

MEASURE BP
STAKEHOLDERS OVERSIGHT
COMMITTEE
REGULAR MEETING

Agenda

June 11, 2024, 5:00 PM



Chair
Vice-Chair
Member
Member
Member
Member
Member

Betsy Lara
Pastor Elmer Jackson
Jorge Hernandez
Estela Mata-Carcamo
Gregory Orozco
Sasha Rodriguez
Nghiem Van Nguyen

Welcome to your Stakeholders Oversight Committee Meeting

We welcome your interest and involvement in the City's legislative process. This agenda includes information about topics coming before the Stakeholders Oversight Committee and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city's website and in the Office of the City Clerk.

Please note that, in the event of a technical issue causing a disruption in the call-in option or internet-based option, the meeting will continue unless otherwise required by law, such as when a Board Member is attending the meeting virtually pursuant to certain provisions of the Brown Act. Electronic devices are to be turned off during the Stakeholders Oversight Committee meetings are in session.

How to watch

The City of Baldwin Park provides two ways to watch a Stakeholders Oversight Committee meeting:

In Person



Most SOC meetings take place at City Hall, 14403 E. Pacific Ave., Baldwin Park, CA 91706

Online



Audio streaming will be available at

https://www.youtube.com/channel/UCFLZ0_dDFRjy59rhiDZ13Fg/featured?view_as=subscriber
http://baldwinpark.granicus.com/ViewPublisher.php?view_id=10

Reasonable Accommodations

Individuals with disabilities may request an agenda packet in appropriate alternative formats as required by the Americans with Disability Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. In compliance with the ADA, if you need special assistance for the meeting, please contact the City Clerk's Office at (626) 960-4011 ext. 466 or squinones@baldwinpark.com. within 24 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.

Public Comments

The public is encouraged to address the City Council or any of its Agencies listed on this agenda on any matter posted on the agenda or on any other matter within its jurisdiction. In accordance with Chapter 39 of the Baldwin Park Municipal Code, Speakers must address the Council as a whole and refrain from making impertinent, slanderous, or profane remarks or disrupt the peace of the meeting. Speaker cards are available at the podium and by request with the City Clerk.

Public Communication

There is a three-minute speaking time limit. This is the time set aside to address the City Council or any of its Agencies. Please notify the City Clerk if you require the services of an interpreter. No Action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The legislative body or its staff may: 1) Briefly respond to statements made or questions asked by persons; or 2) Direct staff to investigate and/or schedule matters for consideration at a future meeting. [Government Code §54954.2] If you wish to comment on agenda items and are unable to physically appear in person, please email your name, place of residence, item number or topic and to comments@baldwinpark.com. Written comments will be distributed and will be made part of the written record but will NOT be read verbally at the meeting

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMUNICATIONS

NEW BUSINESS

1. Pilot Program- Community Empowerment Grants- Youth Sports Organizations

It is recommended that the SOC:

1. Approve the Implementation of a Pilot Program for the award of community grants to non-profit organizations involved in the support of youth sports and formally organized as 501c(3) within the City of Baldwin Park.
2. Approve the Allocation of \$30,000 of Measure BP funding for the Pilot Program.
3. Approve \$5,000 as the Maximum Cap to be awarded to any one organization.
4. Approve the award to be made on a reimbursement basis, with the option for a 20 percent advance payment.
5. Authorize the CEO to make administrative adjustments as necessary.
6. SOC Recommendations of Award to grant applicants will be forwarded to the City Council for final approval and appropriation of the funds.

2. Measure BP Sales Tax Financial Update

3. Stakeholders Oversight Committee (SOC) May 14, 2024, Meeting Minutes

It is recommended that the Committee approve the Minutes of the Regular Measure BP Stakeholders Oversight Meeting held on May 14, 2024.

STAKEHOLDERS OVERSIGHT COMMITTEE/STAFF REQUESTS & COMMUNICATIONS

- 1 **CEO recommends to cancel the July 9, 2024 Regular SOC Meeting due to the Fourth of July Week when many staff are anticipated to be off.**

Next SOC Regular Meeting – Tuesday, August 13, 2024 at 5:00 p.m.

ADJOURNMENT

PLACEHOLDER

CERTIFICATION

I, Shirley Quiñones, Chief Deputy City Clerk of the City of Baldwin Park hereby certify that, under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Shirley Quiñones
Chief Deputy City Clerk

For further information regarding agenda items, please contact the office of the City Clerk at (626) 960-4011 ext. 466 or via e-mail at squinones@baldwinpark.com.

STAFF REPORT



TO: Chair and Members of the Measure BP Stakeholders Oversight Committee (SOC)

FROM: Enrique C. Zaldivar, Chief Executive Officer

DATE: June 11, 2024

SUBJECT: Pilot Program- Community Empowerment Grants- Youth Sports Organizations

SUMMARY

During the discussions related to the development of a framework for the Community Grants Program, the SOC directed Staff to present a proposal for a pilot program to test the viability, effectiveness, and the uptake interest by the community on the microgrants program. The pilot is to focus on youth sports non-profit organizations formally organized within the City of Baldwin Park.

RECOMMENDATION

It is recommended that the SOC:

1. Approve the Implementation of a Pilot Program for the award of community grants to non-profit organizations involved in the support of youth sports and formally organized as 501c(3) within the City of Baldwin Park.
2. Approve the Allocation of \$30,000 of Measure BP funding for the Pilot Program.
3. Approve \$5,000 as the Maximum Cap to be awarded to any one organization.
4. Approve the award to be made on a reimbursement basis, with the option for a 20 percent advance payment.
5. Authorize the CEO to make administrative adjustments as necessary.
6. SOC Recommendations of Award to grant applicants will be forwarded to the City Council for final approval and appropriation of the funds.

FISCAL IMPACT

The Measure BP Fund balance as of the month of April 2024 was \$7million, of which \$2.6 million has been committed to projects. The available balance is \$4.5 million, which is more than sufficient to support \$30,000 being recommended for the pilot program.

BACKGROUND

Several Investment Opportunity Categories were adopted by the SOC as its guiding document in considering the award of Measure BP funding to the multiplicity of requests for funding submitted to the SOC. One of the categories is City and Community Empowerment, which is intended to foster and support self-driven initiatives at the community and organization level to enhance the quality of life of all residents by implementing projects and programs that directly or indirectly benefit the city residents.

At its meeting of May 14, 2024, the SOC reviewed the community grants program of several other cities in California as a point of reference for our own. One salient consideration is that the application process and the application itself be kept simple and straight forward. SOC felt that piloting the process in a specific subgroup

would be an effective way of ultimately developing the final program. The subgroup chosen is the Non-Profit - 501c3 registered- organizations that support youth sports in the City of Baldwin Park. Organizations such as Little League Baseball and Softball; Sports Cheer. Roadrunners Youth Football, Youth Soccer, Youth Martial Arts, etc. School-affiliated sports are not included in the pilot program.

DISCUSSION

The mission of youth sports organizations has long been recognized as essential in the development of our youth when it comes to character, personal discipline, community responsibility, teamwork, physical health, setting and achievement of goals, and the respect for rules. In the aftermath of the Pandemic, youth sports organizations in our City have had a real struggle to re-solidify their financial footing to run their organizations. It is very fitting that the SOC consideration of this pilot program for grant funding to be focused on such organizations.

Volunteer efforts and significant fund-raising activities are the engine that run the youth organizations. Without such contributions, the cost of running the sports programs would be so prohibitive that many families would not participate, causing a deleterious impact to the organizations and to the City as a whole.

But even with the fund- raising drives, youth sports organizations are often unable to afford the right type of equipment and supplies, much less able to travel to compete and learn from the competitive experience from playing teams from other cities. SOC funding, albeit on a pilot basis, would be a welcome supplement to make the organizations successful.

In the spirit of the SOC direction to make the process simple, accessible, and yet accountable, following is the primary criteria to be required for eligibility:

- a. Organization mission must be in support of youth sports.
- b. Organization must be formally registered as a non-profit 501c3
- c. Organization must be run and operated primarily by volunteers.
- d. Request for Grant can be for equipment, supplies, travel for a tournament, special training, upkeep of the facilities/field.
- e. Maximum amount of grant to an organization shall be \$5,000.
- f. Total amount of Measure BP Funds for the Pilot Program shall be \$30,000.
- g. Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 20% of the grant.
- h. Receipts and proof of payment shall be required for all reimbursements.
- i. Time to expend the grant funds shall be one-year from the time of award.

An estimated timeline for the roll-out of the pilot program if approved by SOC would be in the Fall 2024 (September), with the City Council making the final approval for the recommended awards.

ALTERNATIVES

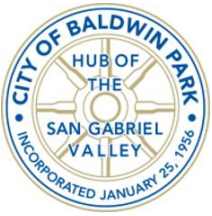
SOC may choose not to approve the pilot program or make modifications to the proposal.

LEGAL REVIEW

This report has been reviewed and approved by the City Attorney as to legal form and content.

ATTACHMENTS

1. Grant Application



City of Baldwin Park
Measure BP Stakeholders Oversight Committee (SOC)

COMMUNITY EMPOWERMENT GRANT
Youth Sports Organizations
(Non-profit)
PILOT PROGRAM

This form provides a statement of guidelines and criteria for awarding Community Empowerment Funding grants through Measure BP Funds. Community Empowerment Funding is intended to augment the efforts of nonprofit organizations to benefit residents in the City of Baldwin Park. This program is to channel requests through an application review, thereby ensuring that all requests are evaluated consistently to enter into agreements for specific measurable services and to ensure that recipients are held accountable for providing the agreed upon services within the specified time frame.

Requests for funding received from non-profit organizations involved in the support of youth sports and formally organized as 501(c)(3) within the City of Baldwin Park will be considered during a specified period. Due to limited resources, not all requests can be funded. It is not the intended to fund each request received but rather to review each proposal and provide funding to those non-profit organizations, specified above, which most effectively serve the needs and improve the well-being of the residents of the City of Baldwin Park.

There will be no roll-over of the budgeted funds for the Community Empowerment Funding Grant Program (within the City's operating budget) from one fiscal year to another. Any funds that were not allocated to a nonprofit organization by the end of the fiscal year will be returned to the Measure BP Fund.

The Project/Program must benefit the general community of Baldwin Park residents. Community Empowerment Funding grant shall not exceed \$5,000 per organization per fiscal year.

Community Service Funding is limited to organizations that have completed the Internal Revenue Service (IRS) process to become a 501(c)(3), nonprofit organization. Formal nonprofit status must be up-to-date and submitted as requested on the Application. Applicants must be in good standing. Nonprofit organizations may apply for funding only if the Project/Program serves a public purpose and follows the laws governing use of public funds.

Eligibility

To be eligible for funding:

- A Nonprofit with 501(c)(3) status form
- Providing a youth sports service that benefits the Baldwin Park residents
- The organization's mission must be in support of youth sports.
- Organization must be formally registered as a non-profit 501(c)(3)
- The organization must be run and operated primarily by volunteers.
- Request for Grant can be for equipment, supplies, travel for a tournament, special training, upkeep of the facilities/field.
- Maximum amount of grant to an organization shall be \$5,000.

Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 20% of the grant.

Receipts and proof of payment shall be required for all reimbursements.

Time to expend the grant funds shall be within the fiscal year from the time of award.

Organizations cannot include as part of the funding request:

- Salaries
- Scholarships to high school or college students
- Debt

Questions: Shirley Quinones at (626) 960-4011 ext. 466



Measure BP Sales Tax (TUT)

Financial Update as of May 31, 2024

Revenue

Measure BP Sales Tax

May 2023 - May 2024	\$ 7,537,356
---------------------	--------------

Interest Income

Interest Income through May 2024	\$ 101,535
----------------------------------	------------

Total Revenue Received

	<u>\$ 7,638,891</u>
--	---------------------

Expenditures

11 Police new vehicles with 5-year lease approved by SOC on 2/13/2024 & by CC on 3/6/2024 (committed and not yet spent)	\$ 1,136,000
---	--------------

Two-Way APX Radio System by Motorola Solutions approved by SOC on 2/13/24 & by CC on 2/21/2024 (committed and not yet spent)	\$ 1,297,301
--	--------------

Architectural services for Concept Reports for a proposed sports complex approved by SOC on 2/13/2024 & by CC on 3/6/2024 (committed and not yet spent)	\$ 80,000
---	-----------

1 Kubota tractor approved by SOC on 3/12/2024 & by CC on 5/1/2024 (committed and not yet spent) - Purchase	\$ 59,000
--	-----------

1 full size crew cab pick-up truck approved by SOC on 3/12/2024 & by CC on 5/1/2024 (committed and not yet spent) - Lease	\$ 74,931
---	-----------

Total Expenditures Include Committed

	<u>\$ 2,647,232</u>
--	---------------------

Projected Fund Balance as of May 31, 2024

	\$ 4,991,658
--	--------------

TUT=Transactions & Use Taxes

STAFF REPORT



TO: Chair and Members of the Measure BP Stakeholders Oversight Committee

FROM: Shirley Quinones, Chief Deputy City Clerk
Krystal Roman, Administrative Clerk II/Deputy City Clerk

DATE: June 11, 2024

SUBJECT: Stakeholders Oversight Committee (SOC) May 14, 2024, Meeting Minutes

SUMMARY

The Committee held the Regular Measure BP Stakeholders Oversight Meeting on May 14, 2024.

RECOMMENDATION

It is recommended that the Committee approve the Minutes of the Regular Measure BP Stakeholders Oversight Meeting held on May 14, 2024.

FISCAL IMPACT

There is no fiscal impact associated with this item.

LEGAL REVIEW

This report does not require legal review.

ATTACHMENTS

1. May 14, 2024 SOC Regular Meeting Minutes

MEASURE BP STAKEHOLDERS
OVERSIGHT COMMITTEE
REGULAR MEETING

Minutes

May 14, 2024, 5:00 PM



Chair	Betsy Lara
Vice-Chair	Pastor Elmer Jackson
Member	Jorge Hernandez
Member	Maria Mata-Carcamo
Member	Gregory Orozco
Member	Sasha Rodriguez
Member	Nghiem Van Nguyen

These minutes are presented in Agenda order.

CALL TO ORDER

The meeting was called to order at approximately 5:16 p.m. by Chair Lara.

INVOCATION

The invocation was led by Vice Chair Pastor Jackson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Lara.

ROLL CALL

Deputy City Clerk Krystal Roman performed roll call.

MEMBERS:

Member Jorge Hernandez (present)
Member Estela Mata-Carcamo (present)
Member Gregory Orozco (present)
Member Sasha Rodriguez (present)
Member Nghiem Nguyen (absent)
Vice-Chair Elmer Jackson (present)
Chair Betsy Lara (present)

PUBLIC COMMUNICATIONS

Chair Lara opened Public Communication at approximately 5:18 p.m. Seeing no one else wishing to speak, Public Communications was closed.

NEW BUSINESS

- 1. Measure BP Sales Tax Financial Update**
Rose Tam, Director of Finance presented the Measure BP Sales Tax Financial Update.
- 2. City and Community Empowerment Investment Opportunity Category- Requests for Funding Framework – Continued from Meeting of April 9, 2024**
It is recommended that the SOC consider the following:
 1. Discuss and develop a framework and criteria by which requests for funding can be submitted by directly by residents, neighborhood groups, community organizations, church organizations and school organizations under the City and Community Investment Category.

2. Upon ample discussion and deliberation over perhaps several meetings, SOC may approve the framework and criteria for the City and Community Investment Category.

The SOC gave direction to staff to draft guidelines and application for a Pilot Program for Community grant funding.

3. Stakeholders Oversight Committee (SOC) April 9, 2024 Meeting Minutes

Motion to approve the Minutes of the Regular Measure BP Stakeholders Oversight Meeting held on April 9, 2024.

MOTION: It was moved by Jackson, seconded by Mata-Carcamo to adopt Motion [6 – 0].

AYES: HERNANDEZ, MATA-CARCAMO, OROZCO, RODRIGUEZ, JACKSON, LARA

STAKEHOLDERS OVERSIGHT COMMITTEE/STAFF REQUESTS & COMMUNICATIONS

1. Next SOC Regular Meeting – Tuesday, June 11, 2024 at 5:00 p.m.

ADJOURNMENT

Chair Lara motioned to adjourn the meeting at approximately 6:56 p.m..

ATTEST:

Besty Lara, Chair

Shirley Quiñones, City Clerk

APPROVED: **June 11, 2024**