel down the American River during our warmer months (typically June-August) and each year large amounts of refuse are deposited on the banks and into the section of river right here in Rancho Cordova. We would assist with picking up the refuse created from rafters (bottles, cans, food packaging, etc.) and in doing so promote public safety for both humans and animals using the parkway. In documenting the waste removed from the rafting season we may be able to get a metric that will be useful in identifying locations for waste bin placement. Our organization would be honored to assist with restoring Rancho Cordova's natural gem.

RECEIVED

ITEM 19.1.

ATTACHMENT 3

Project Team Individuals or organizations responsible for the development and delivery of the project.

Earth's Helpers non-profit organization

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

This project's main goal would be to remove all human refuse from the parkway and would be measured by calculating the total weight of refuse removed from the parkway. We have identified multiple dump sites and plan on documenting each site with photographs and a location point on a map. We will also document the total weight of each dumpsite utilizing weigh scales at the Kiefer Landfill. At the end of the project we will total all of the dumpsites weight and report the total weight. We will total the poundage for the trash collected for the rafting refuse separately. We will also provide before and after pictures of each site cleaned.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: 7900\$

Estimated breakdown of project expenditures:

Truck Rental cost: 1300\$ (cost per daily rental/gas and mileage and taxes for 10 rental days)

Landfill fees: 1700\$ (estimated based on cost of minimum weight charge and normal refuse for 20 dump runs)

Materials for project: 500\$ (materials will be used for both removal of homeless encampment trash piles as well as rafting season refuse)

Cost for labor provided: 4400\$ (200 hours at 22\$/hour, includes refuse site identification/collection, transport, and disposal)

Matching funds (including any in-kind contributions): 200\$

Include any other funding contribution to include your own: donations may be utilized

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: **7900\$**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

ITEM 19.1.

ATTACHMENT 3

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

12/31/2021

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The anticipated start date would be 04/01/2021 and would continue until the project is completed. Estimated completion date for the homeless encampment refuse removal would be determined by availability of funding for the project and volunteer participation. As our organization is just starting out we plan on hosting community clean up events and enlisting volunteers to help with the project, we plan on establishing a means of accepting donations to use for community events and will use those funds as well as our own personal funds to pay for project cost prior to receiving funding. We anticipate that we will be able to remove more trash quicker when we have the funding to rent a truck and pay for the landfill fees.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We plan on hosting monthly volunteer clean-up events and would be able to complete the project within the timeline given using volunteer events and also individual days where Earth's Helper employee(s) will work solo removing refuse. We are confident we will be able to complete this project in a timely manner.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Given the projects work will be located outside we can adjust work conditions to limit the proximity in which volunteers/employees would have to work and allow for the 6' distance recommendation.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 1940 Rossmoor Drive, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☒ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Caleb Hayes**Title:** President - Earth's HelpersIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 9168136402**Email:** Calebbenjaminhayes@gmail.com**Mailing Address:** 2104 Pantages Circle, Rancho Cordova, CA, 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Caleb Hayes**Title:** President**Phone:** 9168136402**Email:** calebbenjaminhayes@gmail.com**Mailing Address:** 2104 Pantages Circle, Rancho Cordova, CA, 95670

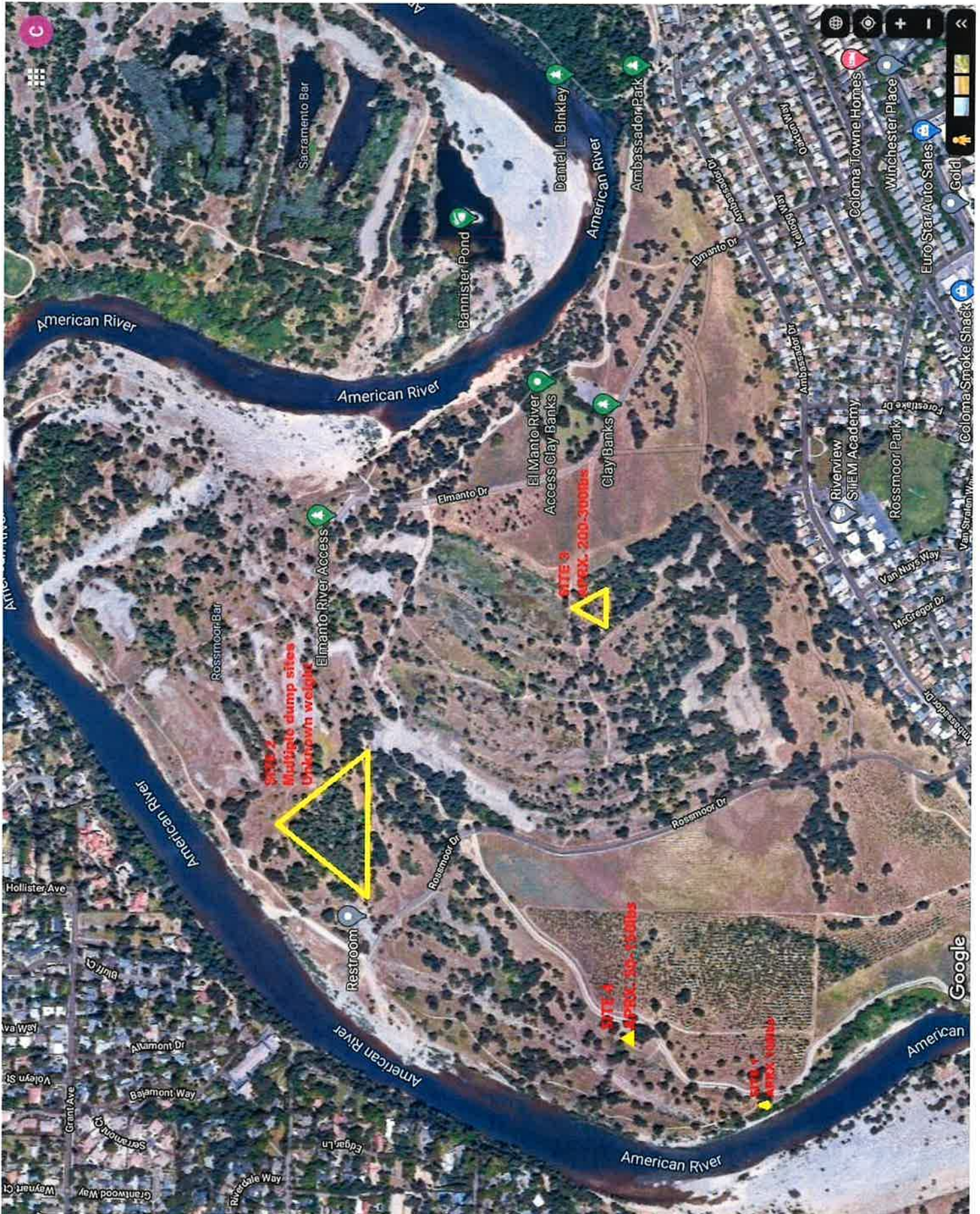
Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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<http://www.cityofranchocordova.org/Index.aspx?page=641>.





Daniel Leonardich

From: City of Rancho Cordova <ranhocordova@enotify.visioninternet.com>
Sent: Friday, March 19, 2021 11:15 AM
To: Stacy Delaney; Daniel Leonardich
Subject: *NEW SUBMISSION* Apply for Community Enhancement Fund Grant Funding 2021/22

Apply for Community Enhancement Fund Grant Funding 2021/22

Submission #: 836861
IP Address: 73.220.135.212
Submission Date: 03/19/2021
Survey Time: 36 minutes, 54 seconds

You have a new online form submission. To download a copy in PDF format, please click [here](#).

Note: a download will promptly begin but may take up to a few minutes to complete pending the overall submission size.

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Fiscal Year 2021/2022 Community Enhancement Fund Grant Application

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

*** Project Name**

Rancho Cordova Elks Lodge " Hospitality/ Food Truck

*** Project Description**

Our Elks Lodge is looking for support to buy a food truck, which we will call a " Hospitality Truck". This purchase will allow us to continue and expand operations under a new format and increase and expand our local visibility, our fund raising efforts for the community, schools, adult and youth athletic events, first responders, Food Bank, etc and grow our membership. The COVID Crises has changed the world forever and has caused a financial situation requiring us to sell our building. Funds from the sale will allow us to downsize and assist in purchasing a new permanent location at some point. But moreover require us to re-think our position in the community. Having mobility to be on-site for these support efforts enhances our ability to do so. While there are many ways we could use a "Hospitality" truck as a support platform, one example would be Grammar Schools. ie: Every third Saturday, we have a fund raising event at a different school, all net proceeds from the Hospitality Truck would go to the school. We would ask for Police and/or Fire personal and vehicles to attend to enhance the connection between students and the first responders. We feel that the ways the food truck could support the Community, its schools, its athletic efforts, the local VA and VA Hospital, and many others are enormous. In addition to supporting the community, it would assist us in outreach efforts to grow our membership and volunteerism which in turn would allow us to do more and have greater participation in the local community. We recognize we need to grow our capacity and to do so we need to be out in the community, connecting with friends and neighbors and meeting our future members! We plan to also use the truck to support our own functions and rentals at remote sites, like the Grange Hall, the Community center, and others in order to cover the cost of operation of the lodge and to strengthen our membership community.

*** Project Team**

Elks Lodge Secretary, Gary McCoy, 916-220-7021, rccmusic@aol.com Elks Leading Knight, Mona DeMarco, 916-270-7238, mrdemarco557@yahoo.com Trustees Chairman, Norman Mayers, 916-708-0980, Normmayers@comcast.net Or our Elks Lodge, 916-635-8038, elks2484@gmail.com

*** Project Goals**

Our Goal is Visibility and community involvement. Initially we'll aim for fund raising efforts in the community at least once per month to start then grow to 2+ times and also participate in other outreach efforts as they are identified and volunteers are available. Net profits or committed amounts will be donated to each venue. 1) We will work with local Schools to develop monthly rotating events supporting their programs and students interaction with First responders, 2) Work with others to identify community programs where we can assist. 2. Grow our membership, for our own viability and expand the number of volunteers for these efforts. Community acceptance, increased activity and partner support will be key measures.

Funding Request: Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

*** Total project cost**

150,000

*** Estimated breakdown of project expenditures**

Food Truck - \$ 125,000.00 Equipment and Furnishings - \$ 15,000.00 Licensing and Permits - \$ 5,000.00 Insurance - \$ 5,000.00

*** Matching Funds**

\$ 50,000.00

*** Include any other funding contributions**

\$ 10,000.00 Grand Lodge annual contribution

*** Ongoing operations and maintenance costs if applicable**

\$ 20,000.00

*** Total Community Enhancement Funds requested**

100,000

*** Is this a multiyear request?**

Yes

*** Number of years**

5

*** If you answered yes above, describe your plan.**

The Food Truck will be used for both public and private functions. Income from the truck will be used to maintain the truck and provisions, Net proceeds after expenses will

be given to entities involved (Schools, Youth Sports, Vets, Senior, etc.).

*** How many years have you received funding for this project?**

SKIPPED

*** When will your request for funding sunset for ongoing programs?**

2026

*** Project Schedule**

We have been fleshing out the various ways this can be beneficial to the community and to our Lodge as well and have been looking at both new and used "Food Trucks". Our building will be sold by May 1st and if this project is supported, we will start the purchase process immediately. Our goal will be to start with the Schools at the start of the next School year, and add other events as they are identified.

*** In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.**

The purchase, training of personel, certifications and ramp up will be easily completed by the June 30, 2022 timeframe as this is an extension of what we have been doing, however it will be mobile. Our long experience in operating a lodge that included a bar and kitchen operation have prepared us for health department requirements, operational skills and cash management which are critical to a successful food operation. As our main focus of the project is to bring Elks values and support to our community, it is important that we proceed in a family-friendly and supportive way

*** Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.**

Sacramento County Covid restrictions allow for the operation of properly licensed food trucks. We pledge to operate within the ever-changing safety guidelines and be part of the pandemic solution.

Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

*** Physical address of project location**

11440 Elks Circle
Rancho Cordova California 95741
USA

Other physical addresses if project/program is at multiple sites

SKIPPED

*** Have you received a letter of support for the project/program from the property owner?**

Requested, and will submit to City by March 19, 2021

Letter of Support from Property Owner (not public K-12 sites)

SKIPPED

School District (if applicable, check all that apply)

Elk Grove Unified
Folsom Cordova Unified

If the project/program location is at a public K-12 school site, you must request the endorsement of the Superintendent using the Supplemental Endorsement Form instead of a letter of support. By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the FY 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Supplemental Endorsement Form(s)

SKIPPED

*** Application submitted by**

Gary McCoy

Title

Secretary/ PER

*** Submitting as**

Non-Profit

*** Phone**

(916) 635-8038

*** Email**

lodge2484@gmail.com

* Mailing Address of Submitter
9750 Old Placerville Rd.
Apt. 125
Sacramento CA 95827
USA

Signatory's Name
Mr. Norm Mayers

* Signatory's Phone
(916) 708-0980

* **Signatory's Email Address**
normmayers@comcast.net

* Signatory's Mailing Address
PO Box 204
Rancho Cordova CA 95742
USA

Attach any additional documents here
SKIPPED

Next Steps: Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community. If your project/program is intended to operate or take place at a public K-12 school site, you must request the endorsement of the school superintendent of that school district.

One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Elks Lodge Hospitality Food Truck

Name of Organization: Rancho Cordova Elks Lodge #2484

Name of Applicant and Title: Gary McCoy Secretary

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-635-8038

Applicant's Email: lodge2484@gmail.com

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☐

Endorsement Withheld ☒

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Kohjari

Date: 03/26/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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Project/Program Name: Elks Lodge Hospitality Food Truck

Name of Organization: Rancho Cordova Elks Lodge #2484

Name of Applicant and Title: Gary McCoy Secretary

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Applicant's Phone: 916-635-8038

Applicant's Email: lodge2484@gmail.com

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To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: Bindy Grewal *Bindy Grewal*

Date: 03/19/21

School District: Elk Grove Unified ☒ Folsom Cordova Unified ☐ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.



Mills Station Air Circulation Improvement

Application Submitted by:

Shelly Blanchard
Executive Director
(916) 273-5707
Cordova Community Council
shelly@cordovacouncil.org
2729 Prospect Park Drive Suite 117
Rancho Cordova CA 95670

Type of Applicant Non-Profit

Project Description

This project would provide funds to the Cordova Community Council to hire a contractor to replace inoperable windows on the second floor with operable windows to improve COVID safety.

Currently, all windows on the second floor of the Mills Station Building are sealed shut and cannot be opened. This causes the second floor to not only overheat on warm days but offers poor ventilation.

This fix would replace five currently inoperable windows with windows that can be opened to promote ventilation when the Delta breezes for which our region is famous blow in the evenings. Not only will this address challenges encountered in cooling the upper floor, but will also provide air circulation which is recommended to address COVID virus spread.

Project Partners

- Cordova Community Council, Shelly Blanchard, Executive Director
- Contractor to be determined

RECEIVED

MAR 19 2021

Per 11:33 am

The Cordova Community Council Foundation's record of project completion is strong. We have every confidence this project can be completed on time and within budget.

Project Goals and Metrics

Goal	Metrics
Goal #1 Replace up to five static windows on the second floor of the building with operable windows to improve air circulation for the safety of volunteers, staff and visitors.	This goal is self-evident

Funding request

This funding request for this project is \$30,000.

To determine the cost of the project, the Cordova Community Council consulted with Todd Humphrey at the City of Rancho Cordova. He estimated the cost to replace windows in the manner described to be \$6,000 per window.

Matching funds: There are no matching funds for this project. This is a capital project which will benefit the owner of the property by improving safety and assisting with natural cool down of the second floor.

Multiyear request? This is a one-year request

Prior year funding: This is a new project.

History of support and sunset strategy

There has been no previous funding for this project. Once installed, other than routine building maintenance, there should be no need for further funding.

Project Criteria and Prioritization

This project meets Community Enhancement Fund criteria by advancing community pride, promoting civic engagement, improving quality of life offerings to residents, and supporting youth, sports and entertainment in the community.

Project Timeline and Adaptability

This is a short-term capital project which would begin upon funding and should be easily completed within the one-year timeline, assuming cooperation from the building owner, Regional Transit which is outside our purview. There are no anticipated COVID-19 impacts which could delay or sidetrack this project, and in fact, would improve COVID-19 safety.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

PAL OUTDOOR ADVENTURE CLUB

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The mission of the Rancho Cordova Police Activities League (PAL) is to involve and mentor youth in social, educational, recreational and leadership activities that will deter crime, increase self-esteem, and promote a positive relationship with law enforcement.

PAL is seeking funding to support a new program: PAL OUTDOOR ADVENTURE CLUB. After a year of virtual learning, our proposed Outdoor Adventure Club will utilize outdoor activities to "reboot" the youth in our community. We know kids spend over 7 hours a day in front of a screen, so now more than ever our kids are in need of a positive, healthy, and safe break from their devices. Our club will embark on outdoor adventures such as hiking, camping, snow trips, aquatic activities, and much more. PAL will utilize these "adventures" to build our kids confidence, promote creativity/imagination, an appreciation for nature, team work, and physical fitness. Club members will also participate in outdoor community events, such as tree plantings, community clean-ups, and other PAL events. The funding will allow our youth to participate in the program at no cost to them and purchase needed outdoor/safety equipment to provide the best possible adventure experience.

Project Team Individuals or organizations responsible for the development and delivery of the project.

RCPD Youth Services Unit: Sgt. Rich Merideth, SRO's: Tracey Jacobs, Thomas Tiapula, Jason Kimbrell.

PAL staff: PAL Director-Officer Jose De La Cruz, Rebeka Martin, Tina Aldama, Loren Kanuha, Bree Chuong.

Additional RCPD Officers, non-sworn staff, and approved volunteers (if needed).

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goal is to increase engagement with our youth through outdoor adventures, focused on diversity and inclusion for all youth wanting to participate.

Build participant confidence, promote creativity/imagination, an appreciation for nature, team work, and physical fitness.

Create images and videos of outdoor adventures to highlight the city's support of youth programs and community service.

Increase club members community engagement and enhancement through participation in outdoor community events, such as tree plantings, clean-up days, and other PAL youth events.

Increase exposure for our PAL program, increase youth membership in PAL, and create excitement in the proposed new youth center.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$ 22,000

Estimated breakdown of project expenditures:

Outdoor equipment/supplies - \$5,900.00

Safety equipment - \$4,100.00

Outdoor Adventure fees/youth incentives - \$4,000.00 (2021-2022), \$4,000.00 (2022-2023)

Club member incentives/healthy foods/snacks/drinks - \$2,000.00 (2021-2022), \$2,000.00 (2022-2023)

Matching funds (including any in-kind contributions): Program will be administered by RCPD staff, at no cost to the grantee.

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: \$5,000.00 (Safety equipment replacements/upgrades/repairs)

Total Community Enhancement Funds requested: \$27,000.00

Is this a multiyear request? Yes ☒ No ☐ If yes, number of years: 2

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

PAL will be able to sustain the Outdoor Adventure Club beyond the requested two years. PAL will be able to provide supporting funds via solicited donations and business contributions of equipment and/or monetary donations to close any operating costs for this program.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The PAL Outdoor Adventure Club will begin immediately after funding is awarded (July 2021) and will have all trips/activities completed by June 30, 2022. We will be able to schedule our outdoor adventures for funding cycle 2022-2023 immediately after the conclusion of the corresponding adventure in years 2021-2022.

July 2021 - Velocity Waterpark
 July 2021 - PAL Camping
 August 2021 - Quarry Adventure Park
 September 2021 - Hiking/picnic
 October 2021 - Pumpkin Patch

November 2021 - January 2022: Community enhancement projects and community service projects will be scheduled as soon as events become available during the funding cycles.

February 2022: Snow trip
 March 2022: Public Safety event
 April 2022: Hiking/picnic
 May 2020: Golfland Sunsplash
 June 2022: Hiking or Camping

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

PAL will insure all outdoor adventures are scheduled and completed prior to June 2022. We have already reached out to most event sites for general information and available event dates. We will follow up with those sites not yet open for scheduling.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Since all of our adventures are conducted in outdoor venues/locations, we do not foresee any issues with not completing them with the given time frame. Health and safety guidelines will be followed, including face coverings, covid screenings, and social distancing when applicable.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 2897 Kilgore Road Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☐ No ☐ N/A ☒
 If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by

Name: Jose De La Cruz

Title: Youth Services Officer-PAL Director

Individual ☐ Public Agency ☐ Non-Profit ☒ Other ☐

Phone: 916-875-9634

Email: jdelacruz@sacsheriff.com

Mailing Address: 2897 Kilgore Road Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Jose De La Cruz

Title: Youth Services Officer-PAL Director

Phone: 916-875-9634

Email: jdelacruz@sacsheriff.com

Mailing Address: 2897 Kilgore Road Rancho Cordova, CA 95670

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

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Daniel Leonardich

Subject: FW: Community Enhancement Fund - PAL
Attachments: Grant Application 2021-2022 PAL ADVENTURE CLUB.PDF; Grant Application 2021-2022 PAL VAN.PDF

From: De La Cruz, Jose <jdelacruz@sacsheriff.com>
Sent: Friday, March 19, 2021 12:57 PM
To: Daniel Leonardich <dleonardich@cityofranchocordova.org>; Stacy Delaney <sdelaney@cityofranchocordova.org>
Subject: RE: Community Enhancement Fund - PAL

Hello Daniel,

Thank you for the opportunity to allow us to apply for a grant through the Community Enhancement Fund. Attached you will find an application for PAL vans and the PAL Outdoor Adventure Club.

Feel free to contact me if you need anything.

Have a great weekend,

Deputy Jose De La Cruz #1034
Youth Services Officer/PAL Director
Rancho Cordova Police Department
Sacramento Sheriff's Department
Desk: (916) 875-9634
jdelacruz@sacsheriff.com



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

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If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

The Adventure Van

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The mission of the Rancho Cordova Police Activities League (PAL) is to involve and mentor youth in social, educational, recreational and leadership activities that will deter crime, increase self-esteem, and promote a positive relationship with law enforcement. PAL is seeking funding to purchase a passenger van in order to provide transportation to the youth participating in our programs. 85% of the youth participating in PAL programs are at the poverty level and are in need of assistance with transportation. PAL is currently using a leased van, which the contract is set to expire in Jan. 2022. PAL is requesting Measure H grant funds to purchase the currently leased passenger van along with a second used van of similar make/model. This van would hold up to 10 passengers to transport youth to and from various activities, training, leadership building, and Outdoor Adventure Club events. The second van will allow PAL to double the number of youth that can attend events. We are currently limited to eight youth and two adults who can attend outside PAL activities. The interest in these programs far exceeds our current capacity. PAL provides youth in the community an opportunity for stability, job training, and crime prevention programs that mentor under-served youth.

Project Team Individuals or organizations responsible for the development and delivery of the project.

RCPD Youth Services Unit: Sgt. Rich Merideth

PAL staff: PAL Director-Officer Jose De La Cruz, Tina Aldama

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goal is to provide the youth with the ability to engage in all opportunities that are presented to them without the burden of lacking transportation.

Youth will be able to attend leadership and mentor academies, to further their experience and college/job marketability.

Increase engagement with our youth through outdoor adventures, focused on diversity and inclusion for all youth wanting to participate.

Provide opportunities for youth to experience activities outside of their hometown.

Increase exposure for our PAL program, increase youth membership in PAL, and create excitement in the proposed new youth center.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$58,033

Estimated breakdown of project expenditures:

\$26,375 - Ford Transit Van (or used van of similar make/model) x2

\$2241 - 8.5% tax on x2

\$400 - License and Registration cargo van x2

The above amounts reflect a fairly accurate cost estimate breakdown provided by, Enterprise, the current leasing agent.

Matching funds (including any in-kind contributions): PAL will assume all expenses related to maintenance and upkeep of the van including insurance.

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: \$58,033

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

If possible, PAL intends to purchase the currently leased van upon expiration of the 3 year lease (Jan. 2022). PAL will also research vans at or below the provided funding amount in order to purchase the second van in 2021. If the price of the leased van exceeds the approved amount, PAL will research two similar vans to purchase for the requested grant amount.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Acquisition of two vans will occur before June 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

N/A

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

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School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☐ SCUSD ☐ Other ☐

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Application Submitted by**Name:** Jose De La Cruz**Title:** Youth Services Officer - PAL DirectorIndividual ☐ Public Agency ☐ Non-Profit ☒ Other ☐**Phone:** 916-875-9634**Email:** jdelacruz@sacsheriff.com**Mailing Address:** 2897 Kilgore Road Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Jose De La Cruz**Title:** Youth Services Officer- PAL Director**Phone:** 916-875-9634**Email:** jdelacruz@sacsheriff.com**Mailing Address:** 2897 Kilgore Road Rancho Cordova, CA 95670

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Daniel Leonardich

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From: De La Cruz, Jose <jdelacruz@sacsheriff.com>

Sent: Friday, March 19, 2021 12:57 PM

To: Daniel Leonardich <dleonardich@cityofranchocordova.org>; Stacy Delaney <sdelaney@cityofranchocordova.org>

Subject: RE: Community Enhancement Fund - PAL

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Feel free to contact me if you need anything.

Have a great weekend,

Deputy Jose De La Cruz #1034

Youth Services Officer/PAL Director

Rancho Cordova Police Department

Sacramento Sheriff's Department

Desk: (916) 875-9634

jdelacruz@sacsheriff.com



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
COMMUNITY ENHANCEMENT FUND**

The Fiscal Year 2021/2022 grant application period is open from February 8, 2021 through March 19, 2021. The City is accepting applications from individuals, organizations, businesses, and community partners who are interested in enhancing our community.

If approved, all grantees will be required to sign a funding agreement with the City. The agreement will require grantees to use the funds for the needs represented in their grant applications (with documentation requirements). The agreements will also contain minimum insurance requirements, statements related to the public purpose of the grant, and a provision calling for unused funds to be returned to the City.

Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Community Beautification and Safety: chain-link fence replacement at FCUSD's Community Education Center

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

This beautification project will benefit our Rancho Cordova community by upgrading and updating the fencing around the campus of Walnutwood High School, Adult Education, Folsom Cordova Unified Student Care, the Active Community Transition Training Program (ACTT), and the Folsom Cordova Community Partnership Job Center (FCCP).

This application serves to request funding for new iron fencing around the CEC campus. The goal is to provide the community with a more appealing, modernized, and safer facility. We want to remove the old, outdated chain-link fencing in-front of the school and replace it with the same 6 ft. ornamental iron fencing and gates. This beautification and safety project will not only align with the city's chain-link fence removal initiative, but it will allow us to be consistent with other FCUSD schools in the community that have iron fencing. We strive to have an appealing and modernized outdoor space that improves the aesthetics of the neighborhood. Each year, hundreds of individuals come to our campus for classes, events, or supportive services. Throughout the school year, we have community activities which are open to the public. For example, Adult Education hosts "Explore Rancho Cordova" every fall. This event attracts approximately 200 participants who explore what community services are available in our city. We also work collaboratively with the Folsom Cordova Community Partnership Job Center to host an annual spring job fair. We recruit approximately 30 employers from Rancho Cordova and surrounding areas. Students and community members who are seeking employment can meet representatives from the different businesses and submit resumes. Other activities could include student socials, luncheons, and diversity fairs. The new fencing will ensure that the CEC campus represents Rancho Cordova in the best possible light.

The updated fencing could improve home values. Most home buyers want to move into communities that are aesthetically pleasing and where businesses and community agencies take pride in its appearance. Since 2010 there has been an 11.8% growth rate in Rancho Cordova (https://www.bestplaces.net/city/california/rancho_cordova). It appears to be desirable for families to move here. Rancho Cordova has established neighborhoods with relatively affordable housing and good schools.

The new fencing will not only appeal to our community aesthetically, but would also provide a layer of safety and security for staff and students as well. We are open to the public from 8:00 am until 8:30 pm. This presents a security concern for our staff and students who are on campus in the evening, especially during the winter months. Unfortunately, during the night, it is easy for vagrants to walk onto campus when school is closed and the gates locked. Many times, overnights camp-out in our quad and leave behind a mess for us to clean up, including drug needles. Sometimes we arrive to work in the morning and have to call the police because people are still sleeping in areas around the campus. We have also experienced vandalism. One example is our newly planted trees were pulled out of the dirt and thrown on the ground. The new fencing may mitigate this situation. It may reduce this type of crime, neighborhood worry or complaints, and increase the safety and security of our property.

We are reaching out to the city of Rancho Cordova for this request due to FCUSD budget constraints. We are one of the few schools still with chain-link fencing. We hope that Measure H Grant funds could help our campus meet the high standard for quality and respectability that the city of Rancho Cordova takes much pride in. Thank you for your consideration.

Attachments:

Photos

Letter of Support

Site Plan

Project Team Individuals or organizations responsible for the development and delivery of the project.

Matt Washburn, FCUSD Chief Operations Officer, Annie Conover, Principal of Walnutwood High School, and Rhonda Balmain, Principal of Adult Education.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

The goals are to improve the look of the school and to provide increased safety in the neighborhood. The metric by which progress may be measured would be the visual beautification of our campus, and the reduction or elimination of after-hour trespassers and a reduction of custodial services to clean-up after them.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$140,000

Estimated breakdown of project expenditures: fencing \$140,000

Matching funds (including any in-kind contributions): 0

Include any other funding contribution to include your own: 0

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: 0

Total Community Enhancement Funds requested: 140,000

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

project will begin upon approval

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

Matt's team will oversee the construction of the new fence and complete by June 30, 2022.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 10850 Gadsten Way, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.

Application Submitted by**Name:** Rhonda Balmain and Annie Conover**Title:** PrincipalsIndividual ☐ Public Agency ☐ Non-Profit ☐ Other ☐**Phone:** 916-294-9106**Email:** rbalmain@fcusd.org or aconover@fcusd.org**Mailing Address:** 10840 Gadsten Way, Rancho Cordova, CA 95670

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Rhonda Balmain**Title:** Principal**Phone:** 916-294-9106 Ext 840151**Email:** rbalmain@fcusd.org**Mailing Address:** 10850 Gadsten Way, Rancho Cordova, CA 95670

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. **You are invited to attend any of the public City Council Meetings.** It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/index.aspx?page=641>.



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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One supplemental form is required per school district.

By the deadline, the City of Rancho Cordova must also receive the supplemental endorsement form that has been signed and dated by the corresponding school superintendent for the application to be considered complete. It is the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

To be filled out by grant applicant

Project/Program Name: Beautification Project. New Fencing at CEC Campus

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Rhonda Balmain and Annie Conover, Principals

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: 916-294-9106 ext 840151

Applicant's Email: rbalmain@fcusd.org or aconover@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name:

Sarah Keligian

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

Received 3/19/21



**CITY OF RANCHO CORDOVA
FISCAL YEAR 2021/2022 GRANT APPLICATION
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Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

New Technology for Cordova High School Career Technical Education Students

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

The project will enhance the quality of educational services to Cordova High School students. The goal is to provide the latest technology and industry specific software programs to prepare students for college and their future careers. The impact will be measured in the number of industry certificates earned, college credits for the courses completed and Career Technical Education pathway completers.

Many of the outdated computers (7-years old: Business Academy and 5-years old: Engineering Academy) are not functioning and cannot run the industry specific software (Autodesk Fusion 360, 3-D Modeling, Corel Draw, My Laser Cutter, design and video software). This puts the Cordova High School students at a disadvantage against their peers and we cannot offer the same opportunity as other schools. We want to bridge the technology gap and provide students with the necessary technology at school that the Chromebooks cannot accommodate and that students may not have in their homes. We want to offer our students cutting edge technology and provide them with the opportunity to learn industry and real-life skills to earn a livable wage upon graduation.

Students will benefit from the new technology in a hybrid school schedule and when they return full time to the classroom. The new technology will positively impact almost 1,400 students over the next five-years.

The school district is unable to replace computers from the General Fund or Technology Budget. We are requesting financial support to support Rancho Cordova students, supplement district, CA Partnership Academy Grant and CTE Incentive Grant funding to provide students with the latest technology.

Project Team Individuals or organizations responsible for the development and delivery of the project.

Alicia Caddell, CTE Coordinator

Pam Oien, Coordinator of Education Technology

Jarad Hyden, Principal, Cordova High School

Ann Botsford, Assistant Principal, Career Technical Education, Cordova High School

Faith Caplan, CTE Division Lead and Engineering Academy Teacher, Cordova High School

Ryan Scott, CTE Business Academy Teacher, Cordova High School

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

Our goal is to provide the latest technology and industry specific software programs to prepare for college and future careers. This will benefit the students in providing access to industry specific technology, software and the development of skills that are transferable to post-secondary students and employment. Additionally the students will be able to impact the Rancho Cordova community with Business and Engineering projects that assist the Sacramento Children's Museum (where the students develop an annual CREATE Mentor project), collaborate and solve community "real-world" engineering projects, work with the City of Rancho Cordova and local small businesses to create high quality banners and business marketing materials at a discounted rate.

We will use the following metrics to measure progress of the project: CTE Pathway completers, employability rates, work-based learning participants, student attendance rates and grades, industry certificates and college credits earned in the courses.

The classrooms will have banners acknowledging the Measure H funding by the City of Rancho Cordova for students, families and staff to appreciate the support from the City of Rancho Cordova.

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$195,000

Estimated breakdown of project expenditures:

Updated computer hardware and software programs

Business Academy - 38 new computers (combination of desktop and laptops) \$ 85,000

Engineering Academy - 38 new high performance laptop computers \$110,000

Matching funds (including any in-kind contributions): District employees (ETIS & Facilities) to install new computers.

Include any other funding contribution to include your own: CA Partnership Academy Grants & CTE Incentive Grant

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable: *None for five-years.*

Total Community Enhancement Funds requested: **\$97,5000**

Is this a multiyear request? Yes ☐ No ☒ If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project?

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

The new computers would be ordered and installed in the classrooms during the summer and fall months of 2021.

Employees from the FCUSD ETIS and Facilities departments will work in the classrooms to remove the old computers and install the new student computers and software for the Career Technical Education programs. This would begin in the summer and fall and continue throughout the 2021-2022 academic year as needed.

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

The new student computers would be ordered in the summer or fall of 2021 and installed during the first semester (August - December 2021).

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Per the CPHD, the hybrid schedule will allow for students to access and work with the latest computer technology and industry specific software. Every student has a Google Chromebook, but this technology does not allow them to complete work, have access to the necessary technology and be prepared for College and Career Readiness.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 2239 Chase Drive, Rancho Cordova, CA 95670

Have you received a letter of support for the project from the property owner? Yes ☒ No ☐ N/A ☐
If yes, submit the letter of support with your application.

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD ☐ FCUSD ☒ SCUSD ☐ Other ☐

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Application Submitted by

Name: Alicia Caddell

Title: CTE Coordinator

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Phone: (916) 294-9315

Email: acaddell@fcusd.org

Mailing Address: 1965 Birkmont Drive, Rancho Cordova, CA 95742

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: Rhonda Crawford

Title: Assistant Superintendent, Business Services

Phone: (916) 294-4000

Email: rcrawfor@fcusd.org

Mailing Address: 1965 Birkmont Drive, Rancho Cordova, CA 95742

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We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

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From: [Angela Griffin](#)
To: [Alicia Caddell](#)
Cc: [Robin Mandeville](#)
Subject: RE: Measure H Grant Application
Date: Wednesday, March 17, 2021 2:07:49 PM

Thanks Alicia.

Robin, can you please add to the folder.

[Angela Griffin Ankhelyi, APR](#)
 Director, Communication & Community Engagement
[Folsom Cordova Unified School District](#)
 916-294-9000

From: Alicia Caddell <ACaddell@fcusd.org>
Sent: Wednesday, March 17, 2021 1:41 PM
To: Angela Griffin <agriffin@fcusd.org>
Subject: Re: Measure H Grant Application

Angela,
 I am writing to follow-up on the specific technology to be purchased with Measure H funding.
 Below is information for both Faith and Ryan's programs.

Technology and Software Upgrades

<u>TO PURCHASE</u>	<u>IMPACT ON WORKFORCE DEVELOPMENT & TECHNICAL SKILL DEVELOPEMENT</u>	<u>TEACHER</u>
Upgrade classroom with HP Z-Book laptop computers (38 student & 1 teacher)	Laptops for technical and creative professionals. The advanced laptops support engineering and design software including: Fusion 360 (3-D Modeling), Cura (3D slicer) and CorelDRAW (laser cutting).	Faith Caplan
CorelDRAW Graphics Suites	Professional 2D drafting and 3-D design program. Industry-standard file compatibility.	Faith Caplan
Sketch-Up	Software program for desktop and web based 3-D modeling, 2-D design & documentation, create & edit dynamic components and build energy analysis.	Faith Caplan
Upgrade classroom with HP Z-Book laptop computers (30	The change from seven-year-old HP Z220 desktops to Z-Book laptops will increase ability to engage in collaborative projects and be able to handle Adobe Photoshop/Illustrator for	Ryan Scott

student & 1 teacher)	the Marketing graphics needs.	
HP Desktops (8)	Video graphic capabilities - these computers will be available for any student but will be dedicated for the needs of project teams creating video content for the E-Business Marketing needs. The graphics and design elements have been used and be seen, as we have designed the posters, banners, logos and digital marketing for our campus, clubs, other Academies, other campuses, district, and outside businesses.	Ryan Scott
CyberLink PowerDirector 365	Would like to purchase and install on the eight desktops.	Ryan Scott

I hope this information is helpful. Please let me know if you have any questions.

Sincerely,

Alicia Caddell, M.A.
 CTE Coordinator
 Folsom Cordova Unified School District
 1965 Birkmont Drive
 Rancho Cordova, CA 95742
 (916) 294-9315



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FISCAL YEAR 2021/2022 SUPPLEMENTAL ENDORSEMENT FORM**

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To be filled out by grant applicant

Project/Program Name: New Technology for Cordova High School Career Technical Education Students

Name of Organization: Folsom Cordova Unified School District

Name of Applicant and Title: Alicia Caddell, CTE Coordinator

Individual ☐ Public Agency ☒ Non-Profit ☐ Other ☐

Applicant's Phone: (916) 294-9315

Applicant's Email: acaddell@fcusd.org

Submit a copy of your application with this page to the school superintendent(s). For your application packet to be considered complete the signed and dated endorsement form must be received by the City of Rancho Cordova by March 19, 2021. The superintendent will submit the form directly to the City's Community Enhancement Fund team. You must submit this form and a copy of your application to the appropriate superintendent or his or her designee no later than March 5, 2021. For Elk Grove Unified School District use BGrewal@egusd.net. For Folsom Cordova Unified School District use agriffin@fcusd.org. For Sacramento City Unified School District use dianne-brown@scusd.edu.

To be filled out by School Superintendent or designee

Endorsement Given ☒

Endorsement Withheld ☐

Conditional approval of facility rental only ☐

Superintendent's or Designee's Printed Name: Dr. Sarah Kolligian, Ed.D.

Date: 3/19/2021

School District: Elk Grove Unified ☐ Folsom Cordova Unified ☒ Sacramento City Unified ☐ Other ☐

Comments (Optional):

The school superintendent or designee will send this form directly to Stacy Delaney at sdelaney@cityofranhocordova.org no later than March 19, 2021. Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

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Please note that a separate call for visual art grant proposals will happen after the public art budget is approved. If you are proposing a permanent public art project in Rancho Cordova, a separate application process will be used at that time.

Project Name Assign a project name to your project/program.

Grandma's Backyard

Project Description Describe the project and how it benefits the community based on the City's Community Enhancement Fund guidelines and selection criteria. If you need more room to answer the question, please attach a separate document to your application.

SUMMARY:

Grandma's Backyard is a community-based initiative that enhances Rancho Cordova by creating a safe outdoor urban green space designed to ameliorate the negative effects of racial trauma and promote connectedness in the community. Grandma's Backyard does this by providing essential resources and programming focused on community-based racial reconciliation, healing from racial trauma, anti-racism training, and intergenerational community wellbeing. Grandma's Backyard will bring together people of diverse backgrounds who are equally committed to solving the race problem and collectively healing from race-based violence and trauma by providing a living space where that work can be developed and nurtured on an ongoing basis. This project responds to the urgent needs in our community for addressing racial trauma caused by several years of continued violence against racial minorities and for having clean, green spaces to contribute to the well-being of community members. The name of this initiative honors

and reclaims what the late Stephon Clark believed he would find in his own grandma's back yard on the fateful night of his murder. For many, one's grandmother's backyard is a space of safety, coming together, and healing that is inclusive, nurturing, nourishing, green, and most of all, loving, all qualities this initiative aims to replicate in this outdoor, green community oasis. By mobilizing community leaders, skilled volunteers, and donated resources, this initiative draws upon the power of thoughtfully designed green space to leverage love as a political force where others have leveraged hate. The space is set to be built on Folsom Blvd. in Rancho Cordova and eventually replicated in urban areas throughout greater Sacramento and beyond.

OVERVIEW:

Grandma's Backyard is an initiative of the Unity of Sacramento Community Development Corporation, a 501(c)3 established to reimagine ways for bringing innovative and visionary solutions for advancing social change and community healing. The Grandma's Backyard initiative aims to build the residents of the City of Rancho Cordova and the Greater Sacramento region a safe green space where the community can heal, play, find respite, hold courageous conversations, grow, and shine. The vision of Grandma's Backyard is true to its name and will feel like an oasis in the urban jungle where elders and youth learn from each other, break bread, and share experiences while focusing on how we rise into the future as better, more interconnected people. Families, youth, artists, activists, allies, clergy, and the community at large can come to heal race-based trauma from hate crimes and violence and intentionally build a beloved community that seeks a higher purpose of togetherness.

Recent racialized trauma, within our city and nationally, has left a deep wound in not only the African American community, but with all diverse people of color. Recently, we are seeing deep trauma experienced in the AAPI community. People are undernourished when it comes to having real human connection in public gathering places where they can talk about tough topics like race, violence, systemic oppression, mental health, and the compounding effects of trauma handed down generationally.

Research shows that the only way to persevere through difficult times and create real change is through the development of intentional encounters where stereotypes are shattered between, and amongst, a diverse set of voices. Grandma's Backyard embodies this ideal state as a place of intentional encounters that bridge people together—explicitly moving folks off the sidelines of identity-based boxes that impede growth. Often “warring parties” have similar end goals, but relay different perspectives on the “why” and “how”. Intentional encounters that show the best of the human spirit is the only way to bring people together for a common, larger goal that works for all.

Grandma's Backyard will serve as a living memorial to Stephon Clarke and others who were unarmed and lost their lives due to intentional or unintentional violence. When these tragedies

occur, the entire community is affected and trauma and grief blanket the region—nobody is immune. Where is the non-judgemental space for those who are grieving and in pain? A place where Stephon Clark’s family and the police officers involved and their families can come together to heal and build toward ensuring that these tragedies do not occur at all. Efforts like this require that everyone be willing to come together and begin to know each other, in deeper and more meaningful ways than ever before. Remembering a grandmother’s backyard as a crime scene is a message that memorializes the worst of humanity. Grandma’s Backyard is not about shaming police or white people, but rather is a call to action to heal all those who are hurt when someone is a victim of violence. Everyone suffers when an event of this magnitude occurs.

GRANDMA’S BACKYARD MEETS ALL OF CRITERIA SOUGHT BY THE CITY OF RANCHO CORDOVA COMMUNITY ENHANCEMENT FUND:

COMMUNITY PRIDE

By creating a beautiful green space that hosts fun, intergenerational events and programs that include high-profile guest teachers, speakers, and musicians, Rancho Cordova residents will have increased pride in their city.

CIVIC ENGAGEMENT

Part of the planned programming involves hosting events put on by Sac Unity Votes, a project of Unity of Sacramento geared at getting out vote, registering voters, and connecting voters with their representatives to be more politically engaged citizens. Grandma’s Backyard and Sac Unity Votes will host local and regional political figures to talk about pressing issues in the safe, welcoming space we’ll be building.

QUALITY OF LIFE

Studies has shown that conventional medical treatments for mental illness and stress are not sufficient to address overall wellbeing. Experts on our planning teams have engaged in years of research showing the importance of green spaces to people’s wellbeing. Our space is designed specifically to increase the mental and physical wellbeing of visitors to the space through interaction with plants, trees, and nature, through meaningful and loving community interaction, and through events and programs that are engaging and transformative. Our Wayshowers training program gives community members skills to spread the work of Grandma’s Backyard and form their own organizations.

PUBLIC SAFETY

Grandma’s Backyard is a monument to the life of Stephon Clarke whose life was taken too soon due to racial conflicts in law enforcement in this city. It is a priority for Grandma’s Backyard to offer programs that allow public safety officers and community members to feel safe enough to

engage in honest conversations that will improve public safety in our city so that all citizens feel protected and served.

ARTS, CULTURE, HISTORY, AND ENTERTAINMENT

Grandma's Backyard will feature a large mural created by local artists, host outdoor concerts and shows, host multicultural food festivals, and provide the community with a variety of arts, culture, and entertainment events that enrich our lives. Members of our advisory team include local artists, poets, professors, filmmakers, and musicians who are contributing to the planning of unique program offerings such that Grandma's Backyard will become well-known as a lively place for arts, culture, and entertainment.

SPORTS

Grandma's Backyard is designed to include a variety of areas and structures that promote sports activity and physical recreation. These include a basketball court, a maze, an open area that can be used for dancing, kids splash pads, a climbing wall, and a play structure.

CHILDREN AND YOUTH

Grandma's Backyard is an intergenerational space designed with a lot of attention to children's play, fun, and growth. In addition to splash pads, a pond with frogs, a play structure, climbing wall and play structure, youth-centered programs designed to build self-esteem, bring awareness to different cultures, and discuss race and social justice in a youth-friendly way. We aim to partner with local schools to host at least 3 school field trips a year. Children will be invited into the space regularly. Mosaic Preschool, a preschool for the performing arts, is located on the campus of UoS and will partner to produce events aimed at preschool age children.

EDUCATION

Grandma's Backyard program offerings include formal trainings for aspiring community leaders (Wayshowers training) and also for faith leaders who want to learn how to successfully bring racial justice education to their congregations and their service (Camp Courage).

BUSINESS/ECONOMIC DEVELOPMENT

In partnership with the Health Education Council of Sacramento, Grandma's Backyard plans to host a weekly farmers market that supports local farmers while also addressing the problem of the food desert which exists in the Rosemont area of Rancho Cordova. We will also host community craft fairs to promote local artisans.

Project Team Individuals or organizations responsible for the development and delivery of the project.

SPONSORING ORGANIZATION:

Unity of Sacramento Community Development Project

Description: Unity of Sacramento Community Development Corporation (UoS CDC) is established to reimagine ways for bringing innovative and visionary solutions for advancing social change and community healing. We are committed to reimagining and developing creative solutions for addressing public safety, food insecurity, homelessness, entrepreneurship, college preparedness, and economic empowerment.

PROJECT TEAM:

The team Responsible for the development and delivery of the project are as follows:

DIRECTOR

Rev. Kevin Kitrell Ross, Founder/ President, Unity of Sacramento Community Development Corporation and Senior Minister/ CEO of Unity of Sacramento International Spiritual Center

Responsibilities: As the CEO of UoS CDC, Rev. Ross serves as director of the Grandma's Backyard Initiative and maintains overall responsibility for the project and its implementation, including the oversight of planning, development, construction, programming, and the team.

ASSISTANT DIRECTOR

Rev. Eric Ovid Donaldson, Senior Associate Minister of Operations, Unity of Sacramento

Responsibilities: Serving under the director, Rev. Donaldson will be responsible to the director for the project and supervise contracted professionals, including the project manager, contractor, and landscape architect, as well as project staff and volunteers. He will be responsible for reporting progress to the City of Rancho Cordova.

PROJECT MANAGER (to be hired)

The project manager will handle competitive bids that include prevailing wages and work with contractors and the UoS CDC fiscal staff to ensure that funds will be expended and documented in accordance with Measure H standards. They will procure necessary fees, permits, and insurance. They will oversee the project build working directly with contractors.

LANDSCAPE ARCHITECT

Dr. Peter J. Ellery, Ph.D, MLA, MA, Assistant Teaching Professor, Department of Landscape Architecture R. Wayne Estopinal College of Architecture and Planning Ball State University

Responsibilities: Dr. Peter Ellery has co-designed the project and will supervise the landscape contractor.

WELLNESS SPACE DESIGNER

Dr. Jane Ellery, Assistant Professor and Program Director for the Wellness Management Graduate Program, Ball State University

Responsibilities: Dr. Jane Ellery has co-designed the project, focusing on the design of spaces for mental and physical well-being, and will remain a consultant during the planning and development stages of the project.

Project Goals List goals, and outline metrics by which progress in reaching goals can be measured and the project team's efforts can be focused.

GOAL #1: To build and create a safe urban green space designed for community connection and mental and physical wellbeing

GOAL #2: To operate programs that allow community members reconcile, heal, and grow consciousness, and spread awareness around racial issues

MEASURABLE OBJECTIVES TO MEET THESE GOALS:

- Design Grandma's Backyard to full specification to be utilized in bid documents with contractors
- Hire project manager to manage and evaluate blueprints and bid documents
- Use blueprints and bids to select landscape contractor
- Inspect and approve final project with paid contractor
- Design programs to commence with Grandma's Backyard grand opening that include:
- Monthly courageous conversations with livestream events
- Racial Healing in America conference
- Grandma's Backyard "Wayshowers" training (train leaders who will be responsible for helping to replicate GBY through popups in urban centers that are fraught with racial trauma and injustice)
- Youth-centered race and culture awareness program
- Camp Courage (for faith leaders who want to become more socially engaged)
- Community cultural/yearly festival to introduce people in the Rancho/Rosemont community to GBY
- Weekly community farmer's market to address the food desert problem
- Monthly healthy eating programs and active multicultural kitchen offering cooking classes
- 3 school field trips hosted at GBY/year

Funding Request Funds are generally not intended to be used for deferred maintenance and ongoing operational needs. The funds are intended for community enhancement.

Total project cost: \$680,000; \$150,000 requested

Estimated breakdown of project expenditures:

Professional Estimate \$5,000

Construction Labor \$200,000

Construction Materials \$300,000

Landscape Architect \$50,000

Landscaping Materials \$50,000

Fees, Permits, and Insurance \$20,000

Project Manager \$55,000

We are requesting \$150,000 to fund the line items required to begin this project and generate the traction and information needed to raise the remaining funds required to complete the project: a landscape architect; a project manager; fees, permits, and insurance; and \$25,000 of construction costs. This funding to get started on the project will provide the leverage we need to approach other funding sources to meet the entire project budget. Unity of Sacramento CDC and our board is committed to raising the remaining funds needed to complete this project. We have already been promised matching funds in the amount of \$100,000 and we have many additional interested donors.

Matching funds (including any in-kind contributions): \$100K plus \$200K in materials

Include any other funding contribution to include your own:

Ongoing (beyond FY 2021/2022) operations and maintenance costs if applicable:

Total Community Enhancement Funds requested: \$150,000

Is this a multiyear request? No

If yes, number of years:

If you answered yes above, describe your sustainability plan and whether the project is viable as a single year request.

How many years have you received funding for this project? 0

When will your request for funding sunset for ongoing programs?

Project Schedule Project timeline and anticipated start and completion date. (If this is a multiyear request, please indicate that in both the funding request and the project schedule.) Funding does not become available until July 1. Funding typically ends June 30 of the following year.

June 2020 - June 2021—Fundraising for initial stages of project development at a minimum

June 2020 - July 2021—Planning phase; the latter stages will involve the project manager to be hired

June 2021 - September 2021—Raise all necessary funds remaining before commencing construction

July 2021 - August 2021—Design phase led by the landscape architect and landscape contractor

August - September 2021—Permits are obtained to commence construction

September - December 2021—Construction phase

June 2020 - December 2021—Program development

January 2020—Open to the community/Opening Ceremony and start of program offerings

Timeliness In addition to providing the project timeline identified above, describe how you will be able to complete your project by June 30, 2022.

We are raising funds to start the initial development phase of this project, requiring a project manager and landscape contractor, by July 2021. We aim to have all funds secured by September 2021 before commencing the construction phase. Contractors with whom we've been in discussion estimate 120 days for completion of this project.

The space would open to the community shortly after the completion of construction with programming also commencing by that time.

Adaptability Will you be able to adjust your project if California Public Health and/or Sacramento County Health Orders change? For example, the program could operate virtually or with other modifications made. Please describe.

Grandma's Backyard is an accessible outdoor space that allows for safe social distancing of large groups, so it can operate fully under some of the more stringent health orders. In addition, the space will be equipped with the capacity to record and live-stream programs and training to reach community members and others even when stay-at-home ordinances are in place.

Project Location Please note that projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

Physical Address: 9249 Folsom Blvd, Sacramento, CA 95826

Have you received a letter of support for the project from the property owner? Yes If yes, submit the letter of support with your application. Yes

If your project/program is intended to operate or take place at a public K-12 school site, instead of a support letter you must request the endorsement of the school superintendent of that school district using the Supplemental Endorsement Form.

School District (if applicable, check all that apply): EGUSD FCUSD SCUSD Other
By the application deadline, the City of Rancho Cordova must also receive the Supplemental Endorsement Form that's been signed and dated by the corresponding school superintendent for the application to be considered a complete submittal. It's the applicant's responsibility to ask for the endorsement in the time allotted. Each participating school superintendent reserves the right to withhold their endorsement of a project/program. Refer to the Fiscal Year 2021/2022 Supplemental Endorsement Form for more information and important deadlines.
 N/A

Application Submitted by

Name: Unity of Sacramento Community Development Corporation ***Title:***

Individual Public Agency ☒ Non-Profit ☐ Other

Phone: (816) 522-5324 ***Email:*** kross@unityofsacramento.com

Mailing Address: 9249 Folsom Blvd, Sacramento, CA 95826

Signatory If the applicant's project or program is selected for funding, list who will be the signatory of the funding agreement.

Signatory's Name: kross@unityofsacramento.com ***Title:*** CEO, Unity of Sacramento CDC

Phone: (816) 522-5324 ***Email:*** kross@unityofsacramento.com

Mailing Address: 9249 Folsom Blvd, Sacramento, CA 95826

Next Steps Applicants will receive acknowledgement once their application is received. When the application period closes, staff will review each application according to the application criteria and prioritization method listed within the Fiscal Year 2021/2022 Grant Application Process and Criteria document. Should staff have any questions or need clarification on your application, they will contact you. You are invited to attend any of the public City Council

Meetings. It is anticipated at this time that the Community Enhancement Fund team will present information to the City Council starting in April and continuing through June.

We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings. In addition, the Community Enhancement Fund team will send periodic updates to grant applicants via e-mail.

It is possible that all funding decisions for the Fiscal Year 2021/2022 Community Enhancement Fund could be made in May and formally adopted by City Council by early June. Staff intends to notify all applicants of the funding decisions made by the end of June.

If you have not signed up to receive automatic notifications when council meeting agendas are posted, you can do that by using the link below.

<http://www.cityofranchocordova.org/Index.aspx?page=641>.



March 18, 2021

To Whom It May Concern:

Senior Minister:
Kevin Kitrell Ross

Senior Associate Minister:
Eric Ovid Donaldson

Board of Trustees:
Hung Lee
Jia Smith
Carla Ruiz
Janet Buehler
Cheyanne Harris
Debora Garcia
James (Jazz) Dexter

Unity of Sacramento
9249 Folsom Blvd.
Sacramento, CA 95826

Office: (916) 368-3950
Fax: (916) 525-8454

Website:
www.unityofsacramento.com

How good it is to have the opportunity to write a letter of support on behalf of Unity of Sacramento's "Grandma's Backyard" initiative. Unity of Sacramento has a longstanding track record of bringing diverse people together for the purpose of community healing, for over a century.

It has been my great joy to lead this organization for 11 of those years. During my tenure, I have had the privilege to work with a passionate and committed group of leaders and community members who are always eager to step up to the frontlines to tackle our community's toughest problems. In keeping with our mission to be "A Force for Good in the World", Unity of Sacramento has stepped up to address homelessness by regularly participating in Winter Sanctuary with HART. We address food insecurity for youth through our collaboration with our community partner, Blessings-in-a-Backpack and by partnering with the Health Education Council to create a seasonal farmer's market. Unity of Sacramento provides voter education and serves as a vital polling center in Sacramento County. And over the last three years, we have played a major role in leading the change for racial healing and anti-racism education, by co-hosting the Racial Healing in America Conference, in partnership with Women for Equality and the California Endowment. We also were instrumental in co-founding Safe Black Space, as safe brave space for people of African descent to find mental health and community support to heal from race-based trauma.

Our Board of Trustees and staff are enthusiastic about the opportunity to dedicate a portion of our campus to house Grandma's Backyard. We see it as a significant next step in our vision of co-creating a world that works for all.

Again, on behalf of the entire Unity of Sacramento community, I whole-heartedly support Unity of Sacramento's efforts to secure funding support to bring Grandma's Backyard to a hurting community ready for healing.

Should you require any further reference, please contact me directly at 916-573-9442.

Yours in service,

A handwritten signature in black ink, appearing to read "Kevin Kitrell Ross", written over a horizontal line.

Rev. Kevin Kitrell Ross
Senior Minister/ CEO
Unity of Sacramento
Founder and President of the Board
Unity of Sacramento Community Development Corporation