

Meeting of the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee

MEETING
Friday, May 31, 2013
2:00 pm – 5:00 pm

Richmond City Hall - Council Chambers | 440 Civic Center Plaza | Richmond, CA 94801

Members:

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

Meeting Agenda:

1. Welcome and Introductions.
2. Public Comment on any item not on the agenda (*not to exceed 3 minutes*)
3. *APPROVE* the April 12, 2013 Meeting Minutes.
4. *RECEIVE* the following reports:
 - a. Summary of Expenditures to date – 2012/2013 Expenditure Plan;
 - b. Tonnage & Revenue Update;
 - c. Progress Reports submitted for Community-Based Projects (Strategy 12) funded under the 2012/2013 North Richmond Mitigation Fee Expenditure Plan.
5. *DISCUSS* and *APPROVE* the following elements of the 2013/2014 Expenditure Plan (EP) and included as part of the 2013/2014 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);
 - b. Funding allocations for specific non-profit organizations for Community Based Projects;
 - c. Any suggested changes to the Community-Based Project Reporting and Invoicing Requirements (See Attachment 1 in the EP for details); and
 - d. All remaining elements of the 2013/2014 Expenditure Plan, including the description of activities being funded under each Strategy.
6. *Receive Presentation(s)* – Verbal update(s) about mitigation funded strategies from the Community Services Coordinator and others.
7. *ADJOURN* to next meeting on February 21, 2014 (2pm – 4pm).

Agendas, meeting notes and other information regarding this committee can be found online at:

www.cccounty.us/nr

Meeting materials will be made available for public inspection, during business hours at 450 Civic Center Plaza in Richmond, within 96 hours of meeting date and time.

The North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee's meeting.

Please call or e-mail the following Committee staff person at least 72 hours before the meeting:

Lori Reese-Brown - City of Richmond, (510) 620-6869, lori_reese-brown@ci.richmond.ca.us

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

Special Meeting
Friday, April 12, 2013
2:00 pm – 4:00 pm

Richmond City Hall – Council Chambers / 440 Civic Center Plaza / 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 (*arrived during Agenda Item 4*)
Mayor Gayle McLaughlin, Member – Richmond City Councilmember
Luz Gomez, Alternate Member – Contra Costa County Supervisor
Beverly Scott, Alternate Member – NRMAC Representative: Unincorporated Area

Members Absent:

Joe Wallace, Member – NRMAC Representative: Unincorporated Area
Johnny White, Member - Incorporated Area Resident
John Gioia, Member – Contra Costa County Supervisor

1. Welcome and Introductions

Chair Dr. Henry Clark called the meeting to order at 2:06pm.

2. Public Comment on any item not on the agenda

Dr. Santiago from REACH Fellowship provided information specific to a current contract the City of Richmond is administering with North Richmond Mitigation Fee funding. Committee Staff (City Staff) stated that they would work with REACH regarding any issues.

3. APPROVE the February 15, 2013 Meeting Minutes

Motion was moved by Bates to approve the Minutes. Alternate Gomez requested clarification about if Committee action is needed on Item 5 from the previous Committee Meeting. Committee staff stated that no Committee Action was necessary on that item. *Motion was seconded* by Gomez and *was passed unanimously (4 Ayes)*.

4. RECEIVE Expenditure Plan Strategy Summary Reports:

Staff indicated that summaries were included in the packet, as per the direction from the Committee at the last meeting.

Beckles asked about Implementing Agencies from the Community Based Projects and found the details in the Committee Packet. Mayor McLaughlin requested if Staff could include page numbers for all packets in the future so Committee Members could easily refer to applicable pages. Committee Staff agreed to accommodate the request for the future.

Mayor McLaughlin *moved to approve* receiving Expenditure Plan Strategy Summary Reports. *Motion was seconded* by Gomez and was passed *unanimously (6 Ayes)*.

5. PROVIDE direction about the proposed development of the 2013/2014 Expenditure Plan.

Staff provided a summary explanation of the "Recommended Allocation of Projected 2013/2014 North Richmond Mitigation Fees" table provided in the packet materials.

Mayor McLaughlin provided additional context related to the budget deficit identified in the table for the public.

Gomez stated that Republic Services is agreeing to the following:

- To cover up to \$2,500 of the redeemed Vouchers for the Disposal Vouchers Program (Strategy 1).
- Pay for one Community Clean-up (Strategy 2) and provide twenty, 20 yard debris boxes for the clean-up;
- Provide debris pick-up within the public right-of-way, however it was stated that this would not include thoroughfares, such as Richmond Parkway due to traffic and safety concerns.
- Pick-up, up to nine (9) tires within the public right-of-way per day, but would not have the ability to pick-up any hazardous materials. Gomez stated

Recommendation(s) Proposed

Gomez suggested a total reduction of \$37,564.57 of the funding in the following manner to balance a budget:

- (1) Reduce \$13,333.33 (all funding) from the Illegal Dumping Prosecutor (Strategy 9);
- (2) Reduce funding from County Code Enforcement (Strategy 5) by \$11,020.00 (10% reduction);
- (3) Reduce City Code Enforcement (Strategy 6) by \$3,333.33 (10% reduction);
- (4) Reduce Surveillance Cameras (Strategy 8) by \$300.00;
- (5) Reduce the Committee Administration/Staffing from 12% of the total projected revenue to 10% of the total projected revenue, which is a reduction of \$9,472.13;
- (6) Reduced \$105.78 from the Contingency fund.

Mayor McLaughlin moved to make a decision on the recommendation made by Gomez, which was seconded by Beckles.

Discussion on Recommendation(s) Proposed

General Deliberation began on budget reductions for all Categories of the Budget:

Bates asked questions about impact on District Attorney reduction in funding on providing services, and what the Illegal Dumping Law Enforcement services provided for the amount currently budgeted. Deputy Monroe provided explanation of services being provided, and Committee staff understood that the funding covered for approximately 93% of a full time Deputy (FTE). Chair Clark asked questions to the Deputy regarding services being provided by the Sheriff's Department. Bates provided additional comments on how reductions should occur in general to balance the budget, stating that reductions to the budget should occur across all categories currently being funded. Mayor McLaughlin made general comments regarding comments made by Bates. Gomez responded to Bates and Mayor McLaughlin, stating the unique nature of

the funding of the North Richmond Mitigation Fee and the program to support current Deputy funding. Bates asked for stats on Law Enforcement Activity and was directed to the current agenda packet materials related to the matter. General discussion began regarding the Law Enforcement Statistics provided in the Agenda packet materials. Mayor McLaughlin discussed that funding should not be used to cover basic services, such as Law Enforcement activities and other activities that should already be funded without Mitigation Fee monies. General discussion occurred by Gomez, Bates, and Mayor McLaughlin on this issue.

Dr. Clark suggested that the Committee act on the motion to recommended reductions in funding that was previously made by Gomez (as specified above), and if the Committee wants to reduce further funding in other areas of the budget, that it could be done as a separate action.

Action on First Action Item

Gomez moved to reduce funding as previously stated to a total reduction of \$37,564.57, based on the itemized reductions in funding she suggested (delineated above). Motion was seconded by Mayor McLaughlin and passed (Ayes – 5, Noes – 1, Bates).

Discussion on Second Action Item

Scott began discussion to define how much money should be provided to Community Based Projects. Deliberation began to determine where additional funding reductions would occur to allocate funding for Community-Based Projects. Discussion continued, and included information on what current funded strategies currently provide.

First Recommendation(s) Proposed for Second Action

Gomez provided a recommendation to further reduce funding an additional \$22,117.16 to be placed in the Community Based Projects Strategy in the following manner:

- (1) Reduce funding from County Code Enforcement an additional 10% by another \$11,020.00.
- (2) Reduce City Code Enforcement an additional 10% by another \$3,333.33.
- (3) Reduce Contingency fund 20% by \$7,763.83.

Discussion

Gomez provided comments on projects that have been funded in the past with Mitigation funds under the Community-Based Projects Strategy. Mayor McLaughlin stated support for recommendation(s) made by Gomez, however wanted to discuss how to provide further funding to the Community-Based Projects Strategy.

Committee had general discussion about appropriateness of funding Community-Based Projects. Additional discussion was made by Mayor McLaughlin that the County should cover basic services, such as Law Enforcement and Code Enforcement and not utilize Mitigation funding for that purpose.

Second Recommendation(s) Proposed for Second Action

Bates provided a recommendation to further reduce funding an additional \$29,699.57 to be placed in the Community Based Projects Strategy in the following manner:

- (1) Reduce funding in the Contingency Fund to \$20,000.00, which would provide an additional \$10,949.57 based on the recommended reductions currently proposed,

as shown above.

- (2) Reduce Law Enforcement Strategy 10% by \$18,750.00.

Discussion

Mayor McLaughlin requested clarification for a total dollar amount based on both recommendations proposed by Gomez and Bates. Committee Staff explained that the total would be \$51,816.73 when including all of the recommendations that were made by Gomez and Bates.

Committee had additional discussion and comments on the needs of funding for Strategies currently funded. Committee Staff provided clarification that an RFP process would not be necessary, and that we could use the list of Non-profits that applied for funding under our last RFP process. Staff also reminded the Committee, that this was discussed in past meetings.

Action on Second Action Item

Mayor McLaughlin *motioned* to reduce the budget by a total of \$51,816.73 based on the recommendations proposed by both Gomez and Bates to fund the Community-Based Projects Strategy. Gomez proposed a *revised motion* to reduce the Law Enforcement cuts to five percent (5%), not ten percent (10%) as proposed by Bates. Mayor McLaughlin disagreed with the revised motion presented by Gomez. *Bates then seconded Mayor McLaughlin's first motion* to reduce the budget by a total of \$51,816.73 to be allocated into the Community-Based Projects Strategy. Motion by Mayor McLaughlin was approved (*Ayes – 5, Noes – 1, Gomez*).

- 6. APPROVE and ESTABLISH regular meeting schedule for two meetings per year that occur on the following dates/times: 3rd Friday in February (2pm – 4pm) & Last Friday in May (2pm – 5pm).**

Committee Staff clarified that this item was on the agenda at the previous meeting, but no action was taken by the Committee, and therefore necessitating action by the Committee.

Bates Motioned for the regularly scheduled meeting, seconded by Gomez, and unanimously approved (Ayes – 6).

- 8. Receive Presentation(s) – Verbal update(s) about mitigation funded strategies from the Community Services Coordinator and others.**

Carla Orozco made a presentation and provided an update activities being funding with Mitigation funded strategies.

Clark noted that CHD made presentation to NRMFC about their program which was also highlighted in the NR Green Newsletter.

Deputy Monroe provided brief update regarding recent enforcement efforts in North Richmond, including enforcement Task Force involving, Environmental Health, District Attorney's Office, Fire District, and Supervisor District I Office.

Jose Avila added that the NRMF funding has been a key element to a successful collaborative enforcement effort.

Bates asked what happens with fines collected for Law Enforcement dumping cases. Committee Staff (City) stated that we could report back about the issue another time.

No discussion or vote was taken on this item.

9. **ADJOURN to next meeting.**

Meeting adjourned by Chair Dr. Clark at 3:55pm.

North Richmond Waste & Recovery Mitigation Fee Payments

Date Received	Time Period	Amount Received	Processible Tons	Solid Waste Tons
3/1/2012	Jan-12	\$ 44,472.44	4,753	12,232
4/10/2012	Feb-12	\$ 41,931.87	4,849	11,433
5/4/2012	Mar-12	\$ 46,110.98	6,303	12,310
6/14/2012	Apr-12	\$ 46,276.37	6,528	12,300
7/10/2012	May-12	\$ 48,617.19	7,094	12,858
1/31/2013	Jun-12	\$ 44,298.93	5,998	11,842
1/31/2013	Jul-12	\$ 46,159.49	6,209	12,351
1/31/2013	Aug-12	\$ 48,139.21	6,324	12,921
1/31/2013	Sep-12	\$ 41,576.70	5,636	11,113
1/31/2013	Oct-12	\$ 46,297.44	6,296	12,369
1/31/2013	Nov-12	\$ 44,814.19	5,496	12,135
1/31/2013	Dec-12	\$ 43,054.47	5,063	11,717
2/27/2013	Jan-13	\$ 46,381.65	5,508	12,239
4/2/2013	Feb-13	\$ 40,246.46	4,702	10,641
5/3/2013	Mar-13	\$ 43,795.39	5,996	11,343
	Apr-13	\$ 46,945.09	6,716	12,081
	May-13			
	Jun-13			

Total - Actual (2012)	\$ 541,749.28	86,757	179,804
Total - Actual YTD (Jan-Jun 2013)	\$ 177,368.59	22,923	46,304
Total - Actual YTD (Jan 2012 - Jun 2013)	\$ 719,117.87	93,473	191,885
Monthly Average - Actual	\$ 44,944.87	5,842	11,993

Total - Projected (2012)	\$ 566,611.61	64,966	154,648
Total - Projected (Jan-Jun 2013)	\$ 282,459.74	32,342	77,105
Total - Projected (Jan 2012 - Jun 2013)	\$ 849,071.35	97,308	231,753
Monthly Average - Projected	\$ 47,170.63	5,406	12,875

Actual Revenue Shortfall (2012)	\$ (24,862.32)
Actual Revenue Shortfall/Surplus (Jan-Jun 2013)	TBD
Actual Monthly Average Shortfall (YTD)	\$ (2,225.76)

(E-mailed to Committee Staff on 4/12/2013)

LOTS OF CROPS SUMMARY

Since September 2012, things have progressed at a slower pace. There was always weeding and/or sheet mulching to be done at the garden sites. Iyalode had a serious health issue in July, but after a month or so of recuperation, things progressed at a more normal pace. The cold weather took a toll on some of the plants; it as cold last winter. We're slowly getting back into the swing of things.

217 York – We were informed by the Code Enforcement Officers that the fence at this site (cyclone) has to be removed. In the interim we're waiting for someone from that agency to let us know what the next steps will be. We also had problems with vandalism; we remedied that by making sure we have community days in the garden so we can let the community members know that they are welcome to harvest food and medicine, but it's not ok to uproot the whole plant, tree, herb, etc. It's become much better on this site and we're ready to plant for the Spring season. During the Fall, we harvested 50 pounds of cucumbers, 50 pounds of Yacon (a root similar to jicama), 40 bunches of fresh herbs, 85 ears of corn, endless amounts of greens (all arieties, especially kale), containers and containers of edible flowers, and 50 pounds of tomatoes. (This is just a partial list.) We continually harvest Purple tree collards since they grown so abundantly at this location.

The pumpkins here were vandalized and thrown in the street, but, we'll try it again this year and see what happens.

217 Vernon

The beautiful sign we built for the middle of the garden has been torn down. We were able to attach the sign to the fence in the front where it should probably have been in the first place. Because of all the sheet mulching over the past years, the soil has become very fertile and it's wonderful to be able to work the nitrogen-fixing plants back into the soil. We have already started

our Spring planting at this site. Fall harvest consisted of containers of passion fruit (about 30 pounds), 40 pounds of Indian Corn, endless strawberries (the strawberries grow year round), 40 pounds of jalapeno peppers, 30 pounds of red, green, and yellow bell peppers, 60 pounds of tomatoes, 30 Fuji apples (first year of bearing fruit; not bad), 20 lemons (also first year; not bad), loads of edible flowers and herbs.

1643 Fred Jackson Way

There are more people growing their own food in this garden than in any others at the moment. We all try to work together so we can accomplish more on any given work day. This is another site where the soil has become so fertile from sheet mulching that we now have mustard greens and turnip greens growing. We just work these greens back into the soil and re-mulch. We want to make sure the soil is healthy before we start eating right out of the ground. Before the bulk of all the Spring planning is accomplished, Iyalode will re-test the soil at all sites to see what progress has been made for a more healthy soil.

We failed to keep track of all crops harvested from this site. It was an abundance of corn, celery, strawberries, cucumbers, bell pepper, cabbage, okra, peaches, purple tree collards, amaranth, hot peppers (assorted varieties), rosemary, cilantro, passion flowers, Echinacea, different species of lavender, feverfew, garden sage, pineapple sage, olives (that had to be processed-we will conduct a class on how to process olives because, as the community gardeners found out, you can't eat them right off the tree.)

We finally called the County Health Department to remove a container full of something we can't identify from the smell. We agree with the Health Department that we shouldn't empty the contents of the container into the garden. Someone will be coming out next week to assist us - it was supposed to be this week.

The other two (2) sites are still being primed for building on, because they were quite toxic. This will be the year to continue

to cultivate these sites. They are 357 Silver and Willard Street between Fred Jackson Way and York.

When growing in gardens like this, there is always enough for the people growing the food and medicine and enough to share with the community-at-large. That's what we have been doing and will continue to do. We will broaden our network to the businesses, churches (the churches we haven't contacted), other community members and their families. Also, we have already set up more workshops for Spring and Summer to educate the communities in North Richmond.

We thank you for this opportunity to work with people in the community because we also learn from them.

North Richmond Waste & Recovery Mitigation Fee Community-Based Project Progress Report

Organization: Reach Fellowship International (with Men and Women of Valor)

Contact Person: Belinda D. Thomas, CFO (Case Manager of Project)

Progress Report Period: **Jan 30 – March 1, 2013**

Project Expenses to Date: *Attach completed Progress Report to each Invoice being submitted for any reimbursable costs incurred during this Progress Report Period.*

Brief Description of the Project:

Provide a brief description of the project activities/services your Organization is providing with this North Richmond Mitigation Fee (NRMF) funding. Funded activities must be consistent with the signed Agreement.

Jan 30)

First invoice submitted to City of Richmond on behalf of Reach Fellowship.

Jan 31)

Reach (Dr Edwina Perez-Santiago--Project Manager met with Pam Bilbou (Men and Women of Valor—President) at the City of Richmond, City Manager’s office, along with City Manager Staff—Lori Reese Brown.

In this meeting) Reach and M&WV reviewed the signed partnership contract and both agreed to perform their contracted scope of work. M&WV agreed to bring 5 workers to Reach to get them signed up for classes and start the work.

Feb 1)

M&WV representatives and workers met at Reach Fellowship. In attendance: Dr Edwina Perez-Santiago [REACH], Belinda Thomas [REACH], Pam Bilbou [M&WV], Marvin Saucer [M&WV], Jennifer Goodwin [M&WV], Tracy Morris [M&WV], Daphne Banks [M&WV], & Marilyn Crenshaw [M&WV].

As fiscal agent [REACH] Belinda Thomas—CFO obtained the M&WV workers’ Cal ID and social security cards and created files for each. They were all instructed to return on the following Tuesday to begin orientation and academic testing. REACH provides this testing to assess the client’s (clean-up workers’) math and grammar skills used for job search activities.

Feb 6)

12—2pm—M&WV crew met at REACH for orientation and testing. In attendance: Jennifer Goodwin [M&WV], Tracy Morris [M&WV], Daphne Banks [M&WV],

Tasks Accomplished to Date:

Describe the various tasks that your Organization has completed in whole or in part during the Progress Report Period (can be bullet points). [Save for use/reference when preparing Final Progress Report.]

Materials Produced to Date:

Provide a listing of any materials/documents produced during this Progress Report period as a part of this project (e.g. pictures, surveys, handouts, work products, etc.) and attach copies of each.

Number of Persons Served to Date:

Provide total number served from the NRMF Funding Area during this Progress Report period.

Provide total number served from outside the NR Funding Area during this period.

Provide total number of residents paid with NRMF funding during this period.

North Richmond Green Meeting Attendance to Date:

North Richmond Waste & Recovery Mitigation Fee Community-Based Project Progress Report

Specify which monthly North Richmond Green meetings (list meeting dates) your Community Based Project representative(s) attended during this Progress Report period. [Must attend at least once per quarter]

MEETING DATE(s): _____ ATTENDEE NAME(s): _____

Successes to Date:

Identify whether and how your project is addressing the intended problems associated with illegal dumping (be specific). Describe any other beneficial outcomes/success stories resulting from your project activities to date.

Challenges to Date:

List any and all issues/problems (e.g. change in personnel, inadequate public awareness, applicability of regulatory restrictions/requirements, etc.) identified during this period which may impact the project's ability to achieve the intended outcome(s) identified by your Organization. Include all challenges/obstacles/barriers that may inhibit or compromise your ability to address the intended illegal dumping problem(s).

Lessons Learned to Date & Feedback from Participants/Community:

Share any lessons learned from participants, staff and/or the community during this Progress Report period.

Provide any feedback about the NRMF-funded project/program received from participants and/or community members (such as copies of quotes, emails/letters and completed surveys/evaluations).

Other Project Information:

Provide any additional information about your organization's work that did not fit in any of the other sections, including description(s) of any additional services or enhanced activities provided beyond those specified.

Attachment 2 - Community Based Projects Table (Strategy 11)

2013/2014 Expenditure Plan Funding Allocations for New Selected Projects to be recommended for City/County approval by the North Richmond Mitigation Fee Committee

In April 2013, the NRMF Committee voted to approve a recommended allocation of **\$51,816.74 for new 2013/14 Community Based Projects** . At the meeting scheduled for May 31, 2013 the NRMF Committee is expected to make selection recommendations for the allocation of this funding based on Proposals submitted by eligible non-profit organizations in 2012. The number of organizations (not necessary 3 shown below) and amount of funding to be recommended for each organization is expected to be determined by the NRMF Committee at its meeting on May 31, 2013.

<i>New Community Based Projects Recommended for Funding in 2013/2014</i>						
Organization / Fiscal Sponsor <i>(if applicable)</i>	Project Title	Requested Amount	Non-Profit Award for Project	Agency Contracting Costs	Total for Project Award & Contract	Notes
To be recommended by the Committee		TBD*	TBD*	\$ 3,000.00	TBD*	Selected organization(s) will be asked submit scaled-back versions of their Scope of Work describing what element(s) of their selected project they are proposing to complete with the amount available.
To be recommended by the Committee		TBD*	TBD*	\$ 3,000.00	TBD*	
To be recommended by the Committee		TBD*	TBD*	\$ 3,000.00	TBD*	
Total Funding Requested/Allocated		\$ -	\$ -	\$ 9,000.00	\$ 51,816.74	

TBD To be determined for recommendation by the Committee at the May 31, 2013 NRMF Committee Meeting.*

Attachment 3 - Community Based Projects Table (Strategy 11)

Obligated funding allocated for Community Based Projects in the 2012/13 Expenditure Plan recommended to be included in the 2013/2014 Expenditure Plan to allow completion of work beyond June 30, 2013.

Community Based Projects Carried Over from 2012/2013 Expenditure Plan						
Organization / Fiscal Sponsor (if applicable)	Project Title	Requested Amount	Non-Profit Award for Project	Agency Contracting Costs	Total for Project Award & Contract	Notes
Center for Human Development	Neighborhood Enhancement Team (NET)	\$ 246,519.75	\$ 18,768.08	\$ 3,000.00	\$ 21,768.08	Selected organizations submitted scaled-back versions of their Scope of Work describing what element(s) of their selected project they proposed to complete with the amount available. These projects were approved in the 2012/2013 Expenditure Plan and have not yet been fully completed.
Men & Women of Valor / Reach Fellowship International	Reach for Jobs Block Clean-up Crew	\$ 150,000.00	\$ 18,768.08	\$ 3,000.00	\$ 21,768.08	
Communities United Resorting Mother Earth (CURME) / Greater Richmond Interfaith Program (GRIP)	Lots of Crops	\$ 242,681.80	\$ 18,768.08	\$ 3,000.00	\$ 21,768.08	
Verde Partnership Garden	Verde Elementary School Garden	\$ 14,000	\$ 14,000.00	\$ -	\$ 14,000.00	
Eco-Village	Eco-Stewardship Ambassadors Project	\$ 83,860	\$ 35,000.00	\$ -	\$ 35,000.00	
Total Funding Requested/Allocated		\$ 737,061.55	\$ 105,304.24	\$ 9,000.00	\$ 114,304.24	

NORTH RICHMOND MITIGATION FEE - 2012/2013 Community Based Project Funding Requests

The following table summarizes staff evaluations of 2012/13 Community Based Project (CBP) Funding Requests which was presented to the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee on July 27, 2012. In July 2012, Committee staff recommended that the CBP proposals submitted in April 2012 be considered for funding in the future, at such time as adequate funding would be available to cover eligible CBPs as well as maintain the higher funding priority "Core Services" strategies. By awarding future funding to CBPs proposed in 2012 without requiring new submittals, non-profit organizations will receive automatic funding consideration without further effort/burden while also ensuring the full benefit of the staffing resources used to conduct the 2012/2013 CBP Funding Request solicitation/evaluation process.

Applicant Organization	Fiscal Sponsor	Project Title	Dollar Amount Requested (approximate)	% of Funding Requested	Number of Submittal Requirements Missing (0=Complete/Eligible)	ELIGIBILITY DETERMINATIONS (based on Submittal Requirements in the Funding Request Guidelines)	SCORES (based on Evaluation Criteria in the Funding Request Guidelines)			Ranking Based on Combined Scores
							County Staff	City Staff	Total City & County Staff	
Communities United Resorting Mother Earth (CURME)	Greather Richmond Interfaith Program (GRIP)	Lots of Crops	\$ 160,355.00	9.4%	1	MISSING SUBMITTAL REQUIREMENTS - Missing Fiscal Sponsor's Proof of 501(c)(3)*	88	79	167	1
Athletes United for Peace		Community Media Outreach Project	\$ 35,420.00	2.1%	0	ELIGIBLE TO BE CONSIDERED FOR FUNDING - Completed/submitted all required documentation on time and in the manner required.	71	86	157	2
Center for Human Development (CHD)		Neighborhood Enhancement Team (NET)	\$ 246,519.75	14.4%	0	ELIGIBLE TO BE CONSIDERED FOR FUNDING - Completed/submitted all required documentation on time and in the manner required.	64	83	147	3
Social Progress	GRIP	Building Relationships within the Community	\$ 129,306.00	7.6%	4	MISSING SUBMITTAL REQUIREMENTS - (1) Electronic Copy of Application/Proposal in Word, (2) Fiscal Sponsor Proof of 501(c)(3) status*, (3) Incomplete Project Schedule and (4) Authorization Letter(s) from Property Owner(s)	53	84	137	4
Earth Team		Aqua Team Watershed Stewardship Program	\$ 25,088.75	1.5%	2	MISSING SUBMITTAL REQUIREMENTS - (1) Letter from Prior Funder and (2) Authorization Letter(s) from Property Owner(s)	67	69	136	5
Men & Women of Valor	Reach Fellowship International	Reach for Jobs Block Clean-up Crew	\$ 150,000.00	8.8%	4	MISSING SUBMITTAL REQUIREMENTS - (1) Electronic Copy of Application/Proposal in Word, (2) Pages identifying proposed project location or service area & amount or proposed Administrative Costs, (3) Incomplete Project Schedule and (4) Authorization Letter(s) from Property Owner(s)	45	91	136	6

NORTH RICHMOND MITIGATION FEE - 2012/2013 Community Based Project Funding Requests

Applicant Organization	Fiscal Sponsor	Project Title	Dollar Amount Requested (<i>approximate</i>)	% of Funding Requested	Number of Submittal Requirements Missing (0=Complete/Eligible)	ELIGIBILITY DETERMINATIONS (<i>based on Submittal Requirements in the Funding Request Guidelines</i>)	SCORES (<i>based on Evaluation Criteria in the Funding Request Guidelines</i>)			Ranking Based on Combined Scores
							County Staff	City Staff	Total City & County Staff	
Ujima Lodge #35 F. & A. M. -- 'Beehive Corps'		BRIGHTIN' IT UP	\$ 242,681.80	14.2%	0	ELIGIBLE TO BE CONSIDERED FOR FUNDING - Completed/submitted all required documentation on time and in the manner required.	58	76	134	7
Healing Circles of Hope (dba MASK)	GRIP	Community Wellness and Healing	\$ 75,723.20	4.4%	5	MISSING SUBMITTAL REQUIREMENTS - (1) Applicant Signature on Acknowledgement, (2) Fiscal Sponsor Signature on Acknowledgement, (3) Fiscal Sponsor Proof of 501(c)(3) status*, (4) Fiscal Sponsor Agreement and (5) Authorization Letter(s) from Property Owner(s)	55	72	127	8
Robinshon-Weeks-Robinson Scholarship Fund, Inc.		Education Mitigation	\$ 95,250.00	5.6%	1	MISSING SUBMITTAL REQUIREMENTS - Letter from Prior Funder	60	67	127	9
McGlothen Temple Educational Community Center		McGlothen Temple Educational Community Center	\$ 131,555.40	7.7%	3	MISSING SUBMITTAL REQUIREMENTS - (1) Electronic Copy of Application/Proposal in Word, (2) Proof of 501(c)(3) status and (3) Letter from Prior Funder	41	83	124	10
Body-coding A-Z Inc.	Community Housing Development Corp (CHDC)	Green TEAMS	\$ 265,000.00	15.5%	1	MISSING SUBMITTAL REQUIREMENTS - Electronic Copy of Application/Proposal in Word	44	68	112	11
Unity Within The Communities	GRIP	Communities Health Readiness for Change	\$ 150,000.00	8.8%	2	MISSING SUBMITTAL REQUIREMENTS - (1) Electronic Copy of Application/Proposal in Word and (2) Authorization Letter(s) from Property Owner(s)	51	59	110	12
Contract Administration (\$3,000 per contract)										
Total Funding Requested			\$ 1,706,899.90	100%						

* However, Staff received proof of this same Fiscal Sponsor's 501(c)(3) documentation in other Funding Request Submittals.

Attachment 1

Community-Based Project Reporting and Invoicing Requirements
Language to be included in future City & County Agreements/Amendments

Contractor shall monitor, document, and report all project activities, including work performed by staff and stipend participants and any other direct costs for which reimbursement will be requested. Contractor shall submit completed Progress Reports, substantially equivalent to the attached Progress Report template, in conjunction with each invoice. Invoices and Progress Reports should cover the same time periods; the second and all subsequent Progress Reports should list entire time frame since the period covered by the prior invoice/Progress Report submitted. Upon completion of work, Contractor shall submit a Final Progress Report, substantially equivalent to the attached Final Progress Report template, in conjunction with the final invoice. Progress Reports shall be completed and submitted consistent with the Payment Provisions in Section ____ (*specify which Section of the Agreement or Service Plan – e.g. Section 1.B of this Service Plan*).

Contractor shall submit invoices and required supporting documentation to request reimbursement for costs allowed in the Budget as specified in the “Eligible Costs” Section of this Service Plan. Total invoices submitted by Contractor shall together not exceed the payment limit of \$_____ (*enter amount of the Agreement's payment limit*).

1. **Invoices:** Invoices shall contain the following information in sufficient detail and be submitted in a form which adequately demonstrates consistency with this Service Plan. Invoices shall be accompanied by the applicable Required Supporting Documentation described in the following subsection.
 - a. Number of hours per staff member being billed for which stipends have been paid,
 - b. Number of hours Contractor staff performed work per Task described herein at the rates allowed in the Eligible Costs Section, and
 - c. Separately identify number of hours spent attending North Richmond Green Meetings (Attendance required at least Quarterly).
 - d. Itemization of any other direct costs (e.g. supplies, travel, operating expenses, etc.) incurred for which reimbursement is being requested within that invoice period.
2. **Required Supporting Documentation:** The following Required Supporting Documentation must be submitted with invoices when applicable as described below.
 - a. Every invoice must be accompanied by a completed Progress Report addressing the same time period. Final invoice must be accompanied by a completed Final Progress Report addressing the entire contract period. Both types of Reports must contain all of the information specified in the attached Report templates.
 - b. If stipends are included in an invoice, such invoice must be accompanied by copies of workers daily logs or timesheets covering all stipend hours for which reimbursement is being requested.
 - c. If staff time is included in an invoice, such invoice must be accompanied by copies of timesheets, logs or other timekeeping documentation covering all staff hours for which reimbursement is being requested.
 - d. If an invoice is requesting reimbursement of any other direct costs (any costs other than staff time or stipends), such invoice must be accompanied by copies of actual itemized invoices or receipts for all applicable direct costs (bus transportation or curriculum materials). If an invoice is requesting reimbursement for copying or

printing, at least one copy of the printed item should be attached to the Progress Report accompanying that invoice.

City/County shall review submitted invoices and supporting documentation within a reasonable period of time and remit payment to Contractor promptly upon determining the purpose and amount of payment requested are authorized under this Agreement.

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North Richmond Waste & Recovery Mitigation Fee Community-Based Project Progress Report

Organization: _____

Contact Person: _____

Progress Report Period: _____ - _____

Project Expenses to Date: *Attach completed Progress Report to each Invoice being submitted for any reimbursable costs incurred during this Progress Report Period.*

Brief Description of the Project:

Provide a brief description of the project activities/services your Organization is providing with this North Richmond Mitigation Fee (NRMF) funding. Funded activities must be consistent with the signed Agreement.

Tasks Accomplished to Date:

Describe the various tasks that your Organization has completed in whole or in part during the Progress Report Period (can be bullet points). [Save for use/reference when preparing Final Progress Report.]

Materials Produced to Date:

Provide a listing of any materials/documents produced during this Progress Report period as a part of this project (e.g. pictures, surveys, handouts, work products, etc.) and attach copies of each.

Number of Persons Served to Date:

Provide total number served from the NRMF Funding Area during this Progress Report period.

Provide total number served from outside the NR Funding Area during this period.

Provide total number of residents paid with NRMF funding during this period.

North Richmond Green Meeting Attendance to Date:

Specify which monthly North Richmond Green meetings (list meeting dates) your Community Based Project representative(s) attended during this Progress Report period. [Must attend at least once per quarter]

MEETING DATE(s): _____

ATTENDEE NAME(s): _____

Successes to Date:

Identify whether and how your project is addressing the intended problems associated with illegal dumping (be specific). Describe any other beneficial outcomes/success stories resulting from your project activities to date.

Challenges to Date:

List any and all issues/problems (e.g. change in personnel, inadequate public awareness, applicability of regulatory restrictions/requirements, etc.) identified during this period which may impact the project's ability to achieve the intended outcome(s) identified by your Organization. Include all challenges/obstacles/barriers that may inhibit or compromise your ability to address the intended illegal dumping problem(s).

Lessons Learned to Date & Feedback from Participants/Community:

Share any lessons learned from participants, staff and/or the community during this Progress Report period.

Provide any feedback about the NRMF-funded project/program received from participants and/or community members (such as copies of quotes, emails/letters and completed surveys/evaluations).

Other Project Information:

Provide any additional information about your organization's work that did not fit in any of the other sections, including description(s) of any additional services or enhanced activities provided beyond those specified.

North Richmond Waste & Recovery Mitigation Fee Community-Based Project Final Progress Report

Organization: _____

Contact Person: _____

Contract Period: _____ - _____

Final Project Expenses: Attach completed Final Progress Report to the Final Invoice being submitted for any reimbursable costs not included on invoice(s) submitted with prior Progress Report(s).

Brief Description of the Project:

Provide a brief description of the project activities/services your Organization provided with this North Richmond Mitigation Fee (NRMF) funding. Funded activities must be consistent with the terms of your signed Agreement.

Tasks Accomplished:

Describe all project tasks/activities that your Organization completed during the entire contract period. Summarize any work completed not previously reported and consolidate with updated information from prior Progress Reports.

Materials Produced:

Provide a listing of any materials/documents produced as a part of the program (e.g. pictures, surveys, handouts, work products, etc.). Attach copies of anything not included with prior Progress Reports submitted.

Number of Persons Served:

Provide total number served from the NRMF Funding Area during the entire contract period. _____

Provide total number served from outside the NR Funding Area during the entire contract period. _____

Provide total number of residents paid with NRMF funding during the entire contract period. _____

North Richmond Green Meeting Attendance:

Specify which monthly North Richmond Green meetings (list all meeting dates) your Community Based Project representative(s) attended during the contract period. [Must attend at least once per quarter]

MEETING DATE(s): _____ ATTENDEE NAME(s): _____

Successes:

Identify extent to which your project addressed the intended problems associated with illegal dumping and how (be specific). Describe any other beneficial outcomes/success stories resulting from your project activities.

Challenges:

Explain why your Organization was not able to achieve the intended project outcomes and/or address the illegal dumping problems previously identified, if applicable. Include any challenges/obstacles/barriers (e.g. personnel changes, lack of public awareness, previously unknown regulatory restrictions/requirements, etc.) that compromised or inhibited your project's success in addressing problems associated with illegal dumping.

Lessons Learned & Feedback from Participants/Community:

Share any lessons learned from participants, staff and/or the community during the contract period.

Summarize all participant and/or community feedback received about this NRMF-funded project/program (attach any findings/summary of final project evaluation and copies of related documents not previously submitted).

Other Project Information:

Provide any additional information about your organization's work that did not fit in any of the other sections, including description(s) of any additional services or enhanced activities provided beyond those specified.

North Richmond Waste & Recovery Mitigation Fee 2013/14 Expenditure Plan

The Waste & Recovery Mitigation Fee was established as a result of the Draft Environmental Impact Report (EIR) dated November 2003 for the WCCSL Bulk Materials Processing Center (BMPC) and Related Actions (Project). The Project involved new and expanded processing and resource recovery operations on both the incorporated and unincorporated area of the Project site, which the EIR concluded would impact the host community. To mitigate this impact Mitigation Measure 4-5 called for a Mitigation Fee to benefit the host community, described as follows:

“Mitigation Fee. The facility operator shall pay a Mitigation Fee of an amount to be determined by the applicable permitting authority(ies) **to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond and adjacent areas.** The mitigation fee should be subject to the joint-control of the City and County and should be collected on all solid waste and processible materials received at the facility consistent with the existing mitigation fee collected at the Central IRRF.”

In July 2004, the City of Richmond and Contra Costa County entered into a Memorandum of Understanding (MOU) agreeing to jointly administer Mitigation Fee monies collected from the BMPC for the benefit of the incorporated and unincorporated North Richmond area. This North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee (Committee) was formed pursuant to the terms of the MOU for the specific purpose of preparing a recommended Expenditure Plan. This Expenditure Plan provides a means to jointly administer the Mitigation Fee funding for the benefit of the host community, as described in the EIR. The Expenditure Plan is subject to final approval of the Richmond City Council and the Contra Costa County Board of Supervisors.

By approving this Expenditure Plan, the City Council and Board of Supervisors authorize the use of Mitigation Fee funding for only the purposes and in the amounts specified herein. The City and County have each designated their respective staff persons responsible for administering the development and implementation of the approved Expenditure Plan, which includes responsibility for drafting and interpreting Expenditure Plan language. However, the City and County have not delegated to the Committee or to staff the authority to expend funding for purposes not clearly identified in the Expenditure Plan document officially approved by their respective decision-making bodies.

Activities which can be funded in this Expenditure Plan period with the Mitigation Fee amounts specified within this Expenditure Plan are described herein as “Strategies” or “Staff Costs”. Strategies are categorized as either “Core Services” or “Supplemental Enhancements”. Core Services includes the higher funding priority strategies that most directly address the intended purpose of this City/County approved Mitigation Fee, *“to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond”*.

Expenditure Plan Period:	July 1, 2013 - June 30, 2014 <i>(unless otherwise specified herein)</i>
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2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

BUDGET

The funding allocation amounts included in this document apply to the Expenditure Plan Period specified on the first page unless otherwise specified herein. The total amount of funding allocated in the Expenditure Plan Budget is based on revenue projections provided by the BMPC operator, Republic Service, which are dependant upon multiple variables (e.g. number of tons of recovered materials vs. solid waste, per ton gate rate charged and amount of CPI-adjusted per ton Mitigation Fee). Actual Mitigation Fee revenue may deviate from revenue projections provided by Republic and used to prepare this Budget. A "Contingency" line item is included in the Budget to help accommodate variations between projected and actual revenue. Excess funding allocated to strategies and not expended by the end of each Expenditure Plan period is treated as "roll-over" funding for reallocation in a subsequent Expenditure Plan period.

The Budget includes some line items that are based on fixed costs, however there are other line items which are scalable and/or dependant on utilization thereby providing flexibility to reallocate amounts if and when a significant need is identified. Allocated funding may remain unspent due to under-utilization of a particular program. If the amount allocated to a particular line item is determined to exceed needs based upon usage, the remaining funding can only be reallocated by officially amending the Expenditure Plan. This Expenditure Plan may only be adjusted upon official action taken by both the City and County. Although there has been some interest in allowing flexibility for staff to adjust funding allocations under specific circumstances, the authority to approve or modify the Expenditure Plan rests solely with the City Council and Board of Supervisors.

Annual fiscal year Expenditure Plan cycle is expected to reduce margin of error of Mitigation Fee revenue projects, streamline financial reconciliation/budgeting process and minimize need to amend Expenditure Plans mid-cycle. Amending Expenditure Plans involve administrative burden and costs due to the joint approval needed from both the Richmond City Council and County Board of Supervisors. In order to minimize the amount of funding needed to cover staff costs incurred to amend the Expenditure Plan, staff will only recommend changes to the Expenditure Plan when necessary to address a significant and time-sensitive need.

NORTH RICHMOND MITIGATION FEE EXPENDITURE PLAN BUDGET

#	Expenditure Plan (EP) Strategy (EP Cycle: July 1, 2013 thru June 30, 2014)	2013/14 Allocations Approved by Committee in April 2013	
Core Services	1	Bulky Item Pick-ups & Disposal Vouchers	\$ -
	2	Neighborhood Clean-ups	\$ 1,500.00
	3	Prevention Services Coordinator	\$ 28,000.00
	4	City/County Right-of-Way Pick-up & Tagging Abatement	\$ 5,000.00
	5	Code Enforcement - County	\$ 88,160.00
	6	Code Enforcement - City	\$ 26,666.67
	7	Illegal Dumping Law Enforcement	\$ 168,750.00
	8	Surveillance Cameras	\$ 2,700.00
Supplemental Enhancements	9	Parks Rehabilitation Initiative	\$ 200,000.00
	10	Community Services Coordinator	\$ 57,377.00
	11	Community-Based Projects ¹	\$ 166,120.98
	12	North Richmond Green Community Service Programs	\$ 39,133.33
	13	North Richmond Green Campaign	\$ 10,000.00
	Contingency (7% of Projected Revenue)	\$ 20,000.00	
Subtotal (without Committee Staffing)		\$ 813,407.98	
x	Committee Administration/Staffing	\$ 55,455.98	
Total Projected Revenue in 2013/14²		\$ 554,559.72	
Obligated funding from 2012/13 Expenditure Plan to carry over into the 2013/2014 Expenditure Plan³		\$ 314,304.24	
Total 2013/14 Expenditure Plan Budget		\$ 868,863.96	

¹ Funding allocation(s) among multiple Community-Based Projects is yet to be determined for the \$51,816.74 being recommended for new Community Based Projects. Committee recommendations to the City and County for adoption is expected to be considered and decided at the meeting scheduled for May 31, 2013. Selected projects will be incorporated into a 2013/14 Community Based Projects Table (**Attachment 2**) and included as part of the 2013/2014 Expenditure Plan to be recommended to the Richmond City Council and County Board of Supervisors. Funding allocations for the \$114,304.24 already obligated to ongoing 2012/13 CBPs is reflected in **Attachment 3**.

² Total Projected Revenue shown above reflects the amount projected to be received between July 1, 2013 and June 30, 2014.

³ Funding obligated for previously approved Supplemental Enhancement activities within the Parks Rehabilitation Initiative and Community Based Project Strategies which are recommended to be carried over into the 2013/14/ EP since activities are not expected to be completed by June 30, 2013. See **Attachment 3** regarding Community Based Projects (Strategy 11) that are planned to Carry Over into the 2013/2014 Expenditure Plan.

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

DESCRIPTION OF STRATEGIES RECOMMENDED FOR FUNDING

Funding allocation amounts for each strategy are specified in the Budget table on page 3. The following Strategies describe the activities allowed to be funded with the amounts allocated to each in the Budget (associated allowable agency staff costs are described in the Staff Costs section). Strategies are grouped based on relative funding priority levels and the “Core Services” category contains higher priority Strategies than the “Supplemental Enhancements” category. Higher funding priority Strategies are those which best address the Fee’s intended purpose, **“to defray annual costs associated with collection and disposal of illegally dumped waste and associated impacts in North Richmond”**) and “Supplemental Enhancements”.

Level 1 Priority - PRIMARY CORE SERVICES STRATEGIES

- 1 - Bulky Item Pick-ups & Disposal Vouchers
- 2 - Neighborhood Clean-up Events
- 4 - City/County Right-of-Way Trash & Tagging Removal
- 5 - Code Enforcement - County
- 6 - Code Enforcement - City
- 7 - Illegal Dumping Law Enforcement

Level 2 Priority - SECONDARY CORE SERVICES STRATEGIES

- 3 - Prevention Services Coordinator
- 8 - Surveillance Cameras

Level 3 Priority - PRIMARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 9 - Parks Rehabilitation Initiative
- 10 - Community Services Coordinator
- 11 - Community Based Projects (SOME)
- 13 - North Richmond Green Campaign

Level 4 Priority - SECONDARY SUPPLEMENTAL ENHANCEMENTS STRATEGIES

- 11 - Community Based Projects (SOME)
- 12 - North Richmond Green Community Service Programs

CORE SERVICES

1. Bulky Item Pick-ups & Disposal Vouchers

Provide residents in the Mitigation Fee Primary Funding Area, who prove eligibility consistent with City/County procedures, with the option of choosing to:

- Request up to one on-call pick-up service per calendar year for bulky items that are not accepted in the current on-call clean-ups through Richmond Sanitary Service (RSS); must have an active account with RSS; or
- Request up to twelve \$5 vouchers for disposal at Republic’s transfer station on Parr Blvd. per calendar year (vouchers expire after six months, Mitigation Fees only pay for vouchers that are actually redeemed).

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

* No funding allocated under this Strategy for this expenditure cycle. Republic Services has agreed to pay up to \$2,500 per year for redeemed North Richmond Disposal Vouchers for this Expenditure Plan funding cycle.

Administering Agency: City of Richmond

Implementing Entity(ies):

Community Housing Development Corporation *(processes requests and issues Disposal Vouchers/arranges Bulky Item Pick-ups)*

Republic Services - Golden Bear Transfer Station & Richmond Sanitary Service *(reimbursed for Disposal Vouchers redeemed and Bulky Item Pick-ups provided)*

Reporting/Payment Requirements: Effective July 1, 2012, CHDC and Republic Services shall provide required data pertinent to Strategy 1 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

2. Neighborhood Clean-ups

Provide at least one neighborhood and/or creek clean-up event in the Mitigation Fee Funding Area; additional clean-up event may be scheduled as funding allows. *[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]*

Administering Agency: City of Richmond

Implementing Entity(ies):

City Manager's Office *(coordinates scheduling of clean-up dates and associated arrangements in conjunction with partner entities)*

Republic Services - Richmond Sanitary Service *(reimbursed for providing/servicing clean-up boxes and disposing of debris placed in clean-up boxes)*

Reporting/Payment Requirements: Effective July 1, 2012, the City Manager's Office and Republic Services shall provide required data pertinent to Strategy 2 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

* Allocation of funding under this Strategy for this Expenditure Plan cycle is intended to cover City staff and equipment costs involved with offering the Community Clean -up event in the Primary Funding Area. Republic Services has agreed to pay for up to 20 debris boxes (20 cubic yard capacity per debris box) per year during this Expenditure Plan funding cycle for one Community Clean-up event.

3. Prevention Services Coordinator

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

Fund at least a portion of a Prevention Services Coordinator (PSC) position (including salary/benefits/overhead and administering agency contracting charge¹) on a contract basis to assist the City and County in implementing Strategy 1 as the point of contact for community members interested in claiming Disposal Vouchers or Bulky-Item Pick ups. Assist community members interested in reporting illegal dumping and seeking referral/resources. Track and report data related to illegally dumped waste collected by Republic Services Hot Spot Crew and handle associated referrals to applicable public agencies, including right-of-way referrals for Strategy 4.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Community Housing Development Corporation (CHDC)
*(reimbursed actual cost for part-time position and issues
Disposal Vouchers/arranges Bulky Item Pick-ups)*

Reporting/Payment Requirements: Effective July 1, 2012, CHDC shall provide required data pertinent to Strategy 1 and Strategy 3 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

4. City/County Right-of-Way Pick-up & Tagging Abatement

Fund consolidated pick-up program (including personnel, mileage, equipment rental and administrative costs) for removal of illegal dumping* and tagging abatement in the public right-of-way located within the unincorporated & incorporated Mitigation Fee Primary Funding Area. Removal of illegal dumping is intended to occur based upon referrals from the PSC for items/debris not collected by the designated Republic Services Hot Spot Route crew.

* Allocation of funding under this Strategy for this Expenditure Plan cycle is primarily intended to cover the cost incurred for tagging abatement throughout the Primary Funding Area. Republic Services will handle removal of non-hazardous illegal dumping in the right-of-way during this period, which will not be NRMF-funded.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Police Department's Code Enforcement Division

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Police Department's Code Enforcement Division shall provide required data pertinent to Strategy 4 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-

funded payments
(funding transfers).

¹ Administering agency contracting charge applies (\$3,000 per contract)

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

5. Code Enforcement Staff - County

Fund at least a portion of County code enforcement position (including salary/benefits and related vehicle and equipment costs), to assist with vacant/abandoned lot abatements and fencing as well as other health/building/zoning violations related to illegal dumping and blight throughout the unincorporated Mitigation Funding Area.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Department of Conservation & Development's Building Inspection Division

Reporting/Payment Requirements: Effective July 1, 2012, the County Department of Conservation & Development's Building Inspection Division shall provide required data pertinent to Strategy 5 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

6. Code Enforcement Staff - City

Fund at least a portion of a (non-benefited) code enforcement position, to assist with foreclosed properties, vacant/abandoned lot abatements and fencing as well as other health/building/zoning violations related to illegal dumping and blight throughout the incorporated Mitigation Funding Area.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Police Department's Code Enforcement Team

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Police Department's Code Enforcement Division shall provide required data pertinent to Strategy 6 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

7. Illegal Dumping Law Enforcement

Fund majority of a full-time Sheriff Deputy (between 90-100% of salary/benefits, overtime, uniform and related cell phone, equipment, and vehicle costs) to assist with law enforcement investigations and patrols to combat illegal dumping within the Mitigation Fee Primary Funding Area.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity: County Sheriff's Office

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

Reporting/Payment Requirements: Effective July 1, 2012, the County Sheriff's Office shall provide required data pertinent to Strategy 7 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

8. Surveillance Cameras

Fund the purchase of cameras, camera infrastructure, camera signage and costs related to maintenance, warranty, repair & relocation of surveillance camera system equipment within the Mitigation Fee Primary Funding Area to assist the dedicated Illegal Dumping Law Enforcement officer in targeting specific locations where illegal dumping occurs most regularly.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: Contra Costa County

Implementing Entity(ies):

Richmond Police Department *(operate, move and maintain eight Pan-Tilt-Zoom wireless video surveillance cameras and associated camera system infrastructure throughout NR -AND- install/clean/move FlashCam cameras located within the incorporated NR area if funding is available)*

County Sheriff's Department *(coordinate monitoring of FlashCams located throughout NR and identify/request relocation of surveillance cameras throughout NR as needed)*

County Public Works Department *(install/clean/move FlashCam cameras located within the unincorporated NR area upon request if funding is available)*

Reporting/Payment Requirements: Effective July 1, 2012, each Implementing Entity shall provide required data pertinent to each entity's applicable Strategy 8 responsibilities based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers) now or in the future.

SUPPLEMENTAL ENHANCEMENTS

9. Parks Rehabilitation Initiative

Fund a portion of the Park Improvement Grant project at Shields-Reid, including specifically the Children's Play Area and Landscaping improvements.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond

Implementing Entity: Richmond Parks Department.

Reporting/Payment Requirements: Effective July 1, 2012, the Richmond Parks Department shall provide required data pertinent to Strategy 9 based upon the strategy-specific invoicing/reporting parameters and schedule

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

developed/maintained by Committee Staff in order to receive NRMF-funded payments (funding transfers).

10. Community Services Coordinator

Fund at least a portion of a Community Services Coordinator (CSC) position to be staffed on a contract basis (including salary/benefits/overhead and administering agency contracting charge²). The CSC shall:

- serve as a link between the community of North Richmond, the City of Richmond, and Contra Costa County for issues related to beautification, illegal dumping, and blight;
- be responsible for coordination of activities related to illegal dumping and beautification within the Primary Mitigation Funding area, as specified by the City/County, including North Richmond Green community service programs and outreach activities described under Strategies 12 & 13; and
- be bilingual in order to assist with Spanish translation as needed.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 10, 12 & 13 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

11. Community Based Projects

Fund the development, implementation and oversight of a variety of community-based projects with specific focuses on anti-littering, environmental stewardship, blight reduction and/or beautification (including personnel/labor, administrative oversight, materials, equipment and related maintenance costs plus administering agency contracting charges³). Rather than funding stipend programs separately (including stipends, administrative oversight and related materials/equipment), new community-based projects/programs should include component for stipends, where appropriate, to pay local youth and/or other community members for assisting with illegal dumping prevention/abatement or beautification activities within the Mitigation Fee Primary Funding Area.

Community Based Projects to be funded would be solicited through open Funding Request Proposal & Application process. Examples of potential project types that may be funded include but are not limited to:

- Neighborhood Landscaping Improvements
- Community Gardens
- Community Art Projects (e.g. Tile Art, Murals or Safe Routes/Popsicle Project)
- Stipend Beautification Programs

² Administering agency contracting charge is \$3,000 per contract.

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

Details, including recommended allocation amounts, for each of the Community Based Projects selected to date and being funded under this Expenditure Plan are contained in the Community Based Projects Tables included as Attachments 2 & 3. Contracts issued or amended by the City/County in 2011 for the Community Based Projects listed in the attached Table shall have five month contract terms that extend into 2012 to the extent necessary based upon each contract's effective date.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agencies: Contra Costa County & City of Richmond

Implementing Entity: Various Non-Profit Organizations (see Community Based Projects Table in Attachment 2)

Reporting/Payment Requirements: Any Community Based Project contracts issued or amended by the City/County effective August 2011 or later shall incorporate Reporting & Invoicing Requirements generally consistent with those shown in Attachment 1.

12. North Richmond Green Community Services Programs

Fund the following North Richmond Green programs on a contract basis⁴ to the extent the specific details submitted are determined to align with the purpose of the Mitigation Fee and Expenditure Plan:

- *NR Little League Baseball Program* - Includes cost of registration and uniforms with customized North Richmond Green patches for up to 5-6 teams, season kick-off event/parade, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Adult Softball program* - Includes cost of registration, jerseys with North Richmond Green patches and hats for the men's and women's team.
- *NR Youth Twilight Basketball Program* - Includes cost of registration and uniforms with North Richmond Green patches for up to 5-6 teams, equipment, stipends for game monitoring and oversight, food and transportation.
- *NR Youth Eco Academy* - Youth projects to include school gardens, recycling efforts, habitat restoration, creek/bay/ocean water quality monitoring, beach/creek/neighborhood clean-ups and ecological field trips. May fund the cost of materials, transportation and fees associated with pre-approved community beautification projects such landscaping and murals.

[See "Staff Costs" section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 10, 12 & 13 based upon the strategy-specific

⁴ Administering agency contracting charge applies (\$3,000 per contract)

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

13. North Richmond Green Campaign

Fund the design, printing and/or distribution of education and outreach materials on a contract basis⁵ which must align with the purpose of the Mitigation Fee and Expenditure Plan and be pre-approved by Committee Staff. Outreach materials must include “Jointly funded by City of Richmond & Contra Costa County” unless otherwise specified herein. Outreach materials may be any of the types specified below, however must clearly intend to directly:

- Inform the community about Mitigation Fee funded programs/efforts,
- Increase participation in Mitigation funded programs/efforts,
- Reduce illegal dumping and blight in the Mitigation Fee Funding Area, and/or
- Promote beautification in the Mitigation Fee Funding Area.

The following type of outreach material expenditures may be funded if reviewed and pre-approved by Committee Staff:

- STIPENDS – Pay local community members (youth and adults) to distribute printed outreach materials door-to-door to promote mitigation-funded strategies (*Jointly Funded text not applicable to stipend expenses, only materials*)
- HANDOUTS/MAILERS – Newsletters, flyers, brochures or other documents intended to be handed out or mailed to local residents/organizations.
- T-SHIRTS - Shirts shall include the NRGreen.org website to encourage people to learn more about Mitigation funded programs/efforts (*local phone number should also be included when possible, however inclusion of Jointly Funded text may not be required*)
- NR GREEN FESTIVAL – Event held once per year and generally include information booths to raise awareness about mitigation-funded efforts and other local beautification efforts as well as fun activities for kids and food. Materials promoting the event shall include the NRGreen.org website as well as a local phone number.
- SIGNAGE – Printed or manufactured signage, which includes promotional banners for local events/parades, which should include the NRGreen.org website for Community members to learn more about Mitigation funded programs/efforts. Repair, replacement and removal of NRMF-funded Light Pole Banners.

[See “Staff Costs” section for agency activities that may also be funded under this Strategy.]

Administering Agency: City of Richmond & Contra Costa County

Implementing Entity: Neighborhood House of North Richmond (NHNR).

Reporting/Payment Requirements: Effective July 1, 2012, NHNR shall provide required data pertinent to Strategies 10, 12 & 13 based upon the strategy-specific invoicing/reporting parameters and schedule developed/maintained by Committee Staff in order to receive NRMF-funded payments.

⁵ Administering agency contracting charge applies (\$3,000 per contract)

2013/2014 Expenditure Plan - North Richmond Waste & Recovery Mitigation Fee

STAFF COSTS

Committee Administration/Staffing Funding: The funding allocated for Committee Administration/Staffing may not be adequate to cover the full cost of staff time necessary for jointly staffing the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee as well as developing, administering and overseeing this Expenditure Plan for the specified period. Supplemental funding allocation may be necessary upon determining actual costs exceed the amount budgeted to cover the intended City/County costs for joint staffing.

Strategy-Specific Funding: The cost of City/County staff time spent providing direct implementation assistance and/or coordination for specific Strategies may be covered with a portion of the NRMF funding budgeted for each applicable Strategy. Additionally, a portion of the NRMF funding budgeted for Strategies will be used to pay fixed administering agency contracting charge for each applicable contract (\$3,000 per contract).

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