

City Manager's Office

311 Vernon Street, Roseville, CA 95678 (916) 774-5362

Minutes

City Of Roseville Grants Advisory Commission Tuesday, February 12, 2013 5:30 P.M. Council Chambers 311 Vernon Street

I. Roll Call

Commissioners present: Susan Duane, Marilyn Eisner Festersen, Susan Goto, Pam

Herman, Meghan Julin, Maxine Sarmiento (arrived at 6 p.m.),

Jefferson Willoughby

Staff present: Nela Luken, Tivonna Stern, Vicki Philpott

II. Minutes of Prior Meeting

a. Commissioner Willoughby made a motion to approve the minutes of the January 8, 2013, meeting. The motion was seconded by Commissioner Goto.

*(4 ayes, 1 abstention (Eisner Festersen), 0 nos), motion passed.

*Sarmiento was not present for vote

III. Oral Communications

None

IV. New Business

a. Review grant applications to determine eligibility

Commissioners and staff reviewed the submitted 2012/2013 grant applications for all required documents. Applicants with incomplete grant applications will be sent a disqualification letter from the City Attorney's Office explaining the reason(s) for the disqualification and instructions on the appeal process. All submitted appeals will be reviewed by the Grants Advisory Commission on April 9, 2013. The following are the grant applications found to be incomplete:

(SR1) Arthritis Foundation - no CA Tax Form 199 and no Board Resolution (Y11) Royal Stage Christian Performing Arts - no IRS 990

V. Reports/Comments/Commission/Staff

Nela Luken provided an update to the Commission on the report schedule and the Historical Assessment Report.

VI. Adjournment

Commissioner Eisner Festersen made a motion to adjourn the meeting at 6:50 p.m. The motion was seconded by Commissioner Goto. (6 ayes, 0 nos), motion passed.