

North Richmond Mitigation Fee Joint Expenditure Planning Committee Meeting Minutes

Friday, June 1, 2012

2:00 pm – 5:00 pm

City of Richmond | 440 Civic Center Plaza - Multi-Purpose Room | Richmond, CA 94801

Members/Alternates in Attendance:

Dr. Henry Clark, **Chair** – NRMAC Representative: Unincorporated Area
Jovanka Beckles, **Vice Chair** – Richmond City Councilmember
Nathaniel Bates, Member - Richmond City Councilmember
Luz Gomez, Alternate Member - Contra Costa County Supervisor John Gioia
Gayle McLaughlin, Member – Richmond Mayor & City Councilmember
Joe Wallace, Member – NRMAC Representative: Unincorporated Area
Johnny White, Member - Incorporated Area Resident

Members Absent:

John Gioia, Contra Costa County Supervisor – District I

Meeting Agenda:

1. Welcome and Introductions

Chair Dr. Henry Clark welcomed others and called the meeting to order at 2:10pm.

2. Public Comment on any item not on the agenda (*not to exceed 3 minutes*)

Several members representing non-profit organizations presented the Committee an update on progress made in the North Richmond area, the creation of employment opportunities for youth and adults, community gardening, and the elimination of blight through clean up initiatives.

7 – Ayes
0 – Noes

3. **APPROVED** the following Meeting Minutes:

- a. October 21, 2011 Committee Meeting
- b. March 28, 2011 Subcommittee Meeting
- c. May 7, 2011 Subcommittee Meeting

7 – Ayes
0 – Noes

4. **RECEIVED** the following reports into record:

- a. Summary of Final Expenditures - 2010/2011 Expenditure Plan
- b. Summary of Expenditures to date - 2012/2013 Expenditure Plan
- c. Tonnage & Revenue Updates - 2010/2011 (Final) & 2012/2013
- d. Final Implementation Update - 2010/2011 Expenditure Plan
- e. Implementation Update - 2012/2013 Expenditure Plan; and
- f. Annual Advisory Body Reports to the Board of Supervisors for 2010 & 2011

7 – Ayes
0 – Noes

5. **ACCEPTED and DIRECTED** staff to prepare recommendations responding to the findings/ recommended actions contained in the Auditor's Office Report dated March 6, 2012 and associated non-reportable findings dated April 26, 2012 regarding the results of their review of NRMF funding from its inception in 2006 through early 2011; and

RECOMMENDED that the City and County consider approving an amendment to the Memorandum of Understanding between the City of

Richmond and Contra Costa County to reflect that Expenditure Plans will be prepared on an annual basis (no longer covering two years) effective July 1, 2012.

7 – Ayes
0 – Noes

6. **APPROVED** reducing regularly scheduled meeting frequency to twice per year; and
ESTABLISHED meeting schedule for FY 2012/2013 consisting of the following two dates: Friday, February 15, 2013 (2pm - 4pm) and Friday, May 31, 2013 (2pm - 5pm). *For the record, Committee Member Gayle McLaughlin stated that special meetings may be called if needed as provided for in the Committee's Bylaws.*

7 – Ayes
0 – Noes

7. **APPROVED and AUTHORIZED** staff to revise and release future versions of the "Community Based Project Funding Request Guidelines" and "Proposal & Application" documentation as well as review, evaluate and prepare recommendations about Funding Request Proposals to be received in the future without requiring Subcommittee involvement, as recommended by the Community Based Projects Subcommittee.

7 – Ayes
0 – Noes

8. **ACKNOWLEDGED** that current and future recommended Expenditure Plans mandate each lead implementing entity to submit information consistent with the schedule and strategy-specific reporting requirements to be developed by staff, effective July 1, 2012, in order to receive each payment on or after July 1, 2012 or to be considered for additional future funding, prohibiting future advance payments; and

DIRECTED staff to develop written Invoicing and Reporting Requirements specifying what strategy-specific statistics and status updates must be submitted by implementing entities (and by when) in order to receive each payment effective July 1, 2012 to facilitate more cost-efficient means of ensuring adequate accountability / transparency about the use of the NRMF funding.

9. REQUEST to recommend the City Council and Board of Supervisors adopt the recommended Amended 2012/2013 Expenditure Plan including changes to the description and requirements for each existing Strategy, elimination of unfunded Strategies and revised Budget containing recommended funding allocations for the period through June 30, 2013. – **SEE BELOW**

7 – Ayes
0 – Noes

APPROVED recommending City and County approve the Amended 2012/2013 Expenditure Plan with modified budget covering the period through September 2012 and all of staff's recommended text changes; and

CONTINUED approval of budgetary recommendations through June 2013 to a Special Meeting to be scheduled for a date sometime in July 2012. The Committee unanimously voted to continue remainder of funding allocation recommendations under this Agenda Item to July, in order to allow for additional time for Committee Members to more closely review potential funding allocation alternatives prior to voting on recommended Expenditure Plan budget for the remainder of FY 2012/2013. Committee staff was asked to invite City and County personnel and other organizations presently implementing NRMF-funded Strategies to attend the July meeting to provide

each with an opportunity to make brief presentations regarding their currently funded activities as well as the activities proposed for continued funding through June 30, 2013.

7 – Ayes
0 – Noes

10. **CONTINUED** *due to time constraints* – Verbal presentations about mitigation funded strategies, including an update from the Community Services Coordinator and others, were all continued until the next meeting.
11. **ADJOURNED** at 4:58 pm