



Roseville Electric Building, 116 S. Grant St., First Floor

roseville.ca.us

The City of Roseville welcomes your participation.

Meeting Schedule: Regular meetings of the Grants Advisory Commission are held on the second Tuesday of varying months at 5:30 p.m.

Public Comment: Speakers have three (3) minutes under Public Comment to address the Chair of the meeting on issues that are not listed on the agenda and are within the City’s jurisdiction. Please submit a yellow speaker card to the Secretary before the item is heard if you wish to make a comment.

Brown Act: The Grants Advisory Commission cannot discuss or act on items not listed on the agenda.

Agenda Items: Speakers have five (5) minutes to address items that are listed on the agenda.



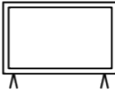
Levine Act Provisions: If you’ve made a campaign contribution totaling more than \$500 (\$250 prior to January 1, 2025) to City Council Members in the last twelve (12) months, you must disclose it before addressing an item on the agenda. Please visit [Levine Act – City of Roseville](#) for updated forms and information.

Audio/Visual Presentations: If making a presentation regarding an agenda item, audio/visual materials must be submitted to the Secretary for consideration at least 72 hours in advance.

Americans with Disabilities Act: If special assistance is required to participate in a meeting including the need of auxiliary aids or services, please notify the City Clerk at least 72 hours in advance of the meeting.
City Clerk 311 Vernon Street cityclerkroseville@roseville.ca.us 916-774-5263 TDD: 916-774-5220

Security Measures: All Roseville meeting attendees must successfully pass through a security metal detector. Any person with a prohibited item will not be allowed entry. Prohibited items include but are not limited to firearms (even with valid CCW), knives, pepper spray/mace, explosives of any kind/any weapons and/or dangerous devices of any kind, illegal drugs, and alcohol.

Viewing Options: The City of Roseville provides three options for viewing meetings:

<p>In person</p>  <p>Meetings take place at the Roseville Electric Building, First Floor 116 S. Grant Street</p>	<p>Online</p>  <p>Watch meetings live on the City's YouTube channel or at roseville.ca.us/watch. Past meetings are also available on the City's YouTube channel.</p>	<p>On TV</p>  <p>Watch live on government access channel (Comcast 14).</p>
--	---	--



Nina Acosta, Commissioner
Venu Mallesara, Commissioner
Lorin Meeks-Harris, Commissioner
Michael Murray, Commissioner
Neva Parker, Commissioner
Lauren Razzano, Commissioner
Zach Unidad, Youth Commissioner
Heather Blanco, Secretary
Tobi Thomas, Liaison

AGENDA

Grants Advisory Commission Meeting

January 13, 2026

5:30 PM

Roseville Electric Building, 116 S. Grant St., First Floor

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. REQUESTS/PRESENTATIONS

1. Minutes of the November 12, 2025, Meeting

Summary: Review and approve the Minutes from the November 12, 2025, Grants Advisory Commission meeting.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

2. Welcome 2026 Youth Commissioner

Summary: Welcome the new 2026 Youth Commissioner, Zach Unidad, to the Grants Advisory Commission.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

3. Election of Vice Chair for Remaining of the 2026/27 Funding Cycle

Summary: The Grants Advisory Commission will appoint a Vice Chair for the remaining 2026/27 grant funding cycle.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

4. FY26/27 Citizens' Benefit Fund Grant Applicant Workshop

Summary: Conduct FY26/27 Citizens' Benefit Fund (CBF) Grant Applicant Workshop.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

5. Scoring Process Discussion

Summary: Review the process of scoring the approved applications for FY2026/27.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

VI. STAFF/COMMISSIONER REPORTS

VII. ADJOURNMENT



Nina Acosta, Commissioner
Ed Kriz, Commissioner
Venu Mallesara, Commissioner
Lorin Meeks-Harris, Commissioner
Michael Murray, Commissioner
Neva Parker, Commissioner
Lauren Razzano, Commissioner
Daniel Zeman, Youth Commissioner
Heather Blanco, Secretary
Tobi Thomas, Liaison

MINUTES

Grants Advisory Commission Meeting

November 12, 2025

5:30 PM

Civic Center, First Floor Conference Room

311 Vernon Street

(Enter from Town Square near Oak Street)

I. CALL TO ORDER

Chair Acosta called the meeting to order at 5:30p.m.

II. ROLL CALL

Roll call taken by Secretary Blanco.

Present

Commissioner Mallesara

Commissioner Meeks-Harris

Commissioner Murray

Commissioner Parker

Youth Commissioner Zeman

Vice Chair Kriz

Chair Acosta

Absent

Commissioner Razzano

III. PLEDGE OF ALLEGIANCE

Chair Acosta led in the pledge of allegiance.

IV. PUBLIC COMMENTS

No public comment received.

V. REQUESTS/PRESENTATIONS

1. Interview Youth Commissioner Applicants and Deliberate Recommendation

Summary: The Grants Advisory Commissioners will interview applicants to fill the vacant position of Youth Commissioner and deliberate on their recommendations as necessary, with action on the recommendation to be taken at the regular meeting occurring immediately following this special meeting.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

The commissioners interviewed two youth applicants and deliberated their recommendations.

VI. STAFF/COMMISSIONER REPORTS

No staff or commissioner reports.

VII. ADJOURNMENT

Chair Acosta asked for a motion to adjourn the 5:30p.m. Special meeting.

Motion by Ed Kriz, seconded by Neva Parker, to adjourn the meeting at 6:29p.m.
Motion approved. The Motion Passed.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Parker, Zeman

Nos:

Absent: Razzano

DRAFT



Nina Acosta, Commissioner
Ed Kriz, Commissioner
Venu Mallesara, Commissioner
Lorin Meeks-Harris, Commissioner
Michael Murray, Commissioner
Neva Parker, Commissioner
Lauren Razzano, Commissioner
Daniel Zeman, Youth Commissioner
Heather Blanco, Secretary
Tobi Thomas, Liaison

MINUTES

Grants Advisory Commission Meeting

November 12, 2025

7:00 PM

Civic Center, First Floor Conference Room

311 Vernon Street

(Enter from Town Square near Oak Street)

I. CALL TO ORDER

Chair Acosta called the meeting to order at 7:00p.m.

II. ROLL CALL

Roll call taken by Secretary Blanco.

Present

Commissioner Mallesara

Commissioner Meeks-Harris

Commissioner Murray

Commissioner Parker

Youth Commissioner Zeman

Vice Chair Kriz

Chair Acosta

Absent

Commissioner Razzano

III. PLEDGE OF ALLEGIANCE

Chair Acosta led the pledge of allegiance.

IV. PUBLIC COMMENTS

No Public Comment.

V. REQUESTS/PRESENTATIONS

1. Minutes of the September 9, 2025, Meeting

Summary: Review and approve the Minutes from the September 9, 2025, Grants Advisory Commission meeting.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

Motion by Neva Parker, seconded by Venu Mallesara, to approve the minutes of the September 9, 2025, Grants Advisory Commission meeting. Approved Motion. The Motion Passed.

Roll Call Vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Parker, Zeman

Nos:

Absent: Razzano

2. Recommendation of Youth Commissioner for 2026

Summary: Request Commissioners approve and adopt a recommendation for the appointment of a youth applicant to serve as the Grants Advisory Youth Commissioner for the 2026 term.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Commissioners discussed the two candidates and deliberated their decision in the earlier meeting to make the recommendation.

Motion by Neva Parker, seconded by Daniel Zeman to recommend Zach Unidat as the Youth Commissioner for the 2026 funding cycle. Approved Motion. The Motion Passed.

Roll Call Vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Parker, Zeman

Nos:

Absent: Razzano

3. 2025 Youth Commissioner Recognition

Summary: On behalf of the Grants Advisory Commission, Chair Acosta would like to recognize and thank Youth Commissioner Daniel Zeman for his excellent service to the Grants Advisory Commission during the 2025 funding cycle.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Chair Acosta presented Daniel Zeman with a certificate of appreciation on behalf of the commissioners for his service to the Grants Advisory Commission as the Youth Commissioner for the 2025 funding cycle.

Commissioner Mallesara thanked Daniel for his service.

Commissioner Parker thanked Daniel and said she looks forward to his future.

Vice Chair Kriz stated that Daniel did a great job as our first-voting youth commissioner.

Commissioner Meeks-Harris stated it was nice seeing Daniel's growth over the years. She thanked him for persevering and not giving up and reapplying.

Commissioner Murray thanked Daniel for setting a great standard for the future youth commissioners.

Daniel said he learned so much from all the commissioners. He looked forward to attending the meetings and said this was a great experience.

4. FY2024/25 Nonprofit Year End Summary Report

Summary: Staff recommends the Grants Advisory Commission accept the year-end summary report highlighting 23 nonprofit accomplishments for the FY2024-2025 grant funding cycle. The nonprofit organizations' individual final reports are attached and also available in ZoomGrants for the Commissioners to review.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Staff Thomas highlighted the 23 nonprofit's accomplishments for the Fy2024-25 grant fund cycle. She posted these accomplishments on the Grants webpage. These accomplishments will be shared with council at the November 19th City Council meeting for approval.

Commissioner Kriz stated this is a great summary and highlights the work being done in our community.

Chair Acosta expressed her gratitude to Staff Thomas for putting this highlight together.

Commissioner Parker mentioned these highlights are helpful for the newer commissioners and for future applicants. She appreciates all the staff time put into creating this report.

5. Review Presentation for January 2026 Applicant Workshop

Summary: Staff recommends the Grants Advisory Commission review and approve the PowerPoint presentation for the Applicant Workshop on January 13, 2026.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Staff Thomas went through the January Workshop PowerPoint slides and pointed out some of the more important details to express at the workshop.

Commissioner Malleasara asked if we utilize social media to let organizations know when the Grant Applications open and will the workshop be in person or hybrid.

Staff Thomas stated it would be on the city's social media, and Staff Levy stated it would be televised just in the temporary location.

Commissioner Meeks-Harris asked when the Commissioners scoring deadline is?

Staff Thomas said she will try to get the applications to the commissioners as soon as possible, but according to the calendar, from March 4th–March 29th, the commissioners will use this time to review and score the applications.

Chair Acosta appreciates all the work it took to put together the PPT and for adding all the key points that have been discussed at previous meetings.

Vice Chair Kriz mentioned the past discussions regarding reviewing the rubric for consistency when

scoring the applications. Vice Chair Kriz recommended another agenda item for this. Staff Thomas recommended adding a February meeting or adding this agenda item to the January agenda, and Vice Chair Kriz could give a brief presentation and training on this. Chair Acosta would like to record this discussion with Vice Chair Kriz going over the rubric and discussion about how this rubric came about from the Kone' report. Staff Thomas put it on the calendar for a February 10, 2026, meeting, and stated it could be recorded, but we would need to work with our media team.

Motion by Loren Meeks-Harris, seconded by Venu Mallesara to approve the PowerPoint presentation as it was presented for the January Workshop. Approved Motion. The Motion Passed.

Roll Call Vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Parker, Zeman

Nos:

Absent: Razzano

VI. STAFF/COMMISSIONER REPORTS

Staff Thomas reminded the commissioners the next meeting is January 13, 2026, and it will be across the street at 116 Grant Street, and it will be televised and recorded. The closest parking garage is next to the 116 Grant St building.

Vice Chair Kriz reminded the other commissioners now is the time to do any site visits before December 1st, when the application process opens. He encouraged the commissioners to take this opportunity to go out and meet with the nonprofits while you can.

VII. ADJOURNMENT

Chair Acosta asked for a motion to adjourn the meeting.

Loren Meeks-Harris made a motion, Ed Kriz seconded the motion to adjourn the meeting at 7:54p.m.

Roll Call Vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Parker, Zeman

Nos:

Absent: Razzano



Grants Advisory Commission Communication

Meeting Date: 1/13/2026
Item #: V.2
Item ID: 2025-883

Title: Welcome 2026 Youth Commissioner
Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

Welcome the new 2026 Youth Commissioner, Zach Unidad, to the Grants Advisory Commission.

RECOMMENDATION

On behalf of the Grants Advisory Commission, Chair Acosta would like to welcome the new 2026 Youth Commissioner, Zach Unidad.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

None

REVIEWERS:

Heather Blanco, City Manager Department - City Manager

Created -



Grants Advisory Commission Communication

Meeting Date: 1/13/2026
Item #: V.3
Item ID: 2025-997

Title: Election of Vice Chair for Remaining of the 2026/27 Funding Cycle
Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

The Grants Advisory Commission will appoint a Vice Chair for the remaining 2026/27 grant funding cycle.

RECOMMENDATION

The Grants Advisory Commission will appoint a Vice Chair for the remaining 2026/27 grant funding cycle to fill an unplanned early vacancy.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

None

REVIEWERS:

Tobi Thomas, City Manager Department - Assistant City Manager

Created -



Grants Advisory Commission Communication

Meeting Date: 1/13/2026
Item #: V.4
Item ID: 2025-884

Title: FY26/27 Citizens' Benefit Fund Grant Applicant Workshop
Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

Conduct FY26/27 Citizens' Benefit Fund (CBF) Grant Applicant Workshop.

RECOMMENDATION

The Grants Advisory Commission will present the FY26/27 Citizens' Benefit Fund Applicant Workshop. Meeting attendees will be able to provide public comment and ask questions once the workshop presentation is complete. The PowerPoint presentation will be posted on the Grants' web page under the 2026/27 Funding Cycle tab.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

None

REVIEWERS:

Heather Blanco, City Manager Department - City Manager

Created -



Grants Advisory Commission Communication

Meeting Date: 1/13/2026
Item #: V.5
Item ID: 2025-971

Title: Scoring Process Discussion
Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

Review the process of scoring the approved applications for FY2026/27.

RECOMMENDATION

The Commissioners will have a discussion of the current process of scoring the FY2026/27 CBF applications. Reviewing and scoring will take place for the Commissioners during the month of March with the Funding Workshop taking place at the April 14, 2026, Grants Advisory Commission meeting. Commissioners will be reminded of the funding amount available to be awarded, talk through ZoomGrants, review the scoring matrix and review the Kone recommendations, findings and the ranking process to be consistent with Council approved categories and needs.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

None

REVIEWERS:

Tobi Thomas, City Manager Department - Assistant City Manager

Created -