



Finance Committee

City of Arts & Innovation

TO: HONORABLE COMMITTEE MEMBERS DATE: FEBRUARY 8, 2017

FROM: MUSEUM & CULTURAL AFFAIRS DEPARTMENT WARDS: ALL

SUBJECT: POLICY REVIEW FOR THE ARTS AND CULTURE GRANTS AND ITS ADMINISTRATION – DIRECT SUBMITTAL

ISSUE:

Review, discuss, and provide policy recommendations to the City Council for the City's Arts and Culture Grants Program, and its administration.

RECOMMENDATIONS:

That the Finance Committee review, discuss, and provide policy recommendations to the City Council for the City's Arts and Culture Grants Program, and its administration.

INTRODUCTION:

The City's Arts and Culture Grants Program, and its administration, were last discussed at City Council in October of 2007. At the 10 year mark, staff believes now is a good time to review and refresh the program, to look at its successes, identify gaps and new opportunities, and to define what it should be for the next 10 years. While the original plans were broad, bold and expansive, it has over the years narrowed in scope, in part due to the recession of 2008. Today, the program consists of two primary objectives:

1. Grant-making of the \$280,000 to arts and cultural organizations
2. Implementing projects to assist the arts and cultural community to develop in the areas of:
 - A. Advocacy
 - B. Fund development
 - C. Marketing
 - D. Education
 - E. Administration

The key questions are:

1. What are outcomes from the past 10 years?
2. What is the purpose of the program for the next 10 years?

3. Who and what should be eligible?
4. How should the program be administered?

BACKGROUND:

On October 23, 2007, the City Council approved the fiscal year 2007/08 Arts & Culture Action Plan and renamed the art support program the current Arts and Culture Grant Program (Attachment 1). The Action Plan included:

1. A needs assessment,
2. A mission statement,
3. A re-organization to align all of the City's arts and cultural amenities,
4. Program initiatives for staff led programs and partnerships,
5. Development of a cultural ecology, and
6. An annual recap.

Needs Assessment:

The Arts & Cultural Affairs Division met with several organizations to conduct an arts, culture, education and entertainment assessment of the community. Three immediate priorities were identified for the arts and cultural community and efforts to serve the artistic and cultural needs of the community.

1. Sustainability in terms of operations and programs
2. Cultural Tourism: Marketing of programs and the organization locally and regionally
3. Active City engagement and partnering with local arts and cultural organizations

Mission Statement:

The Arts & Cultural Affairs Division supports the Mayor and the City Council's efforts to promote local economic development. It will work with local, state, and national arts organizations to promote cultural awareness and increase arts education in our community, and will be guided by the following mission statement:

"To champion and advance Riverside as the "City of the Arts" in the broadest economic and social context possible."

Reorganization: Alignment of all of the City's Arts and Culture Amenities

Arts & Cultural Affairs is to participate in all City artistic and cultural planning, including exhibitions, programs, concerts, lectures, and the design of new or rehabilitated facilities. The Arts & Cultural Affairs Manager is to work with City Management to align City arts and cultural programs and initiatives, deploying City resources around functional groups.

The Community Arts and Culture Group

1. Collectively offer year-round high-quality instruction in the performing, visual , new media arts, literary and culinary arts;
2. Produce solo and group exhibitions;
3. Work with various educational artistic and cultural organizations to launch a multidisciplinary slide and document registry of California artists, with a focus on Riverside, the purpose of which is to support programmatic and other research on the artistic and cultural capital of the region;
4. Create and support outreach programs for underserved populations;
5. Develop special initiatives for serving youth through arts education;
6. Support the development of emerging and established Riverside-based artists;
7. Offer workshops for playwrights and writers of all ages; and
8. Promote numerous programs, festivals, and special events during the year that celebrate the cultural diversity of the greater Riverside community.

The Marketing Group

This team within the Arts & Culture Division with the department was assigned to:

1. Strategically market the City's artistic and cultural events by creating direct mail pieces and promotional materials;
2. Maintain the Arts & Cultural Affairs link on the City's website;
3. Produce the monthly community events calendar of programs, festivals, and special events in the Riverside Monthly;
4. Distribute marketing collateral to the City's cultural facilities and monitor outlets for marketing such as street kiosks and electronic signs;
5. Research new marketing approaches to expand programs' reach to broader audiences; and
6. Launch a significant marketing campaign to brand Riverside as the "City of the Arts" by June 2008.

The Development Group

This team within the Arts & Culture Division with the department was assigned to:

1. Coordinate the City-wide raising of funds from foundations, corporations, government agencies, and individual donors to support the City's arts, cultural, educational and entertainment initiatives to demonstrate how various Departments generate contributed revenue to augment general funding; and
2. Administer the Arts & Cultural Grant and the Sponsorship Program to provide artistic

and cultural project support to established and emerging nonprofits arts and cultural organizations, individual artists, and arts-in- education specialists.

The Arts in Public Places Group

This team within the Arts & Culture Division with the department was assigned to:

1. Work with various departments to advance the City's Public Art Collection, monuments, and murals on or in City property;
2. Explore a Public and Private Percent for Arts Program;
3. Identify best practices for promoting arts in public places; and
4. Design the new Arts in Public Places Program by June 2008 for recommendation to the City Council.

The Operations Group

This team within the Arts & Culture Division with the department was assigned to negotiate and oversee operations contracts for the following City facilities:

1. The Fox Performing Arts Center;
2. The Municipal Auditorium;
3. The Visitors Center; and
4. The Riverside Convention Center, ensuring (as appropriate) that they are venues for arts, culture, education and entertainment.

Programming Initiatives:

In-House Programs

1. Continue to enhance and develop the Downtown Farmers Market and Downtown Thursday Nights programs;
2. Launch a three-day Classical Music Program in October at the Cesar Chavez Community Center, developed in tandem with community partners in the arts and education, with the goal of exposing students and residents City-wide to this musical genre and deepening their understanding of and appreciation for classical music;
3. Enhance and develop the City's Festival of Lights program;
4. Work with the community to launch an annual Riverside Artist Open Studio in FY 2007-2008; the month will be determined with community input;
5. Enhance and further develop Festa Italiana, scheduled on October 21, 2007; and
6. Launch the City-wide Citrus Heritage Celebration in April 2008.

Regional and National Partnerships

Arts & Cultural Affairs Network

Spearhead a national Arts & Cultural Affairs officers' network to create a regional cultural corridor that links Riverside, Los Angeles, Palm Springs, and Orange County, as well as to create a statewide and national network.

Smithsonian Institution

Apply to become a Smithsonian Institution Affiliate for:

1. Programs and collections;
2. The Institution's expertise regarding arts and cultural programming, and museum and cultural organizational planning and capacity building;
3. The benefit of the City's efforts regarding international arts and cultural relationships with our Sister Cities;
4. An annual "Smithsonian Week in Riverside "program to structure and link Riverside's many festivals and celebrations; and
5. Art and artifacts loans from the Smithsonian Institution will help put the City on the map of cultural tourism and destination venues.

Develop a Cultural Ecology

1. The Arts & Cultural Affairs Division will propose a model for a strong cultural ecology that includes the Cultural Accountability Performance (CAP) as the economic infrastructure, the Riverside Cultural Consortium as a significant programming entity, and the Riverside Arts Council as a primary technical support for the Consortium through programs in capacity building, fundraising, and organizational development (including staff and board development).
2. Take a leading role in the Cultural Accountability Performance (CAP) meetings, commencing in September. Chaired by the Mayor, the premise of CAP is to focus on the economic sustainability of the Downtown arts scene, coordinate and maximize resources and funding, and be visionary and collaborative about what can be accomplished in the arts throughout the entire City.
3. Attend various meetings when items before advisory boards or commissions may have a linkage to the City's broader arts and cultural affairs goals and objectives.
4. When invited, and it is not considered a conflict of interest, the Arts & Cultural Affairs Division will be one of the City's representatives to local non-profit boards.

Annual Recap

1. The Development Department will return to the City Council annually in July with a recap of the Arts & Cultural Affairs Division's prior year's accomplishments.
2. The Development Department will use the annual budget process to evaluate progress toward advancement of the City's arts and cultural goals and recommend funding levels

consistent with program targets.

PROGRAM ADMINISTRATION CONTRACT

The City has contracted with the Riverside Arts Council (formerly known as the Riverside Arts Foundation) since 1982 to administer arts grants on behalf of the City. From the mid-1990s to 2007, it was known as the City Arts Grant program. In 2007, City Council changed the name to the City of Riverside Arts and Culture Grant program. RAC is contracted to use a fair process to select a volunteer panel to review, recommend and select annual grant recipients. During fiscal years 2006/07 to 2008/09, the City issued payments directly to the Grant recipients after administrative analysis and recommendation from RAC. Fiscal Years 1982/83 – 2005/06 and then again in 2009/10 to today, the City paid RAC directly for the Grants, RAC issued the payments to the grant recipients.

The financial support RAC received through yearly agreements has been for two primary tasks including the funding for the Arts & Cultural Grants Program plus the related advocacy, fund development, marketing, education, and administrative services. The following is a chart is a ten year summary of the program funding contracts with RAC and arts and culture organizations.

| Fiscal Year | Professional Consultant Service Agreement | Arts and Culture Grant Funding | Grant Recipients | Total Amount |
|-------------|---|--------------------------------|------------------|--------------|
| 2006-07 | \$94,285 | \$140,000* | 9 | \$234,285 |
| 2007-08 | \$94,285 | \$140,000* | 9 | \$234,285 |
| 2008-09 | \$94,285 | \$280,000* | 16 | \$375,285 |
| 2009-10 | \$94,285 | \$280,000 | 17 | \$375,285 |
| 2010-11 | \$94,285 | \$280,000 | 17 | \$375,285 |
| 2011-12 | \$102,285 | \$280,000 | 14 | \$382,285 |
| 2012-13 | \$102,285 | \$280,000 | 18 | \$382,285 |
| 2013-14 | \$102,285 | \$280,000 | 15 | \$382,285 |
| 2014-15 | \$102,285 | \$280,000 | 18 | \$382,285 |
| 2015-16 | \$102,285 | \$280,000 | 18 | \$382,285 |
| 2016-17 | \$98,194 | \$280,000 | 18 | \$378,194 |

*the City issued payments directly to the Grant recipients after administrative analysis and recommendation from RAC

This contract has not been put out for competitive bid.

DISCUSSION:**OUTCOMES FROM THE PAST 10 YEARS**

| 2007 Action Plan | | 10-Year Outcomes | | |
|--------------------------------------|---|------------------|----------|--------------|
| | | Met | On-Going | Did Not Meet |
| Reorganization: | | | | |
| The Community Arts and Culture Group | 1. Collectively offer year-round high-quality instruction in the performing, visual, new media arts, literary and culinary arts; | X | X | |
| | 2. Produce solo and group exhibitions; | | | X |
| | 3. Work with various educational artistic and cultural organizations to launch a multidisciplinary slide and document registry of California artists, with a focus on Riverside, the purpose of which is to support programmatic and other research on the artistic and cultural capital of the region; | | | X |
| | 4. Create and support outreach programs for underserved populations; | X | X | |
| | 5. Develop special initiatives for serving youth through arts education; | X | X | |
| | 6. Support the development of emerging and established Riverside-based artists; | X | X | |
| | 7. Offer workshops for playwrights and writers of all ages; and | X | X | |
| | 8. Promote numerous programs, festivals, and special events during the year that celebrate the cultural diversity of the greater Riverside community. | X | X | |
| | | | | |
| The Marketing Group | 1. Strategically market the City's artistic and cultural events by creating direct mail pieces and promotional materials; | X | X | |
| | 2. Maintain the Arts & Cultural Affairs link on the City's website; | X | X | |
| | 3. Produce the monthly community events calendar of programs, festivals, and special events in the Riverside Monthly; | X | X | |
| | 4. Distribute marketing collateral to the City's cultural facilities and monitor outlets for marketing such as street kiosks and electronic signs; | X | X | |
| | 5. Research new marketing approaches to expand programs' reach to broader audiences; and | X | X | |

| | | | | |
|---------------------------------|---|---|----------------------------|---|
| | 6. Launch a significant marketing campaign to brand Riverside as the "City of the Arts" by June 2008. | X | | |
| The Development Group | 1. Coordinate the City-wide raising of funds from foundations, corporations, government agencies, and individual donors to support the City's arts, cultural, educational and entertainment initiatives to demonstrate how various Departments generate contributed revenue to augment general funding; and | | | X |
| | 2. Administer the Arts & Cultural Grant and the Sponsorship Program to provide artistic and cultural project support to established and emerging nonprofits arts and cultural organizations, individual artists, and arts-in education specialists. | X | X | |
| The Arts in Public Places Group | 1. Work with various departments to advance the City's Public Art Collection, monuments, and murals on or in City property; | X | X | |
| | 2. Explore a Public and Private Percent for Arts Program; | X | X | |
| | 3. Identify best practices for promoting arts in public places; and | X | X | |
| | 4. Design the new Arts in Public Places Program by June 2008 for recommendation to the City Council. | | | X |
| The Operations Group | 1. The Fox Performing Arts Center; | X | X | |
| | 2. The Municipal Auditorium; | X | X | |
| | 3. The Visitors Center; and | X | | |
| | 4. The Riverside Convention Center, ensuring (as appropriate) that they are venues for arts, culture, education and entertainment. | X | | |
| Programming Initiatives: | | | | |
| In-House Programs | 1. Continue to enhance and develop the Downtown Farmers Market and Downtown Thursday Nights programs; | X | X (Farmers Market only) | |
| | 2. Launch a three-day Classical Music Program in October at the Cesar Chavez Community Center, developed in tandem with community partners in the arts and education, with the goal of exposing students and residents City-wide to this musical genre and deepening their understanding of and appreciation for classical music; | X | | |
| | 3. Enhance and develop the City's Festival of Lights program; | X | X | |

| | | | | |
|---|--|---|---|---|
| | 4. Work with the community to launch an annual Riverside Artist Open Studio in FY 2007-2008; the month will be determined with community input; | | | X |
| | 5. Enhance and further develop Festa Italiana, scheduled on October 21, 2007; and | X | | |
| | 6. Launch the City-wide Citrus Heritage Celebration in April 2008. | X | | |
| Regional and National Partnerships | | | | |
| Arts & Cultural Affairs Network | Spearhead a national Arts & Cultural Affairs officers' network to create a regional cultural corridor that links Riverside, Los Angeles, Palm Springs, and Orange County, as well as to create a statewide and national network. | | | X |
| Apply to become a Smithsonian Institution Affiliate | 1. Programs and collections; | | | |
| | 2. The Institution's expertise regarding arts and cultural programming, and museum and cultural organizational planning and capacity building; | X | X | |
| | 3. The benefit of the City's efforts regarding international arts and cultural relationships with our Sister Cities; | X | X | |
| | 4. An annual "Smithsonian Week in Riverside" program to structure and link Riverside's many festivals and celebrations; and | X | X | |
| | 5. Art and artifacts loans from the Smithsonian Institution will help put the City on the map of cultural tourism and destination venues. | X | X | |
| Develop a Cultural Ecology | 1. The Arts & Cultural Affairs Division will propose a model for a strong cultural ecology that includes the Cultural Accountability Performance (CAP) as the economic infrastructure, the Riverside Cultural Consortium as a significant programming entity, and the Riverside Arts Council as a primary technical support for the Consortium through programs in capacity building, fundraising, and organizational development (including staff and board development). | X | | |
| | 2. Take a leading role in the Cultural Accountability Performance (CAP) meetings, commencing in September. Chaired by the Mayor, the premise of CAP is to focus on the economic sustainability of the Downtown arts scene, coordinate and maximize resources and funding, and be visionary and collaborative about what can be accomplished in the arts throughout the entire City. | X | X | |

| | | | | |
|--------------|--|---|---|---|
| | 3. Attend various meetings when items before advisory boards or commissions may have a linkage to the City's broader arts and cultural affairs goals and objectives. | X | X | |
| | 4. When invited, and it is not considered a conflict of interest, the Arts & Cultural Affairs Division will be one of the City's representatives to local non-profit boards. | X | X | |
| Annual Recap | 1. The Development Department will return to the City Council annually in July with a recap of the Arts & Cultural Affairs Division's prior year's accomplishments; and | | | X |
| | 2. The Development Department will use the annual budget process to evaluate progress toward advancement of the City's arts and cultural goals and recommend funding levels consistent with program targets. | | | X |

Objectives Met = 81%

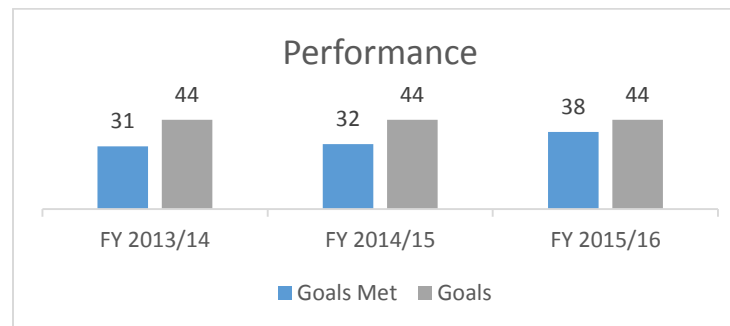
Grant Recipients

Over the past 10 years, an average of 18 organizations receive the Arts and Culture Grants (Attachment 2). The grant amounts range between \$1,000 and \$68,500.

Grant Administration:

The contract with RAC (Attachment 3) establishes goals in the scope of services.

The most recent three year assessment of RAC's performance on these keys tasks is included in Attachment 4.



PURPOSE OF THE PROGRAM

The purpose of the Arts and Culture Grants has been identified by RAC's applicant guidelines since 2002 as:

1. Sustain professional development of established arts institutions based in and serving the City of Riverside.
2. Assist the operational and artistic development of small-to-mid-sized arts organizations.
3. Encourage and support the contribution of artistic excellence and diversity to the richness of the community's cultural life.
4. Encourage and support administrative and fiscal excellence in non-profit arts and cultural organizations. (added to the 2002 documentation, the year this purpose was added is unknown)

Staff recommends Committee review of these statements to provide an update for purpose of program for the next 10 years.

ELIGIBILITY

The eligibility, funding categories and criteria of the Arts and Culture Grants has been identified by RAC's applicant guidelines, the process and year these requirements were determined are unknown to staff:

1. The non-profit organization must be located in the City of Riverside and not receive any other General Fund allocations for the same purposes as the City of Riverside Arts and Culture Grants from any City of Riverside department or agency.
2. Funds are designated solely for operating support of non-profit arts organizations. For-profit organizations and educational institutions are not eligible for City of Riverside Arts and Culture Grant funds.
3. The applicant organization must be a California non-profit corporation and hold 501(c)(3) certification from the Internal Revenue Service, specifically identified as an organization with performance, production or presentation of arts and/or cultural programming as its primary focus.
4. The organization must offer an annual series of arts and cultural activities (such as exhibitions and performances) in the City of Riverside which are open and accessible to all.
5. The organization must have performing, producing, or presenting history of not less than three years, with minimum expenses of approximately \$9,000 in the last fiscal year. The most recent year must include artistic and/or cultural programming in the City of Riverside.
6. No matching funds are required. However, the organization must demonstrate its capability to match a City of Riverside Arts and Culture Grant award on a dollar-for-dollar basis. A "match" includes earned income, cash contributions, and grants. Note: "In-kind" contributions such as the dollar value of volunteer services do not constitute a match for this grant.
7. The organization must have satisfied the evaluative requirements of any previously awarded funding from the City of Riverside.

8. City of Riverside Arts and Culture Grant funds must be expended by June 30.
9. Recipient organizations agree to participate in City of Riverside/Riverside Arts Council activities that will serve to recognize, promote or assist either the City or organization.

FUNDING CATEGORIES:

- Level 1: Organizations with expenses of \$9,000 - \$100,000 in the last completed fiscal year may apply for a grant up to 20% of their previous year's income.
- Level 2: Organizations with expenses of \$101,000 - \$249,000 in the last completed fiscal year may apply for a grant up to 15% of their previous year's income or \$20,000, whichever is greater.
- Level 3: Organizations with expenses of \$250,000 + in the last completed fiscal year may apply for a grant up to 10% of their previous year's income OR \$30,000, whichever is greater.

CRITERIA:

Quality of Programs, based on:

1. Involvement and professionalism in planning and implementing programs
2. Quality, historical background, and expertise of programmers
3. Reviews and other indications of how past programs have been received
4. Demonstrated desire to improve the quality of programs

Program Innovation, based on:

1. Programming that encourages broad artistic/cultural expression
2. Utilization of new or emerging artists
3. Presentation of new and original programming
4. Efforts to reach beyond conventional limits of art forms and/or cultural expression

Community Impact, based on:

1. Unique programs and activities which do not duplicate others already in place
2. Community interest in the organization
3. Size of audience served in past fiscal year
4. Growth in public attendance, participation, and support
5. Contribution to quality of life and overall cultural vitality of the community

Outreach and Audience Development, based on:

1. Extension of free or discounted services to target/under-served audiences
2. Benefit to new and under-served audiences. These audiences include youth, elderly, disabled, groups/populations or geographic areas not reached by existing programs
3. Accessibility to the physically disabled and/or elderly
4. Efforts to attract new audience
5. Existence/Evidence of a formal Arts and/or Cultural Education program

Cultural Diversity, based on:

1. Understanding of the City's cultural diversity
2. Use of diverse artists and programmers

Management, based on:

1. Staff composition (full-time, part-time, contract, volunteer, etc.)
2. Professional development of management and staff
3. Board, staff, peer, and volunteer relationships
4. Qualifications and background of management and professional staff
5. Active involvement in long-range planning
6. Stability of Board and staff
7. Completeness, clarity and accuracy of grant proposal
8. Administration of previous City of Riverside funding, if applicable
9. Proven ability to attract public/private partners

Financial Health, based on:

1. History of balanced budgets and plans for long-range financial stability and artistic growth
2. Presence of a diversified base of financial support and history of financial support from the local community
3. Presence of an active and effective fund development program
4. Grant Application Budget/ Budget Notes and Financial Statements

Appropriateness, based on:

1. How closely the application meets the purposes of the City Arts and Culture Grant Program
2. Consistency of programs with the organization's mission

Staff recommends a review of these regulations to be less restrictive to include to more artists. Current guidelines are barriers for some artists to receive grant funding.

PROGRAM ADMINISTRATION

On December 6, 2016, City Council approved the Professional Consultant Service Agreement with RAC for advocacy, fund development, marketing, education and administrative services in the amount of \$98,194 (4% reduction from fiscal year 2015/16) and disbursement of \$280,000 for the Arts and Culture Grants for arts-related programs and projects, through June 30, 2017, total amount not to exceed of \$378,194.

To the best of staff's knowledge, a Request for Qualification or Proposal process has not been issued for the City's Arts and Culture Grants Program or its administration.

Therefore, staff will issue a Request for Proposals for bidders to compete for the City contract for the Arts and Culture Grant Program.

EXAMPLES OF OTHER ARTS AND CULTURE GRANT PROGRAMS

Staff has researched other cities and communities. The research shows a variety of ways other communities fund arts organizations and artists. Below is a list of the types of funding, who distributes the funding and approximate amounts of funding.

1. California Arts Council – Creative California Communities: Similar in scope to the City's guidelines and requirements
 2. California Arts Council – Living Cultures Grants: 40 grants up to \$5,000 each for cultural continuity of traditional arts practices
 3. City of San Diego – Creative Communities Funding:
 - a. Distributed by Commission for Arts and Culture
 - b. Projects that promote arts and culture activities more accessible in neighborhoods and encourage people to share their heritage and culture
 - c. Funding is typically between 15-28% of their project budget
 - i. Funding received over \$30,000 must provide \$3 match for every \$1 awarded
 - ii. Funding received under \$30,000 must provide a \$2 match for every \$1 awarded
 4. City of San Diego – Organizational Support Program Funding:
 - a. Distributed by Commission for Arts and Culture
 - b. General operating support with an emphasis on deliver of programs and services that impacts the quality of life and tourism
 - c. Funding is typically between 2-10% of their project budget
 5. City of Chicago – CityArts Program:
 - a. Distributed by Cultural Affairs & Special Events
 - b. General operating support to arts organizations with vibrant artistic or cultural programming
 - c. Funding ranges from \$2,000 to \$15,000
 6. City of Culver City – Performing Arts Grant:
 - a. Distributed by Cultural Affairs
 - b. Support for providing enriching and accessible cultural opportunity for residents and businesses
 7. City of Austin – Cultural Arts Funding:
 - a. Distributed by Economic Development Department – Cultural Arts Division
 - b. To reinforce the artistic and cultural industry of Austin and their communities
 - c. Maximum funding request of \$5,000
 8. Baltimore County – Operating Grant:
 - a. Distributed by County Commission on Arts & Sciences
 - b. Arts & Cultural activities supporting Baltimore County
 - c. Maximum funding request to be no more than 15% of total operating budget
-

STAFF RECOMMENDATIONS:

Staff recommends Committee review and forward policy recommendations to City Council for the Arts and Culture Grant Program to include:

1. The purpose of the Program for the next 10 years (worksheet)
2. Who and what should be eligible (worksheet) and,
3. Determine the scope of RFP (worksheet)

Staff recommends continuing to contract for the Arts and Culture Grant Program and will issue a Request For Proposals to procure an organization capable of administering the Arts Grants *and* providing the Support Programs to the arts community. The RFP will outline the services as follows:

1. Grant-making for the City's Arts and Culture Grant Program
2. Administer the Program's Advocacy Projects
3. Three year contract with up to two contract renewals
4. Annual report to City Council

Timeline

| | |
|---------------|---|
| February 2017 | Finance Committee to provide policy direction |
| March 2017 | City Council approval of the policy direction |
| April 2017 | Staff to issue a Request for Proposals for the Contract |
| May 2017 | Evaluation of proposals |
| June 2017 | City Council approval of the Contract |

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Alexander T. Nguyen, Assistant City Manager

Certified as to

availability of funds: Scott G. Miller, Ph.D., Chief Financial Officer/ City Treasurer

Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. October 23, 2007, City Council Report
2. Grant Recipients
3. Current Contract with RAC
4. RAC Performance Record
5. Recommendation Worksheet
6. Presentation