

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

Meeting Minutes

Meeting
Friday, May 30, 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** – NRMAC Representative: Unincorporated Area
Jovanka Beckles, **Vice Chair** – Richmond City Councilmember
Mayor McLaughlin, Member – Richmond City Councilmember
Luz Gomez, Alternate Member – Contra Costa County Supervisor (District I)

II. Members Absent:

Nathaniel Bates, Member – Richmond City Councilmember
Beverly Scott, Member – NRMAC Representative: Unincorporated Area
Johnny White, Member – Incorporated Area Resident

1. Welcome and Introductions

Committee Chair, Dr. Clark called the meeting to order at 2:17pm.

2. OBSERVE “A Moment of Silence in Loving Memory of Johnny White”.

The Committee observed a Moment of Silence in remembrance of Johnny White. Mayor McLaughlin, Beckles, Gomez, and Dr. Clark made comments regarding Johnny White’s contribution to the Community. One Community member provided public comment.

3. Public Comment on any item not on agenda

There were no speaker cards for this item.

4. APPROVE the following Meeting Minutes:

- a) February 21, 2014 Committee Meeting; and**
- b) April 4, 2014 Committee Meeting.**

Motion was moved by Gomez to approve both Meeting Minutes, and seconded by Beckles. Committee Staff recommended correction to both sets to Minutes to show correct members absent on Minutes. Motion was amended and approved unanimously (4 Ayes).

5. RECEIVE the following Summary Reports:

- a) Update on Committee Member and & Alternate Vacancies; and**

Committee Staff provided verbal update on NRMF Committee Member vacancy and Alternate vacancies currently open and encouraged the appropriate governing body to appoint individuals to fill those vacancies. Gomez, McLaughlin, and Dr. Clark asked clarifying questions on the available vacancies

for the City of Richmond and the Contra Costa County District I Supervisor's Office as follows:

Vacancies

- Member – North Richmond Resident, Incorporated Area
- Alternate – NRMAC Member
- Alternate – Richmond City Council Member
- Alternate – North Richmond Resident, Incorporated Area

McLaughlin invited public to recruit interest to find a North Richmond Incorporated resident to fill the current Committee Member Vacancy.

b) Tonnage & Revenue Update.

Committee Staff provided update (page 10 of Agenda packet) regarding current and projected revenue. Dr. Clark and McLaughlin asked clarifying questions regarding tonnage and revenue update. Staff explained that tonnage revenue has increased, which is likely due to improvements in the economy.

6. **DISCUSS and APPROVE** the following elements of the 2014/2015 Expenditure Plan (EP) and included as part of the 2014/2015 Expenditure Plan to be recommended for adoption by the Richmond City Council and County Board of Supervisors:

- a. **Funding allocations for each Strategy within the Expenditure Plan (see "North Richmond Mitigation Fee Expenditure Plan Budget" table incorporated into the proposed EP for details);**

Committee staff provided updates on the budget created in the April 2014 special meeting that includes updated strategies and roll-over funding for projects in the next fiscal year. Beckles asked clarifying questions about the number of one time community based projects and garden projects, which would be answered in 6.b. Gomez commented she appreciated the format of the new expenditure plan because it makes it much easier to follow. McLaughlin asked about the unobligated not spend monies and if it was expected to be spent. Staff informed McLaughlin that unobligated funds are roll over funding that is expected to be used in the next fiscal year.

- b. **Funding allocations for specific non-profit organizations for Community Based Projects;**

Committee staff provided an overview on all Community based projects available for funding. Committee members discussed how many projects should be funded and what they believed would be a feasible amount for CHDC to oversee. Staff informed Committee members that if CHDC was overwhelmed with projects, those projects could be sub-contracted out. Mayor McLaughlin shifted discussion to concerns with budgeting and amounts allocated to the City and County for contracting costs. Committee Staff clarified budgeting issues.

Mayor McLaughlin moved to motion that Contra Costa County Service Integration Team (SIT) and McGlothen Temple Educational Community Center be placed in Strategy #9, Community based projects and the Davis

Chapel Neighborhood Enhancement Team (DCNET) be placed into Strategy #12, Community Garden Projects. Motion was approved (4 Ayes). Committee members voiced their opinions about which projects they believe are most valuable to the community and which projects will have a lasting effect once completed. Staff and Committee members had a long discussion on the validity and benefits of each project. Project managers gave speeches on their projects and their improvements they have made.

Beckles made a motion to fund the following five (5) Community-Based projects and administer the requested amounts of \$10,000 to McGlothen Temple, and \$9,714 to Contra Costa County Service Integrations Team (SIT). The remaining funds were divided evenly between the other three (3) projects within the Community-Based Projects Strategy:

- 1. Neighborhood House of North Richmond,*
- 2. The Remember Us People Project (TRUPP),*
- 3. Reach Fellowship International,*
- 4. Contra Costa County Service Integrations Team (SIT); and*
- 5. McGlothen Temple Educational Community Center*

The motion was seconded by Mayor McLaughlin and approved (4 Ayes). Gomez made a motion to fund the following Community Garden Projects with the follow amounts: Communities United Restoring Mother Earth (CURME) for \$15,000, Urban Tilth for \$12,530, and the Davis Chapel for \$12,500. The motion was seconded by Mayor McLaughlin and was approved (4 Ayes).

c. Any suggested changes to the Community-Based Project Reporting and Invoicing Requirements (See Attachment 1 in the EP for details); and

Committee staff requested Committee members pass a motion to allow some projects advanced payments of up to 10%. Beckles added to the motion that City/ County staff be the final reviewer, after CHDC, to ensure that the contract is adhering to the budget. Gomez made the requested motion and it was seconded by Mayor McLaughlin. The motion passes (4 Ayes).

d. All remaining elements of the 2014/2015 Expenditure Plan, including the description of activities being funded under each Strategy.

Committee staff noted that adjustments for all remaining elements included adding CHDC as a third party administering agency to assist City and County with non-profits. This included details on the, "up to 20%" budget and all other related requirements for CHDC. Gomez felt some adjustments should be made and suggested that we simplify the (RFP) for the readers so it is easier to figure out the details of the proposed project and that organizations have a separate budget table.

7. Receive Presentation(s) – Verbal update(s) about Mitigation Funded Strategies from the Community Services Coordinator and others:

Carla informed Committee members about the success of the youth sports programs and the banquet held for honoring both youth and adults for their efforts in the community to combat illegal dumping and blight. They were also commended for their participation in the beautification of community gardens and eco-workshops throughout the season. Newsletters are still being produced and the adult softball league is about to commence. Deputy Monroe spoke about his appreciation for the Committee and the positive effects that he has seen in the community because of the Committee.

8. ADJOURN to next regularly scheduled meeting on February 20th, 2015 (2pm – 4pm).

Meeting adjourned by Dr. Clark at 3:59pm.