

Organization Information

Enter applicant's email below:

Email *

gbpck1@yahoo.com

Name of Applicant Organization: *

Leadership Carmel, a program organized under the Carmel Chamber of Commerce Foundation

Name and Position/Title of staff applying on behalf of the Organization: *

Kyle Sabdo, Leadership Carmel 2024 member

Organization Mailing Address: *

PO Box 4444 Carmel By The Sea, CA 93921

Telephone Number: *

N/A

https://docs.google.com/forms/d/1_qtAEKhgMNeGViy-O3UbomAxiNy4TtDXOLyu8gcQJk/edit?pli=1#response=ACYDBNgDOMZJxUijaGpsJ9rD3bCP... 1/6

Email: *

info@carmelleadership.org

Geographic Area(s) the Organization serves: *

Community of Carmel-by-the-Sea

Age groups served by the Organization: *

- 0-12
- 13-17
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65 and over

Number of Carmel-by-the-Sea (93921) residents the Organization serves: *

Leadership Carmel serves all residents of Carmel-by-the-Sea, as well as visitors, merchants, and business owners.

https://docs.google.com/forms/d/1_qtAEKhgMNeGViy-O3UbomAxiNy4TtDXOLyu8gcQJk/edit?pli=1#response=ACYDBNgDOMZJxUijaGpsJ9rD3bCP... 2/6

Is this Organization incorporated as a Nonprofit Organization? *

Yes

No

Is this Organization a Carmel school? *

Yes

No

Project/Program Details

Project/Program Name: *

The Scenic Outlook SW of 8th Restoration Project / Leadership Carmel Program

Amount requested (up to \$3,000): *

\$3,000.00

Please provide the name of the project, program, or service that the Carmel-by-the-Sea grant ("grant") funding will be used to support. *

The Scenic Outlook SW of 8th Restoration Project

https://docs.google.com/forms/d/1_qtAEKhgMNeGViy-O3UbomAxiNy4tTdXOLyu8gcQJk/edit?pli=1#response=ACYDBNgDOMZJxUijaGpsJ9rD3bCP... 3/6

Please provide a description of the project, program, or service that the grant funding will be used to support. *

The Leadership Carmel program is a nine-month professionally-led learning and professional development program to foster broad awareness of how the village of Carmel-by-the-Sea operates and to build strong networks among leaders, stakeholders, and influencers in and around Carmel-by-the-Sea.

Each year the program's class executes a legacy project to give back to the community. Leadership Carmel's 2024 class project will focus on restoration of an outlook area along the Scenic Pathway just southwest of 8th Avenue. The Outlook area needs restoration to maintain its functionality and inherent beauty.

This project will help restore the Scenic Outlook to create an accessible and inviting viewing patio. Some of the improvements will include addressing the existing decomposed granite (DG) surfaces to rebuild a natural grade and provide a level transition from the Scenic Pathway, creating a natural border for the patio on the western boundary using landscaping features consistent with other areas along the Pathway, addressing the irrigation box location, as needed, and installing a flexible drain line and surface drains to mitigate puddling and erosion.

The plan has already been reviewed and approved by the Forest & Beach Commission. The work will be done in cooperation and consultation with Carmel Cares and the City of Carmel-by-the-Sea, and we will continue to engage with an arborist to ensure the protection of the trees in proximity to the outlook.

Please describe the specific benefit to the Carmel-by-the-Sea community that your project, program, or service will provide. Be sure to include the target population and number of community members that will be served. *

The Coastal Access and Recreation Element report, under the General Use/Coastal Land Use Plan, estimates that more than 2.5 million people each year visit Carmel, and many of these come to see the beach. Yet, while other attractions may be largely used by visitors alone, the Scenic Pathway and its associated lookouts, benches, and patios are widely used by not only tourists but also the local community. On any given day, residents walk the path, workers stop to eat their lunches, students swing by on breaks, and community groups connect for informal meetings. Scenic is such a resource to the local community that one senior at Carmel High School pronounced it, "the hot spot of community-ness."

This project will help restore and improve the usability of the Outlook, which is used continuously throughout the day by a wide range of people. It is unique in that it provides benches in closest proximity to the handicap spots, so it has special benefit in making a welcoming spot for those who may have a harder time getting to other benches.

https://docs.google.com/forms/d/1_qtAEKhgMNeGViy-O3UbomAxiNy4tTdXOLyu8gcQJk/edit?pli=1#response=ACYDBNgDOMZJxUijaGpsJ9rD3bCP... 4/6

Please describe how your organization would use the funding awarded, including equipment or services that would be purchased and why. *

The funding would be applied directly toward materials and labor needed to restore the Outlook patio surface, smooth the transition from Scenic Pathway to the Outlook and other items described in section 15 above. Leadership Carmel received not-to-exceed estimates for the landscaping work from a professional landscaping company that works regularly in the scenic neighborhood.

Estimated labor is \$8000 and estimated materials and equipment is \$12,695.10. In addition, Leadership Carmel plans to sand and refinish the two memorial benches and plant City-approved plants in and around the border of the Outlook.

Attachments

To complete your application, kindly email the following four (4) attachments to cityclerk@ci.carmel.ca.us. Please be sure your organization's name is in the subject line of the email and on all attachments.

- 1) **Proof of non-profit status:** provide a copy of the organization's 501(c) letter from the IRS.
- 2) **Budget Plan for the Grant:** provide a detailed line item budget plan explaining how the grant funds will be utilized for the project, program, or service.
- 3) **Current Annual Operating Budget:** provide an up to date operating budget that provides detailed information on your organization's annual revenue sources.
- 4) **Past two year's financial statements:** provide a copy of the **past two year's** financial statements, featuring balance sheets, revenue sources, profit/loss statements, and a breakdown of the percentage of revenue allocated for administration, salaries, and program costs.

Certification and Signature

The Applicant Organization hereby acknowledges and agrees to the following terms:

- 1) Compliance with City Council Discretionary Funds Grant Program requirements is mandatory, encompassing submission deadlines and payment disbursements.
- 2) Utilization of City Council Discretionary Funds Grant Program funds for ineligible activities/services, as delineated in City Council Policy C16:- City Council Discretionary Funds Grant Program, is prohibited.
- 3) Receipt of City Council Discretionary Funds Grant Program funding does not guarantee an automatic annual allocation.

https://docs.google.com/forms/d/1_qtAEKhgMNeGViy-O3UbomAxiNy4tTdXOLyu8gcQJk/edit?pli=1#response=ACYDBNgDOMZJxUijaGpsJ9rD3bCP... 5/6

- 4) Any allocated City Council Discretionary Funds Grant Program funding must be utilized solely as specified in the application form.
- 5) The applicant organization must sign an agreement with the City of Carmel-by-the-Sea, as provided by the City, by a duly authorized representative to receive the funds.
- 6) All awarded funds must be expended by the end of the 2024-2025 fiscal year (June 30, 2025).
- 7) Within 30 days after the conclusion of the Project/Program/Service or by June 30, 2025, the recipient must furnish a comprehensive account with supporting documentation regarding fund usage.
- 8) Any unspent funds or funds not properly documented as per the signed agreement must be returned to the City.
- 9) The City reserves the right to conduct audits and/or request additional documentation to substantiate fund expenditure. Failure to provide adequate documentation may impact future funding prospects.

I, acting on behalf of the aforementioned nonprofit applicant organization, certify that I have read, understand and agree that the aforesaid information is accurate, factual, and current.

Name and Title of staff applying on behalf of the Organization *

Kyle Sabdo, member of Leadership Carmel class of 2024

Organization name *

Carmel Chamber of Commerce Foundation/Leadership Carmel

Date *

MM DD YYYY

04 / 04 / 2024

This form was created inside of Carmel-by-the-Sea.

Google Forms

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 06 2020

CARMEL CHAMBER OF COMMERCE
FOUNDATION
41 OCEAN PINES LANE
PEBBLE BEACH, CA 93953-3077

Employer Identification Number:
84-3375773
DLN:
26053708002109
Contact Person:
PAUL F CAPPEL II ID# 31665
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
September 18, 2019
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

Item	Description	Cost	Total
Irrigation	irrigation parts and drain parts	1161.41	1161.41
Labor	for irrigation and drain	1500	1500
Retaining Wall	redwood lumber and stakes	1594.82	1594.82
Labor	retaining wall	1500	1500
Tool Rental Fee	tool to move boulders and large drift wood	1900	1900
Stones	boulders	3710	3710
Labor	placing stone	2500	2500
Soil	decomposed granite (DG)	4128.87	4128.87
Labor	spreading and compacting DG	2500	2500
Disposal Fee	Dump Disposal Fee	200	200
			20695.1

	BUDGET COST	# PARTICIPANTS	BUDGET	ACTUAL	VARIANCE
12					
PER PARTICIPANT RECURRING ITEMS					
ASSESSMENTS	\$ 210.00	12	\$ 2,520.00	\$ 1,080.00	\$ 1,440.00
GRADATION: CERTIFICATE COVER & BOOK	\$ 50.00	12	\$ 600.00		\$ 600.00
SUPPLIES (BINDER & TABS)	\$ 10.00	12	\$ 120.00	\$ 59.39	\$ 60.61
PER CLASS RECURRING ITEMS					
COMMUNITY SHARED SPACE	\$ 480.00		\$ 480.00	\$ 480.00	\$ -
SUPPLIES	\$ 365.00		\$ 365.00	\$ 406.19	\$ (41.19)
GRADUATION PROJECT	\$ 470.00		\$ 470.00		\$ 470.00
	\$ -		\$ -		\$ -
ONE TIME INVESTMENTS					
WATER DISPENSER	\$ 150.00		\$ 150.00		\$ 150.00
COFFEE BREWER	\$ 190.00		\$ 190.00	\$ 197.01	\$ (7.01)
REUSABLE POSTERS & EASELS	\$ 280.00		\$ 280.00	\$ 43.08	\$ 236.92
BUSINESS CARDS	\$ 100.00		\$ 100.00		\$ 100.00
ONE TIME LOAN TO JUMPSTART ALUMNI ACTIVITY	\$ 2,000.00		\$ 2,000.00		\$ 2,000.00
TOTAL	\$ 4,305.00		\$ 7,275.00	\$ 2,265.67	\$ 5,009.33

GENERAL ACCOUNT						
		Date	Description	Deposit	Withdrawal	Balance
INCOME		12/31/2021	Beg Bal			34,216.61
Tuition received	15,200.00	1/12/2022		995.00		35,211.61
Other Income	<u>2,885.00</u>	1/20/2022	Director Fees (3 of 3)		(4,000.00)	31,211.61
Total Income	18,085.00	1/24/2022	Paypal deposit to confirm account	0.03		31,211.64
EXPENSES		1/24/2022	Paypal deposit to confirm account	0.19		31,211.83
Director Fees	9,000.00	1/24/2022	Paypal withdrawal after account confirmed		(0.22)	31,211.61
Class 2 Reimbursements	555.27	1/26/2022		995.00		32,206.61
Class 3 Reimbursements	2,265.67	2/3/2022		895.00		33,101.61
			Transfer to Fundraiser Account			
Check order	22.25	2/4/2022	to fund account		(100.00)	33,001.61
Insurance	1,483.00	6/1/2022	Checkbook order		(22.25)	32,979.36
Class 2 graduation	495.00	6/10/2022	Insurance		(1,483.00)	31,496.36
Total Expenses	13,821.19	6/13/2022	Class 2 Reimbursements		(282.88)	31,213.48
		7/1/2022	Leadership Carmel Graduation		(495.00)	30,718.48
2022 Net Income	4,263.81	7/6/2022	Reimburse Barry & Jeanne for Graduation Gifts		(172.39)	30,546.09
		7/14/2022	Graduation gift to Jeanne & Barry		(100.00)	30,446.09
			Transfer from Fundraiser			
		9/12/2022	Account (From Class 2)	7,185.97		37,632.06
		10/14/2022	Class 3 Tuition	11,500.00		49,132.06
		10/21/2022	Class 3 Tuition	1,700.00		50,832.06
		11/28/2022	Class 3 Tuition	2,000.00		52,832.06
		12/8/2022	Director Fee & reimbursement for supplies		(6,080.00)	46,752.06
		12/14/2022	Reimbursement for Supplies		(4,185.67)	42,566.39
			Less: Transfers	(7,185.97)	100.00	
			Paypal confirmation	(0.22)	0.22	
				18,085.00	(13,821.19)	

SUMMARY:	CYC	LC	Total
Sponsorships	8,500.00		8,500.00
Sponsorships, Split	5,000.00	5,000.00	10,000.00
Donations	601.00	251.00	852.00
Donations, Split	2,225.97	2,225.97	4,451.94
Ticket Sales	1,001.25	1,001.25	2,002.50
Drawings, drink tickets	637.50	637.50	1,275.00
Less Expenses	(1,465.46)	(1,794.03)	(3,259.49)
Less Fees	(135.72)	(135.72)	(271.44)
Total	16,364.54	7,185.97	23,550.51
Check	0.00	0.00	0.00
	16,364.54	7,185.97	

Date	Customer Name	Transaction Description	Category	Withdrawal/Payment	Deposit/Receipt	Ending Balance	Comment	% CYC	% LC	CYC \$ Cumulative	LC \$ Cumulative
April 2, 2022		Initial deposit to create account			100.00	100.00	We owe back to CCoC at end				
May 18, 2022	MI Murphy	Sponsorship			500.00	600.00		250.00	250.00	250.00	250.00
May 18, 2022	Team Beesley	Sponsorship			1,000.00	1,600.00		500.00	500.00	750.00	750.00
May 18, 2022	Hayashi Wayland	Sponsorship			500.00	2,100.00		250.00	250.00	1000.00	1000.00
May 18, 2022	Frew & Associates	Sponsorship			1,000.00	3,100.00		500.00	500.00	1500.00	1500.00
May 18, 2022	Dr Kay Lubansky	Donate to event			150.00	3,250.00		75.00	75.00	1575.00	1575.00
May 18, 2022	Manco Abbott	Donate to event			225.00	3,475.00		112.50	112.50	1687.50	1687.50
May 18, 2022	Kris Toscano	Purchase tickets for HW			300.00	3,775.00		150.00	150.00	1837.50	1837.50
May 18, 2022	Sean Powell	Use for admission			150.00	3,925.00		75.00	75.00	1912.50	1912.50
May 18, 2022	John (Gus) Underdown	Donate to event			300.00	4,225.00		150.00	150.00	2062.50	2062.50
May 18, 2022	Daniel Hightower	Donate to event			150.00	4,375.00		75.00	75.00	2137.50	2137.50
May 19, 2022	Eventbrite	Initial receipt from ticket sales			1,492.01	5,867.01		746.01	746.01	2883.51	2883.51
May 24, 2022	ABC	Liquor license		50.00		5,817.01		-25.00	-25.00	2858.51	2858.51
May 25, 2022	Portabella	Sponsorship			2,500.00	8,317.01		2500.00		5358.51	2858.51
May 25, 2022	Catch/ Mediterranean	Sponsorship			2,500.00	10,817.01		2500.00		7858.51	2858.51
May 25, 2022	Demetra	Sponsorship			2,500.00	13,317.01		2500.00		10358.51	2858.51
June 1, 2022	Harland Clarke	Check Order		22.25		13,294.76			-22.25	10358.51	2836.26
June 1, 2022	Jeanne Frew	Diplomas		82.88		13,211.88			-82.88	10358.51	2753.38
June 1, 2022	Sunset Center	Graduation deposit		200.00		13,011.88			-200.00	10358.51	2553.38
June 1, 2022	Hire Construction	Sponsorship			1,000.00	14,011.88		500.00	500.00	10858.51	3053.38
June 1, 2022	B5CB Enterprises	Sponsorship			1,000.00	15,011.88		1000.00		11858.51	3053.38
June 1, 2022	Morse Consulting	Donation			150.00	15,161.88		75.00	75.00	11933.51	3128.38
June 1, 2022	Annee Martin, Sanctuary	Sponsorship			2,500.00	17,661.88		1250.00	1250.00	13183.51	4378.38
June 2, 2022	Eventbrite	2nd receipt from ticket sales			587.00	18,248.88		293.50	293.50	13477.01	4671.88
June 3, 2022	Carmel CoC Foundation- General	Reimburse prior expenses			282.88	18,531.76			282.88	13477.01	4954.76
June 9, 2022	Mahoney & Associates	Sponsorship			2,500.00	21,031.76		1250.00	1250.00	14727.01	6204.76
June 13, 2022	Annee Martin, Ami Carmel	Sponsorship			1,000.00	22,031.76		500.00	500.00	15227.01	6704.76
June 13, 2022	John- DJ	DJ for event		500.00		21,531.76		-250.00	-250.00	14977.01	6454.76
June 15, 2022	Eventbrite	3rd receipt of ticket sales			480.49	22,012.25		240.25	240.25	15217.25	6695.00
June 21, 2022	Square	Receipts from event, less fees			1,577.62	23,589.87		1496.31	81.31	16713.56	6776.31
June 22, 2022	Deposit, cash & checks	Dance Through Decades			1,065.00	24,654.87			1065.00	16713.56	7841.31
June 24, 2022	Eventbrite	Ticket sales & donations			1,482.88	26,137.75		741.44	741.44	17455.00	8582.75
July 7, 2022	Tony Pena	Reimbursement-event related		846.63		25,291.12		-423.32	-423.32	17031.69	8159.44
July 7, 2022	Tony Pena	Reimbursement - not event related		306.32		24,984.80			-306.32	17031.69	7853.12
July 7, 2022	Annee Martin	Reimbursement-event related		280.07		24,704.73		-140.04	-140.04	16891.65	7713.08
July 7, 2022	Yvonne Patnaude	Reimbursement-event related		751.94		23,952.79		-375.97	-375.97	16515.68	7337.11
July 7, 2022	Cody Gappa	Reimbursement-event related		209.78		23,743.01		-104.89	-104.89	16410.79	7232.22
July 18, 2022	Eventbrite	final receipt for ticket sales			200.00	23,943.01		100	100	16510.79	7332.22
July 20, 2022	Monterey County Herald	Ad from Sygale		292.50		23,650.51		-146.25	-146.25	16364.54	7185.97
	CARMEL YOUTH CENTER			16,364.54		7,285.97		(16,364.54)		0.00	7185.97
	TRANSFER TO FOUNDATION GENERAL ACCOUNT			7,185.97		100.00			(7,185.97)	0.00	0.00
	REMAINING IN ACCOUNT					100.00				0.00	0.00
				27,092.88	27,192.88	100.00					
	Deposits:	27,192.88					Donations (CYC)	8,500.00			
	Less beginning bal	(100.00)					Donations (Split)	5,000.00	5,000.00		
	Total Deposits	27,092.88						13,500.00	5,000.00		
	Less payments made	(3,542.37)									
	Net Income	23,550.51					Other Split Receipts	712.5	712.5		
							Total Sponsorships + Donations (outside of eventbrite & Square)	14,212.50	5,712.50		

Carmel Youth Center Leadership Carmel				CYC	LC
Cash collected	865.00			1,496.31	1,146.31
Checks	200.00			2,121.19	2,121.19
Card	<u>1,622.00</u>			14,212.50	5,712.50
	2,687.00			-1,465.46	-1,794.03
ACTIVITY RECORDED IN SQUARE					
Donation to CYC	601.00	601.00		16,364.54	7,185.97
Donation to LC	251.00		251.00		
Donation Split	560.00	280.00	280.00		
Drawings 3 for \$5	85.00	42.50	42.50		
Drawings \$25 arm's length	725.00	362.50	362.50		
Drinks	<u>75.00</u>	37.50	37.50		
	2,297.00				
Total collected	2,687.00				
less, recorded in Square	<u>-2,297.00</u>				
Difference	390.00	195.00	195.00		
Difference is cash & checks collected that wasn't recorded in Square Split is 50/50					
TOTAL		<u>1,518.50</u>	<u>1,168.50</u>	<u>2,687.00</u>	
less processing fees		-22.19	-22.19	-44.38	
NET PROCEEDS		<u>1,496.31</u>	<u>1,146.31</u>	<u>2,642.62</u>	
				-1,577.62 Square	
				-1,065.00 Cash & Check	
				0.00 Check figure	

	Annee	Caron	Cody	Heather	James	Tony	Yvonne	TOTAL		Event-related	Not Event-related	TOTAL	
Squarespace - website domain		0.00	0.00	0.00	0.00	19.00				2,088.42	556.32	2,644.74	
Squarespace - website domain						149.00					-125.00	-125.00	expense reimbursed by group
Website domain						22.34				2,088.42	431.32	2,519.74	Total reimbursed costs
Balloons for event						41.50							
Vinyl Banners						115.98							
Pine Cone Ad						387.00							
Second pine cone ad						387.00							
red carpet						31.13							
Plastic cups							29.49						
champagne cups							32.99						
decorations							50.22						
decorations							48.59						
decorations							41.48						
receipt books							43.65						
decorations							103.25						
decorations							30.58						
badge holders							18.99						
Square devices							291.64						
Staples- supplies							61.06						
Poster Boards for event			84.00										
Poster Boards for event			17.99										
Drinks, ice for event			107.79										
\$250 gift card for J & B													
\$100 to be reimb by general account													
\$125 to be reimb by the group		250.00											
Webparty supplies	60.93												
Party City Supplies	123.06												
Table Cloths	96.08												
	280.07	250.00	209.78	0.00	0.00	1,152.95	751.94	2,644.74					