

City of Rancho Cordova



Community Enhancement & Investment Fund Citizen Oversight Board Meeting Monday, October 10, 2022

5:30 p.m. – Regular Meeting
David B. Roberts Council Chambers

City Hall
2729 Prospect Park Drive, Rancho Cordova

Via Zoom

MINUTES

1. Regular Meeting – Call to Order/Roll Call

Staff Member Stacy Delaney, Senior Management Analyst, called the meeting to order via Zoom and in the David B. Roberts Council Chambers at 5:37 p.m. The Assistant City Clerk conducted the roll call:

- Oversight Board Members Present: Burk, Burns, Cruz, Knifton, Schoch.
- Oversight Board Members Absent: Falconer and Kaestner.
- At-large Appointees Present (Youth Representative): Aguilar and Danelia.
- Staff Members Present: Stacy Delaney, Persephonie Riley, and Randi Kay Stephens.

2. Appoint Chair and Vice Chair

Staff shared information with Board Members about the role of the Chair and Vice Chair upon request from the Board. The Chair and Vice Chair (in absence of the Chair) conduct the meeting including opening and closing public comment.

Motion to appoint Tegan Knifton as Chair of the Community Enhancement & Investment Fund Citizen Oversight Board made by Knifton, seconded by Burns, and carried by a unanimous vote (7-0-0).

Motion to appoint Deane Burk as Vice Chair of the Community Enhancement & Investment Fund Citizen Oversight Board made by Schoch, seconded by Burns, and carried by a unanimous vote (7-0-0).

3. Public Comment

Chair Knifton opened public comment at 5:42 p.m. The following individual addressed the Citizen Oversight Board:

1. Angel Ball.

Chair Knifton closed public comment at 5:44 p.m.

4. Regular Calendar Items

4.1 Orientation to the Citizen Oversight Board of the Community Enhancement & Investment Fund.

Staff Member Randi Kay Stephens, Management Analyst II, presented to the Board about meeting procedures and protocols including Robert's Rules of Order.

Staff confirmed that prior to the meeting, each of the newly appointed Board Members provided their Form 700 and volunteer waiver, as well as participated in the Oath of Office conducted by the City Clerk.

Staff also provided information about the required AB 1234 Ethics Training. Each of the newly appointed members is required to take the recently updated Institute for Local Government's Self-Tests for Part 1: Financial Interest and Perks and Part 2: Governmental Transparency and Fair Processes. Completed tests are due back to staff before November 10, 2022. Staff will arrange for the review and grading, as well as payment to the Institute for Local Government. Staff will return certificates of completion to Board Members upon receiving them from the Institute for Local Government. Members appointed prior to 2022 have already completed this process and their certificate is valid for up to two years.

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Staff presentation did not require a motion by the Board Members.

4.2 Meeting Minutes from November 16, 2021.

Staff shared the meeting minutes of November 16, 2021. Staff and City Clerk shared that it is common for an organization's governing body to adopt meeting

minutes following rotations of board membership. The signature of the Clerk on the document vouches for the accuracy of the minutes.

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion to accept the meeting minutes made by Schoch, seconded by Burk; and carried by a unanimous vote (7-0-0).

4.3 FY 2021/2022 Measure H and Measure R Funded Projects and Programs

Stacy Delaney, Senior Management Analyst for the City of Rancho Cordova, shared an overview of the Citizen Report, how it is distributed to the public via United States mail. Delaney shared that during Fiscal Year 2021/2022, the Community Enhancement & Investment Fund generated approximately \$23.5 million in sales tax revenue for both Measure H and Measure R. Delaney then provided information about all projects within the seven Project/Programs categories: Legacy Fund; Public Works/Infrastructure; Community & Economic Development; Public Safety; Education, After-School Programs, and School Gardens; Arts, Culture, History, Entertainment & Sports; and Other Community Priorities. Board Members then provided recommendations to staff on projects/programs to highlight within the FY 2021/2022 Annual Citizen Report publication.

The following recommendations were made to Staff:

Legacy Fund Allocation

Upon receiving an update by Delaney on the status of all projects, Board Members recommended to staff to feature the following four Legacy Fund allocation projects/programs:

- Rancho Cordova Youth Center
- Mills Crossing Civic Center
- Soil Born Farms: Center for Food, Health, and the Environment
- Rancho Cordova Little League

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Knifton, seconded by Burns, and carried by a unanimous vote (7-0-0).

Public Works/Infrastructure

Upon receiving an update by Delaney on the status of all projects, Board Members recommended to staff to feature the following four Public Works/Infrastructure projects/programs:

- Cordova Vineyards / Cordova Lane Neighborhood Rehabilitation Project
- 2022 ADA Sidewalk Improvement Project
- Enhanced Litter Removal and Graffiti Removal Program
- Tree Friendly City of Rancho Cordova

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Schoch, seconded by Burns, and carried by a unanimous vote (7-0-0).

Community & Economic Development

Upon receiving an update by Delaney on the status of all projects, Board Members recommended to staff to feature the following four Community & Economic Development projects/programs, plus a bonus item if space allows:

- St. Anton / Sunrise Crossing Affordable Housing Project
- Neighborhood Services Abatement Program
- Workforce Development
- Community Beautification Projects and Community Building
- If space allows, Board Members request adding in the Small Business Recovery Grants

Chair Knifton opened the public comment period. The following individual addressed the Citizen Oversight Board:

1. Angel Ball.

Chair Knifton closed public comment.

Motion made by Burns, seconded by Schoch, and carried by a unanimous vote (7-0-0).

Public Safety

Upon receiving an update by Delaney on the status of all projects, the Members recommended to staff to feature the following three Public Safety projects/programs:

- Crime Suppression Unit
- Rancho Cordova Police Department Youth Center Officer & Youth Programs
- Rancho Cordova Police Department Folsom Olson Zinfandel (FOZ)

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Burk, seconded by Cruz, and carried by a unanimous vote (7-0-0).

Arts, Culture, History, Entertainment & Sports

Upon receiving an update by Delaney on the status of all projects, Board Members recommended to staff to feature the following six Arts, Culture, History, Entertainment & Sports projects/programs:

- Folsom Cordova Unified School District's Athletic Improvement Plan + Rancho Cordova Student Athlete Coalition
- NorCal School of the Arts @ Williamson Elementary
- MACC Programming and Operations
- Arts in Public Places
- Sacramento Children's Museum: General Operating Support and the XOXO Exhibit
- Hosting Youth Track Meets

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Burns, seconded by Schoch, and carried by a unanimous vote (7-0-0).

Education, After-School Programs & School Gardens

Upon receiving an update by Delaney on the status of all projects, the Members recommended to staff to feature (and combine) the following five Education, After-School Programs & School Gardens projects/programs, along with an extra if space allows within the report:

- Field Trips including Sacramento City Unified School District, Elk Grove Unified School District, Folsom Cordova Unified School District, and SPLASH
- Cordova Lancers, Leaders, and Legends (CL3)/Mentors at Cordova High School (MACH) Program
- Literacy Programs including the Book Vending Project
- George Washington Carver School of Arts & Science's Summer Bridge/College Preparation Program
- Suvidha International Foundation's Robotics & Speech + Debate Programs
- If space allows, include PRO Youth & Families Programs

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Burk, seconded by Burns, and carried by a unanimous vote (7-0-0).

Other Community Priorities

Upon receiving an update by Delaney on the status of all projects, Board Members recommended to staff to feature the following five Other Community Priorities projects/programs:

- Neighborhood Improvement Projects including Rebuilding Together Sacramento and Habitat for Humanity
- Nutrition Programs including Blessings in a Backpack and Rancho Cordova Food Locker
- Whisker Warriors Animal Defense Fund: Spay/Neuter/Vaccine Program
- Cordova High Schools' Locker Room & Career Tech Programs
- Rancho Cordova Police Activities League's Outdoor Adventure Club & Van Lease Grants

Chair Knifton opened public comment period. Seeing no speakers in person, by Zoom, or email, Chair Knifton closed public comment.

Motion made by Schoch, seconded by Burk, and carried by a unanimous vote (7-0-0).

5. Scheduling of Next Meeting

Board Members and staff discussed dates for the next Community Enhancement & Investment Fund Citizen Oversight Board meeting. The meeting's purpose is to allow staff to present to the Board about financials for Measure H and Measure R, including reviewing reports from grantees. As two members were absent, staff was asked to follow-up with the Board to confirm one of the three available dates: November 15, 2022, November 30, 2022, or January 10, 2023. Board Members removed December 20, 2022, from consideration.

Chair Knifton opened the public comment period. The following individual addressed the Citizen Oversight Board:

1. Angel Ball.

Chair Knifton closed public comment.

Motion for staff to schedule the next meeting upon confirmation of the Board Members' participation was made by Schoch, seconded by Burns, and carried by a unanimous vote (7-0-0).

Chair Knifton adjourned the meeting at 8:10 p.m.

Minutes adopted on Wednesday, November 30, 2022, Signed Friday, March 10, 2023, at Rancho Cordova, California

Randi Kay Stephens

Randi Kay Stephens, Community Enhancement and Investment Fund, Management Analyst II