

# PROCEDURAL ITEMS FOR THE CMFA SUMMARY AND RECOMMENDATIONS

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Items: A1, A2, A3

Action: Pursuant to the by-laws and procedures of CMFA, each

meeting starts with the call to order and roll call (A1) and proceeds to a review and approval of the minutes from the prior meeting (A2). After the minutes have been reviewed and approved, time is set aside to allow for

comments from the public (A3).

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# AVENIDA SERRA APARTMENTS SUMMARY AND RECOMMENDATIONS

Applicant: National Community Renaissance of California

Action: Final Resolution

Amount: \$5,000,000

Purpose: Finance Affordable Multi-Family Rental Housing Facility

Located in the City of San Clemente, Orange County,

California

Activity: Affordable Housing

Meeting: February 28, 2014

#### Background:

Great feats are seldom the work of one, but the endeavor of many. National Community Renaissance ("National CORE") understands that affecting prosperity, security, revitalization, and growth requires a concerted collaboration and is the result of shared ambitions. Part of the process is a commitment to go beyond bricks and mortar; to create healthy communities that thrive and prosper for many generations to come.

National CORE is a nonprofit affordable housing developer that builds and manages affordable housing communities. They enrich their rental properties with services proven to make a positive impact such as senior wellness initiatives, afterschool programs, and low-cost/free preschool.

At National CORE they support families and seniors by providing housing communities that are affordable, safe, and good quality. They enhance neighborhood stability through long-term management and maintenance, as well as services such as senior wellness, afterschool programs, and preschool.

National CORE created the Hope Through Housing Foundation ("Hope") in order to provide high quality services for seniors and children. Hope strives to meet or exceed nationally recognized benchmarks and best practices for senior and youth programs. It evaluates its program delivery and publishes the results on its website, <a href="www.hthf.org">www.hthf.org</a>, every year.

National CORE has participated in approximately 100 projects, totaling over 8,000 units.

# The Project:

The Avenida Serra Apartments project is a new construction of a 18-unit multifamily rental housing project on .37 acres in historic San Clemente. The project will consist of two- and three-story Spanish Colonial Revival style buildings. It includes 18 one-bedroom units with one on-site manager's unit. In addition, there will be incorporated on-site covered parking with spaces for bicycles and motorcycles. There will be a lobby, elevator, private patios and balconies; trash recycling area, common outdoor courtyard; on-site leasing office, common laundry facilities and common resource center. The financing of this project will result in the creation of 18 affordable apartments for the next 55 years.

#### The City of San Clemente:

The City of San Clemente became a member of the CMFA and held a TEFRA hearing on July 16, 2013. Upon closing, the City is expected to receive approximately \$3,125 as part of CMFA's sharing of Issuance Fees.

# **Proposed Financing:**

Sources of Funds:	Co	onstruction	Permanent
Tax-Exempt Bond Proceeds:	\$	5,000,000	\$ 0
Taxable Debt Proceeds:	\$	0	\$ 436,000
Developer Loans:	\$	0	\$ 422,214
Direct & Indirect Public Funds	\$	1,791,652	\$ 4,164,400
LIH Tax Credit Equity:	\$	532,606	\$ 2,838,607
Total Sources:	\$	7,324,258	\$ 7, 861,221
Uses of Funds:			

#### Uses of Funds:

Acquisition/Land Purchase:	\$ 800,000
On & Off Site Costs:	\$ 532,120
Hard Construction Costs:	\$ 3,202,968
Architectural & Engineering:	\$ 500,000
Contractor Overhead & Profit:	\$ 294,912
Developer Fee:	\$ 600,000
Cost of Issuance:	\$ 93,750
Capitalized Interest:	\$ 250,000
Other Soft Costs (Marketing, etc.):	\$ 1,587,471
Total Uses:	\$ 7,861,221

#### Terms of Transaction:

Amount: \$5,000,000 Maturity: 17 years

Collateral: Deed of Trust on property

Bond Purchasers: Private Placement Estimated Closing: March 2014

#### Public Benefit:

A total of 18 households will soon be able to enjoy high quality, independent, affordable housing in the City of San Clemente. Services at the complex will include an outdoor courtyard, common laundry facilities, a common resource center, and on-site manager.

Percent of Restricted Rental Units in the Project: 100%

61% (11 Units) restricted to 50% or less of area median income households. 39% (7 Units) restricted to 60% or less of area median income households.

Unit Mix: One-bedroom Term of Restriction: 55 years

#### Finance Team:

Lender: Citi Community Capital

Bond Counsel: Orrick, Herrington & Sutcliffe LLP

Issuer Counsel: Jones Hall, APLC

Lender Counsel: Eichner Norris & Neumann PLLC
Borrower Counsel: Law Office of Edward A. Hopson

#### Recommendation:

The Executive Director recommends that the CMFA Board of Directors approve a Final Resolution of \$5,000,000 for the Avenida Serra Apartments affordable multi-family housing project located in the City of San Clemente, Orange County, California.



# POINT LOMA NAZARENE UNIVERSITY SUMMARY AND RECOMMENDATIONS

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Applicant: Point Loma Nazarene University

Action: Final Resolution

Amount: \$55,000,000

Purpose: Finance and Refinance the Acquisition, Construction,

Improvement, Renovation, Furnishing and Equipping of Educational Facilities, Located in the City of San Diego,

County of San Diego, California.

Activity: Private University

Meeting: February 28, 2014

#### Background:

Point Loma Nazarene University ("PLNU"), formerly Pasadena College, was established in 1902 (incorporated in 1918) in California. PLNU is a Christian liberal arts university, accredited by the Western Association of Schools and Colleges (WASC). PLNU's undergraduate program is located in San Diego and currently offers more than 60 undergraduate areas of study. PLNU has approximately 2,400 undergraduate students.

PLNU's graduate program is spread among several regional centers located in Arcadia, Bakersfield, the Inland Empire, and Mission Valley San Diego. Point Loma Nazarene University currently offers graduate degrees in biology, business, education, nursing, and theology and current enrollment is approximately 1,100 graduate students.

PLNU is committed to teaching, shaping, and sending its students into the world to make a positive difference. The university is dedicated to providing each student with an active and energetic learning process that will penetrate all aspects of their life. Their programs and services empower students to take risks, face challenges, and get involved in their community.

#### The Project:

Point Loma Nazarene University, a nonprofit religious corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, wishes to (1) redeem in full the ABAG Finance Authority for Nonprofit Corporations Variable Rate Refunding Revenue Bonds (Point Loma Nazarene University) Series 2008, (2) pay and/or reimburse the Corporation for the costs of constructing, improving, renovating, furnishing and/or equipping of the Corporation's educational facilities at 3900 Lomaland Drive, San Diego, California 92106, including but not limited to the demolition of pre-existing buildings and construction of additional educational facilities, including, without limitation, the construction of a new science complex, and (3) pay certain costs of issuance of the Loan.

#### The County of San Diego:

The County of San Diego is a member of the CMFA and is scheduled to hold a TEFRA hearing on March 11, 2014. Upon closing, the County is expected to receive approximately \$14,167 as part of CMFA's sharing of Issuance Fees.

#### Proposed Financing:

Sources of Funds:

Tax-Exempt Bond: \$ 55,000,000 Total Sources: \$ 55,000,000

Uses of Funds:

 Redemption of Series 2008 Bonds:
 \$ 32,500,000

 New Construction:
 \$ 22,000,000

 Cost of Issuance:
 \$ 500,000

 Total Uses:
 \$ 55,000,000

#### Terms of Transaction:

Amount: \$55,000,000

Maturity: Variable Rate 19 years

Fixed Rate 30 years

Collateral: Deed of Trust on property

Bond Purchasers: Private Placement

Estimated Closing: April 2014

#### Public Benefit:

As private Christian liberal arts college, PLNU is committed to teaching, shaping and sending its students into the world to make a positive difference. PLNU student's minds are engaged and challenged, character is modeled and formed and service is considered an expression of each student's faith. The university is of Wesleyan heritage, and students are encouraged to participate in a wide range of community outreach programs. A few examples that students have an opportunity to participate include: tutoring in local schools, serve in elderly care homes, pass out meals and build relationships with the homeless at local shelters and assist and serve in children's hospitals.

This financing will increase the capacity of the institution to provide its educational services to the students served.

#### Finance Team:

Lender: First Republic Bank

Special Tax Counsel: Hawkins Delafield & Wood LLP

Issuer Counsel: Jones Hall, APLC

Lender Counsel: Hawkins Delafield & Wood LLP

Borrower Counsel: Squire Sanders LLP

#### Recommendation:

The Executive Director recommends that the CMFA Board of Directors approve a Final Resolution of \$55,000,000 for Point Loma Nazarene University located in the City of San Diego, San Diego County, California.



# INFORMATIONAL ITEMS FOR THE CMFA SUMMARY AND RECOMMENDATIONS

Item: Administrative Issues; A., B., C., D., E., F.

Action: Each meeting, the board has the opportunity to discuss,

without taking any formal actions on items;

(A). Marketing Update,

(B). Membership Update,

(C). Transaction Update,

(D). Legislative Update,

(E). Internal Policies and Procedures,

The purpose of this item is to keep the Board informed of current and recent activities, and for the Board to ask

questions and give feedback on the matters listed.



# PROCEDURAL ITEMS FOR THE CFSC SUMMARY AND RECOMMENDATIONS

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Items: A1, A2, A3

Action: Pursuant to the by-laws and procedures of CFSC, each

meeting starts with the call to order and roll call (A1) and proceeds to a review and approval of the minutes from the prior meeting (A2). After the minutes have been reviewed and approved, time is set aside to allow for

comments from the public (A3).



# **Ethics Statement for Board Members of California Foundation for Stronger Communities**

Staff recommends that the board approve the updated language.

Board membership of California Foundation for Stronger Communities ("CFSC") involves administration of a public agency, the California Municipal Finance Authority (the "Authority") to carry out the charitable and public purposes set forth in the Articles of Incorporation of the CFSC. See Article II.B. This management is a public trust. Public trust requires that Board members place the CFSC and CMFA interests above personal interests. Board membership involves, among other things, Board designation of financial grants to non-profit and public entities throughout the state. The Board members have a particular responsibility to exhibit the highest ethical standards and behavior in connection with such donations and grants.

Board members must avoid situations in which it might appear that personal interests are being served or financial benefits gained when approaching and interacting with grant recipients, or financing transaction participants of the CFSC or CMFA.

It is incumbent on any Board member to disqualify himself or herself immediately whenever the appearance of a conflict of interest exists.

Board members must distinguish clearly in their actions and statements between their personal philosophy and attitudes and those of the CFSC or CMFA, acknowledging the formal position of the board even if they personally disagree.

Board members must respect the confidential nature of business while being aware of and in compliance with applicable laws governing freedom of information, conflicts of interest and fair political practices.

As guidelines to avoid even the appearance of impropriety, Board members should avoid involving others in grant presentations and note that all donations are based on approval of the Board.

No active member of the public finance industry shall be permitted to be a board member, except active government employees.

Articles of Incorporation – California Foundation for Stronger Communities. Article II.B. The charitable and public purposes of this corporation shall be to (i) administer, or participate, assist or advise in the administration of, the California Municipal Finance Authority, a joint exercise of powers authority created pursuant to Title 1, Division 7, Chapter 5 of the Government Code of the State of California (the "Authority"), including acting as the governing body of the Authority, (ii) participate in the administration of conduit financing transactions with one or more States or political subdivisions thereof, or assist or advise in the administration of one or more States or political subdivisions thereof with respect to their conduit financing transactions, and (iii) provide financial grants or other financial support or benefits to (a) nonprofit funds, foundations or corporations which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code or (b) to the Authority, or states or political subdivisions thereof, for a public purpose. Subject to Article IV.B of these articles, this corporation shall be permitted to conduct other lawful activities permitted under the California Nonprofit Public Benefit Corporation Law.

### Robert (Bob) Adams, Local Government Specialist

Mr. Adams has approximately 40 years of experience in local government management. In addition to a broad understanding of all city services, he has expertise in change management, sharing and consolidating services, public/private partnerships, performance management, team development, goal setting and civic engagement. Bob also has significant expertise in finance, human resources, economic development, labor relations, and human resources. On the financial side, Bob oversaw the development of the bankruptcy workout plan and the plan of adjustment that paved the way for Vallejo to successfully exit bankruptcy. He also helped financially strapped Desert Hot Springs formulate a plan to avoid the fiscal cliff.

Bob served as City Manager for the California cities of Dinuba, Lafayette, Manteca, Vallejo and Desert Hot Springs. He has also served as a Human Resources Director on an interim basis for the cities of Visalia and Madera.

Bob received a Bachelor of Arts degree from the University of California at Berkeley, majoring in Criminology. He also earned a Master of Public Administration degree from Brigham Young University.



# **Current 2014-2015 Board Positions**

Staff recommends that the board review and revise if desired.

#### **CMFA**

Deborah A. Moreno - Chairperson, Assistant Treasurer

Paula Connors - Vice Chairperson and

Justin McCarthy - Treasurer Faye K. Watanabe - Secretary

#### CFSC & CFPF

Justin McCarthy - Chairperson and Assistant Treasurer

Faye K. Watanabe - Vice Chairperson

Deborah A. Moreno - Treasurer Paula Connors - Secretary

## **Subcommittees:**

Audit Subcommittee: Deborah Moreno and Faye Watanabe Finance Subcommittee: Faye Watanabe and Deborah Moreno Professional Services Subcommittee: Paula Connors and Justin McCarthy.

#### CHARITABLE GRANT GUIDELINES

Recipient: Board Members of the California Foundation for

**Stronger Communities** 

Purpose: To Provide an Outline of Charitable Grant Guidelines

#### **CHARITABLE GUIDELINES:**

1. Ensure charitable donations are directed towards organizations that:

Are in California communities.

- a. Find it difficult to receive funding through other sources.
- b. Have not received a charitable donation in the last year. This is not meant to include those organizations that have enjoyed a fee reduction through a CMFA financing.
- c. Do not require compliance monitoring by the CMFA or CFSC.
- d. Are not in a category listed below:
  - i. Individuals, including individual scholarship or fellowship assistance
  - ii. For-profit entities, including start-up businesses
  - iii. Political, labor, religious, or fraternal activities
  - iv. Endowments
  - v. Film or video projects, including documentaries
  - vi. Travel, including student trips or tours
  - vii. Promotional merchandise
  - viii. Organizations other than IRS 501(c)(3), 501(c)(6), governmental, or tribal entities
- 2. A staff report must be provided to the Board at least 24 hours before donations are recommended or approved. Funds will not be dispersed on a cash advance basis.
- 3. Coordinate donation with municipal staff, elected officials, recipient and press to ensure everyone on the team benefits from our partnership and unique give back. Furthermore, the widest dissemination of the donation will further the goals of the CMFA, and provide the greatest chance for leveraging these funds by inducing other donations.
- 4. Suggested categories the CMFA through the CFSC could direct funds are:
  - a. Health Care
  - b. Education
  - c. Human Services
  - d. Affordable Housing
  - e. Cultural
  - f. Targeted Populations: Youth, Seniors, Low/Moderate Income Individuals
- 5. Staff will distribute and process all charitable grants.

# Adonai

#### 8038 Rosebud Street

Rancho Cucamonga , CA 91701

adonaifamilies.org County San Bernardino

FEIN 56-2611932 Founded: 2008

Previous Donation: • Yes • No \$20,000 10/13/2009 List Date 11/22/2013

### **Mission:**

To assist families who have a child with cancer. They provide school supplies and have Holiday parties for the parents and children who drive for miles to attend.

# Impact:

A donation would assist them in the continuance of their mission.

Financial Information:	IRS Form 990-EZ for FY	2012	
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	141,693 <u>16</u>	100.0% <u>0.0%</u>	
Total Revenue: Expenses:	<u>\$141,709</u>	100.0%	
Program	\$123,174	93.3%	
Administration	8,055	6.1%	
Fund Raising	<u>838</u>	0.6%	
Total Expenses: Excess/(Deficit) of Revenues Over Expenses:	<u>\$132,067</u> <u>\$9.642</u>	<u>100.0%</u>	
·	<u> \$7,012</u>		
Net Assets:	<u>\$31,124</u>		

BOD: Pam Brown; Mark Brown; Deanna Hardy; JR Hofmann; Art Klementz; Dick

Kelly; Ladd Hardy; Kent Tucker

# Age Well Senior Services

# 24300 El Toro Road, Bldg A #2000

Laguna Woods , CA 92637

www.agewellseniorservices.org County Orange

FEIN 93-1163563 Founded: 1975

Previous Donation: O Yes No List Date 11/1/2013

#### **Mission:**

To promote, advocate and improve the quality of life, dignity, and independence of the elderly. Services that enable seniors to stay in their own home and maintain "Quality of Life," is what we are all about.

Meals on wheels and Congregate Meals Programs Transportation South County Adult Day Services Health and Wellness Program Case Management Senior Centers

## Impact:

A donation would assist the program to provide services to the elderly.

Financial Information:	IRS Form 990 for FY 2012

Revenues:	Amount	%	Notes
Government/Earned	\$4,752,185	67.5%	
Contributions	2,129,046	30.2%	
Other	<u>156,966</u>	2.2%	
Total Revenue:	\$7,038,197	100.0%	
Expenses:			
Program	\$6,960,321	91.3%	
Administration	439,838	5.8%	
Fund Raising	225,526	3.0%	
Total Expenses:	\$7,625,685	100.0%	
Excess/(Deficit) of			
Revenues Over Expenses:	<u>(\$587,488)</u>		
Net Assets:	<u>\$1,847,343</u>		

BOD:

Douglas E. Zielasko; Guy Navarro; Ted Sanders; Dan Dubois; Robert E. Bates; Howard Baumann; Anna T. Boyce; Tim Bryant; Mark Burton; Jim Cherrie; Ray Chicoine; Adam Darvish; Jolene Fuentes; Peter Gilkey; Patricia A. Kolstad; Kim Luu; Richard Morse; Steve Moyer; Tandy Sullivan; Ronald G. Ditty

# California Fairplay

#### PO Box 683

Rancho Murieta , CA 95683

norcalasthmacamp.org County Sacramento

FEIN 68-0478178 Founded: 2001

Previous Donation: Yes No List Date 2/7/2014

#### **Mission:**

All California FairPlay activities including the camp are supported by donations.

California FairPlay is based in Rancho Murieta, California and serves the greater Sacramento Region. California FairPlay Mission Statement: To provide needy children with clothing at no cost to them (including uniforms where needed) and to assist in fulfilling medical needs by developing programs and partnerships with individuals, community organizations and private businesses. This will build self-esteem and give needy children a better chance to succeed in school, which will develop good citizens.

Our Goals: To expose under-priviledged children to educational events, field trips (including camping trips) and to award scholarships. To improve medical services to children. To raise funds by writing proposals for grants, seek donations and sponsoring events with no over-head charges to the organizations that California FairPlay helps.

# **Impact:**

Donations help pay for programmatic expenses and help more kids attend the camp.

<b>Financial Information:</b>	From CA AG Website from A	aug 14, 2013	
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	7,500	100.0%	
Total Revenue:	<u>\$7,500</u>	100.0%	
Expenses:	\$7,500	100.0%	
Program Administration Fund Raising	ψ,,300	100.070	
Total Expenses: Excess/(Deficit) of Revenues Over Expenses:	<u>\$7,500</u>	100.0%	
Net Assets:	<u>\$350</u>		

BOD: Alfred Brown, Sr.; Walter J. Edwards; Michael Allen; Tom Martucci; Alfred

Brown, Jr.; Holly Butler; Agnes Norman

# Camino Nuevo Charter Academy - Temple Campus

3435 West Temple Street

Los Angeles , CA 90026

www.caminonuevo.org County Los Angeles

FEIN 95-4771789 Founded: 2000

Previous Donation: Yes No List Date 11/22/2013

### **Mission:**

The mission of Camino Nuevo Charter Academy is to educate students in a college preparatory program to be literate, critical thinkers and independent problem solvers who are agents of social justice with sensitivity toward the world around them.

# Impact:

A donation would help to enhance the ongoing program

Financial Information:	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions	\$27,411,911 6,697,042	78.0% 19.1%	
Other Total Revenue: Expenses:	1,034,999 \$35,143,952	2.9% 100.0%	
Program	\$16,697,776	69.7%	
Administration	7,215,058	30.1%	
Fund Raising	<u>32,889</u>	0.1%	
Total Expenses: Excess/(Deficit) of Revenues Over Expenses:	\$23,945,723 \$11,198,229	100.0%	
Net Assets:	\$24,489,634		

BOD: Mark Dalzell; Philip Lance; Shiho Ito; Elliot Ponchick; Alicia Maldonado;

Cindy Lee Smet; Robert Ronus; Samar Bloomingdale; L. Michael Russell;

Georgia Eisner; Bill Siart; Patti Phillips; Robert Kaplan

# Campus Life Connection dba Collings Teen Center

1541 Merkley Avenue

West Sacramento , CA 95691

www.collingsteencenter.org County Yolo

FEIN 94-1707530 Founded: 1966

Previous Donation: Yes No List Date 8/30/2013

#### **Mission:**

The Collings Teen Center is a DBA of Campus Life Connection, a faith-based 501(c)3 corporation serving the Sacramento region since 1992. Campus Life Connection is a branch of the global organization Youth For Christ, serving millions of youth nationally and worldwide since 1944.

Regionally, Campus Life has established a remarkable track record of caring for Sacramento youth in a wide diversity of ways. Some of Campus Life's programming is faith-oriented and some – like the everyday work of **the Collings Teen Center – is faith-neutral**. But all Campus Life staff and programming are dedicated to meeting the practical, educational, spiritual, and social needs of teens in the Sacramento region.

# Impact:

A donation would contribute to the continuation of their mission in West Sacramento.

<b>Financial Information:</b>	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$535,925 704,817 <u>24</u>	43.2% 56.8% <u>0.0%</u>	
Total Revenue: Expenses:	<u>\$1,240,766</u>	100.0%	
Program	\$706,531	59.0%	
Administration	476,602	39.8%	
Fund Raising	<u>15,192</u>	1.3%	
Total Expenses: Excess/(Deficit) of	<u>\$1,198,325</u>	100.0%	
Revenues Over Expenses:	<u>\$42,441</u>		
Net Assets:	<u>\$172,045</u>		

BOD: Gary Fox; Stephen Scholz; Dr. Palmer Lee; Rick Kerr; David Busch;

Ray Harrison; Henry Wells

# ChildNet Youth and Family Services

#### 4155 Outer Traffic Circle

Long Beach , CA 90804

www.childnet.net

County

Los Angeles

FEIN

95-2666942

Founded: 1972

Previous Donation: • Yes No

\$10,000

12/10/2010

List Date

11/22/2013

## **Mission:**

To provide safe homes, education and counseling to vulnerable children and families. program philosophy reinforces personal responsibility and emphasizes the need for a strong family unit.

# **Impact:**

A donation would assist in enhancing the program

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<b>Financial Inform</b>	ation:	IRS Form	990 IOF	FY ZUIZ

Revenues:	Amount	%	Notes
Government/Earned	\$21,497,412	97.7%	
Contributions	81,167	0.4%	
Other	414,390	1.9%	
Total Revenue:	\$21,992,969	100.0%	
Expenses:			
Program	\$20,491,787	86.5%	
Administration	3,184,666	13.4%	
Fund Raising	<u>14,887</u>	0.1%	
Total Expenses:	\$23,691,340	100.0%	
Excess/(Deficit) of	(14.500.074)		
Revenues Over Expenses:	(\$1,698,371)		
Net Assets:	\$11,643,977		

BOD:

Don Trojan; Braden Phillips; Mike Deaderick; Louis Cassani; Robert Alperin; Geri Brewster; Gordon Lentzner; Jim Choura; Stephen Gordon; Randy

Wilson; Tim Richmond

# Clinicas de Salud Del Pueblo, Inc.

#### 1166 K Street

Brawley, CA 92227

www.cdsdp.org County Imperial

FEIN 95-2657324 Founded: 1970

Previous Donation: ● Yes ○ No \$15,000 12/10/2010 List Date 8/9/2013

#### **Mission:**

Clinicas de Salud del Pueblo is a private, non-profit corporation providing array of comprehensive primary care services to residents throughout Imperial and Riverside County. Established in 1970, Clinicas de Salud del Pueblo has expanded from two original clinics to nine clinics, three dental centers, and three Women, Infant and Children Nutrition Education Center and eight WIC voucher distribution sites. All clinics have bilingual and bicultural staff to assist patients. Clinicas de Salud del Pueblo is dedicated to providing excellent care, committed to contributing high level of customer service and promises to uphold services with uncompromising adherence to the highest standard of moral and ethical conduct.

# **Impact:**

Net Assets:

Donations will help expand facilities and programs.

**Financial Information:** IRS Form 990 for FY 2011

Revenues:	Amount	%	Notes
Government/Earned Contributions	\$25,884,740	97.4%	
Other	704,216	2.6%	
Total Revenue: Expenses:	<u>\$26,588,956</u>	100.0%	
Program	\$19,119,315	67.4%	
Administration	9,238,954	32.6%	
Fund Raising			
Total Expenses:	\$28,358,269	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	(\$1,769,313)		

\$2,383,618

BOD: Miguel C. Miranda; Rebecca Terrazas-Baxter; Elizabeth Moreno;

Nidia Carranza; Jessie De Los Santos; Victor M. Nava; Sherri C. Smotherman; Juan De Lara; Raymond Leon;

Shirley Chronister; Sergio T. Cardenas; Alma Estrada; Francisca Castro

Eugene Bumbera; Isidoro Romero

#### **Desert Samaritans for Seniors**

#### 75-105 Merle Street #500

Palm Desert, CA 92211

www.dsfte.org County Riverside

FEIN 33-0762300 Founded: 1997

Previous Donation: • Yes • No \$10,000 4/27/2012 List Date 6/7/2013

### **Mission:**

Desert Samaritans for Seniors (formerly known as Desert Samaritans for the Elderly) is the outgrowth of the "Golden Group Foundation", an organization formed in 1976 and spearheaded the building of the valley's only nonprofit retirement and health care center.

Desert Samaritans has cared for tens of thousands of seniors that other organizations have not been able to help. Their comprehensive Case Management Programs provides information/referral, assessment, benefits eligibility assistance, client advocacy and social work case management. In 2012 this program alone served almost 1,500 seniors and their families.

# Impact:

A charitable contribution would go the many programs that are offered.

<b>Financial Information:</b>	IRS Form 990 for FY 2011		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$20,859 181,581 <u>(718)</u>	10.3% 90.0% <u>-0.4%</u>	
Total Revenue: Expenses:	<u>\$201,722</u>	100.0%	
Program	\$377,592	86.9%	
Administration Fund Raising	56,896	13.1%	
Total Expenses: Excess/(Deficit) of	<u>\$434,488</u>	100.0%	
Revenues Over Expenses:	(\$232,766)		
Net Assets:	<u>\$453,365</u>		

BOD: Kim DuBeau; M. Andrew Duvall; Mary Hansen-Faris; Jo Anne Kennon;

Rita Motter; Suzanne Armstrong

#### FOOD Inc

## 3403 E Central Avenue

Fresno, CA 93725

www.communityfoodbank.net County Fresno

FEIN 77-0320851 Founded: 1997

Previous Donation: O Yes No List Date 1/17/2014

### **Mission:**

Distribute food to the hungry in Fresno, Madera and Kings counties.

Community Food Bank Distributes virtually all food commodities received to local food pantries, residential shelters, community kitchens and adult and child day care centers. Community food bank has over 150 agencies in which food commodities are distributed.

For information on all their programs, visit the web site listed above.

# **Impact:**

A donation would assist in feeding the needy in the three counties.

Financial Information:	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions	\$2,554,166 27,378,811 <u>1,860,406</u>	8.0% 86.1% 5.9%	
Other Total Revenue: Expenses:	\$31,793,383	100.0%	
Program	\$30,063,163	97.0%	
Administration	439,805	1.4%	
Fund Raising	501,209	1.6%	
Total Expenses: Excess/(Deficit) of	\$31,004,177	<u>100.0%</u>	
Revenues Over Expenses:	<u>\$789,206</u>		
Net Assets:	<u>\$5,307,064</u>		

BOD: Bill Littlewood; Julie Olson-Buchanan; Rosa Kaiser; Gary Serrato; Mark

Riley; Nan Mathias; Celia Ryan; Tina Daniel; Randy Wood; Christina Tillman; Joan Minasian; Bob Reyes; David Schecter; Alita Bryant-Taylor

# Lazarus Project, Inc.

P.O. Box 1241

Roseville, CA 95678

www.lazarusprojectinc.org County Placer

FEIN 94-3312292 Founded: 1998

Previous Donation: ● Yes ○ No \$15,000 11/13/2009 List Date 2/7/2014

#### **Mission:**

To meet the needs of the impoverished in Placer County by providing housing and comprehensive support services.

According to the United States Department of Housing and Urban Development a homeless individual living on the streets costs a community an average of \$40,000 per year. The Lazarus Project provides supportive housing for an individual for \$11,800 per year. This means that by providing 4 supportive housing residential homes for 20 individuals we save our community \$564,000. In addition, by providing supportive housing we have an increased long-term impact on an individuals life by stabilizing them in housing, health, and finances.

# **Impact:**

A donation of funds would assist in their continuing mission

<b>Financial Information:</b>	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$156,393 113,529 <u>75</u>	57.9% 42.0% <u>0.0%</u>	
Total Revenue: Expenses:	<u>\$269,997</u>	100.0%	
Program	\$242,214	90.2%	
Administration	18,218	6.8%	
Fund Raising	8,222	3.1%	
Total Expenses:	<u>\$268,654</u>	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	<u>\$1,343</u>		
Net Assets:	\$181.726		

BOD: Betsy Donovan; Bobbi Donovan; Thomas Carlson; Jerry Angove; Mark

Boles; Paul Boudier; Don Branner; Douglas Floodman; Michael McKeon;

Marian Tiedemann

# Legal Services of Northern California

#### 517 12th Street

Sacramento, CA 95814

Isnc.net County Sacramento

FEIN 94-1384659 Founded: 1956

Previous Donation: Yes No List Date 12/13/2013

## **Mission:**

LSNC serves a low-income population of over 500,000 spread over an urban/ rural (mostly rural, outside of Sacramento and a handful of relatively small cities) area that encompasses 49,005 square miles, roughly the size of Ohio.

The population we serve is largely minority. The census data suggests the following racial/ethnic profile of the poverty population: White, 40%; African-American, 9%; Native American, 3%; Asian, 10%; Hispanic, 20%; Other, 17%. LSNC serves the second largest Hmong population and the largest Mienh community in the United States. Our northern and coastal counties and the San Joaquin river delta are home to thousands of migrant farm workers who cultivate and harvest the tree and row crops, including wine grapes, that support California's agricultural industry. The north state is also home to a significant Native American population for whom our staff provide special outreach and services.

# **Impact:**

A donation would assist the organization in providing legal services within Northern California.

Financial Information:	IRS Form 990 for FY 2011		
Revenues:	Amount	%	Notes
Government/Earned	\$8,301,496	84.6%	
Contributions	1,364,931	13.9%	
Other	<u>150,507</u>	1.5%	
Total Revenue:	\$9,816,934	100.0%	
Expenses:			
Program	\$8,744,431	82.1%	
Administration	1,783,927	16.7%	
Fund Raising	123,149	1.2%	
Total Expenses:	\$10,651,507	100.0%	
Excess/(Deficit) of			
Revenues Over Expenses:	<u>(\$834,573)</u>		
Net Assets:	\$4,588,692		

BOD: Officers: Kevin R. Johnson, President; Jane Kroesche, Vice President;

David A. Coleman Sr., Secretary; John F. Davis, Treasurer; H. Patrick Sweeney, Executive Member; Annette Smith, Executive Member

# Maitri Charitable Trust

#### PO Box 697

Santa Clara , CA 95052

www.maitri.org County Santa Clara

FEIN 94-3132087 Founded: 1991

Previous Donation: • Yes No \$25,000 8/26/2010 List Date 8/30/2013

### **Mission:**

Maitri's mission is to foster self-reliance and self-confidence in South Asian women and their children who have been impacted by DV, human trafficking, family conflict, and cultural isolation, by helping women learn how to help themselves. Maitri recognizes that the social and cultural separation or isolation that its clients experience contributes to their problems. In response, Maitri helps clients integrate into mainstream American society so they feel comfortable and capable to participate in it.

# **Impact:**

Maitri would be able to continue to provide services to an underserved community.

<b>Financial Information:</b>	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$160,552 174,361 <u>846</u>	47.8% 51.9% <u>0.3%</u>	
Total Revenue: Expenses:	<u>\$335,759</u>	100.0%	
Program	\$477,277	95.4%	
Administration	12,799	2.6%	
Fund Raising	<u>10,235</u>	2.0%	
Total Expenses:	\$500,311	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	<u>(\$164,552)</u>		
Net Assets:	<u>\$952,006</u>		
BOD: Soninder Pelia Roma Majumda	ır		

Anjali Dujari

Mukta Sharangrani

#### **National Forest Foundation**

# c/o Vance Russell 803 2nd St., Suite A

Davis , CA 95616

www.nationalforests.org

County

Yolo

FEIN

52-1786332

Founded: 1990

Previous Donation: Yes No

List Date

12/13/2013

#### **Mission:**

The mission of the National Forest Foundation is to engage America in community-based and national programs that promote the health and public enjoyment of the 193-million-acre National Forest System.

The proposed project is designed to connect and involve communities in the forests that are essentially in their backyards in Northern CA. Any dollar donated to this project is leveraged to \$2.50 from Forest Service and local partner match. The project has on-ground restoration projects coupled with community volunteer days for weed removal, tree planting and sustainable recreation.

# **Impact:**

A donation would assist in the completion of the Tahoe Project.

Financial Information:	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$5,413,977 5,575,015 <u>253,011</u>	48.2% 49.6% 2.3%	Financial Statement and a project synopsis is available if you desire a copy.
Total Revenue: Expenses:	\$11,242,003	100.0%	, ос. сос с с сор, .
Program	\$12,271,192	94.1%	
Administration	577,962	4.4%	
Fund Raising	<u>193,614</u>	1.5%	
Total Expenses:	\$13,042,768	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	(\$1,800,765)		
Net Assets:	<u>\$8,640,417</u>		

BOD:

John Hendricks; Craig R. Barrett; David Bell; Bradley K. Johnson; Timothy Proctor Schieffelin; Peter Foreman; Mike Brown Jr.; Thomas L. Tidwel; Coleman Burke; Robert Cole; Bart Eberwein; Robert Feitler; Lee Fromson; Roje S. Gootee; Jack Sahl; Jeff Paro; Susan Schnabel; Chad Weiss; James Yardley; Blaise Carris; Mary Smart; William J. Possiel

# Nine O'Clock Players / Assistance League of Southern CA

1370 N. St. Andrews Place

Los Angeles , CA 90028

www.nineoclockplayers.com County Los Angeles

FEIN 95-1641960 Founded: 1923

Previous Donation: Yes No List Date 9/20/2013

### **Mission:**

To bring live theater to the children and parents of Los Angeles County.

# Impact:

A donation would assist in continuing the program

Financial Information:	IRS Form 990 for FY 2011		
Revenues:	Amount	%	Notes
Government/Earned	\$12,168,326	76.6%	
Contributions	2,506,152	15.8%	
Other	1,205,467	7.6%	
Total Revenue:	\$15,879,945	100.0%	
Expenses:			
Program	\$12,002,347	84.9%	
Administration	1,912,421	13.5%	
Fund Raising	230,306	1.6%	
Total Expenses:	<u>\$14,145,074</u>	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	<u>\$1,734,871</u>		
Net Assets:	\$17,012,368		

BOD:

Wendy Taylor; Wendy Overmire; Suzanne Kahane; Sue Thalken; Sheila Swicker; Sally Hinckley; Patricia Vogt Rowey; Pat Mulville; Nancy Wallan; Joann Koll; Jeanie McCarthy; Jacquelyn Callas; Floran Fowkes; Colleen Gold; Cheryl Van Tassel; Carol Deeter; Audrey Fimpler; Anne Page; Andrea Goodman

#### San Francisco Senior Center

#### 890 Beach Street

San Francisco , CA 94109

www.sfsenior.com County San Francisco

FEIN 94-1212136 Founded: 1947

Previous Donation: O Yes No List Date 11/1/2013

#### **Mission:**

San Francisco Senior Center (SFSC) was founded in 1947 and is the oldest nonprofit senior center in the nation. SFSC is a multi-service, multi-site agency. SFSC offers a variety of services from daily, low-cost, nutritious lunches and comprehensive social services and case management to healthy living programs and continuing education. All activities are designed to encourage socialization, independent and active living while preventing isolation. There are two sites: Aquatic Park, located on the Bay by Ghirardelli Square, and Downtown, established in 1966 in the Tenderloin. Every year over 2,000 participants come through the SFSC's doors. Our participants range from well or able bodied to very frail or disabled; from the newly retired to octogenarians and centenarians.

# **Impact:**

A donation would assist the organization with its programs

Financial Information:	IRS Form 990 for FY 1012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$639,283 650,610 <u>184</u>	49.6% 50.4% <u>0.0%</u>	
Total Revenue: Expenses:	\$1,290,077	100.0%	
Program	\$1,276,624	85.0%	
Administration	150,744	10.0%	
Fund Raising	<u>74,627</u>	5.0%	
Total Expenses: Excess/(Deficit) of	\$1,501,995	100.0%	
Revenues Over Expenses:	(\$211,918)		
Net Assets:	(\$243,598)		

BOD: Lawrence Lurie; Robin Myers; Eileen Ward; Adoria Caradine; Maris Corush; Laura Gibson; Alvin Huie; Claudia Klossner; John Milford; William Marotta

# Seal-Naval Special Warfare Foundation-San Diego

4320 La Jolla Vlg Dr Ste 250

San Diego , CA

92122

www.sealteamevents.com County

27-1963880 FEIN

Founded: 2010

Previous Donation: • Yes No

\$30,000

11/4/2011 List Date

10/11/2013

San Diego

## **Mission:**

Providing for the needs of the families and children of Navy SEALS and other Naval Special Warfare Seamen who are wounded or killed in combat.

# **Impact:**

A donation would assist in their mission

**Financial Information:** IRS Form 990 for FY 2011

Revenues:	Amount	%	Notes
Government/Earned Contributions Other	335,233	100.0%	
Total Revenue: Expenses:	\$335,233	100.0%	
Program	\$403,251	98.5%	
Administration	6,220	1.5%	
Fund Raising			
Total Expenses: Excess/(Deficit) of	<u>\$409,471</u>	100.0%	

(\$74,238)

\$154,363

BOD: Craig A. Irving; Bill Strauss; John Heffner

Revenues Over Expenses:

Net Assets:

#### SeniorNet - Sacramento NE Location

#### 4540 American River Drive

Sacramento, CA 95864

www.seniornet.org County Sacramento

FEIN 30-0594290 Founded: 1986

Previous Donation: O Yes No List Date 11/1/2013

#### **Mission:**

Mission Statement: SeniorNet's mission is to provide older adults education for and access to computer technologies to enhance their lives and enable them to share their knowledge and wisdom.

Who We Are: Founded in 1986, SeniorNet grew out of a research project funded by the Markle Foundation to determine how computers and telecommunications could enhance the lives of older adults. Since that time, SeniorNet has grown into an independent, international, volunteer-based nonprofit organization that is one of the world's leading technology educators of adults 50 +. Headquartered in Herndon, Virginia, SeniorNet has an international membership of computer users, hosts the thriving SeniorNet website at www.seniornet.org, and supports a large network of locally operated Learning Centers throughout the United States and internationally.

# **Impact:**

A donation would enhance the program in Sacramento

Financial Information:	IRS Form 990 for FY 2011		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	\$186,824 64,235 <u>12,356</u>	70.9% 24.4% <u>4.7%</u>	Parent Corporation is in Virginia but they have a site that is sponsored in
Total Revenue: Expenses:	<u>\$263,415</u>	100.0%	Sacramento.
Program	\$308,828	78.7%	
Administration	70,723	18.0%	
Fund Raising	<u>12,675</u>	3.2%	
Total Expenses:	\$392,226	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	(\$128,811)		
Net Assets:	\$309,182		

BOD:

Jeaneen Logan; William Grubb, Jr.; Paul DelPonte; Daniel Wilson; Nicholas Brown; Paul Sladkus; Alfred Moye; Slava Vero; Jack Deeds; Debra Berlyn; Leslie M. Smith; Josip Markus

# Serve the People

1206 E. 17th Street, Suite 204

Santa Ana , CA

92701

www.serve-the-people.com

County

Orange

FEIN

27-0421556

Founded: 2008

Previous Donation: Yes No

List Date

2/7/2014

## **Mission:**

To provide for the physical, mental, emotional and mentoring needs of the poor, children, sick, needy, uneducated, oppressed and lost people. To serve people regardless of religion, ethnicity, race, or gender with love, compassion, and generosity. Orange County, home to some of the most exclusive neighborhoods in the nation, is one of the most expensive places to live in the U. S. Despite its affluent reputation, Orange County has significant pockets of poverty where low-income households struggle to afford many basic needs, including nutrition and medical coverage. Serve the People (STP) provides food, clothing, medical care, and legal assistance, giving a hand up, and not just a hand-out. Since its founding in 2008, STP has centered its programs on the needs of the residents in Central Santa Ana, providing a trusted resource for people who have nowhere else to go for their healthcare.

# **Impact:**

A donation would assist their program

<b>Financial Information:</b>	IRS Form 990 for FY 2012
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Revenues:	Amount	%	Notes
Government/Earned Contributions Other	3,806,518	100.0%	
Total Revenue: Expenses:	\$3,806,518	100.0%	
Program	\$3,662,495	98.7%	
Administration	41,286	1.1%	
Fund Raising	<u>7,464</u>	0.2%	
Total Expenses:	<u>\$3,711,245</u>	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	\$95,273		
Net Assets:	<u>\$188,706</u>		

BOD:

Angel Carrazco; Jose Antonio Fermin; Craig G. Myers; Nicolette Ortega; Paul Widenmann; Dimitri Sirakoff; S. Russell Inglish; Robert Ingraham; Walter (Dima) Martinovich

# Spirit Awakening Foundation

#### PO Box 11643

Marina del Rey, CA 90295

www.spiritawakening.org County Los Angeles

FEIN 95-4585425 Founded: 1995

Previous Donation: Yes No List Date 7/19/2013

#### **Mission:**

<u>Writes of Passage</u> - The Writes of Passage curriculum is the cornerstone for all Spirit Awakening programs. Students advance through three levels, usually over a twelve to sixteen week period. <u>Tools of Empowerment Program</u> - The Spirit Awakening Foundation has a grant contract with the Los Angeles County Probation Department to provide gender specific services in six middle schools. This program reached 350 at-risk girls with the core program, tutoring, mentoring, cultural and recreational activities, mother-daughter events, and speakers. School attendance, self-esteem, and grades improved significantly.

<u>Juvenile Detention Camp Program</u> - About three times a year Spirit Awakening delivers Writes of Passage to incarcerated youth. They are there for many reasons- truancy, gang activity, drug abuse, prostitution; many have been physically, emotionally or sexually abused. They learn life skills, improve communication, set goals, build self-esteem and commit to service.

# **Impact:**

BOD:

A donation will provide funding for the programs that are provided.

Financial Information:	IRS Form 990 for FY 2011		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	177,651	100.0%	They had a negative \$43,359 in Net Assets in the prior year so the excess of
Total Revenue: Expenses:	\$177,651	100.0%	revenue over expenses put them
Program	\$97,925	94.2%	back in the black.
Administration	6,006	5.8%	
Fund Raising			
Total Expenses:	<u>\$103,931</u>	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	<u>\$73,720</u>		
Net Assets:	<u>\$30,361</u>		

Akuyoe Graham; Daniel Damah; Natalie Gluck; Judy Nieh

# The Eugene A. Obregon / Latino Medal of Honor Campaign

6953 Trolley Way

Playa del Rey, CA 90293

obregoncmh.org

County

Los Angeles

FEIN 95-4457163

Founded: 1993

Previous Donation: Yes No

List Date

10/11/2013

### **Mission:**

The Foundation was co-founded on September 16, 1993, by three World War II veterans: William D. Lansford, Al Flores, and Pete Valdez, as a charitable 501(c)(3) non-profit, tax-exempt Foundation (IRS # 95-4457163). It is dedicated to erecting a monument to the 40 Latin American recipients of America's highest military award, the Congressional Medal of Honor.

# **Impact:**

A donation would go to the erection of the monument.

<b>Financial Information:</b>	IRS Form 990-EZ for FY 2009			
Revenues:	Amount	%	Notes	
Government/Earned Contributions Other	15,388	100.0%	The organization may not have had enough revenues to require a filing of	
Total Revenue:	<u>\$15,388</u>	100.0%	information after	
Expenses:  Program	\$40,881	100.0%	2009	
Administration Fund Raising	¥ 10/002	2001070		
Total Expenses:	<u>\$40,881</u>	100.0%		
Excess/(Deficit) of Revenues Over Expenses:	(\$25,493)			
Net Assets:	<u>\$55,138</u>			

BOD:

William Douglas Lansford; Christopher J. Kinsman; Diana M. Turnacliff; Keith Jeffreys; Jim Proser; Alexander Flores; Pete Valdez; Frank Juarez;

Clara Juarez

# Woodland Community College Foster and Kinship Care Education (FKCE)

2300 East Gibson Road ATTN: Cherie Schroeder

Woodland, CA 95776

www.yolofostercare.com County Yolo

FEIN 23-7222541 Founded: 1972

Previous Donation: Yes No List Date 12/13/2013

#### **Mission:**

The Woodland Community College Foster and Kinship Care Education (FKCE) program serves Yolo County foster parents, kinship/relative care providers, and individuals interested in becoming foster parents or in adopting a child.

The mission of Woodland Community College Foster and Kinship Care Education (FKCE) is to provide quality education and training for care providers of children and youth in out-of-home care so that these providers can meet the child's educational, emotional, behavioral and developmental needs. There are 523,000 reasons to provide education and support to families caring for children placed outside their birth families. This is the number of youth in the United States currently living in foster care because their own family is in crisis and cannot provide for their day-to-day needs.

# **Impact:**

A donation would assist the program in providing support for their Christmas program and also for continuing operations

<b>Financial Information:</b>	IRS Form 990 for FY 2012		
Revenues:	Amount	%	Notes
Government/Earned Contributions Other	137,194 <u>(237,740)</u>	-136.4% 236.4%	There was a loss of \$469,514 on sale of assets previously valued at
Total Revenue: Expenses:	<u>-\$100,546</u>	100.0%	\$5,485,259. The program operates
Program	\$123,707	58.0%	under the Yuba College Foundation Inc.
Administration	89,685	42.0%	
Fund Raising			
Total Expenses:	\$213,392	100.0%	
Excess/(Deficit) of Revenues Over Expenses:	(\$313,938)		
Net Assets:	\$6,625,371		

BOD:

Adrian Lopez; Dr. Douglas Houston; Dr. Angela Fairchilds; James Buchan; Xavier Tafoya; David Althausen Jr.; Marcela Bautista; Hiedi Anderson; Angel Barajas; Wayne Ginsburg; Sean Kolb; Donna Neu; John Cassidy; Tara Perrin-Preus; Tony McDaniel; Cindyf Seidel; Christopher Myers; Leslie Williams; Rodney Beilby; Dr. Kayleigh Carabajal



# PROCEDURAL ITEMS FOR THE CFPF SUMMARY AND RECOMMENDATIONS

Items: A1, A2, A3

Action: Pursuant to the by-laws and procedures of CFPF, each

meeting starts with the call to order and roll call (A1) and proceeds to a review and approval of the minutes from the prior meeting (A2). After the minutes have been reviewed and approved, time is set aside to allow for

comments from the public (A3).