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**Legislative Body** Ann Land/Bertha Henschel Memorial Fund Commission

**Posting Type** Meeting Agenda

**Posting Location** 915 I Street Sacramento, CA 95814

**Meeting Date & Time** 2/20/19 4:00 PM

The document noted above was posted at the time and date displayed in the signature box below.

Signature **Ilee Muller** Digitally signed by Ilee Muller  
Date: 2019.02.14 16:55:08  
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**ANN LAND AND BERTHA HENSCHEL MEMORIAL  
FUND COMMISSION**

**Howard Chan**, Ex Officio  
**Terilyn Cobb**, President  
**Alison Leary**, Vice President  
**Caitlin Maple**, Secretary  
**Wanda Yañez**, Member  
**Vacant**, Member  
**Jack Boniwell**, Member  
**Laurie MacIntosh**, Member  
**Talbott Smith**, Member

**COMMISSION STAFF**

Ilee Muller, Administrative Analyst  
Sonja Sanders, Administrative Officer  
Joseph Cerullo, Senior Deputy City Attorney



**Meeting Agenda**  
**Ann Land and Bertha Henschel  
Memorial Fund Commission**

**915 I Street, 3rd Floor - NCH**

**Published by the  
Department of Youth, Parks, & Community Enrichment  
(916) 808-1022**

**Wednesday, February 20, 2019  
4:00 p.m.**

**NOTICE TO THE PUBLIC**

You are welcomed and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

**Notice to Lobbyists:** When addressing the Commission, you must identify yourself as a lobbyist and announce the client/business/organization you are representing (*City Code 2.15.160*).

**Speaker slips are available on the City's Website and available from staff, and should be completed and submitted to the Commission Clerk.**

*Government Code 54950 (The Brown Act)* requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order and estimated time for Agenda items are listed for reference and may be taken in any order deemed appropriate by the Commission.

The Agenda provides a general description and staff Recommendation; however, the Commission may take action other than what is recommended. Hard copies of the agenda and Commission material are available at the Youth, Parks, & Community Enrichment Department, and all written material received is available at the meeting for public review.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Commission Staff at (916) 808-1022 at least 48 hours prior to the meeting.

**AGENDA**  
**Wednesday, February 20, 2019**  
*Historic City Hall – Hearing Room 201*

All items listed are heard and acted upon by the Ann Land and Bertha Henschel Memorial Fund Commission unless otherwise noted.

**Open Session – 4:00 PM**

**Roll Call**

**Consent Calendar                      Estimated Time: 5 minutes**

All items listed under the Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration

**1. Approval of the Ann Land and Bertha Henschel Memorial Fund Commission Meeting Minutes**

**Location:** Citywide

**Recommendation:** Pass a motion approving Commission minutes for November 14, 2018

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Department of Youth, Parks, & Community Enrichment

**Discussion Calendar                      Estimated Time: 2 hours**

Discussion calendar items include an oral presentation including those recommending “receive and file”.

**2. Nomination and Election of President**

**Estimated Time: 5 Minutes**

**Location:** Citywide

**Recommendation:** Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission President for 2019

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**3. Nomination and Election of Vice President**

**Estimated Time: 5 Minutes**

**Location:** Citywide

**Recommendation:** Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission Vice President for 2019

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**4. Nomination and Election of Secretary**

**Estimated Time: 5 Minutes**

**Location:** Citywide

**Recommendation:** Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission Secretary for 2019

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**5. Semi-Annual Report for July–December 2018; Carryover of Unspent Funds**

**Estimated Time:** 10 Minutes

**Location:** Citywide

**Recommendation:** Review report and provide direction to staff regarding Traveler’s Aid Emergency Assistance Agency 2018 carry-over funding request.

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**6. Assignment of 2019 Site Visits**

**Estimated Time:** 10 Minutes

**Location:** Citywide

**Recommendation:** Pass a motion (1) designating Commissioners to visit the site of each 2019 grant recipient and (2) setting the date by which Commissioners must submit site-visit reports to Commission staff.

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**7. Review Annual Funding Process and Provide Direction to Staff**

**Estimated Time:** 1 hour

**Location:** Citywide

**Recommendation:** Review and Comment on the Annual Funding Process

**Contact:** Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

**Public Comments - Matters Not on the Agenda**

**Commission Comments, Questions, and Ideas**

**Adjournment**