

CITY OF RANCHO CORDOVA



Community Enhancement & Investment Fund Citizen Oversight Board Meeting

Monday, November 27, 2023

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

City Hall
2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/84047918870?pwd=4HcY1h7gwoboxpeEeMuNv07tTHmHj8.1>

Join the Meeting via the Zoom Phone Number

Zoom Phone Number: +1 669 900 6833, +1 253 215 8782

Webinar ID: 840 4791 8870

Password: 256893

Instructions to Make Public Comment

Submitting Public Comment via Email

Members of the public who wish to provide public comment via email will need to submit written comments to CityClerk@cityofranhocordova.org no later than 3:00 p.m. on Monday, November 27, 2023. Written comments received no later than 3:00 p.m. will be distributed to the Community Enhancement & Investment Fund Citizen Oversight Board, filed in the record, and will not be read aloud. All comments submitted later than 3:00 p.m. will be distributed to the Board.

Listening to a Zoom Meeting by Zoom Video Conference

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

Listening to a Zoom Meeting by Phone Only

You can join a Zoom meeting via teleconferencing/audio conferencing using a cell phone or

traditional landline phone. To request to make a public comment by phone press *9 to raise your hand. Please wait to be called upon by the City Clerk.

All public comments will be limited to three-minutes.

If you have questions related to the Community Enhancement & Investment Fund Citizen Oversight Board Meeting or the use of Zoom, please contact the City Clerk's Office at (916) 851-8720 Monday, November 27, 2023, before 3:00 p.m.

AGENDA

1. CEIF CITIZEN OVERSIGHT BOARD REGULAR MEETING - CALL TO ORDER/ROLL CALL

Board Members Deane Burk, Lisa Burns, Enrique Cruz, Brian Faulconer, Elizabeth "Liz" Kaestner, Tegan Knifton, Kari Schoch Student /At-large Members Alex Bellah, and Vanshit Thakkar, Staff Members Persephonie Riley, Lindsay Samples, and Randi Kay Stephens

2. PUBLIC COMMENT

3. REGULAR CALENDAR ITEMS

3.1. **Subject:** Orientation to the Citizen Oversight Board of the Community Enhancement & Investment Fund.

Recommendation: Receive staff presentation.

3.2. **Subject:** Meeting Minutes of the Community Enhancement & Investment Fund from November 30, 2022.

Recommendation: Review and Adopt Meeting Minutes from November 30, 2022.

3.3. **Subject:** FY 2022/2023 Measure H and Measure R Funded Projects and Programs.

Recommendation: Receive a staff presentation and make recommendations for the FY 2022/2023 Community Enhancement & Investment Fund's Annual Report.

4. SCHEDULING OF NEXT MEETING

4.1. **Subject:** Meeting Date Options.

Recommendation: Review and select a meeting date for the next Citizen Oversight Board meeting.

5. ADJOURNMENT

ADDITIONAL INFORMATION

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

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

CERTIFICATION OF POSTING OF AGENDA

I, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the November 27, 2023 Regular Meeting of the Rancho Cordova Community Enhancement & Investment Fund Citizen Oversight Board was posted and available for review on November 22, 2023 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranhocordova.org.

Signed November 22, 2023 at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 3.1.

DATE: November 27, 2023
TO: Chair and Members of the Community Enhancement & Investment Fund Citizen Oversight Board
FROM: Randi Kay Stephens, Management Analyst II
Lindsay Samples, Management Analyst I
SUBJECT: **ORIENTATION TO THE CITIZEN OVERSIGHT BOARD OF THE COMMUNITY ENHANCEMENT & INVESTMENT FUND**

RECOMMENDATION

Receive staff presentation.

RESULT OF RECOMMENDED ACTION

The Citizen Oversight Board Members will follow the requirements necessary for their appointment.

BACKGROUND

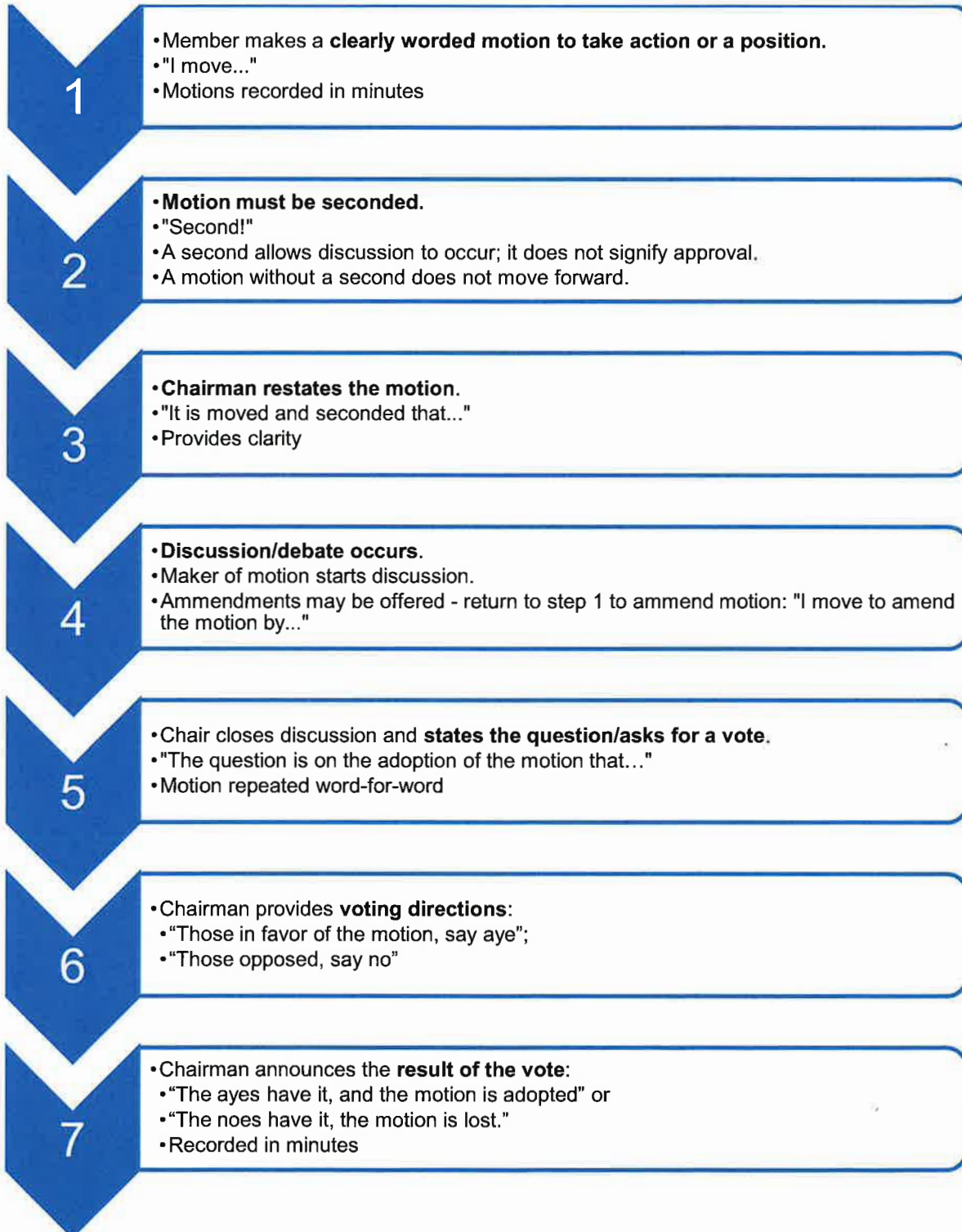
Staff will present on the Citizen Oversight Board's role in supporting the Community Enhancement & Investment Fund. Staff will present on procedures and background for successful participation. Members will receive information about Robert's Rules of Order and meeting conduct. Staff will also provide information to all appointed members on completing the Fair Political Practice Commission's Form 700 and state-mandated AB 1234 Ethics training. Newly appointed members will also need to complete a city volunteer waiver form if not already complete.

ATTACHMENT(S)

1. Robert's Rules Cheat Sheet and Notes
2. Institute for Local Government's ABCs of Open Government Laws
3. Ethics Test Self Study Part 1 - Institute for Local Government's AB1234 Materials Part I Financial Interests and Perks
4. Ethics Test Self Study Part 2 - Institute for Local Government's AB1234 Materials Part II Governmental Transparency and Fair Process

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:



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. Many local agencies are required to post agendas on their websites (if they have one). 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. Some agencies also maintain e-mail lists to distribute agendas and related materials.

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 unintentionally 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 ceremonial 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, 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 principals 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.

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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-Is-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 Dissension.** 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.

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 made 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 exception 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.

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.

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/Understanding-Public-Service-Ethics-Laws (includes discussions of other kinds of disclosure laws, in addition to Open Meeting Law and Public Records Act).
- *Open and Public IV: A User's Guide to the Ralph M. Brown Act, 2d Edition*, 2010. Available on the League of California Cities website at www.cacities.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.cacities.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 (Brown Act Guide) 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, the League of California Cities and the California Special Districts Association.

1400 K STREET, SUITE 205
SACRAMENTO, CALIFORNIA 95814
TELEPHONE: 916.658.8208 ■ FAX: 916.444.7535

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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 \$37.50 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 that cover governmental transparency and fair process laws may be found here: www.ca-ilg.org/post/ab-1234-self-study.

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 standards set forth in the law 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." ⁴The advantage can be a future one and need not involve the payment of money.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.
- **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. 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 \$2,000 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 \$520 (for 2021-22) 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 \$2,000 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 \$2,000 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. The laws are complex and the following will help you “spot” the issue so you can consult agency counsel for further information about the rules in a given instance.

- **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 \$520 in a single year (for 2021-22).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 For example, asking a staff member to pick up your laundry or kids from daycare would be a violation. “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 law 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 State law defines “mass mailings” as including mailings that “feature an elected officer” by including their photograph or signature, or by singling out the officer by a manner in which their name appears in the document.³⁴
- **Gifts of Public Resources or Funds.** California’s constitution forbids gifts of public funds. This prohibits, for example, paying for spouses, partners or family members 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.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 add 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 scrutiny 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 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?

To be considered successful as a public servant, one is encouraged to think in terms of ethical values not minimum standards. 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.

Disclaimer: Open meeting practices continue to evolve as the COVID-19 crisis continues and agencies use a wide range of technology to meet their needs. The information provided in this document is for general informational purposes only and is not intended to provide legal advice to any individual or entity. ILG urges you to consult with your own legal advisor before taking any action based on this information.

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 Cal. Penal Code § 7
- ⁵ Id. See also *People v. Anderson*, 75 Cal. App. 365 (1925).
- ⁶ See Cal. Gov't Code §§ 87100 and following.
- ⁷ Cal. Gov't Code § 1090.
- ⁸ Cal. Gov't Code § 1092. *Thomson v. Call*, 38 Cal. 3d 633, 646 (1985)
- 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 \$520 (2021-22)
- 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 Cal. Gov't Code 89002

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.

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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 \$37.50 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
- Laws 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 self-study materials covering the other half of the areas of ethics training required by AB 1234 may be found here: www.ca-ilg.org/post/ab-1234-self-study.

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. Transparency law is intended to promote participatory democracy, 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 1974.⁴

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:⁵

- 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 700s." 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 must be completed 1) upon assuming office 2) on an annual basis while in office and 3) 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.⁶ 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, known as a behested payment.⁷ 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 laws⁸ 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.⁹

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.¹⁰ 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.¹¹
- **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.¹²
- **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.¹³ Nor is attendance at a social or ceremonial event in and of itself a violation.¹⁴ 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.¹⁵ 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 location and the issues to be addressed at each meeting.¹⁶
- **Agenda Descriptions.** Each agenda item shall provide a description of the item sufficient enough to inform the community as to whether they should want to participate and/or be heard on the item.
- **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.¹⁷ 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.¹⁸

- **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.¹⁹

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.²⁰ The public has the right to see any materials that are created as part of the conduct of the people's business.²¹ These materials include any writing that was prepared, owned, used or retained by a public agency.²² They include documents, computer data, e-mails, facsimiles and photographs.²³ The public may even have a right to access records such as texts and email messages on private devices and accounts used by a public official.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 attorney 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 a potential for any significant clash of duties or loyalties between the offices, or either officer exercises a supervisory, auditory or removal power over the other. The prohibition against the simultaneous holding of incompatible offices does not require the existence of an actual conflict between the offices. A potential for a significant clash between the two offices is sufficient to trigger the prohibition.³⁵ Note there can be specific legislative exceptions to incompatible office rules.

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.³⁶

Many competitive bidding requirements are locally imposed, for example, by charter cities as part of their municipal affairs authority.³⁷ State law also authorizes local agencies to adopt procedures for acquisition of supplies and equipment.³⁸ 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.³⁹ 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).⁴⁰ Note that it is a misdemeanor to split projects to avoid competitive bidding requirements.⁴¹

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.⁴² 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.⁴³ "Immediate family" includes one's spouse or domestic partner and dependent children.⁴⁴ 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.⁴⁵
- **Right-versus-Right Ethical Dilemmas.** This type of ethical dilemma involves those situations in which there are two conflicting sets of "right" values.⁴⁶

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, in as much 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

Disclaimer: Open meeting practices continue to evolve as the COVID-19 crisis continues and agencies use a wide range of technology to meet their needs. The information provided in this document is for general informational purposes only and is not intended to provide legal advice to any individual or entity. ILG urges you to consult with your own legal advisor before taking any action based on this information.



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 This is a requirement of the Political Reform Act. See generally Cal. Gov't Code §§ 87200 and following.
- ⁵ See Cal. Gov't Code §§ 87200-87210; 2 Cal. Code Regs. §§ 18723-18740.
- ⁶ See generally Cal. Gov't Code §§ 84100 and following; 2 Cal. Code Regs. §§ 18401 and following.
- ⁷ See Cal. Gov't Code § 82015(b)(2)(B)(iii).
- ⁸ 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).
- ⁹ See Cal. Gov't Code 54952.2(a); Cal. Gov't Code § 54954.2(a).
- ¹⁰ Cal. Gov't Code § 54952.2(a).
- ¹¹ Cal. Gov't Code § 54952.2(b); Cal. Educ. Code § 72121.
- ¹² Cal. Gov't Code § 54952.2.
- ¹³ Cal. Gov't Code § 54952.2(c)(2).
- ¹⁴ Cal. Gov't Code § 54952.2(c)(5).
- ¹⁵ See Cal. Gov't Code § 54954.5; Cal. Educ. Code § 71122.
- ¹⁶ Cal. Gov't Code § 54954.2(a); Cal. Educ. Code § 72121.
- ¹⁷ Cal. Gov't Code § 54954.3(a); Cal. Educ. Code § 72121.5.
- ¹⁸ Cal. Gov't Code § 54954.3(a).
- ¹⁹ Cal. Gov't Code § 54954.3(b); *White v. City of Norwalk*, 900 F.2d 1421, 1425 (9th Cir. 1990).
- ²⁰ Cal. Gov't Code § 54957.5.
- ²¹ See generally Cal. Gov't Code §§ 6250 and following.
- ²² Cal. Gov't Code § 6252(d).
- ²³ Cal. Gov't Code § 6252(e).
- ²⁴ *City of San Jose vs. Superior Court of the County of Santa Clara*, 2 Cal. 5th 608 (2017)
- 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 § 84308(a)(3); 2 Cal. Code Regs. § 18438.1.
- ³³ See Cal. Gov't Code § 84308(b).
- ³⁴ See Cal. Gov't Code § 1126.
- ³⁵ *People ex rel. Chapman v. Rapsey*, 16 Cal. 2d 636, 641-642 (1940)
- ³⁶ See Cal. Pub. Cont. Code § 100.
- ³⁷ *Smith v. City of Riverside*, 34 Cal. App. 3d 529 (1973).
- ³⁸ Cal. Gov't Code §§ 54201 and following.
- ³⁹ Cal. Pub. Cont. Code §§ 20160-20162.
- ⁴⁰ Cal. Pub. Cont. Code §§ 20120-20123.
- ⁴¹ Cal. Pub. Cont. Code § 20163.



⁴² See, e.g., Cal. Pub. Cont. Code § 20164.

⁴³ See 2 Cal. Code Regs. § 18703.5.

⁴⁴ Cal. Gov't Code § 82029; 2 Cal. Code Regs. § 18229.

⁴⁵ See Rushworth M. Kidder, *Moral Courage: Taking Action When Your Values Are Put to the Test* (William Morrow, 2005).

⁴⁶ See Rushworth M. Kidder, *How Good People Make Tough Choices: Resolving the Dilemmas of Ethical Living* (Simon and Schuster, 1995) 13-49.

MEMORANDUM



ITEM 3.2.

DATE: November 27, 2023
TO: Chair and Members of the Community Enhancement & Investment Fund Citizen Oversight Board
FROM: Randi Kay Stephens, Management Analyst II
Lindsay Samples, Management Analyst I
SUBJECT: **MEETING MINUTES OF THE COMMUNITY ENHANCEMENT & INVESTMENT FUND FROM NOVEMBER 30, 2022**

RECOMMENDATION

Review and Adopt Meeting Minutes from November 30, 2022.

RESULT OF RECOMMENDED ACTION

Minutes are memorialized for public information and transparency.

BACKGROUND

The Citizen Oversight Board last met on November 30, 2022 to review actual expenses to approve budget allocations and received a staff presentation on Measures H and Measure R funds.

ATTACHMENT(S)

1. Draft Meeting Minutes_November 30 2022

CITY OF RANCHO CORDOVA

**Community Enhancement & Investment Fund
Citizen Oversight Board Meeting
Wednesday, November 30, 2022**

**5:30 PM – Regular Meeting
David B. Roberts Council Chambers**

**City Hall
2729 Prospect Park Drive, Rancho Cordova**

Via Zoom

Draft Minutes**1. CEIF CITIZEN OVERSIGHT BOARD 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 5:29 p.m. Assistant City Clerk Persephonie Riley conducted the roll call:

- Citizen Oversight Board Members Present: Deane Burk, Lisa Burns, Enrique Cruz, Brian Faulconer, Elizabeth "Liz" Kaestner, Tegan Knifton, Kari Schoch
- Student /At-large Members Present: Valeria Aguilar and Nia Danelia
- Staff Members Present: Stacy Delaney, Kim Juran Karageorgiou, Persephonie Riley, Lindsay Samples, Randi Kay Stephens

2. PUBLIC COMMENT

Public comment was opened at 5:33 p.m. No additional members of the public were present or participating via Zoom. The public comment period was closed at 5:34 p.m.

3. REGULAR CALENDAR ITEMS**3.1. Review and Adopt Meeting Minutes from October 16, 2022.**

Motion made by Burk, seconded by Burns, carried by an 8-0-0 vote.

3.2. Fiscal Year Budget Overview

Stacy Delaney, Senior Management Analyst, and Kim Juran Karageorgiou, Administrative

Services Director, presented on the funding of Measure H and Measure R. Juran Karageorgiou shared information about the city’s revenues, expenses, percentages and amounts of property and sales taxes raised including Bradley-Burns. Juran Karageorgiou discussed how Measure H and R funds are collected via disbursements from the State of California and shared a visual representation of each tax dollar collected and how it supports the city to provide enhanced services to residents and businesses.

3.3. **Revenues Received in the Prior Fiscal Year**

Juran Karageorgiou presented the Detailed Trial Balance for Measure H during Fiscal Year 2021-22 and the Detailed Trial Balance for Measure R which included the last quarter (first collection of revenues) during Fiscal Year 2020-21 and the annual period of Fiscal Year 2021-22.

3.4. **Actual Expenditures Compared to Budget Allocations.**

Delaney presented the City of Rancho Cordova’s Adopted Resolutions for Measure H and Measure R along with reports that demonstrated actual expenses as of June 30, 2022, for each of those allocations authorized by city council resolutions.

Delaney reviewed expenditures line by line clarifying many of the projects that received extensions due to challenges of delivering programs or services during COVID-19 restrictions. Delaney presented a variety of specific projects/programs and how the Community Enhancement & Investment Fund works with grantees to allow for flexibility with accountability. In many cases the city has prepared amended agreements to extend timelines.

Delaney presented on how Measure H funds are allocated to specific city purposes (Public Safety, Public Works, Community/Economic Development, etc.), legacy projects, and how funding buckets are created to provide specific types of programming within the city (Arts, Athletics, etc.).

3.5. **Grantee Compliance with Reporting Requirements.**

Lindsay Samples, Management Technician, presented on compliance as it relates to grantees completing timely Use of Funds and Outcomes Reports as part of the requirements within their agreements with the City of Rancho Cordova. Samples clarified the process for submitting reports and how it aligns with a project’s timing and purpose. She also shared that in addition to reviewing reports, staff completes site visits with grantees.

Samples shared the details of the internal process for reviewing Use of Funds Reports including reconciling receipts, credit card statements, bank statements, and accounting documents. For the Outcomes Reports, Samples shared how grantees submit written narratives about the programs/projects being delivered, details about the participants or impact, noting the challenges/barriers in completing projects, as well as the grantees’ pictures and notes.

To support newer and some existing grantees, Samples is providing virtual and in-person workshops to ensure compliance that meets the City of Rancho Cordova’s standards to account for each expenditure.

Samples reviewed three different reports with the Citizen Oversight Board to demonstrate the diversity in grantee awards and processes, also highlighting how amendments for time extensions or funding changes impact the reports. Samples detailed the process of reviewing materials, seeking supplemental information from grantees, and process for reimbursements

ITEM 3.2.

ATTACHMENT 1

Rancho Cordova Community Enhancement and Investment Fund Citizen Oversight Board – Draft Minutes
Regular Meeting of Wednesday, November 30, 2022

when necessary. As part of the internal review, Samples monitors grantees to ensure funds are used for intended purposes with transparency, and within the grant's term.

4. SCHEDULING OF NEXT MEETING

4.1. Citizen Oversight Board Meeting Planning and Scheduling

The scheduling of the next meeting will occur in the Fall of 2023.

5. ADJOURNMENT.

Chair Knifton adjourned the meeting at 7:22 p.m.

MEMORANDUM



ITEM 3.3.

DATE: November 27, 2023
TO: Chair and Members of the Community Enhancement & Investment Fund Citizen Oversight Board
FROM: Randi Kay Stephens, Management Analyst II
Lindsay Samples, Management Analyst I
SUBJECT: **FY 2022/2023 MEASURE H AND MEASURE R FUNDED PROJECTS AND PROGRAMS**

RECOMMENDATION

Receive a staff presentation and make recommendations for the FY 2022/2023 Community Enhancement & Investment Fund's Annual Report.

RESULT OF RECOMMENDED ACTION

The Citizen Oversight Board will provide recommendations on which Measure H and Measure R-funded projects and programs to highlight in the FY 2022/2023 Community Enhancement & Investment Fund's Annual Report.

BACKGROUND

Staff will share an overview of the Community Enhancement & Investment Fund's Annual Report. Staff will provide information on the seven Project/Programs categories supported by Measure H and Measure R funds during FY 2022/2023.

1. Legacy Fund Allocation
2. Public Works/Infrastructure
3. Community & Economic Development
4. Public Safety
5. Arts, Culture, History, Entertainment & Sports
6. Education, After-School Programs & School Gardens
7. Other Community Priorities

ATTACHMENT(S)

1. Community Enhancement & Investment Fund FY 2021/2022 Annual Citizen Report
2. Measure H 119-2022 Approved Resolution
3. Measure R 118-2022 Approved Resolution

CITY OF RANCHO CORDOVA COMMUNITY ENHANCEMENT & INVESTMENT FUND FISCAL YEAR 2021/2022 CITIZEN REPORT



Dear Rancho Cordova Resident,

Thank you for taking the time to read the annual *Community Enhancement & Investment Fund Citizen Report*. As stewards of this fund, this annual report illustrates the many projects funded in Fiscal Year 2021/2022 to enhance our community and invest in opportunities for residents and businesses.

The Community Enhancement & Investment Fund is supported by both Measure H and Measure R, which are half-cent, sales tax measures approved by voters in November 2014 and November 2020. The fund supports public safety, public works/infrastructure, community-driven programs, community & economic development, and other community priorities.

Now in its seventh year, the Community Enhancement & Investment 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 priority areas, which are outlined in this report. More than 70 projects were selected for funding during Fiscal Year 2021/2022.

During Fiscal Year 2021/2022, the city began receiving additional revenue from Measure R and expanded funding in these priority areas: legacy fund, public works/infrastructure, and community & economic development for COVID-19 pandemic response and economic recovery, as well as affordable housing and homelessness. This report provides an overview of projects during Fiscal Year 2021/2022 and explains how sales tax revenue was spent.

We are proud to have recently celebrated two milestone projects opening in the City of Rancho Cordova. The \$8 million Mills Middle School Softball Complex, a first-class amenity for Rancho Cordova and our region, was brought to life through a partnership with the city, Folsom Cordova Unified School District and Cordova Girls Softball. In addition, our community's dream of a place to support our youth has now become a reality with the opening of the Rancho Cordova Youth Center, thanks to an \$8.4 million investment, the generous contribution of the building by Center of Praise Ministries, and our partners. The Rancho Cordova community truly cares about the success and future of our youth.

To provide an extra layer of oversight for the Community Enhancement & Investment Fund, an Oversight Board was created in 2017 that includes up to nine city residents who provide feedback and recommendations to city staff, including accomplishments highlighted in this report.

The city takes great pride in serving Rancho Cordova through stewardship of the Community Enhancement & Investment Fund and in providing this report to you each year. For more information, visit CityofRanchoCordova.org/CommunityEnhancementInvestmentFund.

You may have read that I am retiring after nearly 20 years of service at the City of Rancho Cordova. It has been my honor and privilege to serve you as City Manager for the past seven years. I am proud to share that Deputy City Manager Micah Runner has been selected as the incoming City Manager to lead Rancho Cordova into the next chapter as the city turns 20 years old. We have accomplished so much since we became a city, and the future will continue to be bright for Rancho Cordova.

Sincerely,



Cyrus Abhar
City Manager



Micah Runner
Incoming City Manager



SEVEN-YEAR SNAPSHOT

ITEM 3.3

Following are key community priority areas created by the City Council in partnership with residents and businesses, including the percentage of grant funding over the last seven fiscal years and project highlights.

ATTACHMENT 1

RANCHO CORDOVA YOUTH CENTER

Legacy Fund

23%

- Large-scale projects that cross multiple fiscal years, including:
- Funded the new Youth Center that is now open
- Partially funded the new, now-open Softball Complex at Mills Middle School
- Partially funded the Mills Crossing community amenity that is in development

Community & Economic Development

21%

- Beautified residential and commercial properties throughout the city
- Launched COVID-19 assistance programs for residents and businesses
- Launched workforce development educational and training opportunities for residents

Public Works/Infrastructure

18%

- Repaved roads, repaired sidewalks and improved safety in multiple neighborhoods
- Completed the Chase Drive/Coloma Road Plaza Project
- Completed the Sunrise Boulevard Rehabilitation Project

Public Safety

12%

- Continued funding the proactive Crime Suppression Unit and Folsom-Olson-Zinfandel Area Program through the Rancho Cordova Police Department
- Supported local youth through Rancho Cordova Police Activities League staffing, programs and events

Arts, Culture, History, Entertainment & Sports

10%

- Opened the Mills Station Arts & Culture Center and restored the historic American River Grange
- Created and enhanced music programs at schools, as well as brought musical and performing arts performances to our community
- Improved sports fields and provided equipment, coaching and additional resources for youth sports programs

Education, After-School Programs & School Gardens

6%

- Developed the first-in-the-region Rancho Cordova Promise Program to send students and veterans to Folsom Lake College tuition free
- Formed multiple after-school educational programs to support students
- Built and supported school gardens at multiple schools

Other Community Priorities

6%

- Supported homeless individuals and families through Mather Veterans Village and the Rancho Cordova Homeless Assistance Resource Team
- Distributed meals to households, seniors, students and homeless individuals through multiple organizations, especially during the COVID-19 pandemic

Administration & Communications

4%

- Funded the administration of the Community Enhancement & Investment Fund, which does not exceed 5% of the total annual fund budget each year
- Developed an annual Citizen Report, administered the Oversight Board and provided staffing

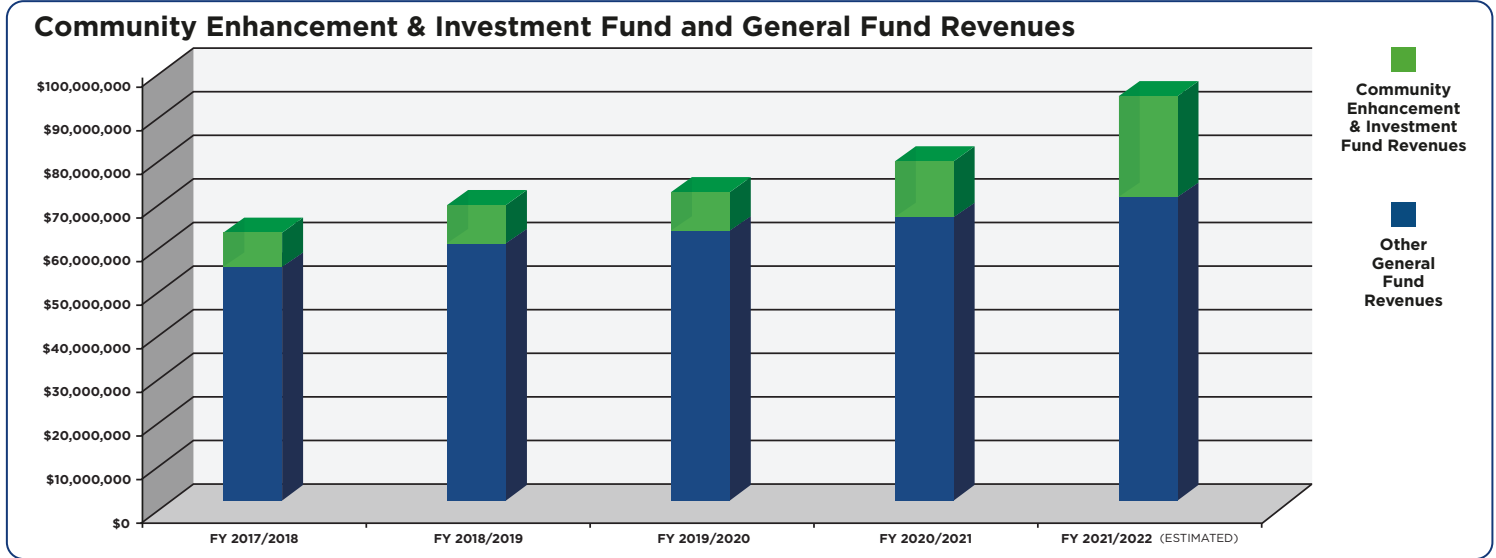


COMMUNITY ENHANCEMENT & INVESTMENT FUND PROJECTS ATTACHMENT 1

FISCAL YEAR 2021/2022

Following is an overview of the last five fiscal years of Community Enhancement & Investment Fund and General Fund revenues, as well as project examples during Fiscal Year 2021/2022.

During Fiscal Year 2021/2022, the Community Enhancement & Investment Fund is estimated to have generated approximately \$23.6 million in sales tax revenue, which now includes Measure R revenue. This sales tax revenue is part of the city's General Fund but accounted for separately. The chart below depicts the last five fiscal years of these revenues.



Read on to learn about Community Enhancement & Investment Fund projects that supported our community during Fiscal Year 2021/2022. Project examples in all seven priority areas include descriptions, statistics, funding and status of larger projects.

LEGACY FUND

Allocation: \$5,078,319

MEASURE R Revenue



The Community Enhancement & Investment Fund provides funding for large-scale projects through an annual legacy fund allocation. Legacy projects cross multiple fiscal years due to the complex nature of the projects. Below are some specific project examples in this priority area.

RANCHO CORDOVA YOUTH CENTER

Grant: \$5,671,319

A 1.75-acre property on Investment Circle to serve students, with a focus on equity and inclusion, mentorship, academic support and sports activities



MILLS CROSSING

Grant: \$1,000,000

Pre-development work for new community amenity on a 9.8-acre site on Folsom Boulevard



SOIL BORN FARMS IMPROVEMENTS

Grant: \$887,000

Improvements and upgrades to utilities, parking lot and access driveway, drainage, lighting and native plantings



LITTLE LEAGUE FIELD RENOVATION PROJECT

Grant: \$4,000,000

Plans for improvements to existing little league fields or building new fields at another location



ENHANCING COMMUNITY & ECONOMIC DEVELOPMENT

ITEM 3.3

Allocation: \$8,830,000

ATTACHMENT 1



Below are some specific project examples in this priority area.

NEIGHBORHOOD SERVICES ABATEMENT PROGRAM

Grant: \$200,000

Cleaned up
252
locations

Recovered
575
shopping carts

Removed
541,000+
pounds of trash



COMMUNITY BEAUTIFICATION PROJECTS AND COMMUNITY-BUILDING

Grant: A fund of up to \$130,000

Completed **21**
beautification and
community service
projects

Served
3,000+
residents

Provided **6**
microgrants for
neighborhood
events



AFFORDABLE HOUSING/HOMELESSNESS

Grant: \$1,700,000

SUNRISE CROSSING COMMUNITY

Under
Construction

An **82-UNIT** affordable housing
community on Folsom Boulevard



DIGITAL EQUITY PROGRAM

Distributed **250** tablets
and **240** computers
to low-income residents



COVID-19 PANDEMIC RESPONSE & RECOVERY

Grant: \$3,750,000

SMALL BUSINESS RECOVERY GRANTS



Supported **58** small businesses
with **\$1,090,000** in grants

BUSINESS RETENTION

Partnership with Rancho Cordova Area
Chamber of Commerce

Distributed **16,000** KN95 masks
and **20,000** surgical masks,
sanitizer and testing kits



Supported **70** minority-owned businesses
through training, technical assistance and
COVID-19 impact analysis

Created and distributed **3,000**
city resource guides for businesses

BUSINESS LICENSE FEE WAIVER

Issued **900**
free business
licenses

Saved small and
home-based businesses
\$92,000



WORKFORCE DEVELOPMENT PROGRAM

Provided **6** free
educational and
training programs



Served
186
residents

RCITY DIGITAL APP

Launched a digital app for
businesses and those who
dine and shop in the city

Featured **184**
businesses for free

Generated
1,100+ app users



RANCHO DELIVERS

Partnership with
Raley's and Safeway

Provided **349** free
grocery deliveries to
residents

Saved residents
\$2,500



PET LICENSE FEE WAIVER

Issued **1,990** free pet
licenses to residents

Saved residents
\$60,000



Available
through
June 2023

ENHANCING PUBLIC WORKS/ INFRASTRUCTURE

ITEM 3.3

Allocation: \$5,300,000

ATTACHMENT 1



Below are some specific project examples in this priority area.

CORDOVA VINEYARDS AND CORDOVA LANE REHABILITATION PROJECT Grant: \$4,795,000

2022 American Public Works Association Sacramento Chapter Project of the Year Award

COMPLETED

Paved **14.8** miles of street

Upgraded **20,800** square feet of sidewalk

Upgraded **87** sidewalk ramps

Installed **3.2** miles of bike lanes

2022 SIDEWALK IMPROVEMENT PROJECT Grant: \$200,000



Repaired **6,590** square feet of sidewalk
Repaired **7,045** linear feet of curbs and gutters

TREE-FRIENDLY CITY Grant: \$130,000

Planted **296** trees at **125** locations

Removed **69** tree stumps from **47** locations

ENHANCED LITTER REMOVAL AND GRAFFITI REMOVAL PROGRAM

Grant: \$175,000

Collected **4,930+** bags of trash



Removed **984** graffiti tags

ENHANCING PUBLIC SAFETY

Allocation: \$1,761,839

The Community Enhancement & Investment Fund provided an additional \$1,761,839 to the \$25 million+ annual police budget. Below are details in this priority area.

CRIME SUPPRESSION UNIT Grant: \$1,190,187

ARRESTS MADE	
206 felony	52 misdemeanor
168 felony warrant	44 misdemeanor warrant

407 contacted probationers



SCHOOL YOUTH PROGRAMS

Grant: \$270,506

Funded **1** Rancho Cordova Police Activities League/Youth Center Officer

Served **92** students through **6** school youth programs



FOLSOM-OLSON-ZINFANDEL AREA PROGRAM

Grant: \$301,146

Supported **48** businesses through Business Watch Program



ENHANCING ARTS, CULTURE, HISTORY, ENTERTAINMENT & SPORTS ATTACHMENT 1

ITEM 3.3

Below are some specific project examples in this priority area.

Allocation: \$1,529,748

MILLS STATION ARTS & CULTURE CENTER (MACC) PROGRAMMING AND OPERATIONS

Grant: \$172,000

Hosted **9** exhibits,
22 art workshops,
20 theatre shows,
6 concerts,
8 artist spotlights
and **8** lectures

Celebrated
its 5th
birthday


Served
4,700
visitors



DOCUMENTARY FILM AND FESTIVAL

Grant: \$75,325

Hosted first California Capital
Documentary Film Festival

	Showed	from	over
	49 films	14 countries	3 days

Partnership with
California Capital Arts Foundation
and California Capital Film Office

Created first Rancho Cordova
documentary film: *Rancho Cordova, from
the Gold Rush to the Space Race*

Partnership with Nimbus Films



FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT ATHLETIC PROGRAMS SUPPORT

Grant: \$253,250

Supported **1** high school
and **2** middle schools
Purchased uniforms
for **10** teams
Upgraded **3** facilities



Served **3,000+**
students

Updated equipment and
supplies in **22** areas

Celebrated **15** athletic
championships or tournaments

MULTI-CULTURAL COMMUNITY EVENTS

Grant: \$15,000

Ankur Sacramento, a
nonprofit of Bengali people,
hosted a **Basanta Panchami
Festival of Knowledge**,
an event to celebrate
education, arts and culture.

Gujarati Samaj of Sacramento,
a nonprofit of Gujarati people,
hosted a **Navratri Event**, a
celebration of good over evil.

Kannada Sangha of
Sacramento, a nonprofit
of Kannadigas, hosted a
Ranga Vasantha Event, a
festival of art and culture
to welcome spring.

Served **430** people



ENHANCING EDUCATION, AFTER-SCHOOL PROGRAMS & SCHOOL GARDENS

ITEM 3.3.

ATTACHMENT 1

Below are some specific project examples in this priority area.

Allocation: \$486,418

SACRAMENTO SPLASH YOUTH ENVIRONMENTAL LEADERSHIP CAMP

Grant: \$29,700

Launched **first Youth Environmental Leadership Camp**

Served **30** 6th and 7th graders



CORDOVA LANCERS, LEADERS & LEGENDS MENTORS

Grant: \$75,000

Provided a **free, community-based mentoring program** for youth at Cordova High School, Kinney High School, Prospect Community Day School and Mills Middle School

Served **129** middle and high school students



Volunteered **1,461** hours of community service

GOVERNMENTS ENGAGING YOUTH

Grant: \$81,168

Partnership with **PRO Youth and Families**



Served **17** students in year-long Youth @ City Council program

Served **23** students in four-week Summer @ City Hall program

ELEMENTARY SCHOOL LITERACY PROGRAMS

Grant: \$10,500



Purchased **227** new cultural and young adult library books for Sunrise Elementary School

Purchased **206** new cultural and young adult library books for Robert J. McGarvey Elementary School

Purchased **1** book vending machine for Williamson Elementary School

Holds **100** books at a time that **474** students could earn through a positive rewards program



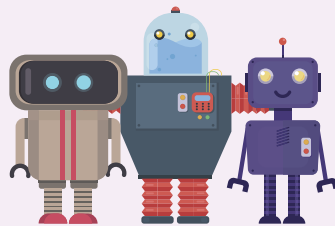
SIVIDHA INTERNATIONAL FOUNDATION PROGRAMS

Grant: \$21,900

Launched a **robotics training program** and **competition** for middle school students

Launched a **speech and debate program** for 4th-8th graders

Served **91** students



GEORGE WASHINGTON CARVER SCHOOL COLLEGE PREP PROGRAM

Grant: \$26,150

Provided **53** students with college counseling sessions, mock interviews, SAT preparation and more



SCHOOL FIELD TRIPS AND ASSEMBLIES

Grant: \$50,000



Provided **7** field trips



and **13** campus activities



Served **11** Rancho Cordova schools



and **2,000+** students

ENHANCING OTHER COMMUNITY PRIORITIES

ITEM 3.3.

ATTACHMENT 1

Allocation: \$1,785,520

Below are some specific project examples in this priority area.

NEIGHBORHOOD IMPROVEMENT PROJECTS

Grant: \$250,000

Partnership with Rebuilding Together Sacramento and Habitat for Humanity of Greater Sacramento

Completed **109** projects at these homes

Improved **44** homes through painting, landscaping, interior projects and more



LOCAL COMMUNITY SERVICE PARTNERSHIPS FUND

Grant: A fund of up to \$75,000

Held **7** community events and **1** community program

Served **12,000+** residents



NONPROFIT RECOVERY GRANTS

Grant: \$335,000

Awarded grants to **36** nonprofit organizations for COVID-19 pandemic recovery



NUTRITION SERVICES FOR RESIDENTS

Grant: \$85,000



Distributed **907,980** meals to households and individuals

Distributed **39,930** meals and **13,470** snacks to students

Partnership with Rancho Cordova Food Locker, Meals on Wheels by ACC and Blessings in a Backpack

RANCHO CORDOVA POLICE ACTIVITIES LEAGUE VAN AND OUTDOOR ADVENTURE CLUB

Grant: \$41,800



Launched the Outdoor Adventure Club

Served **50+** children



Hosted **10** adventures



Participated in **12** events and **6** community service projects



Leased **1** van for club transportation

RANCHO CORDOVA HOMELESS ASSISTANCE RESOURCE TEAM WINTER SHELTER

Grant: \$30,000

Served **507** homeless individuals



Involved **250** volunteers in providing a winter shelter, referrals and counseling, food, resources and more



CORDOVA HIGH SCHOOL ENGINEERING ACADEMY

Grant: \$50,000

Purchased **17** laptop computers and **3-D** modeling software for the new Production Innovation and Design Pathway Curriculum



Served **124** 9th-12th grade students who formed a business that produces banners and robots

WHISKER WARRIORS SPAY, NEUTER AND VACCINE PROGRAM

Grant: \$36,000

Spayed and neutered **279** dogs and cats

Served **314** residents with vouchers and traps

Provided pet food to **60** residents monthly and **100** seniors weekly





COMMUNITY ENHANCEMENT & INVESTMENT FUND

PROJECT MAP

Community Enhancement & Investment Fund projects and programs supported every neighborhood in the City of Rancho Cordova during Fiscal Year 2021/2022.

This map highlights projects and programs by key community priority area. Please note Public Safety allocations enhance services citywide and are, thus, not shown on this map.

COMMUNITY GRANTS

The City of Rancho Cordova provides grants to individuals, organizations, businesses and community partners who are interested in enhancing the Rancho Cordova community through arts, culture, history, entertainment & sports; education; and other projects. Grants are made annually and traditionally open in February. Sign up for the city's e-newsletter to receive the latest updates on funding opportunities at CityofRanchoCordova.org/ENews.

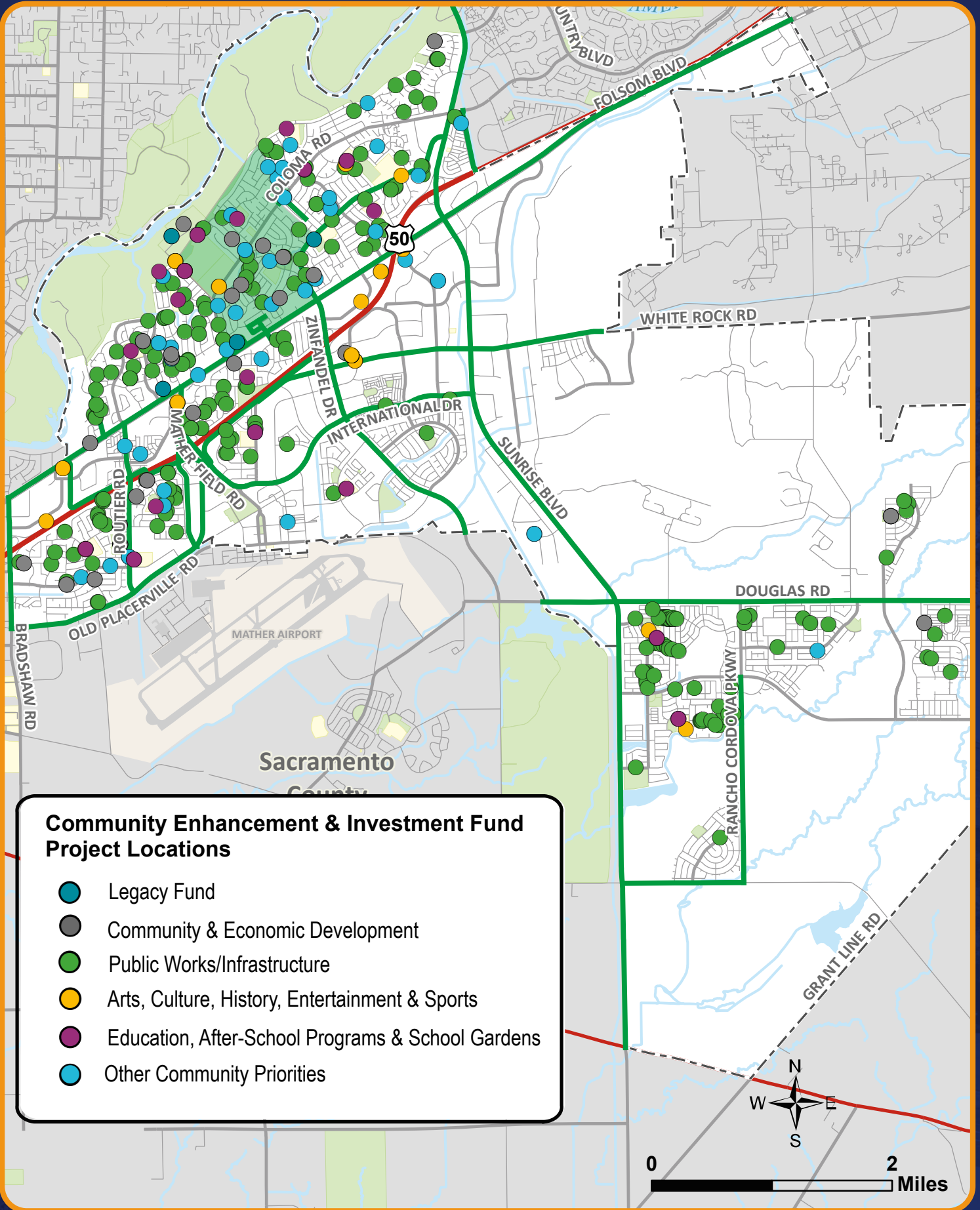
VISUAL ART GRANTS

The City of Rancho Cordova anticipates opening calls for artists in the coming year for opportunities in our community. If you are interested in receiving information on future visual art grant opportunities, submit your name and email address at CityofRanchoCordova.org/CommunityEnhancementInvestmentFund or scan the QR code below.

LEARN MORE

For a full list of approved projects, program updates and an interactive tool and map, visit CityofRanchoCordova.org/CommunityEnhancementInvestmentFund or scan the QR code.





2729 Prospect Park Drive
 Rancho Cordova, CA 95670



CITY OF RANCHO CORDOVA

RESOLUTION NO. 119-2022

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
APPROVING THE FISCAL YEAR 2022-2023 AMOUNTS FOR COMMUNITY GRANTS,
LEGACY FUND, AND DEPARTMENT PROJECTS AND PROGRAMS TO BE FUNDED FROM
THE MEASURE H/COMMUNITY ENHANCEMENT AND INVESTMENT FUND**

WHEREAS, in November 2014, Rancho Cordova voters approved Measure H, a ½ cent sales tax measure, which now generates approximately \$11 million of annual revenue for the City's general fund; and

WHEREAS, the revenues from the Measure H/Community Enhancement and Investment Fund are locally controlled by the City; and

WHEREAS, the City Council and staff invited the community to submit applications to receive funding from the Measure H/Community Enhancement and Investment Fund and more than 90 such applications were received and considered by the City Council; and

WHEREAS, the City Council also considered recommendations from City staff and Council Members regarding projects to be funded from the Measure H/Community Enhancement and Investment Fund; and

WHEREAS, the City Council, at public meetings, has considered all grant applications, public comments, staff recommendations, and City Council proposals regarding the Measure H/Community Enhancement and Investment Fund; and

WHEREAS, the City Council now desires to approve final funding recommendations for projects to receive funding for the 2022-2023 fiscal year from the Measure H/Community Enhancement and Investment Fund, while recognizing that some projects may require subsequent discretionary approvals by the City Council to meet certain legal requirements.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AS FOLLOWS:

1. The Fiscal Year 2022-2023 Measure H/Community Enhancement and Investment Fund Budget and Project list is attached as Exhibit A.
2. That the amounts stated in the Fiscal Year 2022-2023 Measure H/Community Enhancement and Investment Fund Budget and Project List shall become and thereafter be appropriated to funds stated therein and said monies are hereby appropriated.
3. The City Manager is authorized to approve expenditure adjustments within individual funds so long as the total appropriated within each major fund is not exceeded.
4. Additionally, the City Manager, or designee, is authorized to adjust Measure H/Community Enhancement and Investment Fund project allocations per the authority granted under Resolution 122-2021.
5. City staff is authorized to and shall expeditiously process all projects receiving a "Category 1" assignment in Exhibit A, including the execution of funding agreements

related to such projects, so that grant funds are distributed as soon as possible.

- 6. City staff shall ensure that all projects receiving a “Category 2” assignment will move forward as soon as all outstanding issues are resolved, including those related to public bidding and/or prevailing wage requirements; and City staff is authorized to execute required funding agreements and coordinate with necessary outside agencies and parties regarding these projects.
- 7. Recognizing that the group of projects receiving a “Category 3” assignment in Exhibit A require more extensive staff time to create specifications and meet legal requirements (including public bidding requirements, prevailing wage rules, property entitlements, and/or requirements under the California Environmental Quality Act) City staff shall ensure that planning for these projects makes timely progress and staff shall submit any items requiring additional City Council approval to the Council in a timely fashion.
- 8. All funding agreements related to the Measure H/Community Enhancement and Investment Fund grants shall be executed by the City Manager, approved by the City Attorney, and shall include requirements to ensure that grant recipients utilize grant monies for the purposes outlined in the approved grant applications. To ensure timely issuance of grant funding, grantees will have 60 days following the receipt of their grant funding agreement to provide the required documentation back to the City needed to execute the agreement. This is being done to help mitigate projects being delayed and/or not finishing during the fiscal year and ensure projects move forward in a timely manner. The Measure H/Community Enhancement and Investment Fund estimated budget is based on the latest available sales tax data at the time the grant applications were approved by the City Council. Although the intent is to see all the approved projects move forward through completion, the impacts from the COVID-19 pandemic may result in some projects not moving forward at all or moving forward in a capacity less than what was anticipated at the time the project was approved for funding.


PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 20th day of June 2022 by the following vote:

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

NOES: None

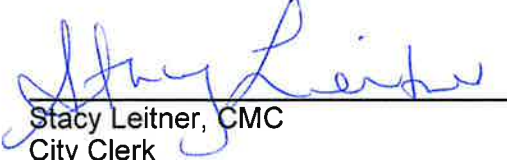
ABSENT: None

ABSTAIN: None



Donald Terry, Mayor

ATTEST:



Stacy Leitner, CMC
City Clerk

**ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects ATTACHMENT 2
Exhibit A to Resolution No. 119-2022**

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
2	Arts, Culture, History, Entertainment & Sports	Rancho Cordova River City Concert Band: Enhancements	This project would provide funds to the Rancho Cordova River City Concert Band (RCRCCB) for equipment, musical talent, and related expenses, thereby enhancing its potential to provide high-quality musical performance events in the City of Rancho Cordova and to equip the RCRCCB to represent the City of Rancho Cordova as musical ambassadors within the region. The goal of the volunteer-driven RCRCCB is to engage with and represent the community of Rancho Cordova with superior musical performances, foster musical interest among children, bring world-class guest artists, conductors and composers to the Rancho Cordova stage, and to provide performance opportunities for skilled community musicians.	\$20,000	\$20,000	1	Recommended to receive full grant request and consistent with other performing arts grants.
3	Arts, Culture, History, Entertainment & Sports	Nu Art Education: Theater Arts & SEL Integration Program at Williamson Elementary School	NorCal School of the Arts outreach program proposes to provide every classroom at Williamson Elementary School with 10 theatre arts and social-emotional learning (SEL) integrated classes as well as an after school production for students wanting to engage in further after school theatre arts programming. Grant funds provided by the City will enable NorCal School of the Arts to serve more than 500 students during school in the Fall of 2022. During the Spring of 2023, students will have the option to participate in an after-school program that will culminate in a fully-produced musical at the school. NorCal teaching artists are trained in weaving SEL strategies into theatre arts lessons. These classes will also act as a professional development opportunity for the Williamson Elementary classroom teachers to learn how to integrate SEL strategies through theatre arts. Teachers will have access to all the curriculum and Theatre/SEL-integrated resources to continue the exercises once the program is completed.	\$25,000	\$15,000	1	Recommended for funding at the same level as FY 2021-22; \$15,000.
5	Arts, Culture, History, Entertainment & Sports	Sacramento Performing Arts Conservancy: Cordova Youth Spotlight Orchestra Expansion	This proposed project builds on progress in 2021/22, the pilot year of the Cordova Youth Spotlight Orchestra (CYSO). It expands student membership from 24 to 32 students. It opens beginning strings to all elementary grades. Based on learnings from the pilot, this project increases the frequency of classes from once to twice a week and seeks funds to pay all student tuition and supplies. Twenty-four scholarship students completed one year of instruction: 11 in orchestra and 13 in beginning strings. These students want to continue developing their skills, and new students are needed to expand the orchestra by 30% to 32 members or more. This project extends the beginning strings class to all elementary grades with parent participation required for students in grades 1 through 3 and encouraged for grades 4 through 6. In 2021, almost half of the CYSO applicants were elementary students who had no experience playing a musical instrument. Sacramento Performing Arts Conservancy accommodated them by adding a beginning strings class. By the end of the year, four beginning students were promoted to the orchestra, and beginning strings students outnumbered orchestra students. Students will receive instruction twice a week for 34 weeks beginning in September 2022 and ending in May 2023. Like the pilot project, students will perform at least two concerts for the Rancho Cordova community. Additional mini concerts were held during the pilot project and are likely to be held again.	\$22,000	\$20,000	1	Recommended for funding similar to that of other performing arts organizations; \$20,000.
7	Arts, Culture, History, Entertainment & Sports	Mandarins of Sacramento: Imperial Winds	Mandarins proposes to introduce "Imperial Winds", a winter performing arts ensemble focusing on brass and woodwind instruments, to be based in Rancho Cordova. Winter Winds ensembles present an original show each year, approximately 8-10 minutes in length, and refine it throughout the winter season. Shows are performed and are judged in various musical and visual categories. Musical repertoires vary widely among corps and include symphonic, jazz, big band, contemporary, rock, wind band, vocal, rap, Broadway, and Latin music, among other genres. Winter Winds ensembles do not have any required instrumentation. In fact, there are purposely less regulations and restrictions against winds groups, in regard to instrumentation. These less stringent rules exist in order to encourage experimentation and freedom of expression. Winds groups also often incorporate percussion elements and guard elements into their performances, resulting in a unique mix of electric synergy. Imperial Winds will address a current need in the community – high schools in Rancho Cordova only offer winter percussion and winter guard programs and Sacramento State only offers an independent winter percussion group. It will be open to all interested woodwind and brass players between the ages of 16-23 years of age. Experience camps will be held in November and December during which students will have the opportunity to hone the musical skills and learn basic movements used in the performances. In January, any interested student is eligible to audition for the forty available competitive openings in the ensemble. The ensemble will continue to practice and perfect their music and visual performance as a team.	\$20,050	\$20,000	1	Recommended for funding similar to that of other performing arts organizations; \$20,000.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
11	Arts, Culture, History, Entertainment & Sports	FCUSD: Mills Middle School Drumline	Drumline intends to teach students how to become active members in a working and performing percussion ensemble. This course intends to attract those students who are less apt to sign-up for traditional band/orchestra courses, while continuing to offer the same fundamental musical training that motivates and inspires positive creativity. All students will learn to play and will be expected to demonstrate competency on battery percussion (snare/bass/tenor-drums), and orchestral percussion (marimba/xylophone/bells/limpani, etc.). Grades are based on participation, attendance, practice, and rehearsal technique. Drumline performs at concerts, assemblies, school rallies and sporting events throughout the school year. Their sporting events attract members of the Rancho Cordova Community who will hear, see, and experience the community pride represented by Mills performance drumline. Drumline shows are cross-curricular in that they incorporate dance and movement, theatrical performance, and artistic set-design to create a narrative or explore a theme. Such productions are a reflection of the opportunities to celebrate and exchange ideas and interests unique to community culture, demonstrating positive personal and cultural awareness. Drumline will aid in creating repertoire for school and community building such as pep-rallies and athletic events. If funded, in years 2-4, a small amount of subsequent funding is requested (\$1,500 each year).	\$15,000	\$15,000	1	Recommend to receive full grant request. Multiyear request for funding for four years. Recommend to approve as \$15,000 for first year, then \$1,500 for three years thereafter.
13	Arts, Culture, History, Entertainment & Sports	Symphony d'Oro Rancho Cordova: Season 2022-23	This proposed project would provide funding to Symphony d'Oro Rancho Cordova to be expended for music, performance venue rental, recording fees, guest performing artist/composer fees and related expenses to continue and expand would-class orchestral music offerings in traditional and non-traditional venues in the City of Rancho Cordova.	\$26,000	\$20,000	1	Recommended for funding similar to that of other performing arts organizations; \$20,000.
14	Arts, Culture, History, Entertainment & Sports	Sacramento Children's Museum: General Operations Support	The Sacramento Children's Museum requests funding for three years to support their rebuilding efforts so that they can create more engaging and innovative learning experiences for children. Funding will ensure their stability as they move forward in rehiring staff, increasing hours and capacity, and bringing back community events. With funding support they aim to increase education staffing, hire marketing staff, implement a retention plan for current staff, host six large special events annually, and offer 50% of events at no cost to visitors.	\$150,000	\$150,000	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2024-25.
15	Arts, Culture, History, Entertainment & Sports	Sacramento Philharmonic & Opera: Rancho Cordova Pop-Up Concerts	With grant funding, the Sacramento Philharmonic & Opera would be able to again present a free concert series (at least five concerts, depending on the number of musicians) in locations throughout Rancho Cordova. These concerts would take place in different venues throughout Rancho Cordova and would feature small groups of musicians (4-6) who could perform a variety of classical, pops, and other styles of music. Due to the flexible nature of these concerts, they could tailor each presentation to make it most engaging for the intended audience and for the location. For these performances, they would look to again collaborate and communicate with established partners to assess dates and times for performances that they could perform in conjunction with, and potential new opportunities for concerts that would be impactful for the community.	\$15,000	\$15,000	2	Recommended to receive full grant request.
16	Arts, Culture, History, Entertainment & Sports	Hummingbird Theatre Company: 2022-23 Season	Hummingbird Theatre Company wants to make theatre accessible to the people. They believe in engaging audiences with performances that not only reflect thoughtfully, laugh longer, and feel more, but also inspire pride in their hometown of Rancho Cordova. This season, they would like to bring some laughter and cheer to the children of Rancho Cordova by presenting "From the Page to the Stage" Literary Adaptation Children's Show in either November or December of 2022. This production would be a one-hour touring show suited for all ages, where they would bring classic children's stories and tales to life by adapting and performing them onstage. Their show in April, would be geared towards the whole family, as they would like to present "The Greatest Showcase" – a Musical Theatre Broadway Review. This show would feature local talented performers singing, dancing, and acting out songs from musical theatre favorites, such as Phantom of the Opera, Shrek the Musical, Hamilton, and Rent.	\$29,800	\$20,000	1	Recommended for funding similar to that of other performing arts organizations; \$20,000.
17	Arts, Culture, History, Entertainment & Sports	CCCF: Rancho Cordova Youth Poet Laureate	The project would provide funds to the Cordova Community Council (CCC) to further develop and conduct a Youth Poet Laureate program for the City of Rancho Cordova which is in alignment with the National Youth Poet Laureate program. Using a timeline that aligns with the National Youth Poet Laureate program, the CCC would design a Rancho Cordova schedule and program which would eventually put local contestants in line to compete for the national title. The CCC inherited this project late in 2021-22, too late to engage in the national program. By extending the project into 2022-23, the CCC believes a local program can align with the curriculum and standards developed for the national program and launch with the cooperation of local schools and teen organizations. The National Youth Poet Laureate program celebrates the nation's top youth poets who are committed to artistic excellence, civic engagement and social justice. As part of this national framework, which CCC has joined, the national organization works with local youth literary arts organizations to identify and celebrate exceptional youth poets who use their voice to inspire change.	\$10,000	\$10,000	1	Recommended to receive full grant request.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
19	Arts, Culture, History, Entertainment & Sports	Ankur, Inc.: Festival of Knowledge	A grant would provide funds to Ankur to organize and host the Festival of Knowledge a whole day/night event, symbolizing and celebrating education, arts, and culture. The event displays the talent that children and adults have in various arts and cultural fields. This includes an essay competition, music, dance performances, drawing exhibitions, public speaking, etc.	\$12,500	\$5,000	1	Recommend for event sponsorship at \$5,000 level.
21	Arts, Culture, History, Entertainment & Sports	Sacramento Telangana Association: Festival of Flowers	A grant would provide funds to Sacramento Telangana Association (STA) to organize and host the "Bathukamma" Festival known as the Festival of Flowers. Every year during the September - October timeframe the festival is held and celebrates the inherent relationship between earth, water, plants, flowers, and human beings. They are partnering with other nonprofits and organizations for wider community outreach. A grant would allow STA to help educate and organize this unique festival in Rancho Cordova.	\$12,000	\$5,000	1	Recommended for event sponsorship at \$5,000 level.
22	Arts, Culture, History, Entertainment & Sports	Sacramento Telangana Association: International Kite Festival	Sacramento Telangana Association (STA) proposes to bring the International Kite Festival to the City of Rancho Cordova. Across the world and the United States, many cities have similar festivals held annually and attracts kite flyers from all over. STA and Rancho Cordova Travel and Tourism (RCTT) will be partnering to bring an International Kite Festival to the City of Rancho Cordova. RCTT will help promote it with an objective of promoting tourism to the City of Rancho Cordova. This will be a free event open to all ages.	\$3,000	\$3,000	1	Recommended for event sponsorship at \$3,000 level (equal to grant request).
23	Arts, Culture, History, Entertainment & Sports	Sacramento Telangana Association: Festival of Colors	A grant would provide funds to Sacramento Telangana Association (STA) to organize and host the Festival of Colors. STA will be partnering with WeEmbrace and other community organizations to celebrate the Festival of Colors in 2023. This festival marks the arrival of spring and is a celebration of fertility, color, and love, and a time for people to get together and enjoy themselves with friends, families and the community. STA partners with WeEmbrace serving families of individuals with disabilities.	\$3,000	\$3,000	1	Recommended for event sponsorship at \$3,000 level (equal to grant request).
25	Arts, Culture, History, Entertainment & Sports	FCUSD: Community Cultural Appreciation Concert	The Folsom Cordova Unified School District (FCUSD) serves students and families from a variety of diverse cultures. FCUSD wishes to create an opportunity for students and the community to engage in and celebrate the diverse cultures through music. FCUSD would create an opportunity to appreciate the Armenian culture by creating an opportunity to learn about and hear folk music. The project would include working with an Armenian musical group to provide a learning opportunity for both students and the general community. The Cordova High School Performing Arts Center would be the venue for the project. The performance group, Chookasian Armenian Concert Ensemble would be secured to do a matinee performance during school for students and on the same day, do an evening performance for the community. Both events would be free of charge to students and the community to attend. The performances would occur during March 2023.	\$7,912	\$5,000	1	Recommended for event sponsorship at \$5,000 level.
27	Arts, Culture, History, Entertainment & Sports	FCUSD: Athletic Improvement Plan	This proposed project would provide for increased opportunities for student-athletes for afterschool sports. This plan encourages physical fitness as a positive outlet for afterschool sports. This project will enhance the educational programs and athletic programs at Cordova High School, Mills Middle School, and Mitchell Middle School. Evidence supports that one of the best Positive Behavior Intervention and Supports (PBIS) for students is athletics. During the COVID-19 pandemic the need to support Social Emotional Learning (SEL) for our students is greater than ever and athletics is one of the best models for SEL. Ensuring our athletic programs have the necessary equipment, supplies, and means to support our students is paramount to the success of our community.	\$200,000	\$200,000	2	Recommended to receive full grant request.
28	Arts, Culture, History, Entertainment & Sports	Rancho Cordova Student Athlete Coalition: Cordova High School Athletic Improvement Plan	The Rancho Cordova Student Athlete Coalition (RCSAC) has worked with Folsom Cordova Unified School District staff to identify academic and athletic needs at Cordova High School. The purpose of RCSAC is to equitably and efficiently support and recognize the diverse Rancho Cordova student-athletes while maintaining, improving, and upgrading all that is Rancho Cordova athletics. Funding will support tutoring programs, educational field trips, advertising and marketing, physical improvements such as a new marquee and signage, some general facility improvements, recognition awards, and salaries for additional coaches, trainers, and enrichment staff. RCSAC has a booster club component and through this, aims to increase the fundraising efforts at Cordova High School. This is a multiyear request.	\$196,500	\$75,000	2	Recommended for funding at a level more than FY 2021-22. Recommended to receive \$75,000 in FY 2022-23. Booster Club status is required by school district.
29	Arts, Culture, History, Entertainment & Sports	Rancho Cordova Track Club: Implements and Equipment	The Rancho Cordova Track Club seeks funding to provide the youth-athletes participating in track and field and cross country the proper tools to develop in their events. The implements and equipment they are seeking will make practice and competition much easier for the coaches to demonstrate to the youth-athletes; and help them perform to the best of their ability. These implements and equipment will be used for years to come and help many generations of youth-athletes. Rancho Cordova Track Club will continue to host events and provide opportunities for youth-athletes in Rancho Cordova and the greater Sacramento area. Their vision is to be the track and field, cross country, and road race destination.	\$25,000	\$25,000	1	Recommended to receive full grant request.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
30	Arts, Culture, History, Entertainment & Sports	CCCF: Youth Sports Fee Assistance	This project would provide funds to the Cordova Community Council for distribution by the Rancho Cordova Athletic Association (RCAA) to create and manage a fee assistance program for children unable to participate in youth sports programs due to family financial barriers. Cordova Community Council will work with RCAA to establish criteria for assistance, operational guidelines for distribution of funds, as well as bookkeeping and reporting operations. This is a multiyear request.	\$22,000	\$22,000	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2023-24.
31	Arts, Culture, History, Entertainment & Sports	CCCF: Youth Sports Leagues Promo Campaign 2022-23	The project would provide funds to the Cordova Community Council to assist the Rancho Cordova Athletic Association (RCAA) to continue efforts to improve and expand promotion of youth sports leagues in the City of Rancho Cordova. The project will utilize digital and traditional outreach efforts to boost the profile of youth sports leagues, including collaborative efforts which include mass distribution of flyers, development of high quality and effective signage and an expanded means to extend information to grow year-to-year league participation by 5 percent. This project will build upon previous upgrading of youth sports leagues digital profiles at www.rcathletics.org. The elevation of publicity for youth sports is critical to success for these leagues. During league COVID shutdowns, Rancho Cordova recreational leagues reported that many families have left their leagues to play in "pay to play" private leagues, especially among older players. Leagues will need to be rebuilt with younger players and parents with less experience in skills such as coaching and officiating. This is a nationwide challenge of the post-COVID era. This proposal would also continue to expand the outreach to schools in Rancho Cordova that are part of the Elk Grove and Sacramento City school districts.	\$42,000	\$42,000	1	Recommended to receive full grant request.
33	Arts, Culture, History, Entertainment & Sports	CCCF: Renovation and Maintenance of Youth Sports Facilities	This project would provide funds to the Cordova Community Council (CCC) on behalf of the Rancho Cordova Athletic Association to be expended for materials and services to improve and maintain youth sports fields and facilities located on property owned by the Folsom Cordova Unified School District (FCUSD) and/or Cordova Recreation and Park District (CRPD). The project is currently operating in the City of Rancho Cordova, wherein the school district or park district provides labor or other services for field or facility improvements and repairs on their property with material and other services costs, and volunteer effort provided by the Rancho Cordova Athletic Association (RCAA). The projects are selected by a consortium of Rancho Cordova youth sports league leaders organized under the RCAA, a project of the CCC. The sports leagues which stand to benefit from this project include Rancho Cordova Little League, Cordova Girls Softball, Rancho Cordova Soccer, Rancho Cordova Track Club, Cordova Blue Marlins, Cordova Cordettes, Cordova Jr. Lancers, and others.	\$50,000	\$50,000	1	Recommended to receive full grant request.
34	Arts, Culture, History, Entertainment & Sports	Sacfit: Parkway Half Marathon	Sacfit proposes to continue funding of the Parkway Half Marathon and Otter Run to align as a first-class major active-lifestyle event with the City of Rancho Cordova. There are two components of the request. First, maintain the start and finish line configuration from the previous year's grant, which considers the start line in William Pond Park (to facilitate larger volume parking accommodations) and all finish lines and the entire Kid's Otter Dash within the Rancho Cordova City limits. The section along the American River Parkway, from River Bend to Sunrise, is the main route for the Parkway Half Marathon. A grant to continue the Parkway Half Marathon route and finish line within the Rancho Cordova City limits aligns the City with a major running event, as well as a meets the goal of having a community health a fitness event. The alignment of the Parkway Half Marathon with Rancho Cordova elevates the City as a primary regional supporter of the Parkway. Having the race route and finish line within the City and connected to other existing events should be beneficial to all local residents. Second, maintain support for the Kid's 1k "Otter Dash" run. The goal is to align this event to the morning of Kids' Day in the Park. As Kids' Day is no cost to participants, the object is to continue with keeping the Otter Run at no charge to all Rancho Cordova children as well.	\$15,000	\$10,000	1	Recommended for event sponsorship at \$10,000 level towards main event and Otter Dash run.
36	Arts, Culture, History, Entertainment & Sports	Sacramento Area Bicycle Advocates: Capacity Building for Community Bicycling in Rancho Cordova	Sacramento Area Bicycle Advocates (SABA) and Bicycle Advocates of Rancho Cordova (BARC) seek funding for a host of activities that encourage bicycling in Rancho Cordova. Activities include valet bicycle parking at community events, bicycle repair and maintenance clinics, social rides, bicycle education, and a bicycle apprenticeship program and outreach. SABA and BARC have provided experiences for Rancho Cordova community members with grant funds from the City. These funds have provided cycling activities for Rancho Cordova citizens, and has built capacity in BARC, with the goal that it become a self-sufficient bicycling non-profit. These activities have all been a part of a larger community cycling program for Rancho Cordovan citizens. BARC will provide valet bike parking at a full set of venues this year. With funding from the 2021-22 grant plus a sponsorship acquired by SABA, they supported four Rancho Cordova community members in becoming Licensed Certified Instructor's (LCI) with the League of American Bicyclists. They will provide RIDEshops - quick education and refresher skill builders - before social rides and BARC will organize and implement two bike rodeos. SABA will provide a senior LCI to coach the new LCI's, increasing the reach of the events. SABA's vision is to open a "Bicycle Fix-it Kitchen", a place where community members can work on their own bicycles, or have them worked on by mechanics who have completed SABA's mechanic apprenticeship program. This program teaches basic mechanic skills. SABA's apprenticeship program will produce a cohort of bicycle mechanics who can work in the community on bicycles in need of basic repair.	\$18,585	\$18,585	1	Recommended to receive full grant request.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

<u>App.</u>	<u>Category</u>	<u>Application Name</u>	<u>Project Description</u>	<u>FY 2022-2023 Requested</u>	<u>FY 2022-2023 Approved</u>	<u>Numeric Category</u>	<u>Notes</u>
N/A	Arts, Culture, History, Entertainment & Sports	CCCF: MACC Programming and Operations for FY 22-23	This project was approved as a multiyear request beginning in FY 2021-22 and ending in FY 2023-24.	\$180,610	\$180,610	1	Previously approved as this was a multiyear request. \$180,610 FY 2022-23 \$189,640 FY 2023-24
CC1	Arts, Culture, History, Entertainment & Sports	Arts in Public Places Bucket	Under prior Council direction, established funding for future public art projects in the City.	\$50,000	\$100,000	2	
CC2	Arts, Culture, History, Entertainment & Sports	Performing Arts Bucket	Under prior Council direction, established funding for performing arts projects in the City.	\$30,000	\$30,000	1	
CC3	Arts, Culture, History, Entertainment & Sports	Youth Sports Growth and Startup Fund Bucket	Under prior Council direction, established funding for youth sports for the purpose of growing an existing league or starting a new league in Rancho Cordova, including, but not limited to, the purchase of new equipment, new uniforms, fees, and other required costs.	\$30,000	\$30,000	1	
Arts, Culture, History, Entertainment & Sports Subtotal				\$1,230,957	\$1,109,195		

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Project **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
37	Education	916 Ink: Find Your Voice Creative Writing Workshop Series	916 Ink will partner with classroom teachers to provide high-quality, creative writing workshops for 175 third through twelfth grade students. Each student will receive 18 hours of California arts and common core standards-aligned instruction with trained teaching artists and become a published author in an anthology of student work. Find Your Voice is a semester-length, school site-based program. Students generate original poetry, fiction, and creative nonfiction. 916 Ink releases one anthology of student work per school site at the conclusion of each program. During the COVID-19 pandemic, 916 Ink's staff found that students were struggling to process their feelings of anxiety and social isolation due to the shift to distance-learning and the suspension of many wraparound services that schools provided. Using best practices in trauma-informed curriculum design, 916 Ink staff pivoted quickly to design a series of creative writing lessons. Students develop social emotional learning skills through interactive writing prompts, revision-based activities, and lessons in literary devices. This helps students realize the impact of obstacles, relationships, and decisions they make. Our workshop method creates a safe environment for exploration and experimentation for participating students. The writing and sharing of stories builds empathy, increases confidence, and gives youth the agency to understand the power of their personal narratives. We structure our workshops to stimulate social emotional learning, including small group settings, peer collaboration and reflection exercises, multiple modes of response, active listening practice and peer-to-peer feedback.	\$52,507	\$47,000	1	Recommended for funding at the same level as FY 2021-22; \$47,000.
38	Education	FCUSD: Mills Middle School Positive Behavior Intervention Supports	The Positive Behavior Intervention Supports (PBIS) team at Mills Middle School supports the student engagement and the behavioral success of all students. Additionally, the program supports and promotes the climate and culture of the school. They do this through the use of reward and incentive programs as well as student engagement programs. All students begin the school year with 100 merits. Students are required to maintain 96-100 merits to be eligible for participation in school social activities including but not limited to: dances, rallies, assemblies, Friday rewards, Mills scholar events, access to the blacktop at lunch, sporting events, field trips and more. The program is restorative and students may earn merits back at any time by completing merit recovery which includes restorative conversations, helping a teacher in the classroom, campus beautification, letters of apology, participating in conflict mediation, lunch detention, etc. Students with 96 or more merits are rewarded bi-monthly with our rewards. Each month Mills has a "Behavior of the Month" which is one of their Mustang Pride 5 P's (Positive, Polite, Productive, Prompt and Prepared) behaviors. Lessons are taught during Advisory class that promote the monthly behavior. Students may earn Mills Bills for exhibiting the positive behavior to use at the Student Store. Students are rewarded by being nominated at Mustang of the Month and/or receiving Mills Bills for demonstrating the Behavior of the Month or the Mustang Pride 5 P's. The program also includes academic goal setting and field trips. This is a multiyear request.	\$20,000	\$20,000	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2024-25.
39	Education	CL3: Mentors at Cordova High, Mills, and Mitchell	This project is to continue the Mentors at Cordova High and MACH @ Mills programs, and expand the program to Mitchell Middle School. The MACH program is a free community-based mentoring program focused on promoting positive behavior, improved academics and attendance, community service, and life and vocational skill development while rewarding participants for their accomplishments. Students identified by school staff, teachers, and the MACH program coordinator, are invited to participate in the program. Students receive guidance and direction to help get them on or keep them on a positive path. Participants earn rewards for demonstrating improvement in their attendance, grades, and/or behavior as well as for participating in community service opportunities. Rewards include educational experiences, school based rewards, and social rewards. MACH participants attend weekly meetings where expectations are set, guest speakers from the community deliver life skill or messages about particular vocations, and program participants share and celebrate their successes. Monthly Saturday support sessions and weekly group tutoring sessions are held to provide participants with homework support as needed. Funding is being requested for the continuation of the year-round MACH program at Cordova High School to include an increase in the funding in the educational rewards category so that we can take selected MACH members on a field trip to the Museum of Tolerance to participate in their full day Tools for Tolerance Teen workshop; for the continuation and further development of the MACH @ Mills program that was implemented in 2021; and to expand the MACH program to include Mitchell Middle School. Beyond the immediate benefit the students participating in the program receive through the rewards they earn and the successes they achieve, the community at large benefits through the reduction in behavioral issues in the community amongst participants and through their contributions as volunteers.	\$103,000	\$85,000	1	Recommended for funding at a level more than FY 2021-22 to allow for expansion to Mitchell Middle School; \$85,000.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
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App.	Category	Application Name	Project Description	FY 2022-2023	FY 2022-2023 Approved	Numeric Category	Notes
				Requested			
40	Education	Center for Land Based Learning: The Student and Landowner Education and Watershed Stewardship Program with George Washington Carver School of Arts & Science	The Student and Landowner Education and Watershed Stewardship (SLEWS) program engages high school students in habitat restoration through a series of hands-on field days at real projects that develop science skills and environmental stewardship in youth. Through this program, they would work with students from George Washington Carver School of Arts and Science to complete a restoration project that would incorporate hands-on, place-based, environmental education activities. SLEWS connects classroom learning to the real world to enhance high school education and provides students with transformative experiences in nature to increase their appreciation, commitment and respect for sustainable agriculture and the natural world. SLEWS staff recruit and train volunteers from non-profits, public agencies, and universities to mentor students throughout their SLEWS year. In the program, students "adopt" their restoration site for the duration of the school year, visiting and working on the project for three or more full-day field trips. Through hands-on activities such as water quality and bird box monitoring, students develop science and inquiry skills needed for lifelong learning. Because they partner with restoration professionals from public agencies, local watershed groups, and nonprofit organizations, SLEWS projects have a real and lasting impact on the land. Since its inception, students have planted over 75,021 native trees/shrubs, 332,967 grass/forbs plugs, and installed 827 wildlife structures. By including students in habitat restoration, SLEWS addresses the needs for healthier land and more wildlife habitat, and the need to instill conservation and stewardship values in high school students. With grant funds, they would be able to expand the SLEWS Program to include Carver and offer local youth these experiences.	\$15,000	\$15,000	1	Recommended to receive full grant request.
41	Education	SCUSD: Carver College Prep and Summer Bridge Program	The Carver College Prep and Summer Bridge program will create a space where students from George Washington Carver School of Arts and Science and throughout Rancho Cordova can reconnect to school, make up graduation credit and prepare for the college application process. Students will be able to choose to participate in one or both of the courses available in the summer program. Students continue to struggle with the transition to full in-person learning. Their challenges are multi-dimensional: they continue to lose valuable time learning in-person with their peer groups and teachers; they continue to have difficulty socially because of their previous isolation; they continue to lose opportunities to prepare for the college application process including taking college admissions tests. The Carver College Prep/Summer Bridge Program will provide more guidance and access. This is a multiyear request.	\$29,150	\$29,150	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2024-25.
42	Education	Soil Born Farms: Rancho Cordova Food, Health and Environmental Career Pathway Program	Soil Born Farms will continue to grow the impact and sustainability of Rancho Cordova's K-12 food, health, and environmental career pathway. School garden support systems will be expanded, curriculum will be integrated at the district level, and students will dig into experiential learning at Soil Born Farms. The proposed project will build on past years' successes and continue to grow a comprehensive, standards-based career pathway in partnership with target Rancho Cordova schools, including Cordova Gardens, White Rock, Cordova Meadows, A.M. Winn, Mills Middle School, Cordova High School, and additional sites based on school interest.	\$72,875	\$43,725	1	Funding recommended at a level that aligns with match provided; \$43,725. This is an expansion over prior years.
43	Education	FCUSD: Physical Education Enhancement	This proposed project seeks to enhance the physical education programs at each of Folsom Cordova Unified School District's (FCUSD) school sites in Rancho Cordova to promote a healthy active lifestyle and lifelong exercise learners. If funded, it will allow school sites the opportunities to update equipment and accessories to provide students with a more robust fitness experience. Traditionally, the physical education programs have gained support from parent organizations and site funds. This has not been available for various reasons at this time.	\$110,000	\$25,000	1	Recommended to receive \$25,000 in funding.
44	Education	PRO Youth - Governments Engaging Youth in the City of Rancho Cordova	Youth @ City Council and Summer @ City Hall provide Rancho Cordova youth opportunities to learn about City functions and civic processes. Participants gain a unique perspective into City Hall as they interact with City staff and leaders while also gaining valuable skills that support their success as students and community leaders. The program provides a two-pronged approach for 60 youth, ages 13-18, to engage in government and civic education in the City of Rancho Cordova. Students will learn more about the history of Rancho Cordova and be provided with opportunities to share their views and suggestions for continuing to improve community relationships by making the City a welcome and safe place for all. Youth participants will meet and interact with local and regional leaders in the private, public, and non-profit sectors to learn about those leaders' views of the business/economic climate in Rancho Cordova and share their own views on innovative and creative ways the City can thrive.	\$81,188	\$81,188	1	Recommended to receive full grant request.

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App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
46	Education	Boys & Girls Club: Navigator Elementary	The Boys & Girls Club program would continue its work at Navigator Elementary, providing a comprehensive after-school program Monday-Friday for over 100 Navigator students during the school day through targeted outreach activities. Despite the COVID-19 pandemic, the Club has continued to serve hundreds of youth on the campus of Navigator Elementary; providing academic support and enrichment programs designed to keep youth on track and successful both in and out of school. The Club has become a trusted partner and valued member of the school team; providing additional academic support and resources to the schools most vulnerable students. Twice weekly the Boys & Girls Club facilitates High-Yield Learning Activities (HYLA) at recesses that are open to all students on campus. Their Site Coordinator is always "on call" at Navigator during the school day, there to assist with students who have behavioral issues and need time away from the classroom environment. They work with those students to process through their behavior/feelings, offer guidance, and redirect the youth back in to the classroom in a better frame of mind. The Club focuses on helping youth in three critical areas; academic success, good character and citizenship and healthy lifestyles.	\$75,000	\$75,000	1	Recommended to receive full grant request.
47	Education	FCUSD: Book Recovery and Expansion	During the 2020-21 and 2021-22 school years, FCUSD library staff encouraged families to check out books from their school library. This initiative helped curb learning loss, contributed to social-emotional learning while at home, and emboldened students to continue their love of reading despite distancing from one of their favorite places on campus. This was a successful campaign, as thousands of books went home with students at curbside pickups. Due to circumstances beyond families' and the district's control, many of these books did not return to campus. Several titles were school libraries' most popular novels, non-fiction texts and picture books. They would like to recover these lost books with the help of grant funding. In Rancho Cordova, 22 percent of students met or exceeded state reading standards. In Folsom, 52 percent of students met or exceeded state reading standards. According to the American Association of School Libraries, when spending for libraries rises, better reading scores follow. Furthermore, the average age of Rancho Cordova school library collections is 1999, which is a 23-year-old collection. This means many non-fiction books are outdated and need replacement titles for factually accurate information. New titles, which better reflect student background and life experience, ought to be added to library collections. As an educational institution, newly purchased titles are essential so that they can align themed and non-fiction books to supplement their curriculum and select material that reflects each school's population. Their request is for one additional new library-bound book per Rancho Cordova student this year, with the goal to fully realize a 20:1 ratio in four years. This is a multiyear request (four fiscal years).	\$153,000	\$75,000	1	Recommended to receive \$75,000 a year over four fiscal years beginning in FY 2022-23.
51	Education	FCCP: Youth Career Centers	The goal of this project is to continue providing career development services for students at Cordova, Walnutwood and Kinney High Schools. The Youth Career Center (YCC) will allow students to graduate with firsthand exposure to a wider array of career opportunities, an informed sense of their career direction, and a strong correlation between continuing education and achieving their career goals. FCCP has established a solid base and has exceeded outcomes in the three previously funded fiscal years and continues to see the number of students they assist grow each year. The components of this project include: intentional career planning, integrated workplace experiences, and adulting skills.	\$55,866	\$40,000	1	Recommended for funding at the same level as FY 2021-22; \$40,000.
54	Education	Sacramento Splash: Youth Environmental Leadership Camp	Youth Environmental Leadership Camp (YELC) is an immersive summer program for 6th/7th grade students. Campers will attend a 1-week camp, Monday - Friday from 8:30 a.m. - 5:30 p.m., in groups of 15 where youth will design and implement climate-smart solutions aimed at improving air/water quality and/or natural habitats where they live. They hope to run camp this summer for three weeks and next summer for four to five weeks. During the week-long camp, each day they will cover topics related to climate change including but not limited to: air quality, water, energy, transportation, food/consumption/waste, land use, and natural habitats. The campers will visit local sites for hands-on guided experiences related to these topics. Campers will sample and collect data, gaining experience using some of the tools and materials that scientists and engineers use in their work. Campers will get the chance to engage with professional environmental scientists, engineers, social scientists, and environmental protection activists to learn about their careers and what they did to work in their specific fields of expertise. After the camp, Splash will convene YELC campers monthly in a 2-hour after-school club for the remainder of the 12-month rolling year. Campers will work together on a team project that will have a positive impact on the environment and climate in their community. They will learn about project management, from identifying & defining a problem, to planning & budgeting, project implementation and measuring their success and impact. Throughout the process, they will have the support of mentors and staff. Splash will provide a small project budget for each team to use in implementation of their team project. Projects will be brainstormed, developed, and led by campers in groups of 4-6. Mentors will guide the projects, and will also coach campers on their collaboration, engagement, listening and communication skills.	\$45,000	\$30,000	1	Recommended for funding at a level more than FY 2021-22; \$30,000.

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App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
55	Education	Folsom Lake College: Rancho Cordova/Folsom Lake College Promise Program	Folsom Lake College proposes to continue the partnership with Rancho Cordova to offer the Rancho Cordova/Folsom Lake College Promise program, providing two years of virtually fee-free education to Rancho Cordova residents. Funding of tuition, fees, books, and basic needs will continue to ensure access to education for Rancho Cordova students and veterans. Recent high school graduates who are Rancho Cordova residents receive funding. For those students who are not eligible for a California Promise Grant or Los Rios Promise grant, the funding would cover their tuition and fees. For those who qualify for one of the aforementioned grants, the Rancho Cordova Promise would provide "first dollar" aid for books, supplies, and basic needs in the amount equivalent to students' unit load. In essence, Rancho Cordova residents taking anywhere from 6-18 units would receive Promise support as participants in the Rancho Cordova/Folsom Lake College Promise Program. In addition to its support for new students, Folsom Lake College proposes to continue offering support to veteran students who are Rancho Cordova residents using the same funding parameters outlined above. Further, the college proposes to extend eligibility for the Promise program to students who are retraining/refining career skills because of pandemic displacement. Fall 21 data shows 20 new Rancho Cordova students whose goals are noted as updating career skills or pursuing a career education related certificate. As part of its expansion of the Promise program, Folsom Lake College will offer support to new students from Rancho Cordova who are pursuing career education certificates or updating job skills. This is a multiyear request.	\$145,400	\$145,400	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and continuing for three fiscal years in total.
57	Education	Kiwanis Club of Rancho Cordova Foundation: The Kiwanis Family Literacy Initiative of the Book Buddies' Club	"The family that reads together, succeeds together" is the motto of the Book Buddies' family literacy initiative of the local Kiwanis Club. Through a vibrant, multi-agency network, Kiwanians engage the broader community in promoting reading at home, while giving books to local youth. The initiative helps families to embrace reading at home as a way to compensate for the negative impact on learning that the pandemic has had, especially for at-risk children in the community. The Kiwanis Club will expand its family literacy focus in order to help families to overcome any deficits children are experiencing because of COVID-19 and distance learning. By providing free books to local children and youth, the Kiwanis Club of Rancho Cordova creates and expands home libraries for youngsters. By providing information that promotes reading at home and embedding other family literacy activities within family-focused community events and programs, the initiative broadens the impact and visibility of the club's and community's commitment to family literacy. They will continue to distribute books through schools in Rancho Cordova, and will now include two Sacramento City Unified School District campuses in this initiative: A.M. Winn and Abraham Lincoln Elementary Schools. They will also incorporate book distribution at events.	\$4,500	\$4,500	1	Recommended to receive full grant request.
59	Education	California Capital Film Office, Corp.: Life! Camera! Action!	Life! Camera! Action! (LCA) is a leadership and life skills development program that will use digital video and the art of storytelling to teach Rancho Cordova youth, 12-17 years of age to become productive citizens. Partnering with the Rancho Cordova Police Activities League, LCA will be a program that will provide students opportunities to use technical and digital media to explore issues important to them and their community by developing Public Service Announcements (PSA) from concept to delivery. Students will be formed into groups and each group will decide on a PSA they want to make. They will be instructed on how to use camera equipment, lights, sound and more. Students will be shown how to download their footage from the camera memory card into a computer and introduced to the editing program Final Cut. Each group will edit their film into a 30-second PSA. Music, effects, and credits will be added. Students will be guided through the color correction process, a process that colors the film to broadcast quality.	\$26,395	\$25,000	1	Recommended for funding at \$25,000 level.
60	Education	Suvidha International: Robotics Training Program for Students	The proposed robotics program will help elementary and middle school students in grades 4-8 in designing and coding the robots to perform specialized real world operations. The program makes the students engage in STEAM subjects, hones their computer programming skills and creativity, and develops engineering skills, leadership skills, and presentation skills. These skills will also help students to excel in their regular academics and make them successful employees in cutting edge career spaces such as aerospace engineering, computer science, medicine, and automotive manufacturing. The program will also incorporate additional components including python coding classes and stress management training. The first year program students will have entry level training while the second year program students will have more in-depth training including maze follower. The program will continue to use previous year's robotic gear for current year training. The program will also facilitate team building activities through youth empowerment and stress-management program for students. As students learn to reduce stress and manage emotions through interactive fun games and activities, they gain the skills to build more positive relationships with their peers, parents, and coaches and can be great team members. The students also gain the ability to focus and perform well academically at school. This is a multiyear request.	\$17,600	\$17,600	1	Recommended to receive full grant request for one year only; FY 2022-23.

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App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
63	Education	FCUSD: Elementary Field Trip Partnership with Sly Park for Rancho Cordova Schools	Folsom Cordova Unified School District would like to bring more STEM focused field trip opportunities to their Rancho Cordova schools/students. Every 5th grade class will have a Sly Park experience which will result in academic gains through greater engagement. This is a growing, high demand area of study that has the potential to create substantial economic benefits for our children and community. "The study found that, regardless of gender, ethnicity or socioeconomic status, youth who take educational trips have better grades (59%), higher graduation rates from high school (95%) and college (63%), and greater income (12% higher annually). In fact, 89% said educational trips had a positive, lasting impact on their education and career because the trips made them more engaged, intellectually curious and interested in and out of school." -National Education Association, NEA	\$45,000	\$0 See CC4	1	Funding to be provided under the Field Trips & Assemblies Bucket. See CC4.
CC4	Education	Field Trips & Assemblies Bucket for FCUSD	Under prior council direction, established funding for future field trips/assemblies and other experiential learning opportunities for Rancho Cordova public school students/schools.	\$35,000	\$45,000	1	FCUSD applied for funding to provide all Rancho Cordova fifth grade students with a STEM Field Trip. See application 63.
CC5	Education	Field Trips & Assemblies Bucket for SCUSD	Under prior council direction, established funding for future field trips/assemblies and other experiential learning opportunities for Rancho Cordova public school students/schools.	\$7,500	\$7,500	1	
CC6	Education	Field Trips & Assemblies Bucket for EGUSD	Under prior council direction, established funding for future field trips/assemblies and other experiential learning opportunities for Rancho Cordova public school students/schools.	\$7,500	\$7,500	1	
Education Subtotal				\$1,101,481	\$818,563		

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App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
68	Other	Blessings in a Backpack: Rancho Cordova	Blessings in a Backpack (BIAB) provides weekend food for 350 children in the local community who have food shortage issues over the weekends. Their belief is that kids should not worry about where their next meal will come from. BIAB began providing weekend food to 30 children in 2014, and have grown to over 350 kids, currently. Participating students receive free breakfast and lunch, Monday through Friday, during the school year. BIAB helps to fill that void with weekend meals geared for just that child. It's not feasible for BIAB to feed the entire family, not just from a cost standpoint, but also the children aren't all capable of bringing a big bag of food home. Whether the child receives a prepackaged kit or bulk food, it's completely manageable and easily fits in their backpack. BIAB is currently sending weekend food home for students from Williamson, Rancho Cordova, Cordova Villa, Cordova Gardens, and Cordova Meadows Elementary Schools. They also serve students at Abraham Lincoln Elementary School within Sacramento City Unified School District. This is a multiyear request.	\$25,000	\$25,000	1	Recommended to receive full grant request as a multiyear commitment starting in FY 2022-23 and ending in FY 2024-25.
69	Other	Whisker Warriors Animal Defense Fund: Spay, Neuter, and Vaccine Program	The application intends to continue the funding of the spay/neuter program for canines and felines and a small number of rabbits in Rancho Cordova and the continuation of the caring of community (homeless) felines. Education and spay/neuter services are needed to reduce pet overpopulation. Felines continue to be unaltered and abandoned, which increase the need for immediate action.	\$43,000	\$35,000	1	Recommended for funding at a similar level as FY 2021-22; \$35,000.
72	Other	Rebuilding Together Sacramento: Home and Neighborhood Improvement Campaign	This project will support Rebuilding Together's commitment to improving homes and neighborhoods in the City of Rancho Cordova. This is a two-year request to improve 30 homes each year. Both years, 13-15 homes will receive extensive health, safety, efficiency, and beautification upgrades and 10-12 will receive minor safety modifications. The work will vary per home but will include upgrades such as landscaping, fencing, roofs, accessibility modifications, HVAC, electrical, plumbing, carpentry, and energy efficiency. The work will occur throughout the year by volunteer groups, contractors, students, AmeriCorps members, etc. The selection process includes community outreach, an application process, and a home preview using a safe and healthy homes assessment. The assessment is focused on identifying deficiencies in the homes related to the principles of keeping the home safe, dry, ventilated, pest-free, accessible, energy-efficient, and maintained. They also identify exterior improvements to enhance the look of the home and neighborhood. The homeowner is also interviewed to identify any other issues such as food insecurity. Community and City resource information is shared with those in need of additional assistance. Tackling substandard housing in neighborhoods cannot be accomplished by one organization in isolation no matter the quality of services and resources invested. They leverage the strengths of volunteers and partners including nonprofit and faith-based organizations, local businesses, financial institutions, occupational therapists, and other service providers to accomplish the project goals.	\$150,000	\$150,000	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2023-24.
74	Other	Rancho Cordova Food Locker: Capacity Expansion	In this proposal, Rancho Cordova Food Locker (RCFL) plans to purchase and install two large refrigeration units (a cooler and a freezer) to handle the increased quantities of frozen foods provided by Sacramento Food Bank & Family Services and other local businesses and private donors. RCFL plans to use grant funds for two purposes. First, to design, purchase, and install new commercial-grade refrigeration equipment in the most appropriate location(s) to best meet operational needs. The new refrigeration equipment would be pallet-jack-friendly. The two units could be collocated either in a newly rented/leased warehouse for food storage and processing, or the cooler could be installed at the current facility instead of the contracted warehouse. The new refrigeration unit would also allow the RCFL to end its lease of one smaller walk-in cooler. The new equipment would greatly expand RCFL's food-processing capacity and also greatly improve its cost efficiency for storage. Second, if any grant funds remain after installation of the refrigeration units, RCFL would apply such residual funds toward the monthly rental costs for the off-site contracted warehouse still in the procurement stage.	\$250,000	\$50,000	2	Recommended to receive partial funding at \$50,000 level with a scope of work that meets the needs of the RCFL and the city.
75	Other	CCCF: Mills Station Building Exterior Painting	This project would provide funds to the Cordova Community Council to enter into a contract with a painting professional to paint the exterior of the Mills Station Building, home of the MACC. The iconic Mills Station Building exterior was last painted upon arrival at its current location on Mills Station Road around 1998. The building is showing wear and paint is peeling in several locations. In keeping with its stature in the community, this project would fund pressure washing, scraping peeling paint, spot prime as needed, and applying two coats of fresh paint to exterior walls and trim.	\$28,500	\$28,500	2	Recommended to receive full grant request. This project may be led by city staff.
76	Other	Boy Scouts of America: Troop 363 Tents	Local Troop 363 needs to replace their current tents that are over 10 years old. The tents are used year-round, and the current tents require constant repair or replacement of the poles after almost every use. The current tent model is discontinued, making it difficult to keep up with the worn parts. A major component of the scouting program is camping and being in the outdoors. Troop 363 camps every month, including in the snow. In the summer, they camp up to twice a month. Scouting is designed to take place outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with one another while learning skills that will last a lifetime. Giving back to the community is another aspect of the Scouting program. The Citizenship in the Community Merit Badge is an Eagle Scout required merit badge. Community service is also a component of rank advancement in Scouting. Troop 363 has done many community service projects in Rancho Cordova.	\$5,292	\$4,800	1	Recommended to receive partial funding;\$4,800.

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77	Other	CCCF: RCAA Capacity Building Feasibility Study	This project would provide funds to the Cordova Community Council (CCC) to hire a consultant to explore the feasibility, potential structure, cost and benefits of creating a professional staff position to operate, expand and enhance the activities of the Rancho Cordova Athletic Association (RCAA). The CCC is currently spending great effort to keep a number of RCAA projects moving forward, but the demands of this expanding effort are growing beyond staff resources currently available to support it. This project envisions a deeper understanding of the demands and importance of this sector and solutions to its most pressing issues. This project would hire a qualified consultant to guide the RCAA in the areas of project management, fundraising and league coordination to advance and enhance youth sports offerings in the City of Rancho Cordova. Youth sports leagues are at a crossroads. Blessed with strong and dedicated leadership for many decades, there is a wide understanding among experienced leaders that over the next few years this cadre will "age out" and likely retire, leaving a big leadership gap. Continuity is a concern which could be alleviated by the formation of a staff position focused on preserving and planning for these eventual transitions. Second, Rancho Cordova is on the cusp of population explosion and more -- not less -- youth sports will be needed to make Rancho Cordova a desirable hometown for young families. A forward-looking plan of how to prepare for this growth is needed. Third, a crisis of youth sports support infrastructure is looming. A unified system that could address these needs should be developed, however league leaders currently do not have the capacity to address. Fourth, facility development and access issues, fundraising needs and opportunities, unified planning for future needs, unified publicity campaigns and more are fertile grounds for elevating youth sports in the city, making Rancho Cordova a leader in this area.	\$45,000	\$45,000	1	Recommended to receive up to full grant request based on final scope of work.
78	Other	Boy Scouts of America: Troop 1601	Local Troop 1601, the first all-girl troop in Rancho Cordova, was established in 2019. The Troop started up with no camping supplies or tents. Scouts are expected to hold fundraisers to obtain much needed equipment and tents to participate in camping and the outdoors as this is a major component to the Scouting program. Unfortunately, COVID-19 restrictions and shut-downs prevented the girls from raising the necessary funds to purchase many items to participate in the opportunities. Troop 1601 is requesting funding to purchase new tents for year-round use to include snow camping in the winter. The troop is also in need of a patrol box for setting up a kitchen at the campsite, a 3-burner camping stove and three lanterns. Troop 1601 has missed out on opportunities to go snow camping such as the annual Klondike, a competition between troops focused on cold weather activities. While Troop 1601 is relatively new in the Scouting world, they have participated in volunteer activities in Rancho Cordova. The new tents and camp equipment will allow the Troop to deliver a quality outdoor program.	\$4,825	\$4,825	1	Recommended to receive full grant request.
79	Other	Rancho Cordova HART: Winter Sanctuary and Homeless Services in Rancho Cordova	Rancho Cordova HART's mission is to provide services to the homeless in our community by continuing to provide life-changing services. Unhoused neighbors will receive much-needed shelter and services during the coldest months of the year. Funds will be allocated to bus passes, services to provide clients with rental assistance, move-in costs, application/background check fees, and the general operation of the Winter Sanctuary Shelter Program. Citizens and faith communities operate the Winter Sanctuary Shelter Program in Rancho Cordova to provide free overnight shelter, warmth, meals, and connection to mainline health and housing-related services for men and women who are experiencing homelessness in our area during the coldest months of winter. Potential guests are invited to arrive at the intake site each evening during the program to create a consistent meeting place. Guests of the winter sanctuary meet with the outreach navigator and, most importantly, become part of the HART family and Rancho Cordova community. Housing Counseling/Relocation - Rancho Cordova HART partners with Sacramento Self-Help Housing (SSH) to assist those on the street or in the Winter Shelter Program, to achieve housing. SSHH helps by rapidly connecting clients with landlords, property owners, and housing program options. HART will support by using the grant funds to remove the barriers to housing by covering the costs of security deposits, bus passes, or similar "move-in costs." These funds will also go to supporting those moving out of the new transitional house.	\$33,900	\$33,900	1	Recommended to receive full grant request.
80	Other	Habitat for Humanity: Home Repairs and Neighborhood Revitalization in Rancho Cordova	Habitat for Humanity of Greater Sacramento is seeking support to work in partnership with the City of Rancho Cordova to fund 25 or more home repair projects for low-income Rancho Cordova homeowners to help beautify the neighborhood, increase neighborhood pride, and support underserved low-income homeowners with deferred home repairs. Renovation include work to correct critical exterior life/safety and structural deficiencies as well another high-priority exterior habitability repairs, and maintenance related exterior repairs such as painting and landscaping. Example renovations include replacing leaking and structurally unsound roofs and porches, correcting leaking windows, exterior painting/landscaping, substantial accessibility and aging in place upgrades, dry rot remediation, and health and safety related critical exterior repairs. The majority of the labor on Habitat projects is typically provided by volunteers. Where possible they leverage grant funding by actively soliciting in kind donations of materials to reduce project costs or layering on additional funding pools to stretch grant dollars farther and impact more Rancho Cordova households.	\$300,000	\$100,000	1	Recommended for funding at same level as FY 2021-22; \$100,000.

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
84	Other	FCUSD: Homeless Student Services	Education is a key element for the success of every great city. Students experiencing homelessness face unique challenges in accessing and succeeding in school. In partnership with the Department of Homeless Student Services of the Folsom Cordova Unified School District they propose to assign a fund to support the most vulnerable students in Rancho Cordova. The Department of Homeless Student Services identifies and supports students experiencing homelessness as described under federal law McKinney Vento Homeless Student Act. This act was enacted in 1987 to ensure that children and youth experiencing homelessness have access to the same free, appropriate public education and services as their non-homeless peers. Homeless Student Services works in collaboration with schools and community partners towards this goal. Gift cards would be purchased and distributed so students can get clothing, shoes, food, etc. This is a multiyear request.	\$15,000	\$15,000	1	Recommended to receive full grant request and approve as a multiyear commitment starting in FY 2022-23 and ending in FY 2024-25.
88	Other	Sierra Service Project: Rancho Cordova Summer Service Program	Sierra Service Project (SSP) seeks funding for a new youth summer program in Rancho Cordova. This project focuses on engaging middle and high school students in hands-on home repair and community-based service projects during a week of their summer break. Youth will gain skills, have fun, and the community will benefit. Since 2015, SSP has hosted over 1,400 volunteer days and completed 106 exterior home repair projects for 74 city residents. They are proposing a summer service-learning program in 2023. Objectives of this program are reciprocal and benefit local youth, youth from outside the community, and home repair and community-based project beneficiaries. For the first time, SSP is proposing to establish a summer site in Rancho Cordova. Currently their other summer community partners are based throughout California in Del Norte and San Diego Counties, and in the Navajo Nation in Arizona. In 2022, their summer program will host over 800 volunteers who dedicate a week of their summer to service-learning. By adding a site in Rancho Cordova, they will be adding a closer option for our pool of volunteers from the middle of the state, including the Bay Area and the greater Sacramento region. They will invite youth volunteers from Rancho Cordova, and other regions, to join together to spend a week completing home repairs for low-income residents, and projects with community-based organizations. The program will offer day and overnight programs, to accommodate the needs and interests of both local and outside volunteer groups.	\$92,800	\$92,800	2	Recommended to receive full grant request.
93	Other	Greater Sacramento Urban League: Black Child Legacy Campaign Rancho Cordova Service Extension	To address the disparities and to breakdown the barriers, Sacramento County's Board of Supervisors asked to create a plan for change to address the higher mortality rate of black children than other children in Sacramento County. In response, the Black Child Legacy Campaign (BCLC) was launched in 2015, with the goal of saving children's lives by transforming community systems of support. Currently, seven neighborhoods within the City of Sacramento have full-fledged BCLC operations and offer a comprehensive menu of programs and services managed by seven community-based organization in each respective neighborhood. The Greater Sacramento Urban League is the organization leading the BCLC efforts in Oak Pak. Some residents of Rancho Cordova come to the Oak Park office for services and to participate in their programs. Due to the structure of the BCLC funding agreement and limited staff capacity, they are not always able to provide the level of support and allow participation in their programs to residents of Rancho Cordova. An award of funding will allow them to provide fuller services and program participation to Rancho Cordova residents reaching out to them in Oak Park, as well as on occasion physically within the City of Rancho Cordova.	\$70,000	\$30,000	1	Recommend to receive partial funding to provide resources to support Rancho Cordova residents to participate. Pilot the program at \$30,000 level.
94	Other	Boys Scouts of America: Pack 387 Pinewood Derby/ Space Derby Tracks	Pack 387 is in need of a pinewood derby and space derby track so scouts can participate in these annual pack events. They currently borrow a track from another pack in the Sacramento area so they can hold these events locally. One of the most popular events that people think of when looking back on their Cub Scouting past is the Pinewood Derby. Pack 387 is a new pack in Rancho Cordova and the tracks will be used for their annual Pinewood Derby and Space Derby races. These events teach youth about camaraderie and sportsmanship as well as experience the sense of accomplishment and excitement of competition. These tracks would also be a great event to bring out for youth events in Rancho Cordova.	\$2,543	\$2,543	1	Recommend to receive full grant request.
N/A	Other	Rancho Cordova Chamber of Commerce: Explore	This project was approved as a multiyear request beginning in FY 2021-22 and ending in FY 2023-24.	\$53,000	\$53,000	1	Previously approved multiyear \$53,000 FY 2022-23 \$53,000 FY 2023-24
N/A	Other	Rancho Cordova PAL: Adventure Van	This project was approved as a multiyear request beginning in FY 2021-22 and ending in FY 2023-24.	\$21,000	\$21,000	1	Previously approved multiyear \$21,000 FY 2022-23 \$21,000 FY 2023-24
CC7	Other	Local Community Service Partnerships Bucket	Under prior Council direction, established funding to grow and strengthen community partnerships in Rancho Cordova. Small community grants are available through an ongoing application process for up to \$5,000 each and no more than \$10,000 per organization in a calendar year. Other details are found on our website.	\$75,000	\$75,000	1	
			Other Subtotal	\$1,214,860	\$766,368		
	Community Grants		Total (includes buckets such as "Performing Arts" and others in this total amount)	\$3,547,297	\$2,694,126		

ITEM 3.3. Fiscal Year 2022-2023 Community Enhancement and Investment Fund Budget and Projects **ATTACHMENT 2**
Exhibit A to Resolution No. 119-2022

App.	Category	Application Name	Project Description	FY 2022-2023 Requested	FY 2022-2023 Approved	Numeric Category	Notes
LP1	Legacy Fund	Legacy Fund FY 2022-23	Legacy Fund Placeholder Allocation for Fiscal Year 2022-23	\$2,703,474	\$2,703,474	3	
PS1	Public Safety	Rancho Cordova Police Department Crime Suppression Unit (CSU)	Funding of four officers and two marked patrol cars for the CSU	\$1,258,845	\$1,258,845	1	
PS2	Public Safety	Rancho Cordova Police Department Folsom, Olson, Zinfandel (FOZ) Officer	Funding of a Rancho Cordova Police Department Problem Oriented Policing (POP) Officer focusing on FOZ and businesses	\$279,923	\$279,923	1	
PS3	Public Safety	Rancho Cordova Police Department Youth Center Officer	Funding of a Rancho Cordova Police Department PAL/Youth Center Officer, student award programs, and youth outreach events	\$319,632	\$319,632	1	
PS4	Public Safety	ShotSpotter Technology	ShotSpotter Technology to enhance officer efficiency to calls of reported gun fire	\$300,000	\$300,000	1	
	Public Safety		Total	\$2,158,400	\$2,158,400		
PW1	Public Works	Pavement Rehabilitation	Mills Ranch-Rossmoor Neighborhood pavement rehabilitation, sidewalk repair, and drainage improvements	\$574,000	\$574,000	1	
PW2	Public Works	Enhanced Litter and Graffiti Abatement	Enhanced trash and graffiti abatement on City arterials, drainage channels, and Highway 50 interchanges	\$200,000	\$200,000	1	
PW3	Public Works	Enhance the City's Urban Forest	Programs to enhance the City's urban forest in collaboration with the Sacramento Tree Foundation. Includes plantings, education, and addressing deferred maintenance of the urban forest's long-term health.	\$200,000	\$200,000	1	
PW4	Public Works	Sidewalk Repair	Replacement and repair of existing sidewalk to continue the work towards eliminating the approximately \$10 million backlog	\$200,000	\$200,000	1	
PW5	Public Works	MFR Corridor Enhancements	Modernization of Mather Field Road including aesthetic bridge railing enhancements and pedestrian improvements.	\$500,000	\$500,000	1	
PW6	Public Works	Intersection Safety Improvements	Increase intersection safety by installing new intersection cameras, installing/replacing battery backup and replacing signal lights.	\$150,000	\$150,000	1	
	Public Works		Total	\$1,824,000	\$1,824,000		
ED1	Economic Development	Economic Development Incentive Programs and Jobs & Talent Program	Business Incentive Program, Sign & Façade Program, Jobs and Talent Program	\$400,000	\$400,000	1	
ED2	Economic Development	City Place Making and Branding	Banners, public relations/marketing support	\$150,000	\$150,000	1	
ED3	Economic Development	Economic Development	Market Feasibility analysis, program implementation and business promotion for potential corporate growth (Business Park competitive analysis), corridor revitalization and industry expansion	\$100,000	\$100,000	2	
		Economic Development	Subtotal	\$650,000	\$650,000	N/A	
CD1	Community Development	Neighborhood Services	Trash removal and nuisance property abatement to address blight plus Homeless Outreach Team program enhancements.	\$670,000	\$670,000	1	
CD2	Community Development	Community Building, Outreach, Community Service Activities, and Beautification Projects, Programs and Incentives	Community reinvestment and beautification including, but not limited to, landscape improvements, dead tree/stump removals and property enhancement, community micro-grants, community and cultural events, and other projects.	\$130,000	\$130,000	1	
		Community Development	Subtotal	\$800,000	\$800,000	N/A	
		Economic & Community Development	Total	\$1,450,000	\$1,450,000		
AD1	Administration	Administration	Funding for the administration of the Community Enhancement & Investment Fund (5% of total annual Community Enhancement & Investment Fund budget)	\$570,000	\$570,000	1	
			Total of approved grants, internal department allocations, and legacy fund allocation for FY 2022-23	\$12,253,171	\$11,400,000		

CITY OF RANCHO CORDOVA

RESOLUTION NO. 118-2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, APPROVING FISCAL YEAR 2022-2023 BUDGET AMOUNTS FOR PROJECTS AND PROGRAMS TO BE FUNDED FROM MEASURE R REVENUES

WHEREAS, in November 2020, Rancho Cordova voters approved Measure R, a ½ cent sales tax measure, that now generates approximately \$11 million of annual revenue for the City’s general fund; and

WHEREAS, the revenues from Measure R are locally controlled by the City; and

WHEREAS, the City Council has considered recommendations from City staff and Council Members regarding projects and programs to be funded through Measure R; and

WHEREAS, the City Council, at public meetings, has reviewed and discussed the proposed appropriation plan in detail; and

WHEREAS, the City Council now desires to approve final funding recommendations (Exhibit A) for projects and programs to receive funding for the 2022-2023 fiscal year from Measure R, while recognizing that some projects may require subsequent discretionary approvals by the City Council to meet certain legal requirements.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA as follows: The City Council adopts the Fiscal Year 2022-23 Budget Amounts for projects to be funded from Measure R Revenues as set forth in Exhibit A the Fiscal Year 2022-23 Measure R Appropriation Summary.

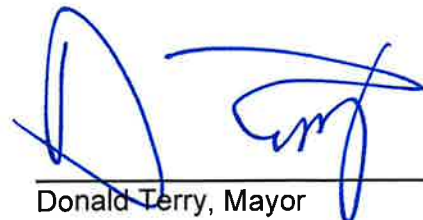
PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 20th day of June, 2022 by the following vote:

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


NOES: None

ABSENT: None

ABSTAIN: None


Donald Terry, Mayor

ATTEST:



Stacy Leitner, CMC
City Clerk

Budget Appropriation Fund 1200

Category	Proposed Projects/Programs	Measure R
COVID-19 Response & Recovery Economic Development Community Development	Workforce Development/Community Support	200,000
	Property Acquisition/Redevelopment/Expansion of City Services/Corridor	3,633,000
	Community Building, Outreach, Community Service Activities, and Beautification Projects, Programs, & Incentives	500,000
		4,333,000
Public Works Infrastructure/Maintenance	Mills Ranch/Rossmoor Neighborhood Streets Rehabilitation Project	4,000,000
	Corridor Beautification (Mather Field Road and Planning Study)	700,000
		4,700,000
Capital Investment/Legacy Projects	Rancho Cordova Youth Center Operations (annual allocation)	1,000,000
	Rancho Cordova Little League	797,000
		1,797,000
Administration		570,000
Total		\$ 11,400,000