

## REGULAR MEETING MINUTES



**Date:** 1/18/2024  
**Time:** 5:30 p.m.  
**Location:** Teleconference and  
City Hall Downtown Conference Room, 1st Floor  
701 Laurel St., Menlo Park, CA 94025

### A. Call To Order

Chair Wong called the meeting to order at 5:32 p.m.

### B. Roll Call

**Present:** Bramlett, Dey, Hill, Leroux, Normington, Prohaska, Wong  
**Absent:** None  
**Staff:** Administrative Services Director Brittany Mello, Assistant Administrative Services Director Jared Hansen, Interim Finance and Budget Manager Rani Singh, Senior Accountant Ying Chen, Management Analyst II Adrian Patino

### C. Public Comment

None.

### D. Presentations and Proclamations

#### D1. Presentation: Grants – California Consulting Inc.

California Consulting Inc. representative David Marquez made the presentation (Attachment).

The Commission received clarification on the strategy for pursuing grants, the City's relationship with California Consulting Inc., the types of grants the City is seeking and directed staff to provide the Commission with grant updates quarterly.

### E. Regular Business

#### E1. Accept the Finance and Audit Commission minutes for October 19, 2023 (Attachment)

Management Analyst II Adrian Patino introduced the item.

**ACTION:** Motion and second (Bramlett/ Prohaska), to approve the October 19, 2023 minutes, passed unanimously.

#### E2. Review the September 30, 2023 Investment Reports and recommend receipt by City Council (Staff Report #24-001-FAC)

Management Analyst II Adrian Patino introduced the item.

The Commission received clarification on the investment of successor agency funds, the average maturity of the City's investment portfolio, and liquidity of funds.

**ACTION:** Motion and second (Hill/ Dey), to recommend receipt of the September 30, 2023 Investment Reports by City Council, passed unanimously.

- E3. Review the December 31, 2023 Investment Reports and recommend receipt by City Council (Staff Report #24-002-FAC)

Management Analyst II Adrian Patino introduced the item.

**ACTION:** Motion and second (Wong/ Normington), to recommend receipt of the December 31, 2023 Investment Reports by City Council, passed unanimously.

#### **F. Commissioner Reports**

- F1. Update on OpenGov transparency portal improvements and community training

Chair Wong and Vice Chair Normington provided the update.

The Commission discussed opportunities to improve accessibility of OpenGov and ease of navigation on the City website.

#### **G. Adjournment**

Chair Wong adjourned the meeting at 7:38 p.m.

Management Analyst II Adrian Patino

Minutes approved at the April 18, 2024 Finance and Audit Commission meeting



# General Overview of Services

# Company Overview

- ▶ Founded in 2004 with a solid reputation commitment to success with 38 team members across the State of California
- ▶ Includes Grant Writers, Grant Managers, Regional Directors, Business Development, and Administrative support staff
- ▶ The largest grant writing firm in the State of California
- ▶ Specializing in Federal, State, and Private Foundation grant writing services for cities, counties, schools, special districts, and nonprofits
- ▶ Solely focused on providing grant writing services to our clientele based in California
- ▶ Has successfully secured over 1400 competitive grant applications totaling over \$1.6 billion in funding since the inception of the company

# ***The Grant Writing Experts***

- ▶ 30 professional grant writers with over 250 combined years of grant writing experience
- ▶ Written and awarded over 1400 significant competitive grant applications for various client projects
- ▶ Current on Federal, State, and Private Foundation grants through historical knowledge, resources, and extensive network of key relationships with agency and Foundation staff
- ▶ Experts on researching and identifying grants including, successfully writing applications, completing post-award compliance reporting, and documentation

# Membership Organizations



▶ League of California Cities (LOCC)



▶ Municipal Management Association of Southern California (MMASC)



Municipal Management Association  
of Northern California  
*Inspiring Local Government Leaders since 1950*

▶ Municipal Management Association of Northern California (MMANC)



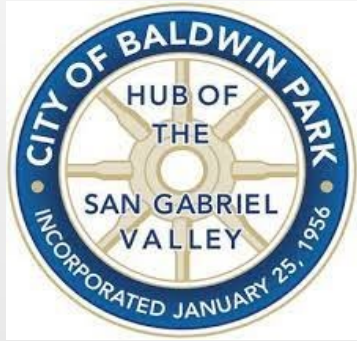
# Sample Grants Awarded

## MUNICIPAL AWARDS

- ▶ **Caltrans Clean CA Local Grant Program**  
\$16,800,000
- ▶ **USDOJ COPS Hiring**  
\$9,000,000
- ▶ **Urban Greening California Natural Resources Agency**  
\$8,500,000
- ▶ **Caltrans Active Transportation Program (ATP)**  
\$7,632,000
- ▶ **Prop 68 – Statewide Park Development and Community Revitalization Program (SPP)**  
\$70,500,000
- ▶ **Caltrans Highway Safety Improvement Program (HSIP)**  
\$7,300,000
- ▶ **CA State Parks Land & Water Conservation Fund (LWCF)**  
\$6,635,000



# Client Success Stories



## ***City of Baldwin Park***

Grant Award: Prop 1 Storm Water Grant Program

Amount: \$12,500,000



## ***City of Patterson***

Grant Awards: Urban Greening Grant

Amount: \$1,808,145



# More Client Success Stories



## ***City of Fairfield***

Grant Award: Local Housing and Allocation Formula Grant  
Amount: \$3,500,000



## ***City of Glendale***

Grant Award: Caltrans - 2022 Transit and Intercity Rail  
Capital Program (TIRCP)  
Amount: \$34,648,255



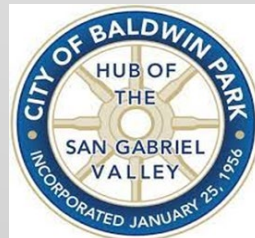
## ***City of Waterford***

Grant Award: Caltrans - Active Transportation Program Cycle 5 ATP  
Amount: \$945,631



## ***City of Twentynine Palms***

Grant Award: Cultural, Community, and Natural Resources  
Grant Program – Step 3  
Amount: \$2,000,000



## ***City of Baldwin Park***

Grant Award: Measure W-Safe Clean Water Program  
Regional  
Amount: \$14,700,000



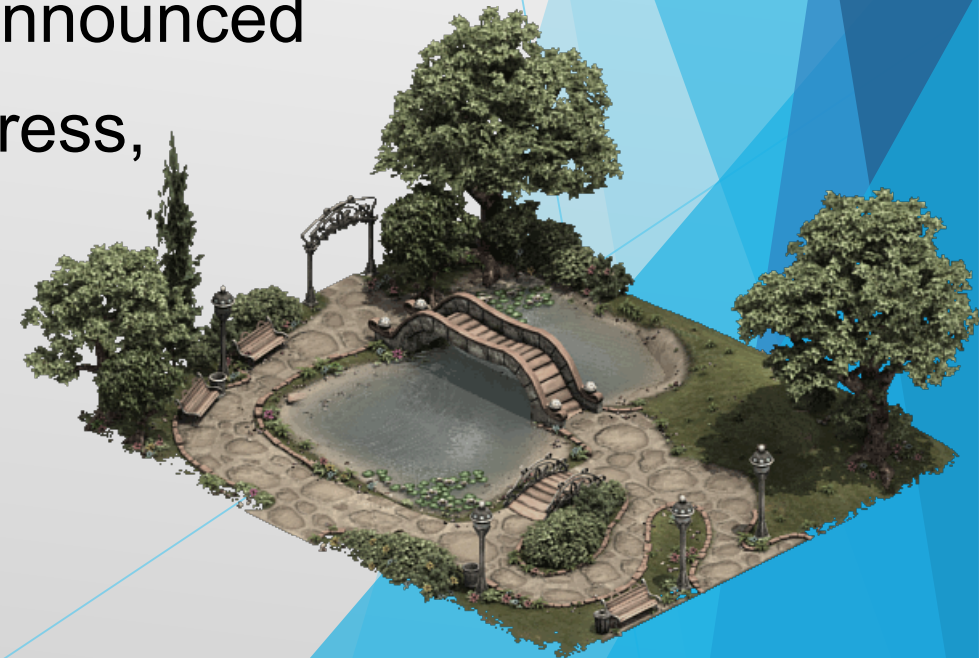
# How It Works

- ▶ Conduct Needs Assessment – started meeting monthly with City staff at the end of Sept 2023
- ▶ Focused grant research & identification based on specific Menlo Park needs
- ▶ Start Grant Writing including creating schedules to ensure timely submissions
- ▶ Grant Administration



# Superior White Glove Service

- ▶ Provide customized bi-weekly grant opportunity lists
- ▶ Write all sections of the grant application and offer a draft to provide final input and edits prior to submission
- ▶ Grant Writers will submit a top quality product at all times
- ▶ Monitor funding agency until grant awards are announced
- ▶ Provide monthly reports to reflect grants in progress, grants submitted, and grants awarded
- ▶ Conduct monthly grants management meetings



# EV ACCELERATION CHALLENGE

The EV Acceleration Challenge is central to the White House's goal of having 50% of all new vehicle sales be electric by 2030

The EV Acceleration Challenge is focused on four primary categories:

- **Tools and Resources:** Develop tools or interactive resources that will help consumers, businesses, or state, regional, Tribal, or local governments understand and access EV incentives, and make informed new and used car-buying decisions that consider electric options.
- **Consumer Education and Support:** Increase awareness among the public, and especially among groups with currently low rates of EV adoption, about how EVs work and the benefits they offer.
- **EV Fleet Expansion:** Increase EV penetration in public and private fleets.
- **Community Charging:** Expand access to EV charging in commercial and multifamily settings.

# INFLATION REDUCTION ACT

- ▶ The Inflation Reduction Act includes some two dozen tax provisions that will save families money on their energy bills and accelerate the deployment of clean energy, clean vehicles, clean buildings, and clean manufacturing.
- ▶ Many of the clean energy tax provisions offer bonus credits to projects that are located in low-income communities or energy communities, pay prevailing wages and use registered apprentices, or meet certain domestic content requirements— all with the goal of strengthening America’s energy security, creating good-paying, high-quality jobs, and spurring shared economic growth

<https://www.whitehouse.gov/cleanenergy/clean-energy-tax-provisions/>



## Contact Information

214 Main Street, Suite 102

El Segundo, CA 90245

Phone: (323) 728-9002

[info@californiaconsulting.org](mailto:info@californiaconsulting.org)

[www.californiaconsulting.org](http://www.californiaconsulting.org)

