



AGENDA

January 12, 2016

ROSEVILLE GRANTS ADVISORY COMMISSION MEETING

5:30 p.m.

City Council Chambers

311 Vernon Street

Roseville, California

- 1. ROLL CALL**
- 2. MINUTES OF PRIOR MEETINGS**
 - 2.1. Approve Minutes of meeting held November 10, 2015
- 3. PUBLIC COMMENTS**
- 4. NEW BUSINESS**
 - 4.1. Introduction of Youth Commissioner
 - 4.2. Applicant Workshop
- 5. REPORTS/COMMENTS/COMMISSION/STAFF**
- 6. ADJOURNMENT**



GRANTS ADVISORY COMMISSION

Title: Approve Minutes of meeting held November 10, 2015

Meeting Date: 1/12/2016
Item #: 2.1.

ATTACHMENTS:

Description

November 10, 2015 Draft Minutes



City Manager's Office
311 Vernon Street, Roseville, CA 95678 (916) 774-5362

Minutes

City Of Roseville Grants Advisory Commission
Tuesday, November 10, 2015
6:15 P.M.
Council Chambers
311 Vernon Street

I. Roll Call

Commissioners Present:

Jefferson Willoughby (Chair)
Tina Angell (Vice Chair)
Audra Flynn
Dawn Heywood
Grace Keller
Eileen Speaker

City Staff Present:

Michael Christensen, Deputy City Attorney
Jonathan Levy, Deputy City Attorney
Laura Matteoli, Economic Development Manager
Amy Ruiz, Management Assistant

Commissioners Absent:

Stephanie Dement
Jared Woosley

II. Minutes of Prior Meeting

- a. Commissioner Angell made a motion to approve the minutes of the September 8, 2015 meeting. The motion was seconded by Commissioner Heywood.
Vote: Motion carried 6-0
Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby

III. Public Comments

None

IV. New Business

a. Recommendation of Youth Commissioner

The Youth Commissioner Interview took place at 5:30 p.m., just prior to the 6:15 p.m. meeting. Commissioner Angell made a motion to recommend Wafeeq Ridhaun to serve as the Youth Commissioner for December 2015 to December 2016. The recommendation will go to Council on December 16, 2015. The motion was seconded by Commissioner Heywood.

Vote: Motion carried 6-0

Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby

b. Adopt 2016/2017 Grant Application

Commissioners reviewed the Draft 2016/2017 grant application and suggested additional modifications:

- Edit Budget Tab to read *Program/Project Budget* and edit the instructions to read: *Please provide Budget Income and Expense information for this Grant Application Project or Program on this form. (Funds are awarded July 1. Information included here is for the budget year in which funds are to be used.) Agency Budget information is requested under the Documents tab.*
- Edit the Narrative to read: *Program/Project Budget Narrative (Discuss/justify the items and amounts you entered above.) Provide additional information only if necessary.*
- Edit the Board Resolution requested on the Documents Tab to read: *Signed Board Authorization.*

Commissioner Keller made a motion to adopt the grant application.

The motion was seconded by Commissioner Heywood.

Vote: Motion carried 6-0

Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby

c. Adopt 2016/2017 CBF and REACH Guidelines

Commissioner Heywood made a motion to adopt the 2016/2017 Citizens' Benefit Fund and REACH Fund Guidelines. The motion was seconded by Commissioner Flynn.

Vote: Motion carried 6-0

Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby

d. Grant Applicant Workshop Preparation

Staff provided the commissioners with an outline of the Applicant Workshop, the Chairperson and the Vice Chairperson will take the lead on presenting at the workshop. It was agreed to have staff send out a summary with all the new information to agencies along with the invitation to the workshop and to strongly encourage them to participate in the January workshop.

Commissioner Angell made a motion to adopt the Grant Applicant Workshop outline. The motion was seconded by Commissioner Heywood.

Vote: Motion carried 6-0

Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby

V. Presentations

Michael Christensen provided the commission with a presentation on the Brown Act/Conflict of Interest.

VI. Reports/Comments/Commission/Staff

Laura Matteoli provided an update on a Grants item going to Council on December 16, 2015.

The Citizens Benefit Fund that we have been working on since April will be going to City Council on December 16th, Laura will share a copy of the council communication along with a matrix. These changes and approvals will be in place for the next funding cycle.

Commissioner Heywood has strong concerns on the education removal and will attend the December 16th City Council Meeting.

Jared Woosley was thanked for his time and commitment while serving as Youth Commissioner.

Michael Christensen announced this would be the last Grants meeting, Attorney Jonathan Levy now be covering the Grants meetings.

VI. Adjournment

Commissioner Angell made a motion to adjourn the meeting at 7:21 p.m. The motion was seconded by Commissioner Flynn.

Vote: Motion carried 6-0

Yes: Angell, Flynn, Heywood, Keller, Speaker, Willoughby



GRANTS ADVISORY COMMISSION

Title: Introduction of Youth Commissioner

Meeting Date: 1/12/2016
Item #: 4.1.



GRANTS ADVISORY COMMISSION

Title: Applicant Workshop

Meeting Date: 1/12/2016
Item #: 4.2.