

**North Richmond Waste & Recovery Mitigation Fee
Joint Expenditure Planning Committee**

Meeting Minutes

Meeting
Friday, February 21, 2014
2:00pm-4:00pm

*Richmond City Hall – Council Chambers / 440 Civic Center Plaza / Richmond, CA
94801*

I. Members/Alternates in Attendance:

Dr. Henry Clark, Chair – MRMAC Representative: Unincorporated area
Mayor Gayle McLaughlin, Member – Richmond City Councilmember
Luz Gomez, Alternate Member – Contra Costa County Supervisor
Beverly Scott, Alternate Member – NRMAC Representative: Unincorporated Area

II. Members Absent:

Jovanka Beckles, Vice Chair – Richmond City Councilmember
Nathaniel Bates, Member – Richmond City Councilmember
Johnny White, Member - Incorporated Area Resident

1. Welcome and Introductions

Dr. Henry Clark called the meeting to order at 2:13pm.

2. Public Comment on any item not on agenda

There were no speaker cards for Public Comment.

3. Receive update regarding New Brown Act requirements

Committee Staff provided an informational update regarding new Brown Act provisions related to providing more transparency that require each Committee Member to clearly identify the position of each vote made by each member at meetings.

4. APPROVE the May 31, 2013 Meeting Minutes

Motion was moved by Gomez to approve the Minutes, with a modification that the meeting minutes show Beverley Scott as a new NRMF Committee Member replacing Joe Wallace and that a new Member Alternate for Beverley Scott be established by the County Board of Supervisor's. *Motion was seconded* by McLaughlin and *passed unanimously (4 Ayes)*.

5. NOMINATE and ELECT Chairperson and Vice chairperson:

County staff indicated that the last Chairperson nomination occurred two years ago on September 23, 2011, and that the Committee Bylaws require the Committee to elect a Chairperson and Vice-Chairperson every two calendar years.

Motion was moved by Gomez to nominate Dr. Clark as Chairperson and Jovanka Beckles as Vice-Chairperson for another term (two additional years – final consecutive term). All was in favor, and *unanimously approved*.

6. Receive the following reports:

a) Update on minor changes to 2012/2013 Expenditure Plan

Committee Staff discussed minor changes made to the 2012-2013 Expenditure Plan that were approved concurrently by the City of Richmond and County Board of Supervisors when the 2013-2014 Expenditure Plan was approved. Committee Staff advised that the minor adjustment to the 2012-2013 Expenditure Plan approved by the City and County reallocated \$1,182.48 from the "Contingency" line item to the "Disposal Vouchers" (Strategy 1) to cover expenses that exceeded what was originally budgeted (\$500.00) in the Disposal Vouchers Strategy.

b) Committee Board Advisory Body Annual Report-2013

Committee Staff discussed the contents of the Advisory Body Report, and discussed the attendance and vacancy of Committee appointments. Mayor McLaughlin stated she will check with Johnny White to see if he's still engaged to attend. Gomez stated for the record that Beverly Scott is taking Joe Wallace's place as representative of NRMAC for the Committee. Gomez also mentioned there is an Alternate vacancy for both the City of Richmond and City council member that needs to be filled.

c) Summary of Expenditures to date – 2012/2013 Expenditure Plan

County staff addressed that there have been revisions to the dollar figures of the expenditure plan. The numbers reflect some remaining balance from the 2012/2013 plan that was not spent, according to information that was received from City of Richmond Accounting Staff. Staff indicated that the revised remaining balance is \$72,093.91, and that the original sheet County staff provided was higher, due to a calculation error on the amount shown in the Contingency line item.

Beverly Scott wanted to confirm the money wasn't spent before being reallocated and Mayor McLaughlin wanted to confirm that there is additional money. Committee staff stated that this is the most updated information that was received but there are several speakers that may likely speak about the dollar amounts and any occurrences that county staff is not aware of. County staff mentioned when we closed the books for 2012/2013, and that the money showing as a remaining amount is approximately \$72,000; money allocated that was not spent in the 2012-2013 budget cycle.

d) Tonnage and Revenue Update

Committee Staff provided an overview analysis of the funding trends since Mitigation Funding began. Staff also presented the expenditure data from July 2013 thru December 2013 (referred to on page 43 of the Agenda packet) and indicated that actual revenue is now surpassing projected revenue. Staff also presented the landfill operator revenue projections for the next fiscal year (2014/2015).

e) Expenditure Plan Strategy Implementation Update Status Reports

Staff provided an update to the Committee on the current Expenditure Plan Strategy Reports stating that all strategies except Strategy 4 (Tagging and Abatement) submitted status reports.

Gomez asked if illegal dumping has improved since four years ago and also if Deputy Monroe followed up with the evidence collected on the reported occurrences. Deputy Monroe provided a response mentioning that reported occurrences are given to County staff to verify. Janie Holland (Prevention Services Coordinator) also provided a response stating that photos are taken of all hazardous waste, tires, etc., as evidence and other occurrences are picked up.

Gomez recommended that Carla Orozco of Neighborhood House be included in this effort due to the last code enforcement case had been opened back in October 2013. Conrad from County Code Enforcement mentioned the transition has been slow due to having low personnel and that current open cases were still being handled in the area and therefore a lot of new cases did not get open. Gomez requested that we keep the same code enforcement officer for a longer period who can get familiar with the city and community as that is a concern for the community. She (Gomez) also thanked Deputy Monroe for all his efforts in the city and keeping people involved. Deputy Monroe discussed that it is difficult to put citations for smaller items, and that the focus needs to be on bigger items. He (Deputy Monroe) also mentioned that transfer station issues are improving.

Various other clarifying questions were raised by the Committee and answered by Committee Staff related to some of the details in the Status Reports.

7. Receive Tonnage Revenue Projections data and Provide direction to Committee Staff about the proposed development of the 2014/2015 Expenditure Plan:

County staff requested that the Committee accept revised documents (pages 65-67 of the packet) to ensure compliance with the better government ordinance.

Motion was moved by Gomez to accept the revised documents pages 65-67 as provided by County Staff. Motion was approved unanimously (4 Ayes).

County staff discussed available balances that may be used in the 2014-2015 cycle stating that a higher than expected revenue is projected and that remaining revenue and role-over funding from the 2012-2013 fiscal year needs to be allocated for a total of \$139,115.13.

Staff requested guidance on where funds should be allocated within the existing Expenditure Plan Strategies. There was ongoing discussion between the Committee members, County and City Staff about the non-profit contracting process. During the dialog, Gomez suggested if the Committee would set aside Community-Based Project funding to be given as a lump sum to a non-profit to manage that might have the capacity to assist the smaller non-profits and allow payments to occur more efficiently. Gomez then suggested if CHDC (who currently has a contract with the City) might be willing to administer Community-Based Project(s) funding. Committee Staff stated that they would have look into the idea to see what the procurement procedure(s) would be for such a request. Various ideas by Committee Members and Committee staff were discussed related to the matter. Staff suggested that a Special Meeting be scheduled to have further discussion on the issue.

The Following four (4) speakers provided comments regarding North Richmond activities and/or requested additional funding be allocated:

- CURME (organization that manages Community Gardens in North Richmond);
- Prevention Services Coordinator (currently Strategy 3) requested additional funding ranging from \$10,000.00 to \$60,000.00;
- The Community Services Coordinator (currently Strategy 10) requested additional funding, including additional funding requests for existing Expenditure Plan Strategies also managed by the Community Services Coordinator; and
- A representative from Reach Fellowship also commented, stating that they would be interested in applying for Community-Based Project funding.

For preparation of a Special Meeting, Gomez made the following recommendations/requests for Committee Staff to look into:

- Have Committee Staff look into and talk with CHDC about management of Community-Based Project(s) contracts;
- Set aside at least \$10,000.00 for Community Garden Project(s) as possibly a new ongoing strategy;
- Restore Sheriff funding (Illegal Dumping Law Enforcement Strategy) back up to the 10% that was reduced in the current 2013-2014 cycle;
- Set aside \$17,000 to the Right-of-Way Pick-up Strategy for the City of Richmond Staff (Strategy 4) specifically to address Illegal Dumping in the Public Right-of-Way;
- Propose a modest increase to the Prevention Services Coordinator and salaries to be determined; and
- Have Committee Staff come back with a funding proposal for the Committee to consider.

Mayor McLaughlin agreed that \$10,000.00 seemed to be a good starting point to allocate to ongoing Community Gardens projects each year, however had some concern about restoring the Sheriff position funding (Illegal Dumping Law Enforcement Strategy).

8. Receive presentations - Verbal updates about mitigation funded strategies from the community services coordinator and others.

A special meeting was scheduled for Friday, April 4, 2014 as there was no time left for discussion on Item #8.

9. ADJOURN to next Special meeting.

Meeting adjourned by Clark at 4:25pm. A Special Meeting is scheduled for Friday, April 4, 2014 from 2:00pm to 4:00pm.