



**City of Rancho Cordova  
Measure H/Community Enhancement Fund Citizen Oversight Board**

Rancho Cordova City Hall  
2729 Prospect Park Drive  
Rancho Cordova, CA 95670

May 14, 2018

6:00 p.m.  
Coloma Room

**MINUTES**

1. Stacy Delaney called the meeting to order in the Coloma Room at 6:04 p.m.

Oversight Board Members Present: Carhart, Linden, Frechette, Trujillo, Gauff, Medina.

Staff Members Present: Leonardich, Cook, Juran, Weber, Delaney, Leitner.

2. Welcome & Introductions

All Oversight Board Members and Staff Members introduced themselves.

3. Group Swearing-In by City Clerk

The City Clerk conducted the group swearing-in.

- ~~4.~~ Meeting Governance – Robert’s Rules of Order

Robert’s Rules of Order was selected as the meeting governance tool. Robert’s Rules of Order Cheat Sheet was distributed to the Oversight Board Members.

5. Appoint a Chair and Vice Chair

Nica Gauff was appointed Chair and Lee Frechette was appointed Vice Chair.

6. Ethics Training, Materials, and Next Steps

AB 1234 Self-Study Materials Part 1: Financial Interests and Perks was distributed to the Oversight Board Members. Each Oversight Board Member was given 30-days to complete the training and take the self-assessment test. All Oversight Board

Members were also given the Institute for Local Government's Success in Public Service, "What you need to know before you are appointed or elected" handout.

7. Background on Measure H and Sales Tax Overview

Kim Juran provided an overview of how an add-on sales tax works. Stacy Delaney provided copies of the Fiscal Year 2015/2016 and Fiscal Year 2016/2017 Community Enhancement Fund Citizen Report.

8. Demo of the Community Enhancement Fund Open Data Tool

Stacy Delaney demonstrated the open data tool available to learn more about the Community Enhancement Fund projects and programs funded during the fiscal year and the expenditures to date.

9. Scheduling of Next Meetings

The following dates were selected for future potential meetings. Dates may get added or canceled as needed.

September 24, 2018 at 6:00 p.m. in the Community Board Room  
October 17, 2018 at 6:00 p.m. in the Coloma Room  
October 25, 2018 at 6:00 p.m. in the Community Board Room

10. Meeting Adjourned

Chair Nica Gauff adjourned the meeting at 7:04 p.m.

Minutes adopted on Monday, September 10, 2018. Signed Tuesday, September 11, 2018 at Rancho Cordova, California.



Stacy Delaney, Community Enhancement Analyst II