

MINUTES

CITY OF PLACERVILLE
CANNABIS COMMUNITY BENEFIT COMMITTEE
TUESDAY, APRIL 18th, 2023 – 3:30 P.M.
TOWN HALL, 549 MAIN STREET, PLACERVILLE, CALIFORNIA

1. **CALL TO ORDER:** The meeting was called to order by **City Manager Morris** at 3:30 p.m.

2. **ROLL CALL:**

Members Present: Catherine Silvester, Benjamin Hawthorne, Chair
Annie Aubrey, Vice-Chair Kelly Chiusano, Chief
Joe Wren, City Manager Cleve Morris, Community
Services Director Terry Zeller

Members Absent: None
Staff Present: None
Public Present: Sue Rodman

3. **ADOPTION OF AGENDA.**

Adoption of the Agenda was moved by **Vice-Chair Chiusano** and seconded by **Member Silvester** . **Motion carried 7-0.**

4. **ADOPTION OF MINUTES OF THE MEETING OF MARCH 7, 2023.**

Vice-Chair Chiusano made the motion to adopt the minutes and **Member Silvester** seconded the motion. **Motion carried 7-0.**

5. **ITEMS OF INTEREST TO THE PUBLIC:**
No comments received.

6. **INFORMATIONAL ITEMS:**

No Informational Items were discussed.

7. **DISCUSSION ITEMS:**

A. Report on Available Funding:

City Manager Morris stated that the funding amounts have not changed and will leave this on the agenda through future meetings.

B. Review List of Potential City Projects

Chair Aubrey presented a spreadsheet she had worked on to prioritize the discussed projects, and asked for more information on specific projects on the sheet. **City Manager Morris** had a similar spreadsheet on the projector that was set up with values for each project so that the totals would update based on the choices of the projects by the committee. **Chair Aubrey** discussed the list of 27 projects and asked that the committee work toward a top 10. All members discussed what the priorities were for the current funding. **Vice-Chair Chiusano** advantages of different types of projects. **Member Silvester** asked about the ability to put a plaque on the finished projects, and others discussed how that could be done. **Member Hawthorne** commented that the acronym may be allowed.

The committee took time to rank their top 10 projects. **City Manager Morris** collected the committee members' choices and transferred them to the spreadsheet in order of priority. The committee discussed the ratings, and how to do the math with the choices. The top 5 projects included:

- The Shield Vehicle**
- Orchard Hill Playground**
- Pool Stairs and Concrete**
- Pickleball Lights**
- Downtown Restroom renovation**

City Manager Morris plugged these into the spreadsheet, and stated that current funding through June 30th totaled \$119,135.21 and the total of the chosen projects was \$167,413.

After input from staff members, **Chair Aubrey** suggested dropping the playground cost for this budget cycle, and **Member Hawthorne** suggested dropping the pickleball lights and asking the City to match 50% of the cost of the restroom building. **Member Hawthorne** also stated that if the funding was completely dedicated to projects, there would be nothing for scholarships and hold over funding for larger multiyear projects.

City Manager Morris stated that with deletions, there was \$31,000 left over, and asked for a discussion about the amount to dedicate to nonprofits and scholarships, and reminded the committee that the Fire Safe Council asked for \$5,000 at the last meeting, and the committee could call out that amount for this year. Both **Chair Aubrey** and **Vice-Chair Chiusano** agreed that \$20,000 in funding should go to grants, with \$5,000 to the Fire Safe Council and the balance of \$15K to go for other nonprofit and scholarship requests. **Members Silvester** and **Hawthorne** agreed with the amount for the Fire Safe Council, and **City Manager Morris** changed the amounts in the spreadsheet.

City Manager Morris discussed a scenario in which the City Council may agree with funding the downtown restroom renovation, and if not, the committee could come back to meet in July to re-allocate those funds. The committee

agreed to the \$5k for the Fire Safe Council and \$15k for other grants and scholarships. **Member Hawthorne** commented that the FSC could come back each year with a request for funding, vs. just automatically funding them every year, in case needs or circumstances change. **Chief Wren** asked what would happen if there were a shortfall in funding. **City Manager Morris** clarified that the City Council will need to approve the funding amounts each year that the committee advises for on an annual basis. **Chair Aubrey** added that other projects would most logically be shifted to the next fiscal year.

City Manger Morris suggested that to avoid a shortfall, the committee could come back in September after the budget has been approved, and fund the first half of next year, and could take the recommendations to Council in the beginning of May each year once the past year's funding was dedicated. For this year, if agreement can be reached at the May 2nd meeting, then it could go to the Council on May 9th and the Council could give the green light to the projects and nonprofit allocation advisement from the committee. **City Manager Morris** asked for the committee's agreement to the project list of:

- Pool stairs and concrete
- Downtown Restroom renovation (50%)
- Shield Vehicle
- \$20K in grants and scholarships.

He also added that the committee is working in an advisory capacity only. Council could deny the 50% for the restroom, and then the committee could come back and re-allocate the funds to another category or project. **Chair Aubrey** stated that she would like to see \$10,000 of the \$15K go to nonprofit organizations and \$5k go to scholarships. **Member Hawthorne** asked if we could make specific scholarships available (i.e., metal shop, other trades of importance). **City Manager Morris** stated that we have missed the scholarships for this year, but an effort to work with the school calendar would be the best course of action for making sure that the committee is aware and funding the areas that they deem important.

Chair Aubrey stated that she would like to make the amount for nonprofits \$15K and scholarships \$5K, lumped together at \$20K and knowing that \$5K would be allocated in January for those scholarships. **Chief Wren** stated that he would get the information for the High School scholarship schedule and specifics for the committee.

C. Discussion of Guidelines for Potential Projects/Programs, Application, Committee Solicited, Etc.

Chair Aubrey restated the motion to dedicate funding to the 3 projects and \$20K in funding for nonprofits and scholarships. **City Manager Morris** asked that **Sue Rodman** be allowed to speak publicly about item 7c.

Sue Rodman provided a handout with a summary of her comments, which is included in the minutes.

Chair Aubrey asked for a motion to approve the projects and amounts as stated:
-Pool stairs and concrete
-Downtown Restroom renovation (50%)
-Shield Vehicle
-\$20K in grants and scholarships.

City Manager Morris made the motion, which was seconded by **Member Hawthorne**. **The motion carried 7-0**. **Chair Aubrey** closed out item 7c.

D. Process for Selecting Projects/Programs, Application, Committee Solicited, Etc.

City Manager Morris stated that he had not made any changes to the application examples that he provided the committee for a past grant process, but the application can be updated based on the requests received. Vice Chair Chiusano made the motion to use the current application with amendments made by City Manager Morris specific to grants. Before a motion was passed, the committee discussed the changes that would need to be made to the application, which are as follows:

- I Changed the purpose
- II Grants not to exceed \$5K
- III Requirements-add sponsor by nonprofit if an applicant is not nonprofit.
- IV Changed to CCBC committee, stating that Council gives us authority to approve applicants
- V Add letters of support if attainable

Member Silvester, Chair Aubrey and Member Hawthorne were appointed as the application subcommittee with Vice-Chair Chiusano as an alternate.

City Manager Morris explained that the applications will be routed to the City Clerk, who will distribute to the 3 subcommittee members appointed by the Chair and recommend a slate of awards to the full committee. Then they would need to go through a Council meeting to be approved.

Vice-Chair Chiusano made the motion to approve the application changes and the subcommittee appointments. It was seconded by member Silvester. **The motion carried 7-0**.

8. STAFF AND COMMITTEE MEMBER COMMUNICATIONS:

No communications at this meeting.

9. ITEMS FOR NEXT AGENDA: Review Council action, revised application, and Chief Wren to report on scholarship information. City Manager Morris asked committee members to attend the May 9th Council meeting to speak on the related agenda item.

10. NEXT MEETING: **Chair Aubrey** moved that the next meeting take place May 16th, 2023 at 3:30 pm, following the City Council meeting. From that point there would be a decision on if the committee will follow the 1st and 3rd Tuesday of the

month until they could be spread to monthly or quarterly based on the need to meet and discuss projects. The motion was seconded by **Member Silvester**.
Motion carried 7-0.

ADJOURNMENT: The Meeting was adjourned by **Chair Aubrey** at 5:06 pm.