



# Youth and Civic Arts Commission Joint Special Meeting Minutes

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## Zoom Webinar – Pleasanton, CA November 9, 2020 - 7 p.m.

### **CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by Civic Arts Chairperson John Casey.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the flag was recited.

### **ROLL CALL**

#### Civic Arts

Commissioners Present: Jeanne-Farley Rodgers, Sandra Jellison, Varsha Nene, Stephanie Wedge-Bonde, Stephanie Pellegrino, Hira Raghaven, and Chairperson John Casey

Commissioners Absent: Huiling Song and Judy Wheeler

#### Youth

Commissioners Present: Kimberley Chew, Kristina Costanzo, Ajay Immadi, Nikita Jadhav, Kelly Mokashi, Ella Min, Karishma Parikh, Keshav Patel, Ella Piergrossi, Tejas Prakash, Zaynah Shah, Carys Shannon, Tess Shotland and Ashwin Sriram.

Commissions Absent: None

#### Staff Present:

Nicole Thomas, Recreation Supervisor; Tamara Whitney, Recreation Supervisor; Jay Ingram, Human Services Manager; Michele Crose, Assistant Director; Karen Diaz, City Clerk; and Edith Caponigro, Recording Secretary.

## **AGENDA AMENDMENTS**

None.

## **MATTERS BEFORE THE COMMISSION**

### **1. Selection of the Youth Commission Chair and Vice Chair for School Year 2020/2021**

Ms. Thomas advised that the members of the Youth Commission needed to nominate and elect a Chair and Vice Chair for the 2020/2021 School Year.

Nominations were made for Tess Shotland, Ashwin Sriram and Tejas Prakash to be Chair and Kristina Costanzo and Tejas Prakash to be Vice Chair. Commissioner Prakash requested his name be removed from the Chair nominations and remain only for consideration as Vice Chair.

Commissioner Mokashi requested the nominees for Chair provide a little background on themselves and information on why they would like to be Chair of the Youth Commission.

After considering all nominations a motion was made by Commissioner Chew, seconded by Commissioner Shah to nominate and elect Commissioner Shotland as the Youth Commission Chairperson for the 2020/2021 School Year.

#### **ROLL CALL VOTE:**

AYES: Commissioners Chew, Costanzo, Immadi, Jadhav, Mokashi, Min, Parikh, Patel, Piergrossi, Prakash, Shah, Shannon, Shotland, and Sriram.

NOES: None

ABSENT: None

ABSTAIN: None

A motion was made by Commissioner Shah, seconded by Commissioner Sriram, to nominate and elect Commissioner Costanzo as the Youth Commission Vice Chairperson for the 2020/2021 School Year.

#### **ROLL CALL VOTE:**

AYES: Commissioners Chew, Costanzo, Immadi, Jadhav, Mokashi, Min, Parikh, Patel, Piergrossi, Prakash, Shah, Shannon, Shotland, and Sriram.

NOES: None

ABSENT: None

ABSTAIN: None

### **2. Recommend City Council Approve Fiscal Year 2020/21 Community Grant Program Funding Rollover and Extend Project Due Dates for Grantees**

Ms. Whitney commented on the Community Grant Program and introduced Ms. Crose to provide information about the funding rollover recommendation.

Ms. Crose provided background details about the Community Grant Program and advised commissioners that because of the COVID-19 pandemic and subsequent shelter-in-place requirements the agencies who had received funding from the Community Grant program both in the Civic Arts and Youth sections have found it difficult to complete their grant projects and subsequently have not been able to submit invoices for reimbursements.

Because of the problems that have been caused through the pandemic Ms. Crose informed the commissions that staff is recommending rolling over the current Community Grant funding and allowing for the project due dates to be extended for one full year to allow the grantees an extended time to complete their programs as well as still being allowed to submit applications for new grants for the Fiscal Year 2021/22 cycle.

Commissioners were informed that the total funding for FY 2021/22 Community Grant in Civic Arts was \$54,903.23 of which to date \$0 has been expended, and in the Youth category \$40,000 was awarded of which \$2,000 has been returned and \$11,434.64 been expended leaving \$28,565.36 remaining.

Commissioner Piergrossi questioned if approval of the funding rollover would need to be done for all of the groups and what would happen to the funds if the commissions did not recommend the funding rollover. Ms. Crose indicated that all agency groups would need to be included in the recommendation and that unused funds would rollover to funding for another grant cycle.

Commissioner Wedge-Bonde noted that the Civic Arts Commission had approved funding for the current funding cycle only one week before COVID-19 took place. Ms. Crose advised that all of the agencies are unsure if they will be able to complete projects and are trying to do whatever they can under the circumstances.

Commissioner Nene commented on deadline requirements and questioned if the agencies could provide an update to their project proposals with information on what they think they will be able to do with the funds. Ms. Crose agreed that the agencies could be asked to provide helpful information and staff would then work with them to try to achieve their goals.

Commissioner Jellison agreed it would be helpful to allow the agencies to amend their programs and Ms. Crose felt it was important that they not be asked to do something that was drastically different from their original intent but understand that some change may be necessary and staff will review and consider any proposed changes.

Commissioner Pellegrino wondered why the agencies would not be asked to be proactive. Ms. Crose discussed the timing issues brought about through COVID-19 and staff needing to decide what to do with the funds before the next funding cycle. She advised that staff has had many conversations with the agencies who have indicated they don't know what they will be able to do but are hoping by next year there will be a better understanding. Ms. Crose stated that staff has encouraged all the agencies to try to do their programs.

Commissioner Mokashi questioned Ms. Crose on what guidance was being provided to the grantees to help them keep to their goals, etc. Ms. Crose advised that since no agencies have

come forward with drastic program changes staff has not held any detailed conversations with them but have shared program needs that are important to the funding criteria and maintaining the basic idea of the grant funding was provided for.

Commissioner Nene commented on the less amount of funding required if agencies are able to provide their programs remotely and wondered if the grant amounts needed or could be adjusted. Ms. Crose advised that any funds leftover would rollover into another grant cycle and this would apply for both the Civic Arts and Youth sections.

Chairperson Casey asked about meeting all compliance rules for meeting guidance recommendations for State and County meetings and making sure agencies are appropriately reimbursed. Ms. Crose indicated that staff has been sharing all information with the agencies to make sure the grantees are following all rules, they have also been very careful about reimbursing agencies for all appropriate item.

A motion was made by Commissioner Prakash, seconded by Commissioner Sriram, recommending City Council approve the Fiscal Year 2020/21 Community Grant Program funding rollover of \$54,903.23 in the Civic Arts Category and \$28,565.36 in the Youth Category and extend project dues and dates for grantees.

**ROLL CALL VOTE:**

Youth Commission

AYES: Commissioners Chew, Costanzo, Immadi, Jadhav, Mokashi, Min, Parikh, Patel, Piergrossi, Prakash, Shah, Shannon, Sriram, and Chairperson Shotland.

NOES: None

ABSENT: None

ABSTAIN: None

Civic Arts Commission

AYES: Commissioners Farley-Rodgers, Jellison, Nene, Wedge-Bonde, Pellegrino Raghaven, and Chairperson Casey.

NOES: None

ABSENT: Commissioners Song and Wheeler.

ABSTAIN: None

Ms. Crose advised that the motion recommended by the commissions will be on the agenda for City Council to consider at their December 1<sup>st</sup> meeting.

3. Approve Funding Criteria for Fiscal Year 2021/2022 Community Grant Program – Civic Arts Category

Ms. Whitney advised that each year the Civic Arts Commission takes time to review the previous year's funding criteria for the Community Grant Program's in the Civic Arts Category and are being requested to take the time to discuss, identify, and adopt criteria that will be used when making funding allocations for the Fiscal Year 2021/22 grant cycle. Commissioners were also informed that no changes have been made to the Funding Application Packet for Fiscal Year 2021/22.

Commissioners reviewed the funding criteria that had been adopted for Fiscal Year 2020/21 and agreed that no changes should be made for Fiscal Year 2021/22.

A motion was made by Commissioner Jellison, seconded by Commissioner Wedge-Bonde, to approve the funding criteria for the Fiscal Year 2021/22 Community Grant Program in the Civic Arts Category as reviewed.

**ROLL CALL VOTE:**

- AYES: Commissioners Farley-Rodgers, Jellison, Nene, Wedge-Bonde, Pellegrino, Raghaven, and Chairperson Casey.
- NOES: None
- ABSENT: Commissioners Song and Wheeler.
- ABSTAIN: None

4. Approve Funding Criteria for Fiscal Year 2021/2022 Community Grant Program – Youth Category

Ms. Thomas advised that like the Civic Arts Commission the Youth Commission members are also being asked to discuss, identify, and adopt the criteria for the Youth Category that will be considered when making allocations for the upcoming fiscal year grant cycle. Commissioners were informed that the maximum funding request amount per application in the Youth Category remains at \$7,500.

Commissioners reviewed the funding criteria from Fiscal Year 2020/2021 and agreed that no changes should be made for Fiscal Year 2021/2022.

Commissioner Piergrossi questioned if the Funding Application Packet requested the agencies to provide background information. Ms. Thomas advised that such information is being requested from the agencies in the application packet.

A motion was made by Commissioner Jadhav, seconded by Commissioner Mokashi, to approve the reviewed funding criteria for the Fiscal Year 2021/2022 Community Grant Program in the Youth Category.

**ROLL CALL VOTE:**

Youth Commission

- AYES: Commissioners Chew, Costanzo, Immadi, Jadhav, Mokashi, Min, Parikh, Patel, Piergrossi, Prakash, Shah, Shannon, Sriram, and Chairperson Shotland.
- NOES: None
- ABSENT: None
- ABSTAIN: None

**MEETING OPTEN TO THE PUBLIC**

None.

## **MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION**

None.

## **ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 8 p.m.