



**City of Rancho Cordova
Measure H/Community Enhancement Fund Citizen Oversight Board**

Agenda

Tuesday, October 20, 2020

5:30-7:30 p.m.

Rancho Cordova City Hall, David B. Roberts Council Chambers

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 is following the state guidelines on social distancing including the requirement of wearing a face covering. This meeting will also be available to the public via video/teleconferencing.

City Hall

2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/96450734839?pwd=VVFMRIVwVDdCM0JZNmo0L0RMTi92QT09>

Join the Meeting via the Zoom Phone Number

Zoom Phone Number: US: 1 669 900 6833 or 888 475 4499 (Toll Free)

Webinar ID: 964 5073 4839

Password: 069290

City Staff: Daniel Leonardich, Persephonie Riley, Stacy Delaney, Stacy Leitner

Oversight Board: Brian Faulconer, Elizabeth "Liz" Kaestner, Kathleen "Katie" Hollingsworth, Lara Popyack, Olga Maclovia Escobar, Tegan Knifton

At-large appointees (Youth Representatives): Alicia Hernandez, Vanshit "Vraj" Thakkar

1. Welcome & Introductions
2. Group Swearing-In by City Clerk
3. Meeting Governance – Robert's Rules of Order
4. Appoint a Chair and Vice Chair and Establish Staggered Terms

5. Ethics Training, Materials, and Next Steps

6. Background on Measure H and Sales Tax Overview

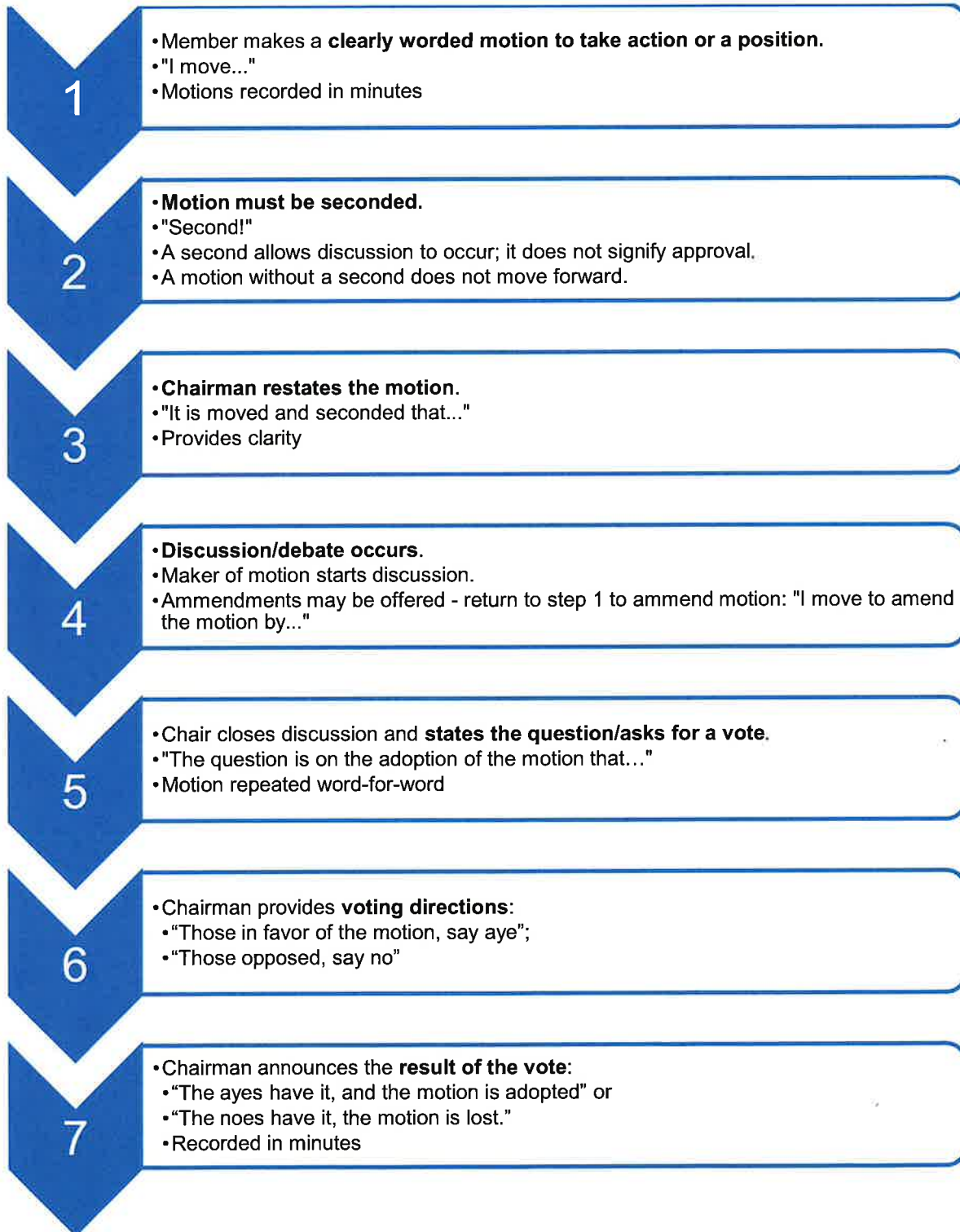
7. Review and Adopt Meeting Minutes from November 22, 2019

8. Make Recommendations on Projects/Programs to be Highlighted in FY 2019/2020
Community Enhancement Fund Citizen Report

9. Scheduling of Next Meeting

Robert's Rules of Order Cheat Sheet

HOW TO INTRODUCE NEW BUSINESS – The Main Motion Process



Robert's Rules of Order Cheat Sheet

WHAT DO I SAY?

To Do This	Motion	You Say This	Debate Allowed?	Vote Required
Introduce Business	Main	"I move that..."	Yes	Majority
Second a Motion	Second	"Second!"	No	No
Change the Wording or add Clarity of a Motion	Amend	"I move to amend the motion by..." (adding words; striking out words; substitute words)	Yes	Majority
Send to Committee	Commit/Refer	"I move the motion be referred to ..."	Yes	Majority
Postpone Action until a Specific Time	Postpone	"I move the motion be postponed until..." (provide a specific time on the agenda or next meeting date)	Yes	Majority
Postpone Action until an Unspecified Time (a motion will be required to discuss in the future)	Lay on the Table	"I move to lay the motion on the table."	No	Majority
Limit Debate	Limit Debate	"I move that the debate on this motion be limited to (one) speech of (two) minutes for each member."	No	Two-thirds
End Debate or Request a Vote	Previous Question	"I move the previous question."	No	Two-thirds
Take Intermission	Recess	"I move to recess for (time)."	No	Majority
Close Meeting	Adjourn	"I move to adjourn."	No	Majority

Robert's Rules of Order Additional Information

Why follow Robert's Rules of Order?

- Allows for democratic speech and action
- Preservers order
- Rights of the organization supersede the rights of individuals
- Facilitates group decisions

Meeting Agendas

1. Approval of Minutes
2. Reports (from officers, committees, task forces)
3. Unfinished Business (replaces term "old business")
4. New Business – items brought forward by motion procedure

Meeting Minutes

- Minutes are a legal record of meetings and the organization.
- Minutes are a record of what is done at a meeting, not what is said.

Minutes should include:

1. Name, date and location of meeting
2. List of attendees (note presence of a quorum)
3. Time meeting was called to order
4. Conflict of Interest & Antitrust Avoidance Affirmation
5. Approval of previous meeting minutes
6. Motion text and name of maker
7. Status/results of motions
8. Time meeting was adjourned

Minutes do not include:

- Discussion
- Personal opinion
- Name of seconder of a motion is not necessary
- Motions withdrawn
- Entire reports (rather attach to minutes)

Motion

- A motion is a formal proposal by a member that the group take a certain action or position.
- A main motion is required to begin the decision making process.
- A motion occurs prior to discussion

Ground Rules for Debating

- Remarks must be germane (relevant and appropriate to the discussion); stay on subject.
- Debate issues, not personalities

Robert's Rules of Order Additional Information

Subsidiary Motions

Assist in treating or disposing of a main motion

- **Postpone Indefinitely** = a way to dispose of an embarrassing motion before it can be brought to vote
- **Amend** = a way to clarify or modify wording
 - Amendments should say exactly where in the main motion the change is to be made, and precisely what words to use.
 - Amendments must be germane
 - Follow the motion process for an amendment, then follow procedure to vote on the newly revised main motion.
 - Rather than amend an amendment; ask group to strike down the pending amendment vote then offer a different version.
- **Commit/Refer** = when additional time or information is needed, the item may be sent to a committee or task force (either an existing or newly created)
 - Before voting on a main motion, you may feel the main motion may require additional study and/or redrafting.
 - Motion to commit or refer should specifically state the committee and deadline
 - A special committee may be formed through the motion to commit (motion should include committee make-up and deadline)
 - Motion is debatable, but only about the matters of the referral and not on the main motion
- **Postpone to a Certain Time** = to move to a later time on the agenda or to the next meeting
 - A time is specified when motion will be addressed
 - Preferred over laying on the table
- **Limit or Extend Debate** = when circumstances call for shorter or longer speech
- **Previous Question** = to close debate and bring to an immediate vote
- **Lay on the Table** = lay motion aside temporarily without setting a time for its consideration
 - Taken up again, via motion process, when the majority decides
 - Often misused term for postpone to a certain time

Motions that Bring a Question Before the Assembly Again

1. **Take from the Table** = resume consideration of a main motion
2. **Rescind, Repeal or Annul** = cancel something that has been previously adopted
3. **Amend Something Previously Adopted** = proposal to modify wording or text previously adopted
4. **Discharge a Committee** = if a question has been referred or a task assigned to a committee that has not made a final report the committee may be discharged to allow the Board to take action or to drop the motion
5. **Reconsider** = within the same meeting a motion has been voted on the question may come before the assembly again as if it had not been voted on

Robert's Rules of Order Information for Chairs

Effective Presiding

1. Start On Time
2. Stick to the Agenda
3. Memorize Frequently Used Procedures
4. Make Sure All Know What is Being Debated and Voted On
 - a. See that motions are worded clearly
 - b. Repeat wording of motions frequently
 - c. Make the effects of amendments clear
5. Learn How to Conduct Voting

Voting

Types of Votes

1. **Majority*** = More than half of the votes cast by persons entitled to vote, excluding blanks or abstentions. Whenever a majority vote of the Board of Directors is taken, it shall mean of the quorum present.
2. **Two-Thirds** = two-thirds of the votes cast by persons entitled to vote, excluding abstentions. Whenever a two-thirds vote of the Board is required, it shall mean of the entire Board whether voting or not.
3. **Majority of Entire Membership** = a majority of the total number of those who are members of the voting body at the time of the vote

*Note: A majority vote is different than a plurality vote, which is the largest number of votes (which may be less than a majority) when there are three or more alternatives. Under Robert's Rules of Order, a plurality vote is not sufficient. Re-vote to achieve a majority.

Voting Methods

1. Voice Vote
2. Standing Vote
3. Show of Hands Vote
4. Counted Vote
5. Ballot Vote

Putting the Motion to a Vote

When no one seeks the floor to debate, the chairman asks, "Is there any further debate?"

Voice Vote

The question is on the adoption of the motion that ... (repeat the motion)

Those in favor of the motion, say aye

[pause]

Those opposed, say no

[pause]

The ayes have it and the motion is adopted

- or -

The noes have it and the motion is lost

Robert's Rules of Order Information for Chairs

Show of Hands Vote

The question is on the adoption of the motion that ... (repeat the motion)

Those in favor of the motion will raise the right hand

[Pause]

Those opposed will raise the right hand

[Pause]

Majority vote:

The affirmative has it and the motion is adopted

- or -

The negative has it and the motion is lost

Two-thirds vote:

There are two-thirds in the affirmative and the motion is adopted.

- or -

There are less than two-thirds in the affirmative and the motion is lost

Counted Show of Hands Vote

The question is on the adoption of the motion that ... (repeat the motion)

Those in favor of the motion will raise the right hand and keep it raised until counted

[Pause]

Those opposed will raise the right hand and keep it raised until counted

[Pause]

There are ___ in the affirmative and ___ in the negative

Majority vote:

The affirmative has it and the motion is adopted

- or -

The negative has it and the motion is lost

Two-thirds vote:

There are two-thirds in the affirmative and the motion is adopted.

- or -

There are less than two-thirds in the affirmative and the motion is lost

The ABCS of Open Government Laws

The underlying philosophy of the open government laws is that public agency processes should be as transparent as possible. Such transparency is vital in promoting public trust in government.

This concept of governmental transparency is so important to the public that some 83 percent of voters supported adding it to California's constitution by adopting Proposition 59 in 2004.

California's open government laws require public officials to:

- A** Conduct meetings of public bodies openly, except for limited circumstances under which the law allows the public's business to be conducted privately in closed sessions.
- B** Allow the public to participate in meetings of public bodies through a public comment process.
- C** Allow inspection and copying of public records, except when non-disclosure is authorized by law.

This pamphlet summarizes these three requirements in general terms.

Local officials are also encouraged to consult with their agency attorneys for information about how these requirements apply in any given situation or more information about this area of the law.

The Institute is able to make this resource available to local officials and others as a result of much appreciated financial support from:

IRM RICHARDS | WATSON | GERSHON
ATTORNEYS AT LAW – A PROFESSIONAL CORPORATION

The Institute is grateful for this firm's ongoing commitment to public service ethics and public service ethics education. All decisions regarding the final content of this pamphlet were the Institute's.

A Conducting the Public's Business in Public

General Rules

- Elected and most appointed local-agency bodies – which include many advisory committees – must conduct their business in open and public meetings.
 - A "meeting" is any situation involving a majority of a public body in which agency business is transacted or discussed. In other words, a majority of the body cannot talk privately about a matter of agency business no matter how the communication occurs, whether by telephone or e-mail, or at a local coffee shop.
 - The public must be informed of 1) the time and place of and 2) the issues to be addressed at each meeting. In general, public officials may only discuss and act on items included on the posted agenda for a meeting. The agenda must be posted at least 72 hours in advance of a regular meeting and written in a way that informs people of what business will be discussed. Members of the public may request a copy of the agenda packet be mailed to them at the time the agenda is posted or upon distribution to the governing body. Many local agencies also post these materials on their websites. And/or maintain e-mail lists to make agendas available.
- ### Key Things to Know
- **Advisory Bodies:** Advisory bodies formally created by the governing body are subject to the open meeting laws. In some cases, committees of less than a quorum of the public body are also subject to these laws.
 - **Serial Meetings:** Avoid unimentionally creating a "serial" meeting—a series of communications that result in a majority of the body's members discussing, deliberating, or taking action on a matter of agency business.

A Conducting the Public's Business in Public

- **Permissible Gatherings:** Not every gathering of members of a public body outside a noticed meeting violates the law. For example, a violation would not occur if a majority of the members attend the same educational conference or attend a meeting not organized by the local agency as long as members do not discuss among themselves agency business except as part of the gathering. Nor is attendance at a social or recreational event in itself a violation. The basic rule to keep in mind is a majority of the members cannot gather and discuss agency business except at an open and properly noticed meeting.

- **Closed Sessions:** The open meeting laws include provisions for private discussions under very limited circumstances. The reasons for holding the closed session must be noted on the agenda and different disclosure requirements apply to different types of closed sessions.

- **Posting and Following the Agenda:** In general, public officials may only discuss and act on items included on the posted agenda for a meeting. However, they or staff may briefly respond to questions or statements during public comments that are unrelated to the agenda items. Officials can also request staff to look into a matter or place a matter on the agenda for a subsequent meeting. Only under unexpected circumstances can matters that are not on the agenda be discussed or acted upon.

Consequences of Non-Compliance with Open Meeting Requirements

- **Nullification of Decision:** Many decisions that are not made according to the open meeting laws are voidable. After asking the agency to cure the violation, either the district attorney or any interested person may sue to have the action declared invalid.
- **Criminal Sanctions:** Additionally, members of the body who intentionally violate the open meeting laws may be guilty of a misdemeanor. The penalty for a misdemeanor conviction is imprisonment in county jail for up to six months or a fine of up to \$1,000 or both.

Example

If two members of a five-member public body consult outside of a public meeting (which is not in and of itself a violation) about a matter of agency business and then one of those individuals consults with a third member on the same issue, a majority of the body has consulted on that issue. Note the communication does not need to be in person and can occur through a third party. For example, sending or forwarding e-mail can be sufficient to create a serial meeting, as can a staff member's polling the body's members in a way that reveals the members' positions to one another.

- **Taping or Recording of Meetings Is Allowed:** Anyone attending a meeting may photograph or record it with an audio or video recorder unless the governing body makes a finding that the noise, illumination, or obstruction of view will disrupt the meeting. Any meeting tape or film made by the local agency becomes a public record that must be made available to the public for at least 30 days.
- **Sign-In Must Be Voluntary:** Members of the public cannot be required to register their name or satisfied any other condition for attendance. If an attendance list is used, it must clearly state that signing the list is voluntary.

- **Other Measures:** Either the district attorney or any interested person may sue to remedy past and prevent future violations of the open meeting laws. Another remedy, under certain circumstances, is for a court to order that all closed sessions be tape-recorded. Regulations of public participation beyond those allowed by applicable statutory and constitutional principles can be a civil rights violation.
- **Attorneys' Fees and Costs:** Attorneys' fees and costs may be awarded to those who successfully challenge open meeting violations.

B

The Public's Right to Participate in Meetings

General Rules

- **Democracy In Action.** The public has a right to address the public body at any meeting. A public official's role is to both hear and evaluate these communications.
- **The Public's Right to be Heard.** Generally, every regular meeting agenda must provide an opportunity for the public to address the public body on any item within the body's jurisdiction. If the issue of concern is one pending before the body, the opportunity must be provided before or during the body's consideration of that issue.

Open-Government's-Good-Politics Note

The media are highly vigilant in monitoring compliance with open government requirements—and quick to report on perceived violations.

Key Things to Know

- **Anonymous Speech Must Be Permitted.** Members of the public cannot be required to give their name or address as a condition of speaking. The clerk or presiding officer may request speakers to complete a speaker card, or identify themselves "for the record," but must respect a speaker's desire for anonymity.
- **Reasonable Time Limits May Be Imposed.** Local agencies may adopt reasonable regulations to ensure everyone has an opportunity to be heard in an orderly manner. For example, some agencies impose a uniform time limit on each person providing public comments on an issue.
- **Dealing with Disension.** The chair cannot stop speakers from expressing their opinions or their criticism of the body. If an individual or group willfully interrupts a meeting and order cannot be restored, the room may be cleared. Members of the media must be allowed to remain and only matters on the agenda can be discussed.



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C

The Public's Right To Access Agency Documents and Records

General Rules

- Public agencies must generally make their records available for inspection by the public. Disclosure is the rule, withholding is the exception. In addition, there are a number of state laws that require affirmative disclosure of certain kinds of information (for example, by posting the information on the agency's website).

Key Things to Know

- **Agenda and Meeting Materials.** Copies of the agenda materials and other documents not exempt from disclosure distributed to the body must be available to the public. Any nonexempt materials prepared by the local agency must be available for public inspection at the meeting. Materials prepared and distributed by some other person must be available after the meeting.
- **Scope of Access.** The public has the right to see nonexempt materials that are created as part of the conduct of the people's business. These materials include any writing that was prepared, owned, used, or retained by a public agency. This can include documents, computer data, e-mails, facsimiles, and photographs.
- **Presumption and Exceptions.** Written materials are presumed to be a public record unless an exemption applies. There are a number of exceptions. For example, personnel records are typically exempt from disclosure because their release may violate an employee's privacy rights.

The public's right of access to public records is broadly construed and applies to many documents that public officials might otherwise assume are protected from disclosure.

Consequences of Violation

Anyone can sue the agency to enforce his or her right to access public records subject to disclosure. If the agency loses or otherwise produces the records as the result of the lawsuit, it must pay costs and attorneys' fees.



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Beyond Legal Minimums

It is important to note that the requirements discussed in this pamphlet are legal minimums for local government transparency in decision-making. Local agencies can provide for greater transparency.

In thinking about how an agency might provide for greater transparency, questions local agency officials might ponder include the following:

- 1 How can the agency make public information more readily available and easily understandable by the public in order to promote public trust and confidence in the agency and demonstrate the agency's commitment to transparency?
- 2 Are there kinds of information that are already publicly available in some form, but could be made available more conveniently to the public (for example, through voluntarily posting the information on the agency's website or including links on the agency's website to where information is available on other websites)?
- 3 What kinds of information might be of interest to a cross-section of the public relating to the agency's operations and decision-making processes? Are there ways this information can be made available without individual members of the public having to ask for it?

Ongoing consideration of these kinds of questions enables a local agency's officials to engage in collective discussion and decision-making about ways in which their agency can set its sights higher than the minimum requirements of the law.

A Note on Civility in Public Discourse

For communities to be able to work through difficult issues, it's important that people be able to express differing opinions about what best serves the public's interests in a respectful and civil manner.

This includes focusing on the merits of one's position. Even if people disagree about what's best for the community, in this situation, it doesn't mean that those holding different views are bad people. Treat others with the same respect as one would like to be treated. Questioning others' motives or intelligence, being hostile, engaging in name-calling or making threats undermines one's effectiveness.

No matter how passionate one is about an issue, the goal is to conduct oneself in a way that will add to one's credibility and standing as a thoughtful member of the community.



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Resources for Further Information

California's open government laws are complex and extensive. Consult the following resources for more information on these laws.

- **Understanding the Basics of Public Service Ethics: Transparency Laws**, available at www.ca-ilg.org/transparency (includes discussions of other kinds of disclosure laws, in addition to Open Meeting Law and Public Records Act).
- **Open and Public TV: A User's Guide to the Ralph M. Brown Act, 2d Edition**, 2010. Available on the League of California Cities website at www.caclites.org or by calling 916.658.8200.
- **The People's Business: A Guide to the California Public Records Act**, 2008. Available on the League of California Cities website at www.caclites.org or by calling 916.658.8200.

Local officials should also consult their agency counsel with questions.

The Attorney General also offers guides on these laws; they are available from the Attorney General's website: http://ag.ca.gov/publications/2003_Intro_BrownAct.pdf and http://ag.ca.gov/publications/2003_Intro_BrownAct.pdf (Public Records Act).



The Institute for Local Government promotes good government at the local level with practical, impartial, and easy-to-use resources for California communities.

ILG is the research and education affiliate of the California State Association of Counties and the League of California Cities.

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AB 1234 Self-Study Materials Part I: Financial Interests and Perks

AB 1234 requires elected and appointed officials to take *two hours* of ethics training if they receive compensation for their service or are reimbursed for their expenses.¹ The ethics training requirement may also apply to agency employees designated by the agency's legislative body.²

There are many ways to satisfy this requirement, including in-person training and self-study activities. Moreover, like all ethics laws, AB 1234 is a floor, not a ceiling. Local officials can demonstrate their commitment to ethics in public service by going beyond AB 1234's minimum requirements.

This self-study exercise is eligible for *one hour* of AB 1234 self-study credit (or half of the minimum requirement). To claim self study credit, log on to www.ca-ilg.org/AB1234selfstudy, print out and take the test, mail it to the address indicated with the \$25 processing fee. This fee covers grading the test, providing the correct answers (and explanations) and your proof of participation certificate.

Scope of This Self-Study Exercise

These materials cover the first two areas of ethics training required by AB 1234:

- Laws relating to personal financial gain by public officials (including bribery and conflict of interest laws); and
- Laws relating to office-holder perks, including gifts and travel restrictions, personal and political use of public resources and prohibitions against gifts of public funds.³

It also covers ethics principles related to these laws and ethics in public service in general.

Self-study materials for the balance of the AB 1234 requirement are in production. Those materials will cover governmental transparency and fair process laws.

Note that public service ethics laws are extraordinarily complex. The learning objective of both self-study and in-person AB 1234 training courses is to familiarize local officials

with when they need to consult agency counsel, the Attorney General or the Fair Political Practices Commission about a given situation or course of action.

Moreover, the ethics laws and training requirements of AB 1234 are both *minimum* standards. Just because a course of action is legal doesn't mean that it is ethical or that the public or media will perceive it to be so. Local officials are strongly encouraged to go beyond the minimum ethics training standards created by AB 1234 and participate in additional educational activities relating to their legal and ethical obligations as public servants.

Financial Gain

Key Concepts

The principle underlying the financial gain laws is that the possibility of personal financial gain or loss cannot be a factor in your decisions as a public official. The laws in this area are designed to promote the general ethical values of *responsibility* and *trustworthiness*. Public servants have a responsibility to act always in the public's interest, and the public needs to be able to trust that they will.

Key Laws

The following laws are designed to avoid both the reality and the appearance of personal financial gain influencing public servants' actions.

- **Bribery.** Requesting, receiving, or agreeing to receive money in exchange for an official action is a crime. Under the state's criminal laws, a "bribe" includes anything of value; it also includes receiving "advantages." The advantage can be a future one and need not involve the payment of money.⁴ The federal definition of bribery is even broader.⁵
- **Disqualification Based on Financial Interests.** A public official may not make, participate in, or influence a governmental decision that will have a foreseeable and material financial effect on the official, the official's immediate family, or any of the official's economic interests.⁶ Note the breadth of the prohibition: it does not just apply to voting, but the entire process leading up to voting. See sidebar at left/right for a list of the kinds of financial interests that can give rise to potentially disqualifying conflicts of interests.
- **Interests in Contracts Prohibited.** A public official may not have a financial interest in any contract made by the board or body of which the official is a member.⁷ The law is very strict on this point. Such contracts are void—meaning that the public agency will not have to pay the official for the benefits provided to the agency under the contract.⁸ Under most circumstances, the prohibition cannot be avoided by disqualifying oneself from participating in the decision on the contract.

- **Helping Prospective Employers.** A public official may not influence agency decisions when the interests of a prospective employer are at stake.⁹ This situation arises when someone is negotiating or has “any arrangement” concerning prospective employment with someone with business before the agency.
- **Revolving Door.** Elected officials and top-level managers cannot represent individuals or entities before their agencies for one-year after leaving office.¹⁰

Note that some local agencies have adopted even more restrictive prohibitions.

The “Leave the Room” Requirement

If you are disqualified from participating on a specific agenda item under the conflict of interest rules established by the Political Reform Act, you must:¹¹

- At the meeting, publicly identify the financial interest or potential conflict of interest in sufficient detail to be understood by the public.
- Not attempt to influence the decision in any way (this includes pre-meeting discussions with staff or colleagues).
- Refrain from discussing or voting on the matter (you should ask the item to be considered separately if it is on the consent calendar).
- Leave the room until after the discussion, vote, and any other disposition of the matter, unless the matter is on the consent calendar.

There are limited exceptions that allow a disqualified official to remain in the room and participate in the discussion as a member of the public when one’s “personal interests” are at stake. Consult with your agency attorney about what kinds of personal interests qualify.

Consequences of Missteps

The consequences of violating these requirements can be severe. They include criminal felony or misdemeanor prosecutions under state and sometimes federal laws. Conviction can involve substantial fines, jail time, and loss of office. Civil fines can also add up. For example, the administrative penalty for violation of the Political Reform Act is a fine of up to \$5,000 per violation. In most instances, officials targeted for civil enforcement actions will pay tens of thousands of dollars in defense costs; significantly more in criminal cases.

There can also be other kinds of negative consequences. For example, if an official violates proscriptions against self-dealing relating to contracts, the official may have to refund amounts paid under the contract. If a decision is tainted by the participation of someone who should have disqualified him or herself, the decision is subject to invalidation.

Financial Interests Affected by an Agency Decision: When to Seek an Attorney's Advice

Talk with your agency attorney when 1) an action by your public agency 2) may affect (positively or negatively) 3) any of the following:

Income. Any source of income of \$500 or more (including promised income) during the prior 12 months for you or spouse/domestic partner.

Real Property. A direct or indirect interest in real property of \$2000 or more that you or your immediate family (spouse/domestic partner and dependent children) have, including such interests as ownership, leaseholds (but not month-to-month tenancies), and options to purchase, especially when any of these are located within 500 feet of the subject of your decision.

Personal Finances. Your or your immediate family's (spouse/domestic partner and dependent children) personal expenses, income, assets, or liabilities.

Gift Giver. A giver of a gift of \$440 (for 2013-2014) or more to you in the prior 12 months, including promised gifts.

Lender/Guarantor. A source of a loan (including a loan guarantor) to you.

Contract. You or a member of your family would have an interest (direct or indirect) in a contract with the agency.

Business Management or Employment. An entity for which you serve as a director, officer, partner, trustee, employee, or manager.

Business Investment. An interest in a business in which you or your immediate family (spouse/domestic partner and dependent children) have a direct or indirect investment worth \$2000 or more.

Related Business Entity. An interest a business that is the parent, subsidiary or is otherwise related to a business if you:

- Have a direct or indirect investment worth \$2000 or more; or
- Are a director, officer, partner, trustee, employee, or manager.

Business Entity Owning Property. A direct or indirect ownership interest in a business entity or trust of yours that owns real property.

Campaign Contributor. A campaign contributor of yours (if you are sitting on an appointed decision-making body).

Other Personal Interests and Biases. You have important, but non-financial, personal interests or biases (positive or negative) about the facts or the parties that could prevent you from making a fair decision.

What Will Happen Next? Agency counsel will advise you whether 1) you can participate in the decision and, 2) if a contract is involved, whether the agency can enter into the contract at all. Counsel may suggest asking either the Fair Political Practices Commission or the State Attorney General to weigh in. Keep in mind the attorney's duty is to promote compliance with the ethics laws, not try to find ways around them.

Personal Advantages and Perks

Key Concepts

The principle underlying the “no perks” laws is that one’s status as a public servant and one’s access to public resources should not afford special privileges. There are two categories of “no perk” laws. One relates to perks that others provide public officials (for example, gifts). The other involves advantages that officeholders provide themselves (for example, use of public resources).

The laws in this area are designed to promote the general ethical values of *fairness*, *responsibility* and *trustworthiness*. For example, receipt of perks from others undermines the public’s trust that decision-makers are treating everyone who comes before them fairly and making decisions solely in the public’s interests.

When officeholders give themselves perks, the public’s trust that these officeholders are being careful and public-minded stewards of taxpayer resources is undermined. To the extent that some of these perks involve political advantages, they undermine the fairness of campaigns and elections.

Key Laws

Generally speaking, the “no perks” laws bar some transactions and require disclosure of others.

- **Loans.** Officials cannot receive loans from those within the agency¹² or with whom the agency contracts (except for bank or credit card indebtedness made in the regular course of the company’s business).¹³ Personal loans over \$500 from others must meet certain requirements (for example, be in writing, clearly state the date, amounts and interest payable).¹⁴
- **Gifts.** With certain exceptions, a public official must disclose most gifts of \$50 or more on his or her Statement of Economic Interests and may not receive gifts from any one source that totals over \$440 in a single year (for 2013 and 2014).¹⁵ Gifts include meals, certain kinds of travel payments, and rebates or discounts to public officials not offered to others in the usual course of business.¹⁶
- **Travel Expenses from Non-Transportation Companies.** Gifts of travel expenses (for example, airfare, lodging, meals and entertainment) from non-transportation companies are generally subject to the gift rules and must be reported on one’s Statement of Economic Interests as such.

- **Travel Passes from Transportation Companies.** State law strictly forbids elected and appointed public officials from accepting free or discounted travel from transportation companies.¹⁷ The penalty for violating the prohibition against accepting travel passes from transportation companies is severe--an immediate forfeiture of office.¹⁸
- **Receiving Gratuities or Rewards.** It is a crime to receive any kind of gratuity or reward for performing one's duties.¹⁹
- **Honoraria.** State law regulates the degree to which public officials may receive payments for giving a speech, writing an article or attending a public or private conference, convention, meeting, social event, meal or similar gathering.²⁰ Generally such payments—which are known as honoraria--are prohibited. The notion is such communications are part of a public official's service.
- **Personal Use of Public Resources.** State law forbids public officials from using public resources for personal purposes.²¹ "Public resources" include such things as 1) staff time, 2) office equipment (telephones, fax machines, photocopiers, and computers), and 3) office supplies (stationery, stamps, and other items). "Personal" use of public resources includes activities that are for personal enjoyment, private gain or advantage.²² "Use" means the use of public resources that is substantial enough to result in a gain or advantage for the user and a loss to the local agency that can be estimated as a monetary value.²³
- **Expense Reimbursement.** The general rule is that local agency officials may only be reimbursed for actual and necessary expenses.²⁴ Cities, counties, and special districts that reimburse their elected and appointed officials must adopt expense reimbursement policies that specify the kinds of activities that will be reimbursable.²⁵ Local agencies must use expense report forms and all expenses must be documented with receipts.²⁶ These documents are public records subject to disclosure.²⁷
- **Limits on Public Official Compensation.** Typically there is a legal limit on elected public official compensation levels, either in state or local statutes. Public officials, particularly elected ones, may only collect and retain such compensation that the law allows.²⁸ As protectors of the public purse, courts generally take a strict approach to public official compensation limits.²⁹

City and county officials typically receive a monthly salary for their service. Special district directors tend to be compensated by a daily stipend. With certain exceptions, this stipend compensates such directors for:

- A meeting of any "legislative body" as defined by the Brown Act

- A meeting of an advisory body
- Conference attendance or educational activities, including ethics training³⁰

Agencies may compensate officials for attendance at other events as specified in a written policy adopted in a public meeting.³¹

- **Use of Public Resources for Political Purposes.** The same statutes that prohibit the use of public resources for personal benefit also prohibit the use of such resources for campaign purposes.³² The prohibition applies to campaigns to elect candidates and campaigns in support of or opposition to ballot measures.
- **Mass Mailings at Public Expense.** State law forbids sending mass mailings at public expense.³³ The Fair Political Practices Commission has defined “mass mailings” as sending more than 200 identical pieces that contain the name or pictures of elected officials except as part of a standard letterhead.³⁴
- **Gifts of Public Resources or Funds.** California’s constitution forbids gifts of public funds. This prohibits, for example, paying for spouses to accompany public officials.³⁵ It can also be an issue when a public agency contemplates charitable contributions.³⁶
- **Soliciting Political Support from Agency Employees.** Soliciting campaign funds from agency officers or employees is also unlawful,³⁷ as is conditioning employment decisions on support of a person’s candidacy.³⁸ Compensation decisions may not be tied to political support either.³⁹

Speak with your agency counsel about the specifics of these requirements as they may apply to your situation.

Consequences of Missteps

The consequences of violating the “no-perk” laws can also be severe. For example, the prohibitions against the personal use of public resources are punishable by a \$1,000 per day fine plus three times the value of the resource used.⁴⁰ Criminal penalties include a two to four year prison term and disqualification from office.⁴¹ Prosecution under the federal income tax evasion laws is also a possibility.⁴² Again, this does not include the costs of hiring defense lawyers, which can up to tens of thousands of dollars, if not more.

Beyond the Minimum in Understanding Public Service Ethics

Like all ethics laws, AB 1234 sets minimum standards. The enforcement mechanism for complying with AB 1234's requirements relies on public opinion and media attention. Records of officials' compliance with AB 1234 (proof of participation certificates) are public records and must be maintained for at least five years.⁴³

In addition to maintaining records on compliance with the minimum standards imposed by AB 1234, local agencies may also want to maintain records of any training and study local agency officials engaged in above and beyond the AB 1234's minimum requirements. This will enable those inquiring to ascertain the agency's and individual's full scope of commitment to understanding the ethical and legal obligations associated with public service.

Beyond the Law

Understanding and complying with public service ethics laws is a challenge. But the public expects even more of its public servants. Rather than making decisions purely on the fly, how can public officials maximize the likelihood that they will meet or exceed the public's expectations for ethical conduct?

One is to think in terms of ethical values. Some key values relating to public service include responsibility, trustworthiness, respect and fairness. Assess decisions you have to make against these standards.

In addition, you can ask yourself these kinds of questions:

- What decision, behavior or course of action will best promote the public's trust in my leadership and that of my agency?
- Would I want to read about a certain course of action on the front page of my local newspaper?
- How do I want to be remembered as a public official? What would make my family and parents proud as a legacy?

For example, even if you are not legally required to disqualify yourself from participating in a decision, you may want to voluntarily abstain from participating if you believe the public could reasonably question whether you could put personal relationships and interests aside in making a given decision.

Conclusion

Former British Prime Minister Benjamin Disraeli once observed “...that all power is a trust; that we are accountable for its exercise.” As extensive and complicated as they are, the above rules relating to public service ethics are a reflection of that overarching quest for accountability and trust.

For more information on these rules, go to www.ca-ilg.org/ethicslaws. For more information on ethics principles, please visit www.ca-ilg.org/ethicsprinciples.

References

- ¹ Cal. Gov’t Code § 53235(a), (b).
- ² Cal. Gov’t Code § 53234(c).
- ³ Cal. Gov’t Code § 53235(a), (b).
- ⁴ *Id.* See also *People v. Anderson*, 75 Cal. App. 365 (1925).
- ⁵ See 18 U.S.C. § 201.
- ⁶ See Cal. Gov’t Code §§ 87100 and following.
- ⁷ Cal. Gov’t Code § 1090.
- ⁸ Cal. Gov’t Code § 1092.
- ⁹ Cal. Gov’t Code § 87407.
- ¹⁰ See Cal. Gov’t Code § 87406.3.
- ¹¹ See Cal. Gov’t Code § 87105.
- ¹² See Cal. Gov’t Code § 87460(a), (b).
- ¹³ See Cal. Gov’t Code § 87460(c), (d).
- ¹⁴ See Cal. Gov’t Code § 87461.
- ¹⁵ Cal. Gov’t Code §§ 87200, 87207, 89503; 2 Cal. Code Regs. § 18940.2 (The gift limit is modified every two years to reflect changes in the Consumer Price Index; the \$440 amount is valid for 2013-2014).
- ¹⁶ Cal. Gov’t Code § 82028(a).
- ¹⁷ See Cal. Const. art. XII, § 7 (“A transportation company may not grant free passes or discounts to anyone holding an office in this State . . .”).
- ¹⁸ See Cal. Const. art. XII, § 7 (“ . . . acceptance of a pass or discount by a public officer . . . shall work a forfeiture of that office . . .”).
- ¹⁹ Cal. Penal Code § 70.
- ²⁰ See Cal. Gov’t Code § 89501 (definition of honoraria).
- ²¹ See Cal. Penal Code § 424; Cal. Gov’t Code § 8314.
- ²² Cal. Gov’t Code § 8314(b)(1).
- ²³ Cal. Gov’t Code § 8314(b)(4).
- ²⁴ Cal. Gov’t Code § 36514.5.
- ²⁵ Cal. Gov’t Code § 53232.2(b).
- ²⁶ Cal. Gov’t Code § 53232.3.
- ²⁷ Cal. Gov’t Code § 53232.3(e).
- ²⁸ For example, the salary of council members of general law cities is controlled by Government Code section 36516(a), which permits a city council to establish by ordinance a salary up to a ceiling determined by the city’s population. The electorate may approve a higher salary. Cal. Gov’t Code § 36516(b). A council member appointed or elected to fill a vacancy is compensated in the same amount as his or her predecessor. A directly-elected mayor may receive additional compensation with the consent of the electorate or by ordinance of the city council. Cal. Gov’t Code § 36516.1. See also Cal. Educ. Code §§ 1090 (county board of education compensation), 35120 (school board member compensation), 72425 (community college board member compensation).
- ²⁹ *Id.*
- ³⁰ Cal. Gov’t Code § 53232.1(a).

³¹ Cal. Gov't Code § 53232.1(b).

³² Cal. Penal Code § 424; *People v. Battin*, 77 Cal. App. 3d 635 (1978) (successful criminal prosecution of county supervisor for misusing public funds for improper political purposes), superseded on other grounds by *People v. Conner*, 34 Cal. 3d 141 (1983). See also Cal. Gov't Code § 8314 (“‘Campaign activity’ means an activity constituting a contribution as defined in Section 82015 or an expenditure as defined in Section 82025. ‘Campaign activity’ does not include the incidental and minimal use of public resources, such as equipment or office space, for campaign purposes, including the referral of unsolicited political mail, telephone calls and visitors to private political entities.”).

³³ See Cal. Gov't Code § 89001.

³⁴ See 2 Cal. Code Regs. § 18901.

³⁵ 75 Cal. Op. Att’y Gen. 20 (1992) (finding paying a spouse’s expenses to a conference violates both Government Code section 1090 and constitutional prohibitions against gifts of public funds). See also 65 Cal. Op. Att’y Gen. 517, 521 (1982) (finding Government Code section 36514.5 does not authorize reimbursement of the expenses of any person other than a member of the city council). See also *Albright v. City of South San Francisco*, 44 Cal. App. 3d 866, 869-870 (1975). (unauthorized reimbursement is illegal gift).

³⁶ See generally McQuillin, *Municipal Corporations*, § 39.25 (3d rev. ed. 1988) (“Appropriations to charitable or nonprofit associations, without consideration [something in return], cannot be made.”)

³⁷ See Cal. Gov't Code § 3205 (except for those communications to a significant segment of the public that happens to include fellow public officials and employees).

³⁸ See Cal. Gov't Code § 3204, which reads as follows: No one who holds, or who is seeking election or appointment to, any office or employment in a state or local agency shall, directly or indirectly, use, promise, threaten or attempt to use, any office, authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any individual person, or to aid or obstruct any individual person in securing, or to prevent any individual person from securing, any position, nomination, confirmation, promotion, or change in compensation or position, within the state or local agency, upon consideration or condition that the vote or political influence or action of such person or another shall be given or used in behalf of, or withheld from, any candidate, officer, or party, or upon any other corrupt condition or consideration. This prohibition shall apply to urging or discouraging the individual employee’s action.

³⁹ See Cal. Gov't Code § 3205.5, which reads as follows: No one who holds, or who is seeking election or appointment to, any office shall, directly or indirectly, offer or arrange for any increase in compensation or salary for an employee of a state or local agency in exchange for, or a promise of, a contribution or loan to any committee controlled directly or indirectly by the person who holds, or who is seeking election or appointment to, an office. A violation of this section is punishable by imprisonment in a county jail for a period not exceeding one year, a fine not exceeding five thousand dollars (\$5,000), or by both that imprisonment and fine.

⁴⁰ Cal. Gov't Code § 8314(c)(1).

⁴¹ Cal. Penal Code § 424.

⁴² See 26 U.S.C. §§ 7201, 7203.

⁴³ Cal. Gov't Code § 53235.2.



AB 1234 Self-Study Materials

Part II: Governmental Transparency and Fair Processes

AB 1234 requires elected and appointed officials to take two hours of ethics training if they receive compensation for their service or are reimbursed for their expenses.¹ The ethics training requirement may also apply to agency employees designated by the agency's legislative body.²

There are many ways to satisfy this requirement, including in-person training and self-study activities. Moreover, like all ethics laws, AB 1234 is a floor, not a ceiling. Local officials can demonstrate their commitment to ethics in public service by going beyond AB 1234's minimum requirements.

As a special service, the Institute for Local Government is offering this article for one hour of AB 1234 self-study credit (or half of the minimum requirement). To claim self-study credit, log on to www.ca-ilg.org/AB1234selfstudy, print out and take the test, mail it to the address indicated with the \$25 processing fee. This fee covers grading the test, providing the correct answers (and explanations) and your proof of participation certificate; it also supports the Institute's work in the public service ethics area.

Scope of This Self-Study Exercise

This article covers half of the required areas of ethics, including:³

- Governmental transparency laws, including financial disclosure laws and laws protecting the public's right to participate in meetings and access public records (the Brown Act and Public Records Act); and
- Law relating to fair processes, including common law bias, due process, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participation in decisions involving family members.

The April 2006 Everyday Ethics column covered the balance of the areas of ethics training required by AB 1234, including:⁴

- Laws relating to personal financial gain by public officials (including bribery and conflict of interest laws); and

- Laws relating to office-holder perks, including gifts and travel restrictions, personal and political use of public resources and prohibitions against gifts of public funds.

Note that public service ethics laws are extraordinarily complex. The learning objective of both self-study and in-person AB 1234 training courses is to familiarize local officials with when they need to consult agency counsel, the attorney general or the Fair Political Practices Commission about a given situation or course of action.

Transparency Laws

The principle underlying governmental transparency laws is that the public trusts what it can observe. Moreover, the prospect that actions will be publicly-known can be a deterrent against actions that might undermine public trust. Thus, the laws in this area are designed to promote the general ethical values of *trustworthiness* and *responsibility*.

There are two basic categories of transparency laws. One relates to activities of the individual official. For example, these laws require specified officials to periodically disclose their personal financial interests (so the public can assess whether those interests played a role in the official's decisions). They also require officials to disclose campaign and charitable fundraising activities.

The other kind of transparency laws requires governmental processes to be transparent to the public. These laws require that governmental decisions be made in public and that the public have the opportunity to weigh in on those decisions. They also require that most public records be open to public inspection.

This self-study exercise discusses both kinds of transparency laws.

Financial Disclosure Laws

There is an adage about one's life being an open book. Nowhere is this truer than for public officials and their finances. The bottom line is that when you become a public official, the public gets to learn a great deal about your financial life. The voters created these disclosure requirements when they approved the Political Reform Act in 1974.⁵

The disclosure requirements apply to nearly every local elected official and department head. Members of commissions, boards, committees and other local agency bodies with significant decision-making authority are also subject to disclosure requirements. An agency may require additional staff positions to disclose their economic interests under the agency's local conflict of interest code. Such employees are known as "designated employees."

The following kinds of economic interests must be disclosed if they meet certain minimum thresholds:⁶

- Sources of income;
- Interests in real property;
- Investments;
- Business positions; and
- Gifts

This disclosure is made on forms called both “Statements of Economic Interests” and “Form 700’s.” Copies of these forms are generally provided by one’s agency. Interactive versions of the forms are available from the Fair Political Practices Commission website: www.fppc.ca.gov.

These forms are filed upon assuming office, on an annual basis while in office, and upon leaving office.

Charitable Fundraising

The disclosure laws are not limited to an official’s personal financial interests. There are extensive disclosure requirements relating to an official’s campaign fundraising activities, of course.⁷ However, a sometimes-overlooked disclosure obligation relates to an official’s charitable fundraising activities. The theory is that the public has a right to know who is contributing to an elected official’s favorite charities and other causes.

The trigger occurs when an elected official gets someone to contribute \$5,000 or more to a legislative, governmental or charitable cause during a calendar year.⁸ Within 30 days of reaching the \$5,000 threshold, the elected official must file a report with the official’s agency (typically with the filing officer).

Conducting the Public’s Business in Public

California’s open meeting laws⁹ provide legal minimums for local governmental transparency in decision-making. Decision-making bodies--which include the governing board as well as many committees and advisory bodies--must conduct their business in an open and public meeting to assure the public is fully informed about local decisions.¹⁰ The following are some key things to keep in mind:

- **Meetings.** A “meeting” is any situation involving a majority of the governing body in which business is transacted or discussed.¹¹ In other words, a majority of the governing body cannot talk privately about an issue before the body no matter how the conversation occurs, whether by telephone or e-mail or at a local coffee shop.¹²
- **Serial Meetings.** One thing to watch for is unintentionally creating a “serial” meeting—a series of communications that result in a majority of governing body members having conferred on an issue. For example, if two members of a five-

member governing body consult outside of a public meeting (which is not in and of itself a violation) and then one of those individuals consults with a third member on the same issue, a majority of the body has consulted on the same issue. Note the communication does not need to be in person and can occur through a third party. For example, sending or forwarding e-mail can be sufficient to create a serial meeting, as can a staff member polling governing body members in a way that reveals the members' positions to one another.¹³

- **Permissible Gatherings.** Not every gathering of governing body members is a problem. For example, a majority of the governing body may attend the same educational conference or a community meeting not organized by the local agency.¹⁴ Nor is attendance at a social or ceremonial event in and of itself a violation.¹⁵ The key rule to keep in mind is a majority of the governing body members cannot meet and discuss agency business except at an open and fully noticed public meeting.
- **Closed Sessions.** The open meeting laws include provisions for closed discussions under very limited circumstances.¹⁶ Because of the complexity of the open meeting laws, close consultation with an agency's legal advisor is necessary to ensure that the requirements relating to and the limitations on closed sessions are observed.

The Public's Right to Participate in Meetings

Another element of open meeting laws is the public's right to address the governing body. A public official's role is to both hear and evaluate these concerns. There are a number of basic rules that govern this right.

- **Posting and Following the Agenda.** The open meeting laws require that the public be informed of the time of and the issues to be addressed at each meeting.¹⁷
- **The Public's Right to be Heard.** Generally, every agenda must provide an opportunity for the public to address the governing body on any item of interest to the public within the body's jurisdiction.¹⁸ If the issue of concern is one pending before the legislative body, the opportunity must be provided before or during the body's consideration of that issue.¹⁹
- **Reasonable Time Limits May Be Imposed.** Local agencies may adopt reasonable regulations to ensure everyone has an opportunity to be heard in an orderly manner.²⁰

The Public's Right to Access Records

Copies of the agenda materials and other documents distributed to the governing body must also be available to the public.²¹ The public has the right to see any materials that

are created as part of the conduct of the people's business.²² These materials include any writing that was prepared, owned, used, or retained by a public agency.²³ They include documents, computer data, e-mails, facsimiles, and photographs.²⁴

Although there are exceptions to a public agency's duty to disclose records, the safe assumption is virtually all materials involved in one's service on the governing body--including e-mails--are public records subject to disclosure.

Fair Process Laws

Not surprisingly, fair process laws promote the ethical value of fairness. This is the notion that everyone has a right to be treated fairly by governmental processes, irrespective of who they are or whom they know. The public's perception that decisions are made fairly is a key element of the public's confidence and trust in government and individual public officials.

The Obligation to be a Fair and Unbiased Decision-Maker

Although California statutes largely determine when public officials must disqualify themselves from participating in decisions, common law (judge-made) and some constitutional principles still require a public official to exercise his or her powers free from personal bias-including biases that have nothing to do with financial gain or losses.

In addition, constitutional due process principles require a decision-maker to be fair and impartial when the decision-making body is sitting in what is known as a "quasi-judicial" capacity. Quasi-judicial matters include variances, use permits, annexation protests, personnel disciplinary actions, and licenses. Quasi-judicial proceedings tend to involve the application of generally adopted standards to specific situations, much as a judge applies the law to a particular set of facts.

For example, a court overturned a planning commission's decision on due process grounds, concluding that a planning commissioner's authorship of an article hostile to a project before the commission gave rise to an unacceptable probability of bias against the project, and that the commissioner should have disqualified himself from participating in the decision.²⁵

Typically, having the official who may have exhibited bias disqualify himself or herself solves the problem.²⁶ If the problem is not addressed though, the agency's decision will be at risk of being overturned by the courts.²⁷ The agency will have to conduct new proceedings free of the influence of the biased decision-maker.²⁸ If the violation rises to the level of a denial of due process under constitutional law, the affected individual(s) may seek damages, costs and attorneys fees.²⁹

Finally, community relations—and the public's views of an official's responsiveness—are seriously undermined when it appears an official is not listening to the input being

provided by the public. Even if you disagree with the views being offered, treat the speaker with the same respect you would like to be treated with if the roles were reversed. Moreover, at least one court has ruled that officials' perceived inattentiveness during a hearing violated due process principles.³⁰

Campaign Contributions and Bias

Generally, the ethics laws with respect to campaign contributions emphasize disclosure rather than disqualification. The emphasis on disclosure enables the public to assess for itself the degree an official could be influenced by campaign contributors who appear before the agency. Both financial and in-kind support must be disclosed.

However, under limited (and sometimes counterintuitive) circumstances, certain local agency officials must disqualify themselves from participating in proceedings regarding licenses, permits and other entitlements for use if the official has received campaign contributions of more than \$250 during the previous twelve months from any party or participant.³¹ The restrictions apply if the official is sitting on an appointed (as opposed to elected) body.³²

In addition, these officials are prohibited from receiving, soliciting or directing a campaign contribution of more than \$250 from any party or participant in a license, permit or entitlement proceeding while the proceeding is pending and for three months after the contribution.³³

Holding Multiple Public Offices

There is such a thing as too much public service; the law limits the degree to which public officials can hold multiple public offices. The reason is that, when one assumes a public office, one takes on responsibility to the constituents of that agency to put their interests first. When one occupies multiple offices in multiple agencies (for example, membership on the city council and serving on the board of another local agency), that job becomes more complicated, both legally and ethically, because of the possibility of conflicting loyalties.³⁴

Offices are incompatible if there is any significant clash of duties or loyalties between the offices or if either officer exercises a supervisory, auditory, or removal power over the other.³⁵ Note there can be specific legislative exceptions to incompatible office rules.³⁶

Competitive Bidding Processes for Public Contracts

Public contracting laws--including those adopted at the local level--are designed to give all interested parties the opportunity to do business with the government on an equal basis. This keeps contracts from being steered to businesses or individuals because of political connections, friendship, favoritism, corruption or other factors. It also assures that the public receives the best value for its money by promoting competition among businesses so the public can receive the best deal.³⁷

Many competitive bidding requirements are locally imposed, for example by charter cities as part of their municipal affairs authority.³⁸ State law also authorizes local agencies to adopt procedures for acquisition of supplies and equipment.³⁹ Most of these purchasing ordinances require competitive bids for contracts in excess of designated dollar amounts.

For public works projects, state law defines when general law cities and counties must use competitive bidding. For general law cities, public works projects over \$5,000 are subject to the state's competitive bidding requirements.⁴⁰ For county projects, the threshold is based on population: \$6,500 (counties with populations of 500,000 or over), \$50,000 (counties with populations of 2 million or over) and \$4,000 (all other counties).⁴¹ Note that it is a misdemeanor to split projects to avoid competitive bidding requirements.⁴²

In order to give all interested parties an opportunity to do business with the agency and get the best price for the public, the agency has to publicize the opportunity. This is typically accomplished by publishing a notice inviting bids in a newspaper of general circulation that is printed or published in the jurisdiction, or if there is none, posting the notice in at least three public places in the jurisdiction.⁴³ Trade publications can also be a helpful way to reach a wide segment of the contracting industry.

Decisions Involving Family Members

The Political Reform Act requires public officials to disqualify themselves from participating in decisions that will increase or decrease their immediate family's expenses, income, assets or liabilities.⁴⁴ "Immediate family" includes one's spouse or domestic partner, and dependent children.⁴⁵ The notion is that it is very difficult for any person to be fair and unbiased when one's family's interests are concerned; it is, of course, also difficult for the public to perceive the official to be fair and unbiased about close family members.

Because of this, some jurisdictions have adopted additional restrictions on the hiring or appointing of relatives of public officials. These are known as anti-nepotism policies. It can be wise to avoid questions about family relationship by voluntarily not participating in decisions that affect family members, even if the law or local agency regulations allow you to participate.

Beyond the Law

At some point in your service as a public official, you will likely face two common types of ethical dilemmas:

- **Personal Cost Ethical Dilemmas.** This involves situations in which doing the right thing may or will come at a significant personal cost to you or your public agency. These also can be known as "moral courage" ethical dilemmas.⁴⁶

- **Right-versus-Right Ethical Dilemmas.** This type of ethical dilemma involves those situations in which there are two conflicting sets of “right” values.⁴⁷

Of course, some dilemmas are a combination of both: a conflict between competing sets of “right” values (right-versus-right) and a situation in which doing the right thing involves personal or political costs.

Personal Cost Ethical Dilemmas

With these kinds of dilemmas, the costs can be political - such as the loss of political support or perhaps even one’s prospects for reelection. Or, the cost can be financial, for example a missed opportunity for financial gain or material benefits. Issues relating to the proper use of public resources fall into the “personal cost” type of ethical dilemma, inasmuch as these dilemmas typically involve whether one is going to forgo a tempting political or personal benefit. Finally, the cost can be more directly personal, as when one fears a particular course of action may jeopardize a friendship. In these situations, the answer is relatively simple. *The bottom line is that being ethical means doing the right thing regardless of personal costs.*

Right-versus-Right Ethical Dilemmas

Right-versus-right ethical dilemmas can be more difficult to resolve. An easy example, however, is when a political supporter urges you to do something that conflicts with your own best sense of what will serve your community’s interests. In this dilemma, there is a conflict between your *responsibility* to do what is in the public’s best interest and your *loyalty* to your political supporter. Responsibility and loyalty are both bona fide ethical values.

The key is, as a public servant, the ethical value of responsibility (and the responsibility to do what is in the public’s best interest) trumps the ethical value of loyalty. This is when thinking about the public’s perception of the right thing to do can be a useful dilemma-resolution strategy.

Conclusion

In politics, there is a great temptation to engage in ends/means thinking in which one is tempted to conclude that good or desirable ends justify the means. As both Dr. Martin Luther King Jr. and Gandhi have observed, the means *are* the end in a democracy and good ends cannot come from questionable means.

Public officials are stewards of the public’s trust in both their institutions and their leaders. Central to that trust is a fair and open process. Conscientious attention to laws and principles of fair and open government will help you as a leader pursue both good means and good ends.

Resources for Further Information

For more information about ethics laws and principles, check out the following resources:

- California Attorney General Publications:
www.caag.state.ca.us/publications/index.htm (click on “ethics”)
- Fair Political Practices Commission Publications:
<http://www.fppc.ca.gov/index.php?id=226>
- Institute for Local Government Ethics Resource Center: www.ca-ilg.org/trust

References

¹ Cal. Gov’t Code § 53235(a), (b).

² Cal. Gov’t Code § 53234(c).

³ Cal. Gov’t Code § 53234(d)(3), (4).

⁴ Cal. Gov’t Code § 53234(d)(1), (2).

⁵ This is a requirement of the Political Reform Act. *See generally* Cal. Gov’t Code §§ 87200 and following.

⁶ *See* Cal. Gov’t Code §§ 87200-87210; 2 Cal. Code Regs. §§ 18723-18740.

⁷ *See generally* Cal. Gov’t Code §§ 84100 and following; 2 Cal. Code Regs. §§ 18401 and following.

⁸ *See* Cal. Gov’t Code § 82015(b)(2)(B)(iii).

⁹ *See generally* Cal. Gov’t Code §§ 54950 and following (for cities, counties, special districts and school districts); Cal. Educ. Code §§ 72121 and following (for community college district governing boards).

¹⁰ *See* Cal. Gov’t Code 54952.2(a); Cal. Gov’t Code § 54954.2(a).

¹¹ Cal. Gov’t Code § 54952.2(a).

¹² Cal. Gov’t Code § 54952.2(b); Cal. Educ. Code § 72121.

¹³ Cal. Gov’t Code § 54952.2.

¹⁴ Cal. Gov’t Code § 54952.2(c)(2).

¹⁵ Cal. Gov’t Code § 54952.2(c)(5).

¹⁶ *See* Cal. Gov’t Code § 54954.5; Cal. Educ. Code § 71122.

¹⁷ Cal. Gov’t Code § 54954.2(a); Cal. Educ. Code § 72121.

¹⁸ Cal. Gov’t Code § 54954.3(a); Cal. Educ. Code § 72121.5.

¹⁹ Cal. Gov’t Code § 54954.3(a).

²⁰ Cal. Gov’t Code § 54954.3(b); *White v. City of Norwalk*, 900 F.2d 1421, 1425 (9th Cir. 1990).

²¹ Cal. Gov’t Code § 54957.5.

²² *See generally* Cal. Gov’t Code §§ 6250 and following.

²³ Cal. Gov’t Code § 6252(d).

²⁴ Cal. Gov’t Code § 6252(e).

²⁵ *Nasha v. City of Los Angeles*, 125 Cal. App. 4th 471 (2004).

²⁶ *See Fairfield v. Superior Court*, 14 Cal. 3d 768 (1975); *Mennig v. City Council*, 86 Cal. App. 3d 341 (1978).

²⁷ *See generally* Cal. Civ. Proc. Code § 1094.5.

²⁸ *See Clark v. City of Hermosa Beach*, 48 Cal. App. 4th 1152 (1996) (requiring council to rehear an appeal from the planning commission’s decision and provide a fair hearing).

²⁹ *See* 42 U.S.C. §§ 1983, 1988.

³⁰ *See Lacy Street Hospitality Service v. City of Los Angeles*, 22 Cal. Rptr. 3d 805 (2004) (depublished 2005 Daily Journal D.A.R. 84). This case may not be cited as precedent and is provided here only as an illustration.

³¹ Cal. Gov’t Code § 84308.

³² See Cal. Gov't Code § 8208(a)(3); 2 Cal. Code Regs. § 18438.1.

³³ See Cal. Gov't Code § 84308(b).

³⁴ See Cal. Gov't Code § 1126.

³⁵ 71 Cal. Op. Att'y Gen. 39 (1988).

³⁶ See, for example, Cal. Health & Safety Code § 6480(b) (relating to city officials serving on sanitary districts); Cal. Gov't Code § 61231 (relating to irrigation district directors serving on community services district boards). See also 85 Cal. Op. Att'y Gen. 239 (2002) (noting the legislature can create exceptions to the incompatibility doctrine).

³⁷ See Cal. Pub. Cont. Code § 100.

³⁸ *Smith v. City of Riverside*, 34 Cal. App. 3d 529 (1973).

³⁹ Cal. Gov't Code §§ 54201 and following.

⁴⁰ Cal. Pub. Cont. Code §§ 20160-20162.

⁴¹ Cal. Pub. Cont. Code §§ 20120-20123.

⁴² Cal. Pub. Cont. Code § 20163.

⁴³ See, e.g., Cal. Pub. Cont. Code § 20164.

⁴⁴ See 2 Cal. Code Regs. § 18703.5.

⁴⁵ Cal. Gov't Code § 82029; 2 Cal. Code Regs. § 18229.

⁴⁶ See Rushworth M. Kidder, *Moral Courage: Taking Action When Your Values Are Put to the Test* (William Morrow, 2005).

⁴⁷ See Rushworth M. Kidder, *How Good People Make Tough Choices: Resolving the Dilemmas of Ethical Living* (Simon and Schuster, 1995) 13-49.

CITY OF RANCHO CORDOVA COMMUNITY ENHANCEMENT FUND CITIZEN REPORT

FISCAL YEAR
2018/2019



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RanchoCordovaPD.com





LETTER FROM THE CITY MANAGER

Dear Resident,

I invite you to explore the City of Rancho Cordova's annual *Community Enhancement Fund Citizen Report*. The City's Community Enhancement Fund is supported by Measure H, a half-cent sales tax approved by Rancho Cordova voters in November 2014 that went into effect on April 1, 2015. This report provides an overview of Community Enhancement Fund projects and explains how sales tax revenue was spent.

Now in its fourth year, the Community Enhancement Fund program received grant applications from individuals, organizations, businesses, community partners and internal City departments. The City Council reviewed the grant applications with a focus on fulfilling needs to support key community priorities, which are outlined in this publication. The Community Enhancement Fund supports a variety of programs and projects from public safety and public works, to legacy projects, to community-based and grassroots programs and initiatives.

More than 50 projects were selected for funding during the 2018/2019 fiscal year. These projects exemplify what we can accomplish when we partner to make Rancho Cordova a community where people live, work, learn and thrive. Almost the entire Community Enhancement Fund supports projects and programs that benefit our community, due to minimal administrative fees.

The Community Enhancement Fund Citizen Oversight Board was created in 2018 and includes six residents to provide an extra layer of oversight to monitor the Community Enhancement Fund and provide feedback and recommendations to City staff. One of the Board's tasks was to provide feedback about accomplishments to be highlighted in this report.

This year, Rancho Cordova is honored to have been named a 2019 All-America City by the National Civic League. This year's theme for the All-America City award was creating healthy communities. Rancho Cordova earned the award for its strong commitment to creating healthy communities, and we used three examples to show this: Soil Born Farms, Mather Veterans Village, and Mentees at Cordova High. All three have received grants from the Community Enhancement Fund and been highlighted in prior Citizen Reports. We are proud to see the positive impact of these community partners recognized as examples of excellence for other communities across the country.

The City takes great pride in serving Rancho Cordova through stewardship of the Community Enhancement Fund. For a comprehensive list of completed and newly approved projects, visit CityofRanchoCordova.org/CommunityEnhancementFund.

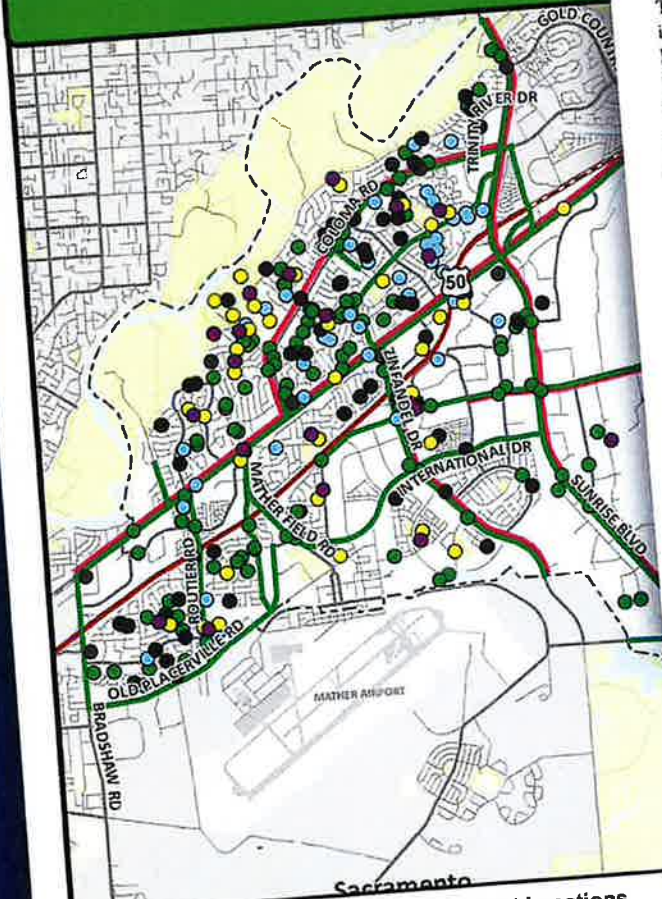
Sincerely,

Cyrus Abhar

Cyrus Abhar
City Manager



COMMUNITY ENHANCEMENT FUND PROJECTS
FISCAL YEAR 2018/2019



Community Enhancement Fund Project Locations

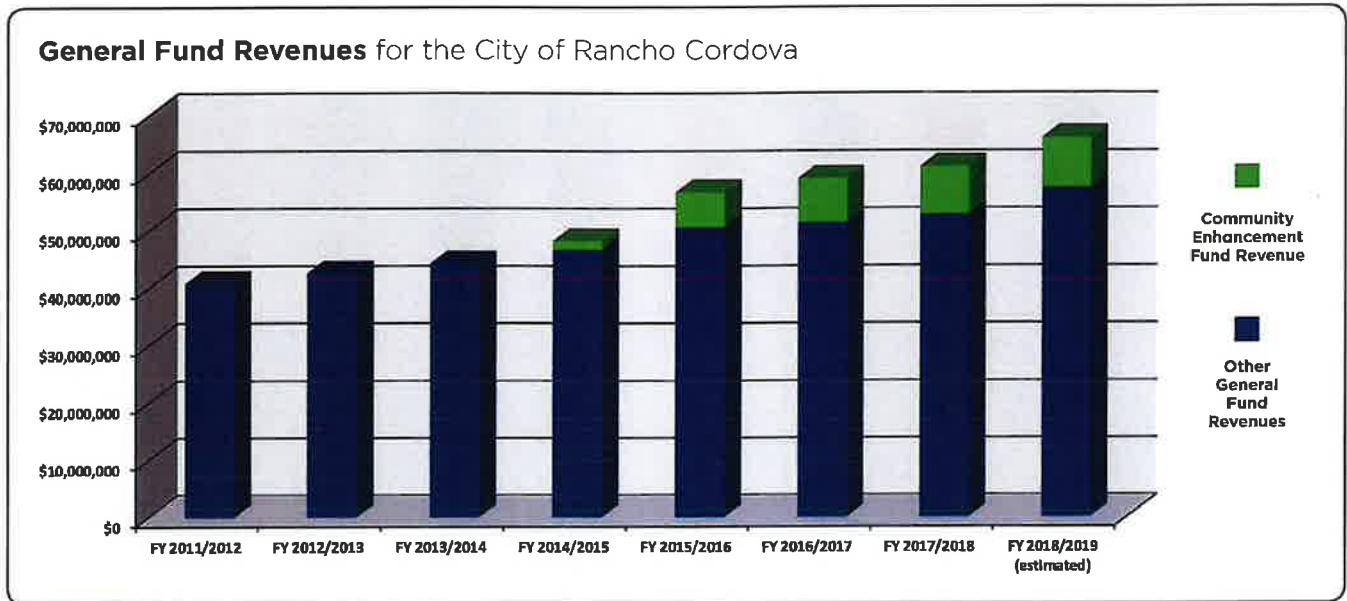
- Arts, Culture, History, Entertainment & Sports
- Community & Economic Development
- Education, After-School Programs & School Gardens
- Public Works
- Other Community Priorities
- Litter Removal Areas
- Banner Placemaking

Public Safety allocations enhance services citywide and are, thus, not shown on this map.



General Fund Revenues

The chart below depicts the past eight years of General Fund Revenues for the City of Rancho Cordova. The green shaded area represents the Community Enhancement Fund revenues that began during the 2014/2015 fiscal year. During the 2018/2019 fiscal year, the program is estimated to have generated approximately \$8.7 million in additional sales tax revenue.

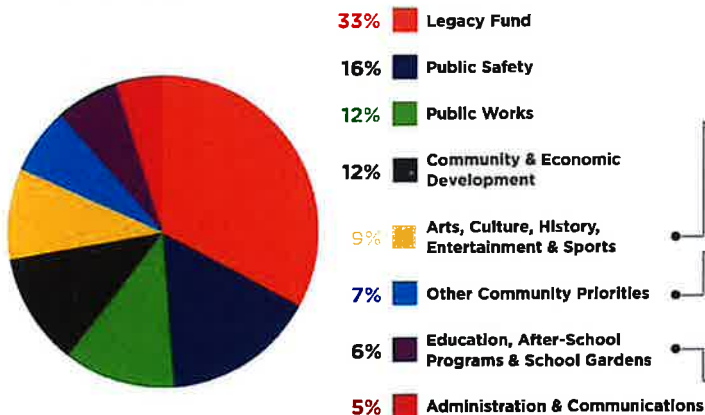


Each approved project fulfills a need for key community priorities, including Legacy Fund; Public Works; Arts, Culture, History, Entertainment and Sports; Public Safety; Community and Economic Development; Education, After-School Programs and School Gardens; Other Community Priorities, which covers miscellaneous community priorities; and Administration and Communications.

Following is a breakdown of the amount and percentage of funding allocated to these key community priorities during the 2018/2019 fiscal year. It also includes a breakdown of community grants by priority area.

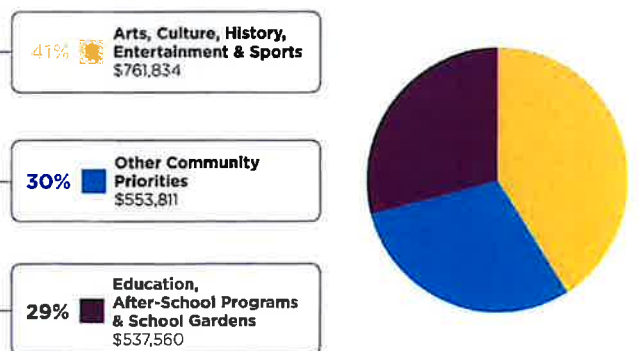
Breakdown of Community Enhancement Fund*

*Fiscal Year 2018/2019



Community Grant Types \$1.85 Million

Of the overall Community Enhancement Fund program, approximately \$1.85 million was awarded through community grants in the following categories.



Read on for specific project examples in seven of the priority areas and how the projects are supporting the City of Rancho Cordova. For a full list of approved projects, program updates and our open data tool, visit: CityofRanchoCordova.org/CommunityEnhancementFund

Enhancing Public Safety

Allocation: \$1,300,000

The Community Enhancement Fund provided an additional \$1,300,000 to the \$22,000,000+ annual police budget. Below are unit details and statistics in this priority area.

CRIME SUPPRESSION UNIT Grant: \$1,020,000

Contacted Probationers: 896

ARRESTS MADE	127 FELONY	74 FELONY WARRANT	54 MISDEMEANOR	128 MISDEMEANOR WARRANT
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FOLSOM-OLSON-ZINFANDEL AREA PROGRAM Grant: \$110,000

Supported **100+** businesses



Hired **1** new **Problem Oriented Policing Officer**

DETECTION K9 PROGRAM Grant: \$170,000

Hired **1** new **School Resource Officer** with **Folsom Cordova Unified School District**



Trained **1** new **Detection K9 Zoe**

Purchased **1** marked **K9 patrol car**



200 school appearances

1 search per week in partnership with RCPD patrol and Sacramento County Probation

Enhancing Education, After-School Programs & School Gardens

Allocation: \$537,560

Below are some specific project examples in this priority area.

STUDENT RELAXATION, READING AND ENGAGEMENT ZONE AT CORDOVA HIGH SCHOOL'S LIBRARY Grant: \$7,000

Served **600** students (1/3 of school student population)



STEM LEARNING EXPERIENCES AT ROBERT J. MCGARVEY ELEMENTARY SCHOOL Grant: \$13,925



Served **1,940** students

A TOUCH OF UNDERSTANDING DISABILITY-AWARENESS WORKSHOPS Grant: \$10,800

Served **440** students across **7** different schools



GOVERNMENTS ENGAGING YOUTH Grant: \$70,000

Partnership with PRO Youth and Families

21 students in year-long Youth @ City Council

20 students in five-week Summer @ City Hall



15 students completed a paid internship with the City of Rancho Cordova

916 INK CREATIVE WRITING WORKSHOPS Grant: \$47,795

Held **42** session workshops at **3** schools

Served **123** students



Published **3** books of poetry and prose

Enhancing Arts, Culture, History, Entertainment & Sports

Allocation: \$761,834

Below are some specific project examples in this priority area.

MEET THE MASTERS PROGRAM Grant: \$28,000

Served **2,023** students



Visited **90** elementary school classrooms

AMERICAN RIVER GRANGE NO. 172 LANDSCAPING AND FLOOR RESTORATION Grant: \$31,553



Serves

3,840 people annually



COMMUNITY MUSICAL PERFORMANCE PROGRAMS Grant: \$39,280

Music provided by Symphony d'Oro Rancho Cordova and the Rancho Cordova River City Concert Band

120 volunteer musicians



20 community musical performances

YOUTH SPORTS GROWTH AND START-UP FUND Grant: \$30,000



Purchased **100** football helmets and baseball equipment



Formed **12** basketball recreation teams

Purchased **14** wrestling singlets



Legacy Fund

The Community Enhancement Fund provides funding for large-scale projects through an annual legacy fund allocation. Here are some details and statistics in this priority area for one project. Legacy projects cross multiple fiscal years.

SOFTBALL MODERNIZATION PROJECT Grant: \$3,000,000

Partnership with Folsom Cordova Unified School District

New seven-field softball complex at Mills Middle School



Enhancing Community & Economic Development

Allocation: \$952,000

Below are some specific project examples in this priority area.

SIGN AND FAÇADE PROGRAM Grant: A fund of up to \$150,000

Supported **4** businesses



NEIGHBORHOOD SERVICES ABATEMENT PROGRAM Grant: \$120,000

Cleaned up **520+** locations



Recovered **1,700+** shopping carts

COMMUNITY BEAUTIFICATION PROJECTS AND COMMUNITY BUILDING Grant: \$100,000

44 residential beautification projects



14 micro grants for neighborhood events, **3,500** residents attended



3 multi-cultural events, **4,000** residents attended



Enhancing Public Works

Allocation: \$952,000

Below are some specific project examples in this priority area.

WAYFINDING SIGN PROJECT PHASE 2

Grant: \$82,000

Construction begins Fall 2019



32 wayfinding signs

32 waterway protection signs



ENHANCED LITTER REMOVAL AND GRAFFITI REMOVAL PROGRAM

Grant: \$150,000



TREE FRIENDLY CITY OF RANCHO CORDOVA

Grant: \$130,000

Goal 365 trees



2019 SIDEWALK IMPROVEMENT PROJECT

Grant: \$90,000

Repaired 3,000 square feet of sidewalk



Enhancing Other Community Priorities

Allocation: \$553,811

NEIGHBORHOOD IMPROVEMENT PROJECTS

Grant: \$185,650

Partnership with Rebuilding Together Sacramento and Sierra Service Project

Improved 22 homes through painting, landscaping, interior projects and more



622 volunteers



Completed 140 projects at these homes

SENIOR NUTRITION SERVICES BY MEALS ON WHEELS BY ACC

Grant: \$13,500



RANCHO CORDOVA POLICE ACTIVITIES LEAGUE (PAL) VAN

Grant: \$39,000

Serves 3,500 local youth annually



WHISKER WARRIORS SPAY/NEUTER PROGRAM

Grant: \$41,861

Spayed, neutered and vaccinated

735 animals



CITY OF RANCHO CORDOVA COMMUNITY ENHANCEMENT FUND CITIZEN REPORT

FISCAL YEAR
2017/2018



a first rate
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Rancho Cordova Police Department
www.RanchoCordovaPD.com



Dear Resident,

I'm pleased to present the City of Rancho Cordova's annual *Community Enhancement Fund Citizen Report*. The City's Community Enhancement Fund is supported by Measure H, a half-cent sales tax approved by Rancho Cordova voters in November 2014 that went into effect on April 1, 2015. This report provides an overview of Community Enhancement Fund projects and explains how sales tax revenue was spent.

Now in its third full year, the Community Enhancement Fund program received grant applications from individuals, organizations, businesses, community partners and internal City departments. The City Council reviewed the grant applications with a focus on fulfilling needs to support key community priorities, which are outlined in this publication.

More than 50 projects were selected for funding during the 2017/2018 fiscal year. These projects showcase the creativity and passion of our applicants, support the priorities of our diverse and growing community, and continue to make our City a safe and inviting place to live, work and have fun.

The City is proud to see the Community Enhancement Fund creating a meaningful and lasting impact on the quality of life, as well as the safety of our residents and businesses in Rancho Cordova. Almost the entire Community Enhancement Fund supports projects and programs that benefit our community, due to minimal administrative fees.

In 2018, the City created a Community Enhancement Fund Citizen Oversight Board. The Board includes six residents that provide an extra layer of oversight to monitor the Community Enhancement Fund and provide feedback and recommendations to City staff. One of the Board's tasks was to provide feedback about accomplishments to be highlighted in this report.

The City takes great pride in serving Rancho Cordova through stewardship of the Community Enhancement Fund. For a comprehensive list of completed and newly approved projects, visit www.CityofRanchoCordova.org/CommunityEnhancementFund.

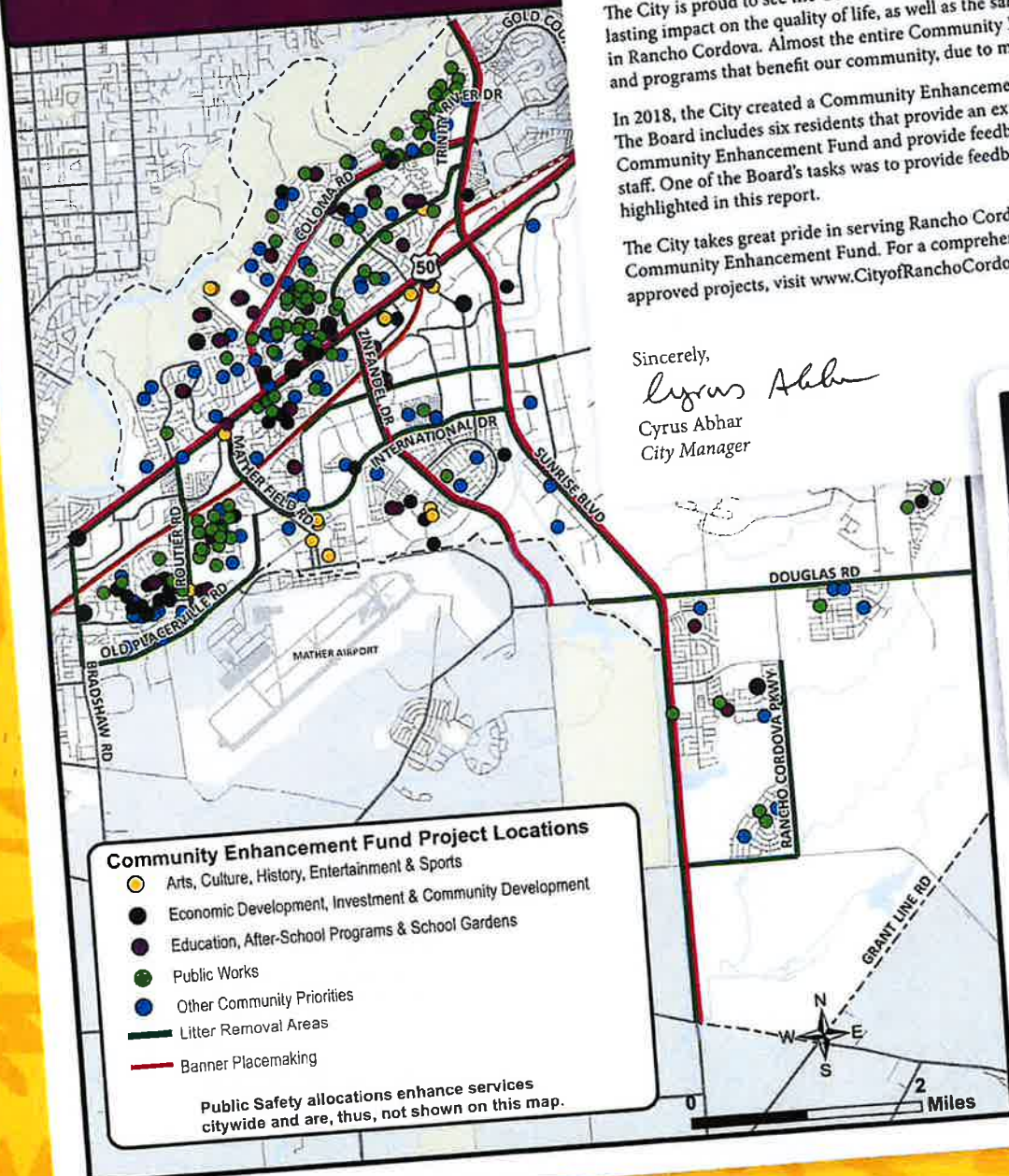
Sincerely,

Cyrus Abhar
Cyrus Abhar
City Manager



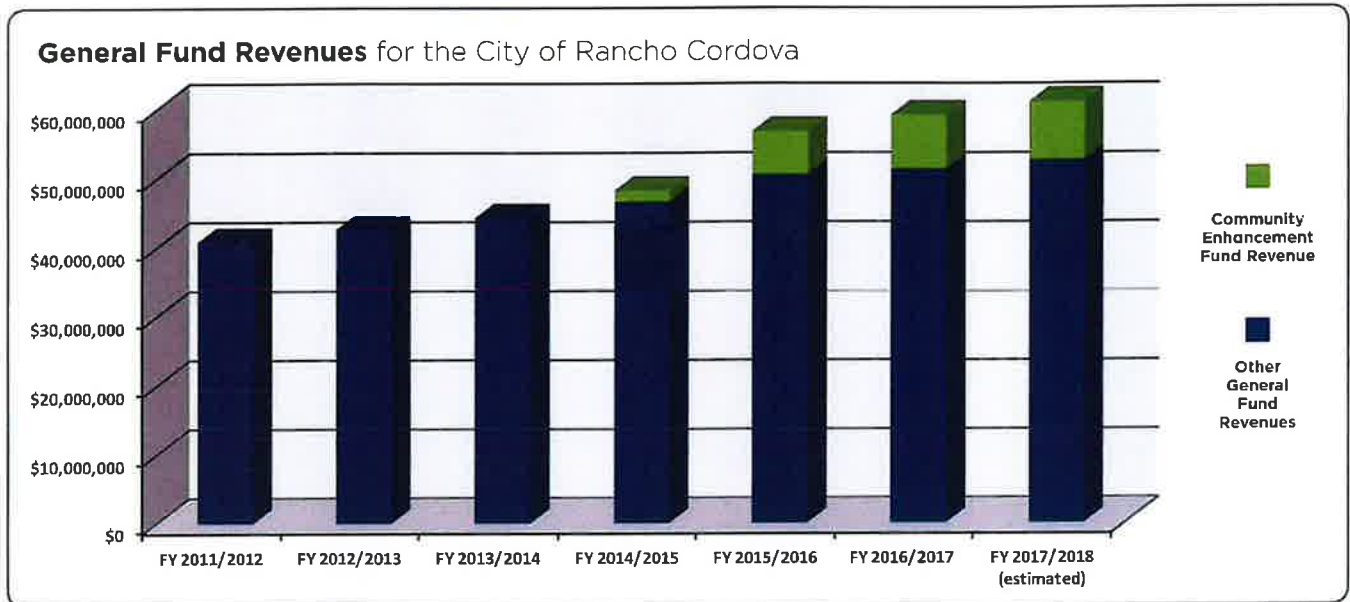
COMMUNITY ENHANCEMENT FUND PROJECTS

FISCAL YEAR 2017/2018



General Fund Revenues

The chart below depicts the past seven years of General Fund Revenues for the City of Rancho Cordova. The green shaded area represents the Community Enhancement Fund revenues that began during the 2014/2015 fiscal year. During the 2017/2018 fiscal year, the program is estimated to have generated approximately \$8.3 million in additional sales tax revenue.

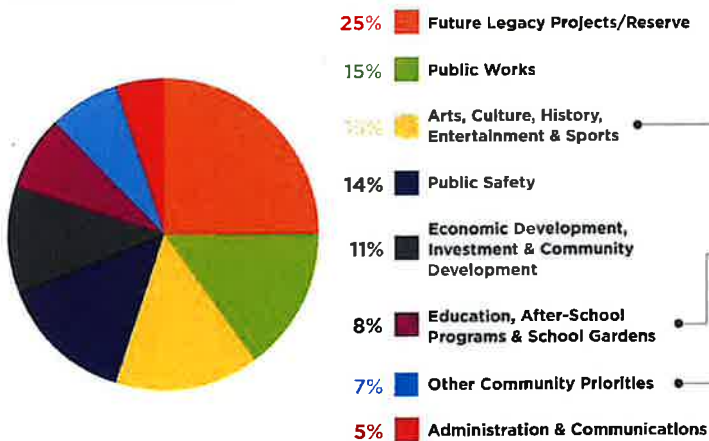


Each approved project fulfills a need for key community priorities, including Future Legacy Projects/Reserve; Public Works; Arts, Culture, History, Entertainment and Sports; Public Safety; Economic Development, Investment and Community Development; Education, After-School Programs and School Gardens; Other Community Priorities, which covers miscellaneous community priorities; and Administration and Communications.

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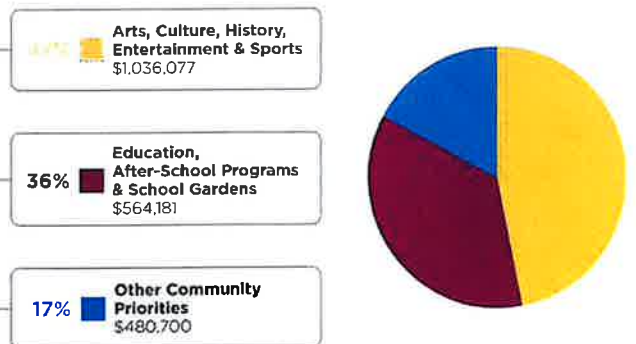
Breakdown of Community Enhancement Fund*

*Fiscal Year 2017/2018



Community Grant Types \$2.08 Million

Of the overall Community Enhancement Fund program, approximately \$2.08 million was awarded through community grants in the following categories.



Read on for specific project examples in six of the priority areas and how the projects are supporting the City of Rancho Cordova. For a full list of approved projects, program updates and our open data tool, visit: CityofRanchoCordova.org/CommunityEnhancementFund

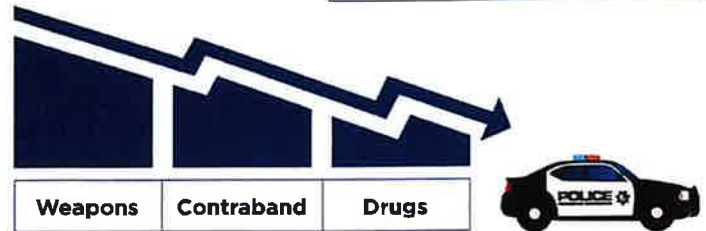
Enhancing Public Safety

Allocation: \$1,020,000

Below is one project example in this priority area.

CRIME SUPPRESSION UNIT Grant: \$1,020,000

The Community Enhancement Fund provided an additional **\$1,020,000** to the **\$19 million+** annual police budget. The **Crime Suppression Unit (CSU)** was implemented in August 2015 and is comprised of a **Sergeant** and **four officers**. CSU conducts proactive investigations and enforcement based on crime analysis, community tips and complaints to **arrest criminals** and **remove weapons, illicit drugs** and **contraband** off of the streets.



ARRESTS MADE	106 FELONY	68 FELONY WARRANT	52 MISDEMEANOR	38 MISDEMEANOR WARRANT
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Enhancing Education, After-School Programs & School Gardens

Allocation: \$564,181

Below are some specific project examples in this priority area.

PROMISE PROGRAM Grant: \$150,540

84

students are attending **Folsom Lake College** fee free during the **2018/2019** academic year



SACRAMENTO CHILDREN'S MUSEUM VAN GO! Grant: \$26,000



Served **49** classrooms

Served **1,167** students

AFTER-SCHOOL EDUCATION AND SAFETY PROGRAM Grant: \$50,000



Served **11** schools

570
students served



SCHOOL GARDEN PROGRAM Grant: \$30,000

Served **4** schools

Partnership with Soil Born Farms



174
garden classes held



4,038
student visits to the school gardens

CORDOVA LANCERS, LEADERS & LEGENDS MENTORS AT CORDOVA HIGH SCHOOL Grant: \$60,000

123 students served



Provided more than **1,200** hours of community service



2,400
hours of group activities



Participants increased their overall GPA



Enhancing Arts, Culture, History, Entertainment & Sports

Allocation: \$1,036,077

Below are some specific project examples in this priority area.

MILLS STATION ARTS AND CULTURE CENTER (THE MACC) OPENING AND OPERATION

Grant: \$220,000

5 Over **2,700** attendees shows held



FOURTH OF JULY 2017 & 2018 PARADE ENHANCEMENTS & 2017 5K RUN

Grant: \$65,871

5 marching bands competed in 2017 **7** marching bands competed in 2018



42 bike parade entries in 2017



220 runners/walkers participated in 2017 5K Run



ART ARK

4,170 people participated in program

Grant: \$28,375

134 elementary school classroom visits



7 elementary schools visited



Art Ark was also at the Fourth of July Celebration: record-setting **1,114** visitors in an 8-hour period

MATHER VETERANS VILLAGE MOSAIC PROJECT

Grant: \$10,000

10 mosaics

1 local artist and **12** students participated in the project



Supports homeless and disabled veterans



LINCOLN VILLAGE FITNESS COURSE

Grant: \$99,421

Partnership with Cordova Recreation & Park District

5 pieces of fitness equipment installed



Enhancing Economic Development, Investment & Community Development

Allocation: \$750,000

Below are some specific project examples in this priority area.

NEIGHBORHOOD SERVICES ABATEMENT PROGRAM

Grant: \$50,000

1,780 bags of trash removed



600+ locations cleaned up

656 shopping carts recovered



BANNER PLACE MAKING

Grant: \$300,000

508 banners and hardware installed



COMMUNITY BEAUTIFICATION PROJECTS, PROGRAMS AND INCENTIVES

Grant: \$75,000

4 beautification projects completed with **140** volunteers



7 micro grants awarded for neighborhood events, estimated **1,955** residents attended



8 drought tolerant landscapes completed



18 chain link fences removed



Enhancing Public Works

Allocation: \$1,101,042

Below are some specific project examples in this priority area.

CORDOVA MEADOWS NEIGHBORHOOD IMPROVEMENTS Grant: \$347,000



NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN Grant: \$179,042

Construction begins in Winter 2018



TREE FRIENDLY CITY OF RANCHO CORDOVA Grant: \$100,000

Goal 365 trees



ENHANCED LITTER REMOVAL AND GRAFFITI REMOVAL PROGRAM Grant: \$150,000



Enhancing Other Community Priorities

Allocation: \$480,700

Below are some specific project examples in this priority area.

NEIGHBORHOOD IMPROVEMENT PROJECTS

Grant: \$185,000

Partnership with Rebuilding Together Sacramento and Sierra Service Project

26 homes improved through painting, landscaping, interior projects and more



495 volunteers participated



92 projects

completed at these homes

A.M. WINN ELEMENTARY SCHOOL OUTDOOR PICNIC SEATING Grant: \$8,000

20 benches



KUDOS PLUS Grant: \$3,200

45 beautification awards presented to residents for their homes



RANCHO CORDOVA HOMELESS ASSISTANCE RESOURCE TEAM WINTER SHELTER Grant: \$12,000

9 continuous shelter weeks at 7 participating shelter locations



Housing, counseling and Department of Human Assistance resources were provided

105 individuals served



COMMUNITY ENHANCEMENT FUND CITIZEN REPORT

FISCAL YEAR
2016/2017



a fresh take on
RANCHO CORDOVA
CALIFORNIA

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Rancho Cordova Police Department
www.RanchoCordovaPD.com



FROM THE DESK of THE CITY MANAGER

Dear Resident,

Welcome to the City of Rancho Cordova's annual Community Enhancement Fund Citizen Report. The goals of this annual City publication are to provide residents with an overview of Community Enhancement Fund projects and explain how sales tax revenue was spent.

The City's Community Enhancement Fund is supported by Measure H, a half-cent sales tax approved by Rancho Cordova voters in November 2014 that went into effect on April 1, 2015.

During the second year of the Community Enhancement Fund program, the City Council allocated funding, based on input from the community, towards public safety; education; arts, culture, history, entertainment and sports; economic development; infrastructure; and community grants supporting these areas.

The City launched a grant application process to review funding requests from individuals, organizations, businesses, community partners and internal City departments. The City Council reviewed the grant applications with a focus on fulfilling needs to support the key community priorities mentioned above.

More than 50 projects were selected for funding during the 2016/2017 fiscal year. These projects illustrate the innovation and passion that exists in Rancho Cordova, support community priorities, and continue to make our City a vibrant place to live, work and have fun.

In addition, the City Council has awarded grant funding for the current 2017/2018 fiscal year. For a full list of approved projects and program updates for both fiscal years, visit www.cityofranhocordova.org/CommunityEnhancementFund.

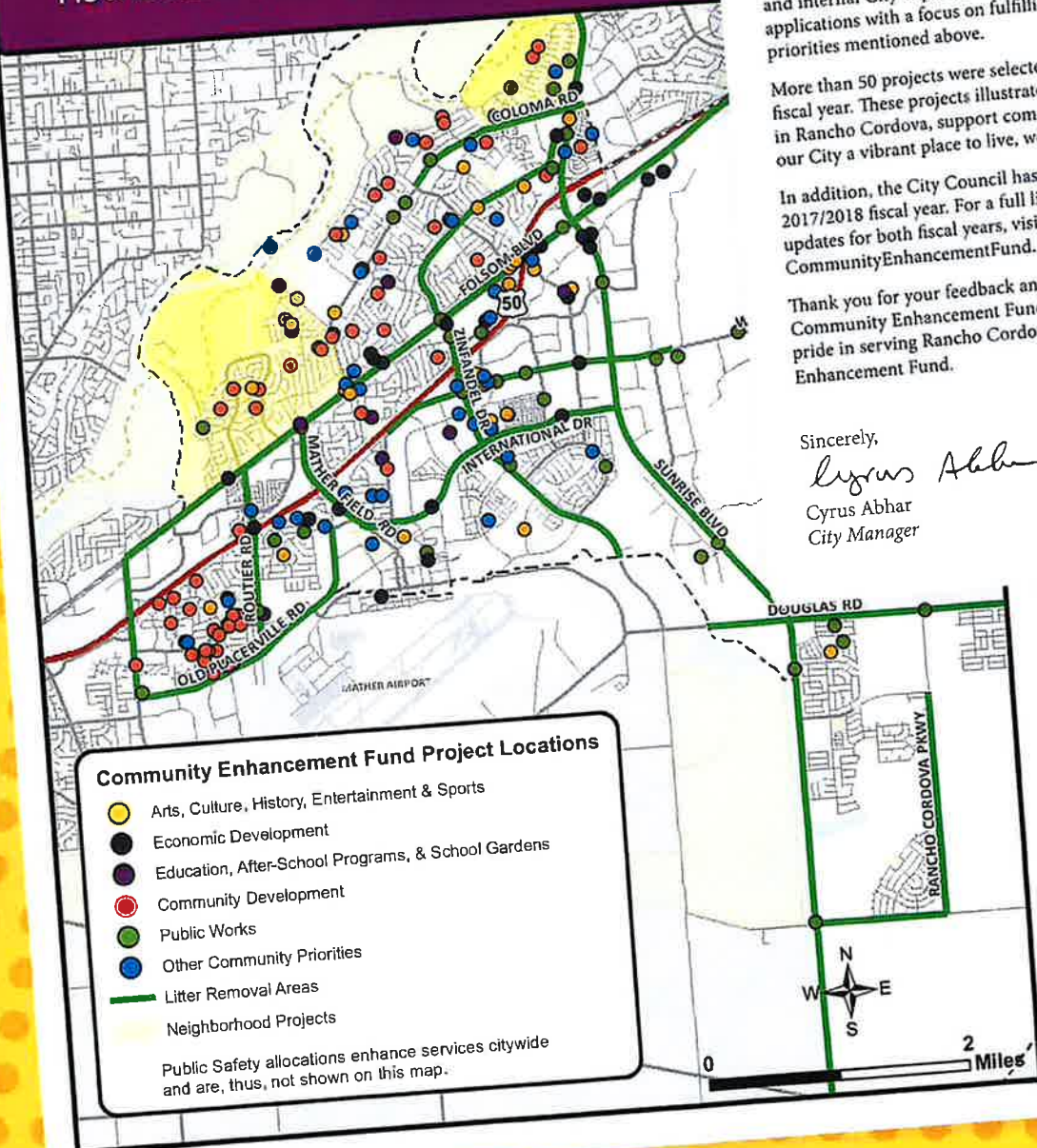
Thank you for your feedback and partnership in determining how Community Enhancement Fund dollars will be spent. The City takes great pride in serving Rancho Cordova through stewardship of the Community Enhancement Fund.

Sincerely,

Cyrus Abhar
Cyrus Abhar
City Manager



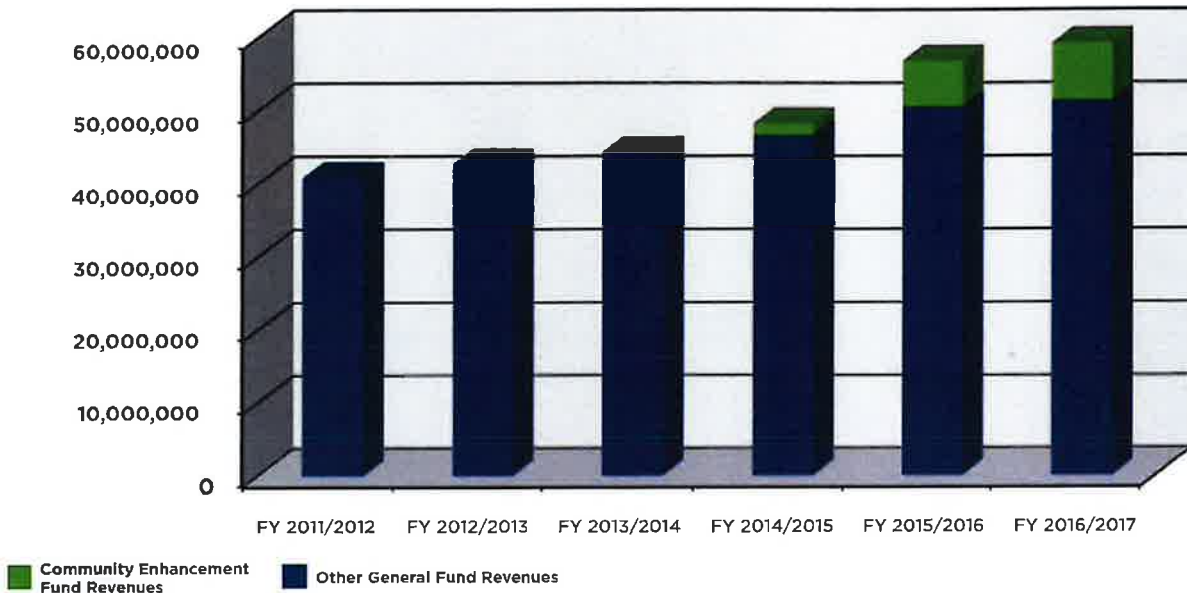
COMMUNITY ENHANCEMENT FUND PROJECTS FISCAL YEAR 2016/2017



General Fund Revenues

The chart below depicts the past six years of General Fund Revenues for the City of Rancho Cordova. The green shaded area represents the Community Enhancement Fund revenues that began during the 2014/2015 fiscal year. During the 2016/2017 fiscal year, the program generated approximately \$7.8 million in additional sales tax revenue.

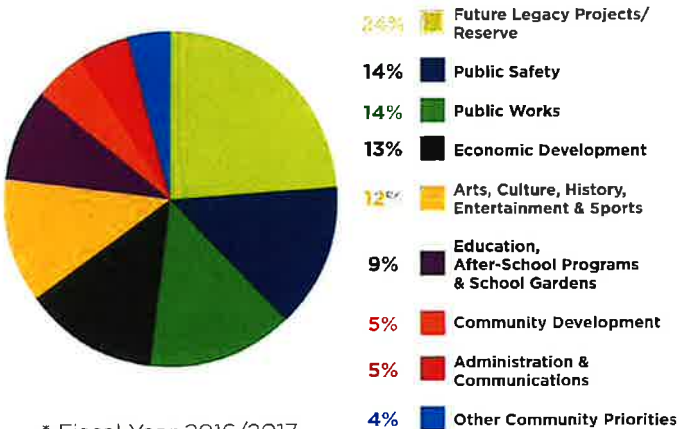
General Fund Revenues for City of Rancho Cordova



Each approved project fulfills a need for key community priorities, including Public Works; Economic Development; Arts, Culture, History, Entertainment and Sports; Public Safety; Education, After-School Programs and School Gardens; Infrastructure; Community Development; Administration and Communications; Future Legacy Projects/Reserve; and Other, which covers miscellaneous community priorities.

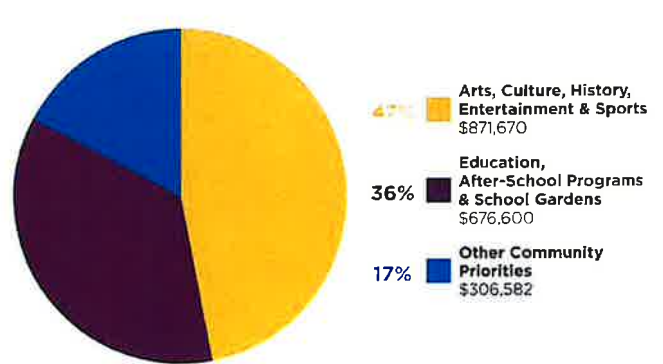
Following is a breakdown of the amount and percentage of funding allocated to the above priorities during the 2016/2017 fiscal year. It also includes a breakdown of community projects by priority area.

Breakdown of Community Enhancement Fund*



* Fiscal Year 2016/2017

Community Grant Types**



** \$1.85 Million



Read on for specific project examples in six of the priority areas, and how the projects are supporting the City of Rancho Cordova. For a full list of approved projects and program updates for both fiscal years, visit: www.cityofranhocordova.org/CommunityEnhancementFund

Enhancing Public Safety

Allocation: \$1,050,000

Below are some specific project examples in this priority area.

CRIME SUPPRESSION UNIT

Contacted **662** Probationers

The Community Enhancement Fund provided an additional **\$1,050,000** to the **\$19 million+** annual police budget. **The Crime Suppression Unit (CSU)** was implemented in **August 2015** and is comprised of **a Sergeant and four officers**. CSU conducts proactive investigations based on crime analysis and community tips and complaints to **arrest criminals** and **remove weapons, illicit drugs and contraband** off the streets.



ARRESTS MADE

89 FELONY

88 FELONY WARRANT

19 MISDEMEANOR

13 MISDEMEANOR WARRANT

CRIME DECREASING

Property Crime Decreased by

17%



1,726
Reports
in 2015

1,438
Reports
in 2016

Violent Crime Decreased by

29%



344
Reports
in 2015

245
Reports
in 2016

Enhancing Education

Allocation: \$676,600

Below are some specific project examples in this priority area.

PROMISE PROGRAM

Grant: \$100,000

110 students
are attending **Folsom Lake College** fee free during the 2017/2018 academic year



SACRAMENTO CHILDREN'S MUSEUM VAN GO!

Grant: \$40,000



Purchased **1** new van

Served **5** schools **943** students served



AFTER-SCHOOL CHOIR AND MUSIC PROGRAM

Grant: \$11,318

154

STUDENTS
in choir



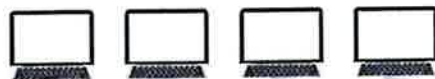
42

STUDENTS
in beginning
instrumental
music program



SUMMER AND AFTER-SCHOOL ROBOTICS PROGRAM

Grant: \$6,400



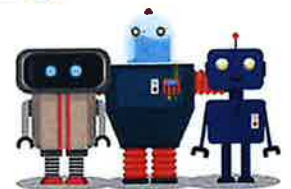
4 Laptops
purchased



5 Google Chromebooks
purchased

40

students
participated



Enhancing Arts, Culture, History, Entertainment & Sports

Allocation: \$871,670

Below are some specific project examples in this priority area.

CORDOVA HIGH SCHOOL FOOTBALL PROGRAM

Grant: \$250,850 (in fiscal year 2016/2017)



180

Riddell football helmets purchased



600 uniforms purchased

92

students participated in the football program and concussion prevention education program, versus 77 in 2015



ARTIST-TO-GO PROGRAM

Grant: \$32,450

5,658 students served

216 elementary school classrooms visited



13

elementary schools visited



CORDOVA HIGH SCHOOL VANS

Grant: \$56,301



2 vans purchased

Total transportation savings: \$17,000+

540 students served



RANCHO CORDOVA POLICE ACTIVITIES LEAGUE (PAL)

Allocation: \$47,400



Community events for

600 youth



Enhancing Economic Development

Allocation: \$925,000

Below are some specific project examples in this priority area.

NEIGHBORHOOD SERVICES ABATEMENT PROGRAM

Grant: \$100,000

This program assists with **beautifying residential and commercial properties** in Rancho Cordova. In many cases, property owners are required to reimburse city expenses.

27

commercial properties abated

16

residential properties abated



MATHER VETERANS VILLAGE, PHASE II

Grant: \$75,000

EXPECTED COMPLETION IN 2019

Funded architectural design plans



1.33

acre (piece of the overall 3.65 acre village)

46-bed transitional housing program



PACIFIC CASTLE ZINFANDEL, LLC – BUSINESS INCENTIVE PROGRAM

Grant: \$43,750

Renovations to Zinfandel Village

4.41

acre shopping center

36,595

square feet of retail space



Enhancing Public Works

Allocation: \$1,008,500

The City's Public Works Department invested \$30 million in projects in 2017. Below are some specific project examples in this priority area.

2017 STREET REHABILITATION PROJECT Grant: \$500,000

Cordova Meadows Neighborhood Improvements:

 **44** streets paved

 **79** drainage locations upgraded

 **87** curb ramps upgraded

 **5,440** square feet of sidewalk repaired

BICYCLE PROGRAMS Grant: \$75,000

Project Bike Smart

 **3** elementary schools

124 students participated

 **18** students received bikes and helmets free-of-cost

300 Giveaways bike safety lights given to residents



TREE-FRIENDLY CITY OF RANCHO CORDOVA

Grant: \$100,000

Goal **365**  Planted **367** trees 

ENHANCED LITTER REMOVAL AND GRAFFITI REMOVAL PROGRAM Grant: \$150,000

 Collected **3,016** Bags of Trash

 Removed **438** Graffiti Tags

SPEED FEEDBACK TRAILERS Grant: \$15,000

2 trailers purchased   **26** used in locations

Enhancing Other Community Priorities

Allocation: \$306,582

Below are some specific project examples in this priority area.

MOBIL COUNTRY CLUB EMERGENCY EVACUATION PLAN Grant: \$40,074 (3-year)

2 6-passenger electric golf carts purchased 

18' x 21' storage building purchased to house golf carts 

479 homes in **55+** community **700+** residents served **100** safety vests 

CORDOVA COMMUNITY FOOD LOCKER Grant: \$50,000

1 diesel box truck purchased **332,793** meals distributed

11,404 households and **36,977** individuals served 

BOY SCOUT TROOP 363 PROGRAM Grant: \$6,811

26 scouts served  **1** new trailer purchased 

50 chairs purchased 

EXPLORE RANCHO CORDOVA PROGRAM

Grant: \$45,000

1,097 new residents welcomed to Rancho Cordova 

532 welcome bags were hand-delivered to new Rancho Cordova residents, new employees at local businesses, and visitors 

COMMUNITY ENHANCEMENT FUND CITIZEN REPORT

FISCAL YEAR
2015/2016



Stay connected to your City

2729 Prospect Park Drive, Rancho Cordova, CA 95670
www.CityofRanchoCordova.org/CommunityEnhancementFund
Sign up for **Fresh News**, a monthly e-newsletter.



Dear Resident,

Welcome to the City of Rancho Cordova's inaugural edition of the Community Enhancement Fund Citizen Report. Rancho Cordova is a vibrant community that values diversity, opportunity, partnerships and fun. Our City showcases these values through the Community Enhancement Fund program.

The City's Community Enhancement Fund is supported by Measure H, a half-cent sales tax approved by Rancho Cordova voters in November 2014 that went into effect on April 1, 2015.

The City launched a grant application process to review funding requests from individuals, organizations, businesses and community partners. The City Council reviewed the grant applications with a focus on improving public safety, quality of life, community pride, civic engagement, arts and culture, and children and youth programs. More than 60 projects were selected for funding during the 2015/2016 fiscal year.

The goals of this annual City publication are to provide an overview of Community Enhancement Fund projects and explain how sales tax revenue was spent.

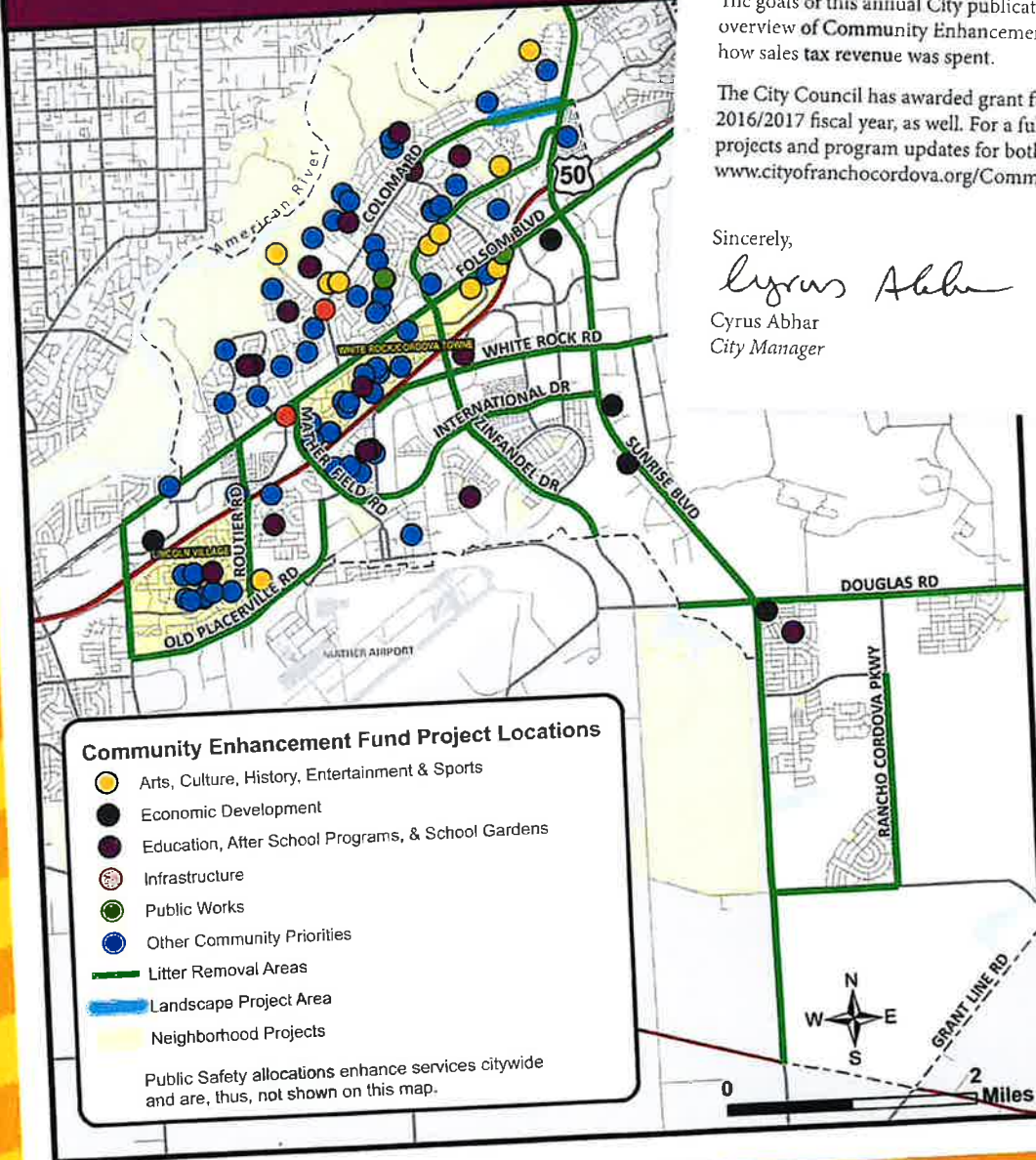
The City Council has awarded grant funding for the 2016/2017 fiscal year, as well. For a full list of approved projects and program updates for both fiscal years, visit: www.cityofranhocordova.org/CommunityEnhancementFund

Sincerely,

Cyrus Abhar
City Manager

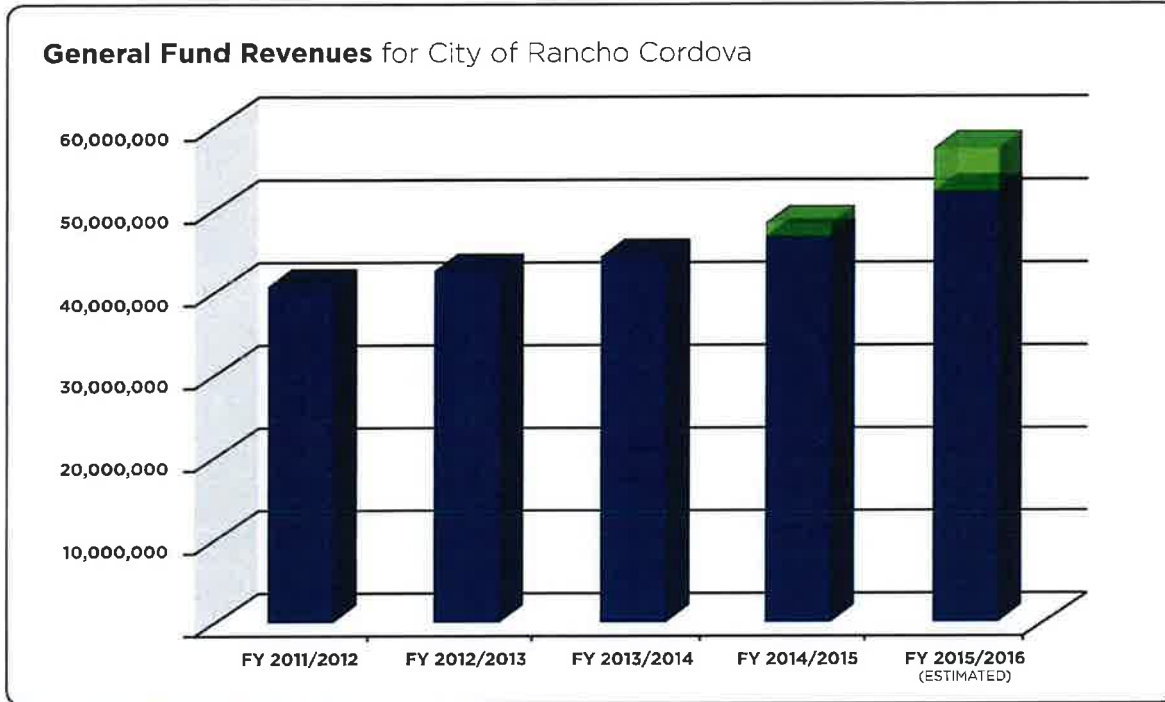
COMMUNITY ENHANCEMENT FUND PROJECTS

FISCAL YEAR 2015/2016



General Fund Revenues

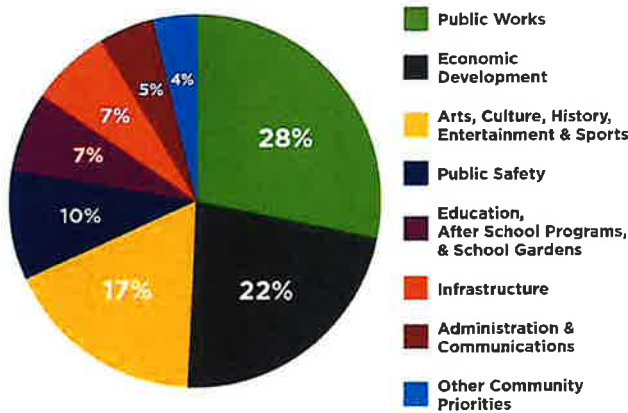
The chart below depicts the past five years of General Fund Revenues for the City of Rancho Cordova. The green shaded area represents the Community Enhancement Fund revenues that began during the 2014/2015 fiscal year. During the 2015/2016 fiscal year, the program generated approximately \$6.2 million in additional sales tax revenue.



Each approved project fulfills a need for key community priorities, including Public Works; Economic Development; Arts, Culture, History, Entertainment and Sports; Public Safety; Education, After School Programs and School Gardens; Infrastructure; Administration and Communications; and Other, which covers miscellaneous community priorities.

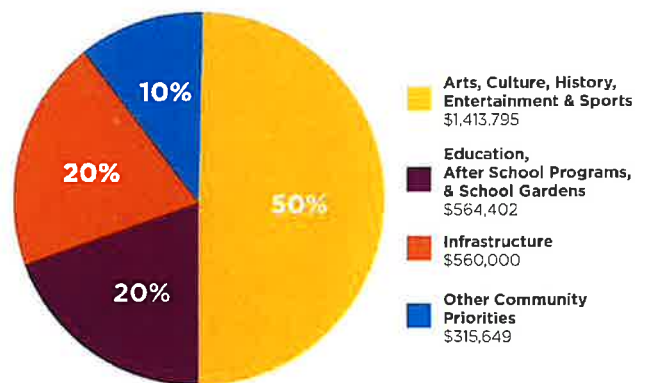
Following is a breakdown of the amount and percentage of funding allocated to the above priorities during the 2015/2016 fiscal year. It also includes a breakdown of community projects by priority area.

Breakdown of Community Enhancement Fund*



* Fiscal Year 2015-2016

Community Grant Types**



** \$2.85 Million



Read on for specific project examples in six of the priority areas and how the projects are supporting the City of Rancho Cordova. For a full list of approved projects and program updates for both fiscal years, visit: www.cityofranhocordova.org/CommunityEnhancementFund

Enhancing Public Safety

Allocation: \$790,000

Below are some unit details and statistics in this priority area.

CRIME SUPPRESSION UNIT

IMPLEMENTED AUGUST 2015

The Community Enhancement Fund provided an additional \$790,000 to the \$18,000,000+ annual police budget. The Crime Suppression Unit conducts investigations based on community tips and complaints and has removed additional weapons, illicit drugs and contraband off the streets.

Contacted **661**
PROBATIONERS

Hired **4** NEW OFFICERS



Purchased **2** MARKED PATROL CARS



ARRESTS MADE

64 FELONY WARRANT
108 FELONY
33 MISDEMEANOR
30 MISDEMEANOR WARRANT

Enhancing Education

Allocation: \$564,402

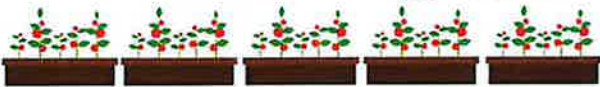
Below are some specific project examples in this priority area.

SCHOOL GARDENS

Grant: \$50,000

NEW RAISED COMMUNITY GARDEN BEDS under construction at

6 Elementary Schools

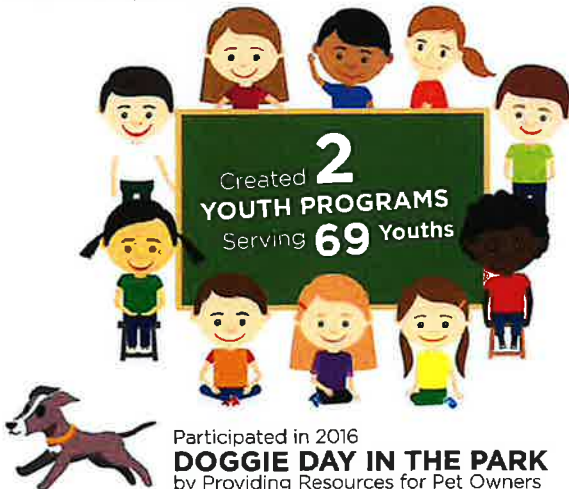


9 Vertical Aeroponic "Tower" Gardens built at Cordova High School for use in its Culinary Academy & Agricultural Academy curriculum

PRO YOUTH AND FAMILIES PROGRAMS

Grant: \$84,042

Created **2** YOUTH PROGRAMS Serving **69** Youths



Participated in 2016 **DOGGIE DAY IN THE PARK** by Providing Resources for Pet Owners

BOYS & GIRLS CLUBS OF GREATER SACRAMENTO

Grant: \$200,000 (two-year grant)

FREE AFTER SCHOOL PROGRAM at Cordova High School

43 STUDENTS Participated

15 STUDENTS Placed in PAID INTERSHIPS at Rancho Cordova Boys & Girls Club



Created a **FREE CAREER PREPAREDNESS PROGRAM** at Cordova High School

Created a **FREE 5-WEEK Summer Camp** for Youth Ages 6-12 at White Rock Elementary

61 STUDENTS Participated

FIELD TRIPS TO EFFIE YEAW NATURE CENTER

Grant: \$20,000

All Public **3rd** Grade Students in Rancho Cordova went on a **FREE FIELD TRIP**



800 STUDENTS Participated



Enhancing Arts, Culture, History, Entertainment & Sports

Allocation: \$1,415,775

Below are some specific project examples in this priority area.

SCHOOL MUSIC PROGRAMS

Grant: \$202,845



Purchased **2** Yamaha Grand Pianos & Accessories for the new Performing Arts Center at **Cordova High School**

Created **Sacramento Children's Chorus Program** for **4th-5th Grade Students** at **Cordova Meadows Elementary**



Provided **24** weeks of Choir & Music Instruction for **48** 4th-6th grade students at **Sunrise Elementary School**

Brought **New Instruments** & Equipment to **10** Elementary Schools, **2** Middle Schools, and **2** High Schools



POSITIVE COACHING PROGRAM

Grant: \$19,200



Hosted **5** Workshops, with **7** Additional Scheduled

6 SPORT LEAGUES Participated **330** LOCAL YOUTH LEADERS, COACHES & PARENTS Participated

IMPROVEMENTS TO SPORTS FIELDS

Grant: \$50,000

Restored the **Rugby Fields** at **Cordova High School** & Hosted **Annual Tournament** for **100** Youth Rugby Teams



Restored the **Baseball Fields** at **Mitchell Middle School**

Repaired & Replaced **Player Benches** & **Spectator Stands**, Improved **Turf**, and **Renovated Playing Surfaces** at **Mills Middle School**

Upgraded former **Mills Little League Field** at **Cordova Gardens Elementary**



CULTURAL CONNECTIONS-ON-THE-GO PROGRAM

Grant: \$10,000

Partnered with **Local Schools** to **Educate Students** about **World Cultures** at **NO COST** to the Schools. Provided by the **Sacramento Children's Museum**



Created/Added **7** Educational Trunks

Rented **43** Educational Trunks **FREE** to Teachers

Enhancing Economic Development

Allocation: \$1,800,000

Below are some specific project examples in this priority area.

REVOLVING LOAN FUND PROGRAM

This program provides financial resources to grow existing businesses and establish new businesses in the City.

\$250,000

Loan to **American River Brewing Company**

Added **New Tasting Room**

3,600 Sq. Ft. **New Restrooms**, a **New Bar** and a **Walk-In Cooler**



\$50,000

Loan to **Calibration & Precision Measurement (CPM) Labs** Funds Covered **Moving & Startup Costs** to **New Location**



BUSINESS FEE ASSISTANCE PROGRAM

3 Companies are using the Program

This program provides funds to assist businesses to locate in vacant, underutilized space throughout the City.



\$332,334

Donahue Scriber Realty Group



Supports **Building & Development Fees** for Construction of the New **Sunridge Plaza Shopping Center**
92,000 Sq. Ft. of Retail **40,000** Sq. Ft. **Raley's Supermarket**

\$28,800 Free Form Factory



\$2,801 Specialized **Hyundai-KIA Recycling**



Enhancing Public Works

Allocation: \$2,305,000

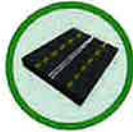
Below are some specific project examples in this priority area.

2016 STREET REHABILITATION PROJECT

Grant: \$900,000

COMPLETED FALL 2016

Cordova Towne & White Rock Neighborhood Improvements:



Roads



Sidewalks



Drainage

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM

Grant: \$150,000

COMPLETED FALL 2016

Lincoln Village Neighborhood Improvements:



10 Speed Humps



5 Bulb Outs



2 Speed Feedback Signs



1 Crosswalk w/ Lights



1 Cycle Track



TREE FRIENDLY CITY OF RANCHO CORDOVA

Grant: \$75,000

Planted **100** Trees in Lincoln Village Neighborhood



Hired a City Arborist

ENHANCED LITTER REMOVAL PROGRAM

Grant: \$100,000



Collected **2,587** Bags of Trash

GRAFFITI REMOVAL PROGRAM

Grant: \$100,000



Removed Graffiti from Street Light Pedestals **52**

Partnered with Sacramento Regional Transit to Paint **1.35** Mile Long, **12** Foot Tall Soundwall

Enhancing Other Community Priorities

Allocation: \$315,649

Below are some specific project examples in this priority area.

REBUILDING TOGETHER SACRAMENTO

Grant: \$70,000

REBUILD DAY EVENT ON APRIL 30, 2016

10 Residential Homes Received Home Improvements & Repairs **FREE OF CHARGE**

350 Volunteers

20 Organizations



10

Dumpsters of Trash & Debris

RESIDENTIAL CHAIN LINK FENCE BUY BACK PROGRAM

Grant: \$30,000

Property owners can apply for funds to assist in removing existing chain link fencing and beautifying front yards

25

Chain Link Fences Removed

RANCHO CORDOVA WHISKER WARRIORS

Grant: \$22,339

40 FREE Vouchers for Spay/ Neuter & Vaccination Services for Cats & Dogs Each Month



Volunteered **Hundreds of Hours** Each Month

Found & Cared for Community (Homeless) Cats



Provided **FREE** Dog & Cat Food to Residents & Programs In Need



MATHER VETERANS VILLAGE, PHASE III

Grant: \$75,000

EXPECTED COMPLETION IN 2019



3.65 Acre Location
50 Permanent Homes (Identical to Phase I)



Phase III will include an **Additional 50** Permanent Supportive Homes & complete the **Veterans Village Concept**

SMALL COMMUNITY GRANTS

Grant: \$10,000

6

Community Grants Awarded



Cordova Villa Neighborhood Reunion

200 Residents

Mobil Country Club Purchased Safety Vests & Hats for use in Emergency Situations

West La Loma area CPR training classes & CPR certifications for use in Emergency Situations

Lincoln Village Neighborhood Trunk-or-Treat Event in October and Christmas Parade in December

800 Residents

Cordova Meadows Neighborhood Community BBQ

100 Residents



**City of Rancho Cordova
Measure H/Community Enhancement Fund Citizen Oversight Board**

Rancho Cordova City Hall
2729 Prospect Park Drive
Rancho Cordova, CA 95670

November 22, 2019

6:00 p.m.
Coloma Room

DRAFT MINUTES

1. Nica Gauff called the meeting to order in the Community Board Room at 6:13 p.m.

Oversight Board Members Present: Gauff, Carhart, Linden, and Medina.

Oversight Board Members Absent: Frechette.

At-large appointees (Youth Representatives): Hernandez and Thakkar.

Staff Members Present: Behrends, Delaney, Leonardich, and Riley (6:13 p.m. - 6:20 p.m.).

2. Public Comment

Gauff opened the public comment period. The following individual addressed the Oversight Board:

- Yamini Thakkar

Gauff closed the public comment period.

3. Group Swearing-In by City Clerk

The Assistant City Clerk conducted the swearing-in of both at-large appointees, Alicia Belen Hernandez and Vanshit "Vraj" Thakkar.

4. Review and Adopt Meeting Minutes

Motion made by Carhart, seconded by Linden; carried by a 4-0 vote. Frechette absent. Hernandez and Thakkar abstained.

5. Confirm Revenues Received in the Prior Fiscal Year

Revenues report was received and reviewed by Oversight Board.

6. Review Actual Expenditures to Budget Allocation Approved

Expenditures report was received and reviewed by Oversight Board. Expenditures were in alignment with budget.

7. Review each Community Enhancement Fund Grantee's Compliance with Reporting Requirements

Grant compliance report was received and reviewed by Oversight Board. No grantee was out of compliance.

8. Scheduling of Next Meeting

Next meeting planned for late August to early September of 2020. Members will be contacted in advance to schedule exact time and date. Information regarding the next scheduled meeting will also be added to the City's website in advance of the meeting.

9. Meeting Adjourned

Gauff adjourned the meeting at 7:19 p.m.

**Community Enhancement Fund Project Highlights
For Potential Inclusion in the Fiscal Year 2019/2020 Citizen Report**

Categories Highlighted in the Report Include:

- Legacy Fund
- Public Woks/Infrastructure
- Community & Economic Development
- Public Safety
- Education, After-School Programs & School Gardens
- Arts, Culture, History, Entertainment, & Sports
- Other Community Priorities

Legacy Fund Allocation

(Recommend up to 5 Projects/Programs from this Category)

Title: Legacy Projects, \$2,098,000 approved to be added to the fund in FY 2019/20

The Community Enhancement Fund provides funding for large-scale projects through an annual legacy fund allocation. Below are some details and statistics in this priority area for projects. Legacy projects cross over multiple fiscal years.

Pool Project

Summary: The Community Pool project is under construction at Hagan Community Park. The grand opening is expected to open in late summer of 2021. The project is in partnership with Cordova Recreation and Park District. City funding goes towards an additional pool with water features for children, a larger building, fixtures, and the expansion of the lap pool from eight to ten lanes.

- Grant: \$ 3,000,000

Civic Center

Summary: The pre-development work on the 9.8-acre site on Folsom Boulevard adjacent to Folsom Lake College/Rancho Cordova Center and across the street from the Mills Station Arts & Culture Center (The MACC) is underway. In the summer of 2020, Griffin Swinerton was selected as the partner to develop the future Rancho Cordova Civic Center. Potential uses may include a space for performing/visual arts, a recreational and housing space, a space to accommodate meetings, and an outdoor area for community gatherings. Concepts will be shared with Council in the spring of 2021. The design selection is anticipated in the fall of 2021.

- Grant: \$ 1,000,000; plus, an additional \$3,000,000 for anticipated costs through design.

Youth Center

Summary: The pre-development work on the 1.75-acre property located on Investment Circle will be underway in FY 2020/21. Youth of Praise Ministries donated the facility for the purpose of a youth center in Rancho Cordova. The Youth Center was dedicated in January of 2020 (FY 2019/20) although not a legacy funded project in FY 2019/20. The CEF funding, established in FY 2020/21, will be used to bring the former church building into a modern youth center.

Softball Complex

Summary: A multi-field softball complex was completed in the spring of 2020 at Mills Middle School. The project was in partnership with Folsom Cordova Unified School District and in consultation with Cordova Girls Softball.

Note: This project was highlighted in the FY 18/19 Citizen Report

Sacramento Children’s Museum Improvements

Summary: The Sacramento Children’s Museum went through a visioning period to identify potential improvements and enhancements to the existing Museum space as well as the adjacent suite and exterior area immediately surrounding both the Museum and adjacent space.

- Grant: \$200,000
- Funding was used for:
 - Feasibility study for capital campaign
 - Exhibit planning and design
 - Schematics and design development
 - Fundraising and board development support
 - Funding for operating costs and expenses

Public Works/Infrastructure

(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Public Works, \$1,081,763 approved in FY 2019/20

Below are some specific project examples in this priority area.

Sunrise Boulevard Safety and Beautification

Summary: Phase 1 road rehabilitation, landscaping, and bike/pedestrian upgrade on Sunrise Blvd. from Folsom Blvd. to White Rock Rd. Augments partially funded \$9.5 million dollar project. Construction began in May 2020 and is anticipated to be completed in the fall of 2020.

- Grant: \$743,000
- Sunrise Boulevard improvements:
 - Upgraded 6,100 Square feet of sidewalk with an additional 3,110 to be completed by November 2020. These numbers include the pedestrian upgrades.
 - Paved 600,000 square feet of streets (by November 2020)
 - Installed 2,200 linear feet of Class II Bike Lanes
 - Upgraded 21 sidewalk ramps (by November 2020)

Enhanced Litter Removal and Graffiti Removal Program

Summary: This project provided for enhanced litter collection and graffiti removal on City arterials and Highway 50 interchanges to improve and maintain the cleanliness and beautification of the City.

- Grant: \$124,382
- Collected 4,798 bags of trash (18,835 since FY 15/16)
- Removed 32 graffiti tags (1,089 since FY 15/16)

Tree Friendly City of Rancho Cordova Enhancing the City's Urban Forest

Summary: In collaboration with SMUD and the Sacramento Tree Foundation trees are planted in public and private spaces throughout the City.

- Grant: \$114,381
- Planted 322 trees in 124 residential planting locations (Planted 2,658 trees to date since FY 2015/16)
- Removed 74 tree stumps from 49 sites

Sidewalk Repair Project

Summary: This project replaces and repairs existing sidewalks to continue the work towards eliminating the \$10 million backlog.

- Grant: \$100,000
- Repaired 2,838 Square feet of sidewalk (7,020 square feet repaired since FY 15/16)
- Installed 4 ADA sidewalk ramps (combination of funding sources)
- Repaired 382 linear feet of curbs and gutters (combination of funding sources)
- Installed 2 drainage inlets

Community & Economic Development

(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Economic Development, \$1,081,762 approved in FY 2019/20

Below are some specific project examples in this priority area.

Economic Development (Up to \$246,762 available under program)

Summary: Funding for a marketing feasibility analysis, program implementation and business promotion for potential corporate growth (Business Park competitive analysis), corridor revitalization (Civic Lab) and industry expansions.

- Funded the Rancho Cordova Chamber of Commerce Microgrant program and their assistance with business retention activities; 11 businesses supported
- Established California Capital Film Office, the City's 1st film office, and produced 3 videos
- Completed 3 studies including the hospital market study, the Rancho Cordova Travel and Tourism recertification, and the Civic Center analysis
- Promoted the Mather Chartered Air Service

Business Incentive Program (Up to \$240,000 available under program)

Summary: This program provides business fee assistance, economic development grants, and a loan program for financing gaps for businesses.

- Six businesses were vetted, and two businesses received incentives: a dental office and JJ Pfister Distilling Company

Sign and Façade Program (Up to \$140,000 available under program)

Summary: The program provides matching grants to commercial properties for sign and façade improvements.

- Five businesses were vetted for the program, but none received funding.

Community Building, Outreach, Community Service Activities, and Beautification Projects, Programs, and Incentives (Up to \$140,000 available under program)

Summary: This program provides community reinvestment and beautification including but not limited to landscape improvements, dead tree/stump removals and property enhancements; community micro-grants; community and cultural events; and other.

- Completed 5 beautification and community service projects
 - 2 homes completed projects through the Good Neighbor Assistance Program. Due to COVID-19, additional homes were not able to be completed
 - 3 beautification/community service projects were also completed.
- Awarded 4 residential micro grants for neighborhood events (1,425 residents attended)
 - Micro grants focus on strengthening community by bringing people together. Examples of events include a block party at Hillside Park (50), a holiday parade in Lincoln Village (800), another event in Lincoln Village (500), and a celebration at Sunriver Park (75).

Neighborhood Services Abatement Program

Summary: This program assists with homeless and nuisance property abatement.

Grant: \$190,000

- Removed 89,740 pounds of trash
- Cleaned up 343 locations (camps and general clean ups)
- Recovered 1,757 shopping carts

City Gateway Monument and Banner Place Making

Summary: Folsom Boulevard Monument, banners and hardware, and seasonable banner changeouts alongside City corridors.

- Grant: \$125,000
- Added 186 new banners throughout the City
- Folsom Boulevard Monument Sign concept was approved in late September 2020 and is currently under final design. The project team anticipates having the final design by early October 2020 with construction to begin soon thereafter and ending in the fall of 2020.

Public Safety

(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Public Safety, \$1,400,000 approved in FY 2019/20

The Community Enhancement Fund provided an additional \$1,400,000 to the \$20 million+ annual police budget. Below are some unit details and statistics in this priority area. Overall, crime decreased 27% from 2015-2019.

Crime Suppression Unit

Summary: The Crime Suppression Unit (CSU) conducts proactive investigations based on crime analysis and community tips and complaints to remove criminals, weapons, illicit drugs, and contraband off the streets.

- Grant: \$1,120,000
- Contacted Probationers: 527
- Arrests Made
 - Felony: 84
 - Felony Warrant: 73
 - Misdemeanor: 27
 - Misdemeanor Warrant: 62

K9 Detection Program

Summary: Funding half of one additional School Resource Officer (shared cost of one officer with school district), contraband detection K9 (Zoe), and one marked patrol car.

- Grant: \$152,000
- 300 school appearances
- 1 search per week in partnership with RCPD patrol and Sacramento County probation
- Attended 25 community events

Folsom-Olson-Zinfandel (FOZ) Area Program

Summary: Funding 50% of a new Problem Oriented Policing Officer focusing on Folsom, Olson, Zinfandel (FOZ)

- Grant: \$119,000
- Supported 90 businesses through Business Watch Program
- 81 businesses participated in No Trespassing Orders Program

Rancho Cordova Police Department School Youth Programs

Summary: Funding for RCPD student award programs, Holiday STAR event, and youth outreach events.

- Grant: \$9,000
- 45 students served through Holiday STAR (no other events held due to COVID-19)
 - Holiday STAR is a program that recognizes positive traits such as being respectful, being helpful, keeping a positive attitude, working hard at school, etc.

Arts, Culture, History, Entertainment & Sports

(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Arts, Culture, History, Entertainment & Sports, \$782,375 approved in FY 2019/2020

Below are some specific project examples in this priority area.

Mills Station Arts and Culture Center (MACC) Operations and Enhancements

Summary: The Mills Station Arts and Culture Center, known as the MACC, is a modern gallery space for arts in Rancho Cordova. Funding goes towards staffing and exhibit resources.

- Grant: \$159,000
- Shows included:
 - Members Show in July 2019
 - Natural Wonders: A Fascinating Exhibit Exploring Pollinators, Seeds, and Mushrooms in September 2019
 - Ascension: Art by Jesse Reno in November 2019
 - Holiday Pop Up: Winter Art Fest in December 2019
 - 1968: A Folsom Redemption in February 2020
 - Art Ark at the MACC, March 11-14, 2020
 - PRIDE: A Civil Rights Journey in June 2020

Rehearsal Space – extended until June 30, 2021 due to COVID-19

Summary: This grant provides weekly rehearsal space for Symphony d’Oro, Rancho Cordova River City Concert Band, and RC Swing Band.

- Grant: \$13,000
- 39 rehearsal rentals for the band, orchestra, and swing band (all 2020 rehearsals cancelled until further notice)
- Weekly rehearsals until mid-March due to COVID-19
- Held 11 performances from July 2019 - December 2019 – 3 virtual performances made by Rancho Cordova River City Concert band in 2020

Art in Public Places

Summary: This establishes funding for public art projects in Rancho Cordova.

- Grant: \$50,000
- Arts Strategic Plan adopted in December 2019
- Commissioned 3 Murals. Work to be completed in FY 2020/21.
 - First Responders by Robin Moyher
 - Sign at A.M. Winn Elementary School
 - Original glass and tile mural by Patience Mabray
- Mitchell Middle School Art Club mural (started in FY 2019/20, but not yet complete due to school closures)

Performing Arts (Total Funding Available \$30,000)

Summary: This establishes funding for performing art projects in Rancho Cordova.

- Folsom Cordova Unified School District
 - Practice and perform “Matilda” as a musical (performance postponed due to COVID-19) - \$9,500 – extension given until 12/31/20
 - Close to 50 students were involved in cast and crew

Sacramento Theatre Company School Partnership Program

Summary: Operated an after-school theatre arts program at White Rock Elementary School.

- Grant: \$17,500
- Served 1,265 students with over 1,870 instructional hours: 3 sessions every classroom
- 30 students participated in “Jungle Book” with 102 instructional hours: 2 performances

Sacramento Valley SPARK Drive-Thru Art Display

Summary: Hosted a summer event celebrating visual and performing arts commonly displayed at Burning Man. The event included whimsical installation art, mutant vehicles, and fiery dance performances right out an attendee’s car window at Rancho Cordova’s first ever “Summer Spark drive-thru” event.

- Grant: \$16,000
- Event date: July 24th and 25th, 2020
- More than 2,400 attendees over the two-night event

Mandarins of Sacramento, Inc. – extension given until 12/31/20

Summary: Provided scholarships for students in an after-school music program offered at Rancho Cordova schools

- Grant: \$8,400
- 39 students enrolled; City provided 16 scholarships (as of 6/30/20)
- 1 concert in December. May concert was postponed due to COVID-19. New date TBD.

Choir at Robert J. McGarvey and Sunrise Elementary Schools – extension given until 12/31/20

Summary: Provided choir instruction to K-6th grade kids twice/week

- Grant: \$12,000
- 24 students participated (12 from each school)
- 1 performance made (Spring concert postponed due to COVID-19. New date TBD)

Mills Middle School Instrument Inventory Expansion

Summary: Procured instruments for school band’s usage to allow further band participation

- Grant: \$25,000
- Purchased 23 instruments so far with more to come. Extension given until December.
- Instruments received after school closures. Future usage during the 2020-2021 school year is anticipated to be 183 students (107 band, 76 orchestra).
- 1 bass clarinet
- 3 tenor saxes
- 9 alto saxes
- 4 violins
- 6 violas
- 2 cellos

Art Ark – extension given until 6/30/21

Summary: This project brings the Crocker Art Museum’s Art Ark program to public elementary schools in Rancho Cordova. Each classroom takes a one-hour guided tour of the Art Ark. Students discuss art topics and explore interactive stations. Schools are also offered a Community Art Night.

- Grant: \$28,375
- 80 classes visited/2,163 visitors participated from 4 elementary schools (as of 6/30/20)
- 4th of July 2019 (1,049 attendees over the two-day event)

Rancho Cordova River City Concert Band Music Expansion – extension given until 12/31/20

Summary: Procured equipment and music to enhance access to high quality musical performances in the community and to equip the band to be a musical ambassador of the City within the region.

- Grant: \$18,000
- Purchased percussion equipment, new sheet music, instrument storage, stipends for guests, and concert fees.
- 5 performances (not including 1 that was cancelled due to COVID-19)

Symphony d’Oro Rancho Cordova

Summary: Procured equipment and other related musical items to expand the orchestral music offerings in both traditional and non-traditional venues in Rancho Cordova.

- Grant: \$18,000
- Purchased printing equipment and new sheet music
- Brought in guest performing artists and composers
- Rented ensemble rehearsal space, venues, etc.
- 8 performances (2 live/6 virtual); all others were cancelled due to COVID-19

Youth Sports Growth and Start-Up Fund

Summary: This establishes funding for youth sports for the purpose of growing an existing league or starting a new league in Rancho Cordova.

- Grant: \$30,000
- Teams served include:
 - Rancho Cordova Jr. Lancers Football and Cheer
 - Cordova High School Boys Basketball
 - Rancho Cordova PAL (Tepas Juniors field rentals)
 - RC Track Club (Start-up expenses)

Youth Sports Fields Renovations – extension given until 12/31/20

Summary: Sports fields located on property owned by the Folsom Cordova Unified School District and Cordova Recreation and Park District are improved which enhances playing conditions for youth athletes and encourages participation in youth sports leagues.

- Grant: \$80,000
- Stone Creek Park turf treatments for Rancho Cordova Soccer
- Recreational basketball league equipment
- Dugout benches for Cordova Girls Softball – approved, not yet complete
- Maintenance path improvements for Cordova Girls Softball – approved, not yet complete
- Bleacher spectator seating at Ahlstrom Park – approved, not yet complete

Youth Sports Leagues Promotion Campaign – extension given until 12/31/20

Summary: The campaign is a continuation of a program started in FY 2016/2017 that implemented a digital, high-tech, high-touch targeted strategic campaign promoting youth sports leagues in Rancho Cordova. It also includes traditional outreach efforts.

- Grant: \$41,100
- Redesigned flyers in both English and Spanish and distributed to all Folsom Cordova Unified School District schools in Rancho Cordova
- Website overhaul including a more colorful and modern appearance
- Marketing campaigns for league sign-ups including:
 - Girls Softball
 - Little League
 - Rancho Cordova Soccer
 - Jr. Lancers & Cheer
 - Blue Marlins Swim
 - Basketball
 - Cordova Cordettes
 - Synchronized Swim

Positive Coaching Alliance 3.0 – extension given until 6/30/21

Summary: This is the continuation of a project to train all coaches in Rancho Cordova youth sports leagues in techniques which adhere to the “Better Athletes, Better People” philosophy represented by the Positive Coaching Alliance.

- Grant: \$8,750
- 5 workshops held for multiple leagues; additional workshops cancelled due to COVID-19

Athletic Improvement Plan – extension given until 12/31/20

Summary: This is a bucket of funds to be distributed to multiple FCUSD schools meant to be used for various athletic teams and activities.

- Grant: \$202,500
- Served approximately 2,700 students; 117 bus trips used for tournaments and activities
- Coaching stipends for 6 different coaches and security for all CHS home football games
- Basketballs, canopies, uniforms, volleyball carts, volleyballs, soccer training equipment, weight room and wrestling equipment, stadium sound system, track hurdles, and 12 large banners were purchased

Art of Yoga

Summary: The program provided yoga and creative arts to students at Mitchell Middle School. The curriculum combines health education, character development, yoga, meditation, and creative arts.

- Grant: \$16,250
- Held 45 classes
- Administered 57 hours of programming
- Served 41 unique students

Mather Wrestling Club – extension given until 8/31/21 due to COVID-19

Summary: Offering a wrestling club for Rancho Cordova youth during the summer. Due to COVID-19, the 2020 summer club was not able to operate. They have been given an extension to do the same program in the summer of 2021.

- Grant: \$8,500

Education, After-School Programs & School Gardens
(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Education, \$693,785 approved in FY 2019/20
Below are some specific project examples in this priority area.

Promise Program

Summary: Recent high school graduates who live in Rancho Cordova can attend Folsom Lake College fee-free during their first year of college. Students whose fees are covered by other forms of financial aid can use the funding towards books, required supplemental materials, school supplies, parking permit, and other transportation related expenses. Funding also supports wrap-around services for students and may support second year college expenses.

- Grant: \$150,540
- 71 students enrolled in the fall 2019 semester; 56 of them continued from the spring 2020 semester. 381 students served since the program began in Rancho Cordova.

Meet the Masters Program (Year 2 of 3)

Summary: The Meet the Masters program provides visual arts experience for elementary school students. Track D was purchased during FY 2019/20. Each track features 7 different artist units and is designed to cover one school year.

- Grant: \$28,000
- Served 2,603 students through 107 elementary school classroom visits

A Touch of Understanding Disability-Awareness Workshop – extension given until 12/31/20 due to COVID-19

Summary: The program provides disability awareness workshops to elementary schools. The 3-hour workshop is designed to reduce incidences of isolation, bullying of individuals with disabilities, and those viewed as different for any reason.

- Grant: \$10,800
- Served 5 schools
- Served 335 students

Field Trips and Assemblies Fund

Summary: Field trips and assemblies are funded by the City to enhance the experiential learning experiences for Rancho Cordova students.

- Grant: \$15,000
- Summer at City Hall students took a development tour (summer of 2019; 19 students)
- Williamson and Navigator students to the MACC “Natural Wonders” (96 students)
- 5 classes from Williamson Elementary field trip for mock City Council (150 students)
- Mitchell Art Club field trips – extension given until 6/30/21 due to COVID-19
- Branded facemasks purchased for Cordova (355), Mills (300), Mitchell (307), 19 FCUSD, Class of 2020 (250) Carver (80) and A.M. Winn (38) due to COVID-19 restrictions on assemblies like graduation, and supplies for ROTC future assemblies (85 students)

Career Choices and Changes

Summary: The 17-week course guides adult learners through the process of making some of life's most important decisions about family and work and culminates in a researched and actionable employment and lifestyle plan.

- Grant: \$19,150
- 11 adults participated

Governments Engaging Youth

Summary: PRO Youth and Families provided civic education using a three-pronged approach; Youth @ City Council Program, Summer @ City Hall, and a youth-led community project.

- Grant: \$70,000
- 26 students in academic year-long civic education program called Youth @ City Council
 - Assisted with the promotion of the 2020 Census to encourage participation in the community
- 22 students in the 4-week Summer @ City Hall program offered virtually this year
 - Final project related to future Youth Center
- Youth-led community project cancelled due to COVID-19 restrictions
- 257 students served since the program began in Rancho Cordova

Youth Career Center

Summary: Folsom Cordova Community Partnership provided career center services to high school students in Rancho Cordova which allows students to explore career pathways and to develop career plans and career readiness skills.

- Grant: \$40,000
- Served 2 schools; 65 unduplicated youth; 4 students placed into paying jobs

CL3 Mentors at Cordova High School

Summary: A community-based mentoring program focused on promoting positive behavior, academic improvement, community service, and vocational skill development while rewarding participants for their accomplishments.

- Grant: \$60,000
- 105 students participated
- Provided more than 854 hours of community service
- 33% of participants increased their overall GPA semester 1 (GPA not tracked in semester 2 due to COVID-19)
- Overall reduction seen in chronic absenteeism and truancy among participants

SCUSD: Carver Arts and Science After-School Program

Summary: George Washington Carver's program developed arts and science in after-school programs for students. The project is designed to develop a robotics course and to continue to develop the music program by adding string instruments.

- Grant: \$13,000
- 15 students participated in the after-school music program and made 1 performance in January (future concerts are TBD due to COVID-19)
- Purchased robotics materials for students, but could not be used due to COVID-19

Campus Life Connection: Point Break Anti-Bullying Workshops – extension given until 6/30/21 due to COVID-19

Summary: Students participate in an anti-bullying, pro-empathy program generally held off-site from the school campus. In each Point Break workshop, participants move through a variety of high-energy games, small group discussions, and personal reflection time. Each workshop is complemented with four weeks of follow-up.

- Grant: \$15,000
- Held 2 workshops (future workshops planned for 2020/2021 academic school year)
- Served 150 students

916 Ink Creative Writing Workshops

Summary: 916 Ink provided creative writing workshops to students in Rancho Cordova.

- Grant: \$47,795
- Held 4 fourteen-session in-person workshop series with books published at 4 participating schools
- Offered 11 weeks of virtual programming to elementary, middle, and high school students in Rancho Cordova
- Served 182 students in person or virtually

School Garden Program

Summary: Soil Born Farms provided support, technical assistance, training, and garden expertise to Rancho Cordova schools within Folsom Cordova Unified School District and Sacramento City Unified School District.

- Grant: \$30,000
- Served 634 students (1,477 since program began) and 41 teachers during classroom visits
- 445 students took field trips (2,498 since program began) to Soil Born Farms (23 trips in total this fiscal year; 102 trips in total since program began)
- Taught 183 garden lessons (478 since program began)
- 137 elementary school students participated in cooking experiences

Children’s Choice for Hearing & Talking: CCHAT Summer Camp Training Expansion

Summary: The annual Summer Camp Program expanded by increasing the number of Counselor in Training (CIT)/Camp Counselor opportunities for local teens and young adults. CCHAT, the only listening and spoken language program of its kind northeast of San Francisco, serves children who are deaf and hard of hearing under the age of 7.

- Grant: \$25,000
- 77 kids went to camp
- Sponsored 16 counselors-in-training (CITs)

The Family Engagement Summer Academy – extension given until 6/30/21 due to COVID-19

Summary: The program provides elementary students with hands-on STE(A)M activities during the month of June to minimize summer learning loss.

- Grant: \$10,000
- No programming in FY 2019/20 due to school closures
- Summer program planned for 2021

Boys & Girls Clubs of Greater Sacramento

Summary: The Rancho Cordova chartered Boys & Girls Club served students at Navigator Elementary School. The Club focuses on helping youth in three areas: 1) Academic success & career readiness; 2) Good character & citizenship; and 3) Healthy behaviors & lifestyle choices.

- Grant: \$50,000
- Served 197 students before school closed in March
- 78 participated in “Club on the Go” March-June

After School Education and Safety Program (ASES) – extension given until 6/30/21 due to COVID-19

Summary: The ASES program is a state-funded after school program and has been in operation at Folsom Cordova Unified School District for two decades. The program provides academic assistance, academic enrichment, and physical recreation for students. The Community Enhancement Fund grant expands the ASES program to two additional elementary schools (not funded by the State) and the enrichment component at all eleven sites through hands-on STE(A)M. The City’s funding expanded an array of STE(A)M enrichment thematic materials and activities to students including a science fair.

- Grant: \$60,000
- Served 9 schools and 436 students
- 2 additional schools had programming planned during the spring and summer months, but were cancelled due to COVID-19

Sunrise Elementary School Garden Project – Phase II – extension given until 12/31/20 due to COVID-19

Summary: This project consists of the development and construction of a school garden at Sunrise Elementary School.

- Grant: \$7,500
- Installed four-foot fencing, a power outlet, irrigation controller, trenching for new irrigation lines that include two hose-bibs and valves with shut-offs
- Upon completion the garden, project will serve every student at school (approx. 800)

Beyond the Village: Work Force Development/Training to Employment – extension given until 12/31/20 due to COVID-19

Summary: Beyond the Village provides recruitment, job training and job placement to residents of the Rancho Cordova area, with special emphasis on veterans and adults 55+ who are unemployed, under employed or looking for ways to improve their current job situation.

- Grant: \$10,000
- Due to COVID-19, an extension was given, and no statistics are available yet

Summer School for Incoming 1st – 5th Grade Students at Abraham Lincoln

Summary: This project provided a summer school serving incoming 1st - 5th grade students. Summer school was hosted at Abraham Lincoln Elementary School over six weeks.

- Grant: \$32,000
- Served 50 incoming 1st, 2nd, and 3rd grade students in 5 classes
 - 2 hours of English Language Arts and 1 hour of math each day
 - Average increase in reading level = 1.5
 - Average increase in phonics skills = 11.25
 - Average increase in math performance bands 1.9 out of a total of 5 bands
 - integrated with the Summerquest program providing sports and enrichment activities

Other Community Priorities

(Recommend up to 5 Projects/Programs from this Category)

Title: Enhancing Other Community Priorities, \$652,315 approved in FY 2019/20

Below are some specific project examples in this priority area.

Senior Nutrition Services

Summary: Meals on Wheels, provided senior nutrition services to homebound seniors.

- Grant: \$13,500
- Served 4,788 meals to seniors living in Rancho Cordova

Cordova Community Food Locker

Summary: Funds were spent on a new and improved website as well as some ongoing operations and maintenance.

- Grant: \$49,000
- Distributed 537,660 meals; 14,935 non-unique households; 50,305 non-unique individuals served

Blessings in a Backpack

Summary: This project sent weekend food home to elementary children attending a Folsom Cordova Unified School District school every Friday of the school year. These children all receive free breakfast and lunch Monday thru Friday. Blessings in a Backpack sent 5-6 meals and 2 snacks home with each child every Friday of the school year.

- Grant: \$15,000
- Served 6 Rancho Cordova schools
- Provided 21,120 meals to students through March 2020
- Provided 7,040 snacks until March 2020
- After school closures, distributed 5,157 bags to our community weekly through June due to COVID-19
- Served 320 students weekly before school closures, 368 students after school closures

Soil Born Farms Center for Food, Health, and the Environment

Summary: The funding of pre-construction design work for a farm stand and culinary kitchen. Improvements include a water line to provide fire protection, domestic water service for the farm stand and kitchen buildings, sewer services, and irrigation for the farm stand/kitchen and parking lot.

- Grant: \$95,400
- Funds spent on consulting services and other pre-construction and construction costs for installation of a water line.

Local Community Service Partnerships Fund

Summary: This establishes funding available to community groups to grow and strengthen partnerships in Rancho Cordova. Funding is available year-round.

- Grant: \$75,000 (Available in total, up to \$5,000 per application and capped at 2 per yr.)
- Multi-cultural faire with Sunrise and Robert J. McGarvey Elementary Schools
 - Hosted a joint fall festival highlighting the diversity of the neighborhoods and school community; 3 cultural dancing performances; 35 families presented samples of cuisine representing their culture; over 1,000 people in attendance
- Sacramento Telangana Association of Flowers
 - Festival included dance, art exhibition, educational workshops, and Telangana food; More than 2,500 in attendance
- Sacramento Telangana Association Kite / Festival of Colors
 - Event was supposed to happen in spring of 2020; Due to shelter in place order an extension was given until 6/30/21.
- Sacfit Parkway Half Marathon
 - Event was supposed to happen in spring of 2020; Due to shelter in place order an extension was given until 6/30/21.
- Christmas Mall Event hosted by River City Christian (Food for 1,800)
- It Takes a Lincoln Village Christmas Parade (1,000 attendees)
- Paid for food items to augment donated supplies for the annual Christmas Giveaway and Thanksgiving events through Rancho Cordova Food Locker (Approximately 1,000 food items purchase per event date)
- Refugee Food Baskets for Cordova High School families (100 families)
- Folsom Cordova Community Partnership Events
 - Harvest Festival (October 2019) (1,000 people)
 - Crown Me (February 2020) (125 people)
 - Juneteenth (June 2020) (70 carloads and fed 300 people)

Whisker Warriors Spay/Neuter Program

Summary: A spay/neuter and vaccination program for canines and felines (and a small number of rabbits) in Rancho Cordova and the continuation of the caring of community felines.

- Grant: \$38,000
- Average of 45 free vouchers for spay/neuter & vaccination services each month
- Cared for 20 cat colonies and provided free dog and cat goods to residents/programs

Explore Rancho Cordova Program and “My Hometown Coloring Book” – extension for Coloring Book given until 12/31/20 due to COVID-19

Summary: The Rancho Cordova Chamber of Commerce provided a welcome from our city to its residents, employees, and visitors. The numbers below represent partial stats thru June - program runs through September 2020.

- Grant: \$60,000 (\$50,000 for explore, \$10,000 for coloring book)
- Welcomed 160 residents via mail; 8 welcome bags delivered to homeowners (not able to deliver more due to COVID-19)
- Distributed 7 e-newsletters
- Coloring Book on hold until schools reopen

Sacramento Area Bicycle Advocates of Rancho Cordova: Building a Community Bicycling Program in Rancho Cordova – extension given until 6/30/21 due to COVID-19

Summary: Provides services and activities that support and encourage Rancho Cordova residents who travel by bicycle or want to travel by bicycle.

- Grant: \$18,000
- Held 6 bike repair and etiquette classes
- Provided management support to Bicycle Advocates of Rancho Cordova
- Purchased branded merchandise to enhance bicycle safety
- Pop-up repair clinics planned for farmers markets in the community, but on hold due to COVID-19

Neighborhood and Home Improvement Project – extension given until 12/31/20 due to COVID-19

Summary: Rebuilding Together Sacramento runs a neighborhood impact project to strengthen neighborhoods in a concentrated geographic area in the City of Rancho Cordova. Homes receive a variety of health, safety, efficiency, and beautification improvements – all free to the homeowner.

- Grant: \$150,000
- Improved 15 homes; 71 projects completed in total at those homes with 20 volunteers

Habitat for Humanity of Greater Sacramento: Rancho Cordova Home Repairs

Summary: Habitat for Humanity made significant critical health and safety related repairs at low-income owner-occupied homes in Rancho Cordova with an emphasis on serving veterans and seniors. Example renovations include replacing roofs, windows, accessibility, dry rot remediation, and interior repairs.

- Grant: \$35,000
- Improved 5 homes; 13 projects completed in total at those homes with 51 volunteers

Neighborhood Beautification Program – extension given until 12/31/20 due to COVID-19
Summary: The Sierra Service Project runs a volunteer home improvement and community beautification program. The work is done at no cost to Rancho Cordova homeowners with a focus on beautifying neighborhoods and increasing civic engagement through volunteers.

- Grant: \$35,650
- Improved 5 homes; 11 projects completed in total at those homes with 55 volunteers
- Additional home repair projects are scheduled to resume when Sacramento County Public Health Order moves into the Orange tier

Rancho Cordova HART Winter Shelter and Homeless Assistance

Summary: Rancho Cordova Homeless Assistance Team (HART) hosted and organized winter shelter for the homeless in Rancho Cordova, providing housing, counseling, and other services.

- Grant: \$13,000
- 8 shelter weeks at 8 participating locations with over 500 volunteers
- Served 95 unique individuals (including 14 veterans) over 56 nights of lodging provided
- Average of 15 individuals per night

FCUSD: Passenger Van for Extended Learning Opportunities

Summary: The new van was used to transport students to things such as field trips, athletic games, college visits, and other learning experiences. This grant award provided funding to purchase one passenger van for Kinney High School, Prospect Community Day School, and Walnutwood High School to share.

- Grant: \$40,000
- 30 trips taken
- Served 60 individual students; Additional uses were cancelled due to COVID-19

FCUSD: Walnutwood Outdoor Seating

Summary: This project funded the purchase and assembly of three outdoor picnic tables by the garden at Walnutwood High School.

- Grant: \$5,965
- Purchased 3 tables with umbrellas

CRPD HYDE Out Teen After-School Program Enhancements

Summary: During the school year, the HYDE Out operated by Cordova Recreation and Park District runs as an after-school program, Monday-Friday until 6 p.m. Under HYDE Out staff supervision, teens can socialize with peers, enjoy quiet time while completing homework, engage in structured activities and utilize the space for physical and social-emotional experiences in a safe space. During the summer, the HYDE Out operates a Summer Teen Camp. This project funded the purchase of computer equipment for the HYDE Out Teen Center program. It allowed students to complete more homework assignments at the HYDE Out.

- Grant: \$6,420
- Purchased 17 ACER laptops with locking cart and 14 mice

EGUSD: Reduce Social Isolation at Robert J. McGarvey Elementary School

Summary: This project reduced social isolation by adding buddy benches to the main playground and one to the kindergarten playground, increasing the participation of existing "Dads of Great Students" program, and adding peer praise notes to existing Positive Behavior Interventions and Supports system by providing training to all 1st-6th grade students.

- Grant: \$2,380
- Purchased and installed 3 buddy benches
- Purchased and installed 2 Kaplan Early Learning mailboxes (for the peer praise notes)