

ANC 2F | Regular Monthly Public Meeting

MINUTES

WEDNESDAY
JUL 9, 2014

7:00 P.M.

WASHINGTON PLAZA HOTEL
10 THOMAS CIRCLE, NW

Attendance

PRESENT

Walt Cain (2F02)
Stephanie Dahle (2F03)
John Fanning (2F04)
Jim Lamare (2F05)
Greg Melcher (2F06)
Matt Raymond (2F07)
Kevin Deeley (2F08)

ABSENT

Peter Lallas (2F01)

GUESTS AND PRESENTERS

Sherri Kimbel, Councilmember Evans' office
Sgt. David Terestre, MPD (PSA 307)
Martin Booker, Martha's Table

Meeting **called to order** by Chairman Matt Raymond at **7:07 p.m.** with quorum.

Commissioner Announcements

1. Commissioner Walt Cain encouraged residents to consider running for a seat on the Commission during the upcoming November 4th elections; Cain will not be running for re-election for 2F-02. Prospective ANC candidates must turn in their nomination petitions with signatures by August 6.

Community Forum

Report from Councilmember Jack Evans' Office

Sherri Kimbel

Sherri Kimbel provided Ward 2 updates about the fixed crosswalks at the 1300 block of Massachusetts Ave, NW near the Thomas House; ongoing efforts by the Councilmember's office to have DDOT infill existing flexipad coverings around trees with brick on the 1300 block of Rhode Island Ave, NW; and upcoming Ward 2 nights at both the Stadium and Shakespeare Theatre.

Report from Executive Office of the Mayor

Commissioner John Fanning

Commissioner Fanning announced that he began working in the Mayor's Office of Community Affairs on June 30th. Fanning encouraged Ward 2 residents to reach out to him for assistance with community issues.

Metropolitan Police Department PSA 307 Update

Sgt. David Terestre

Sgt. Terestre presented the monthly crime report. Total violent crime is down over the same period last year, but property crimes are up—especially thefts. Thefts of bicycles and thefts from autos continue to be pervasive. Terestre noted two crimes of opportunity in PSA 307 related to unlocked doors at private residences. Bottom line: most crimes in the PSA are crimes of opportunity. Terestre encouraged residents to lock their doors and windows, keep valuables out of sight when in their cars, and to use heavy-duty bike locks.

Martha's Table Weekly Fresh Food Market Presentation

Martin Booker, Martha's Table

Martin Booker of Martha's Table's Food & Nutrition team gave a presentation about the organization's plans to implement a program with Arcadia Foods to host a weekly fresh food market at Garrison Elementary School on Wednesday afternoons (4-6pm) through October 2014. Booker will request a letter of support from ANC 2F during the New Business portion of the meeting.

Community Announcements

[none]

BUSINESS MEETING

Commissioner Raymond noted there was quorum to conduct business.

Approval of Agenda

Commissioner Raymond moved to approve the meeting agenda without modification; the motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

Approval of Minutes for June 4, 2014 Regular Monthly Public Meeting

Commissioner Cain moved to adopt the June 4, 2014 meeting minutes without modification; the motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

Committee Reports

ABRA Policy Committee (APC)

Commissioner John Fanning, Chair

Commissioner Fanning shared that ABRA Director Fred Moosally will be the guest speaker for the September 17 APC meeting. The next APC meeting will be Wednesday, July 16, 7pm at the N Street Village (1333 N St, NW) 2nd Floor Multipurpose Room.

Community Development Committee (CDC)

Commissioner Walt Cain, Chair

Commissioner Cain presented the CDC report from the Committee's June 25th meeting. The report included the Committee's recommendation for HPRB concept, massing, and design approval for 917 M St, NW and the related pedestrian bridge; opposition to the HPRB design proposal for 1212 9th St, NW (part of the same project); and opposition to the BZA request for a rear yard setback exception for 1738 14th St, NW. The Commission voted unanimously to adopt the report.

Vote: 7-0 (unanimous)

Andy Schiefer, the architect for 1738 14th St, NW, asked Commissioner Cain that the CDC reconsider the applicant's request, noting that at its meeting, the CDC voted on a variance request instead of a setback request (the latter of which does not require demonstration of economic hardship). Cain invited the applicants to return to the CDC for re-consideration at a future meeting.

Commissioner Greg Melcher shared an update about the ANC's reporting to HPO of developer CAS Riegler's unpermitted use of horizontal siding (instead of stucco) on its 1250 9th St, NW

“Colonel” project. Melcher will continue to report updates as he hears back from HPO.

The next CDC meeting will be Wednesday, July 30, 7pm at the Washington Plaza Hotel (10 Thomas Circle, NW).

Crime and Public Safety Committee (CPSC)

Commissioner Peter Lallas, Chair

No Committee report.

Education Committee

Commissioner John Fanning and Evelyn Boyd Simmons, Co-Chairs

No Committee report.

Old Business

Discussion of a grant award process for ANC 2F

Commissioner Raymond presented a proposed resolution to amend Article X of ANC 2F’s Bylaws in order to provide greater clarity and structure in ANC 2F’s grant award process.

Raymond’s resolution called for the following grant application requirements: 1) identification and description of the group requesting funds; 2) statement of community support; 3) project timetable; 4) information about costs, financial need, and sources of funding—including additional sources besides ANC; 5) disclosure of previous funding by Commission; and 6) any conflicts of interest.

The resolution also included the following stipulations: 1) recommended support of the SMD Commissioner in which the project is to take place; 2) preference for organizations located within ANC 2F; 3) a list of preferred grant types/categories; 4) prohibition of funds for general operating funds; 5) ineligibility of individuals and government agencies; 6) prohibition against spending on items that the ANC may not purchase; and 7) requirement that Applicants submit a grant request to the Commission at least 14 days in advance of a duly noticed meeting.

Raymond proposed that no single Applicant receive more than 1/6 of the Commission’s total budgetary allotment during the two-year term of the Commission; that total grant requests not exceed one third of the Commission’s allotment over the same period; and that no grants be awarded for projects that have already been completed.

Raymond moved adoption of the resolution to accept the proposed Bylaw amendments; he directed the Executive Director to prepare a form and any necessary documentation consistent with this policy; and he directed that the Commission publicize its new grants policy via email listserv, blog post, and any other appropriate means. The motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

New Business

Request for letter of support by Martha's Table for weekly fresh food market at Garrison Elementary

Martin Booker, Martha's Table

Following on his presentation earlier in the meeting, Mr. Booker requested a letter of support from the Commission. Commissioner Cain moved that ANC 2F author a letter of support for Martha's Table's partnership with Arcadia Foods to host a weekly fresh food market at Garrison Elementary School on Wednesday afternoons (4-6pm) through October 2014; the motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

ABRA Policy Committee (APC) member confirmations

Commissioner John Fanning

Commissioner Fanning nominated Elizabeth (Beth) White, resident of the 1600 block of 11th St, NW—in Fanning's single member district—to serve in the At-Large position on the ABRA Policy Committee. Fanning's nomination was seconded and approved unanimously by the Commission.

Vote: 6-0 (unanimous; Melcher absent)

Treasurer's Report

Approval of additional hours for Exec. Director to resolve 2011 IRS discrepancy

Commissioner Raymond moved that the Commission authorize an additional salary expenditure for Executive Director Adam Beebe, at an hourly rate commensurate with his monthly salary, toward the resolution of a 2011 IRS tax discrepancy. Raymond added that the amount of the expenditure is not to exceed \$500 without separate Commission approval, and that the final invoice shall be issued and paid upon completion of Beebe's efforts. The motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

Approval of Expenditures

Commissioner Melcher presented the following expenditures:

1. Check #1233 in the amount of \$834.93, payable to Executive Director Adam Beebe, for June 2014 salary;
2. Check #1234 in the amount of \$51.30, payable to DOES, for 2014 Q2 employer's quarterly tax contribution (Form UC-30);
3. Check #1235 in the amount of \$466.05, payable to the U.S. Treasury, for 2014 Q2 employer's quarterly federal tax return (Form 941).

Total expenses: \$1,352.28

Melcher moved for the approval of all expenses totaling \$1,352.28; the motion was seconded and approved unanimously by the Commission.

Vote: 7-0 (unanimous)

Commissioner Cain moved to adjourn the meeting; the motion was seconded and approved unanimously by the Commission. Meeting adjourned at **8:40 p.m.**

RESOLUTION TO AMEND SECTION X OF ANC 2F BYLAWS

BE IT RESOLVED BY ADVISORY NEIGHBORHOOD COMMISSION 2F THAT:

- (1) ANC 2F ADOPT THE [FOLLOWING] AMENDMENTS TO THE BYLAWS UNDER ARTICLE X; THAT
- (2) THE COMMISSION DIRECT THE EXECUTIVE DIRECTOR TO PREPARE A FORM AND ANY NECESSARY DOCUMENTATION CONSISTENT WITH THIS POLICY, TO BE APPROVED BY THE CHAIRPERSON, FOR POSTING ON ANC 2F'S WEBSITE; AND THAT
- (3) THE COMMISSION PUBLICIZE ITS NEW GRANTS POLICY VIA EMAIL LISTSERV, BLOG POST, AND ANY OTHER APPROPRIATE MEANS.

ARTICLE X. GRANT REQUESTS

Section 1. Procedures for considering requests for assistance:

- (a) A grant request must be made on grant forms, which are approved by the Commission and which shall contain the following information:
 - (i) Identification of the group or organization (including its approximate length of time in existence, its officers, a financial statement, and description of its mission, as well as email, phone and website, if any), and a description of the citizen organization or group requesting the grant and its mission;
 - (ii) A description of the proposed project for which the grant is requested;
 - (iii) A statement of expected public benefits;
 - (iv) A statement describing community support;
 - (v) The timetable of the project;
 - (vi) The total cost of the proposed project, a description of the financial need of the applicant, and other sources of funding, if any. The Commission 2F shall not be the sole source of funding for any project unless deemed necessary under extraordinary circumstances as stated by the Commission in the official minutes of a formal, duly noticed public meeting;
 - (vii) Identification of any previous funding of the applicant by the Commission; and
 - (vii) Disclosure of any Commissioner(s) directly or indirectly involved in the project and/or the applicant organization.
- (b) All grants are subject to the following approval procedures:
 - (i) The commissioner representing the single-member district in which the purposes of the grant are to be carried out shall endorse the request, if applicable;

- (ii) The applicant shall make a presentation to the Commission at a formal, duly noticed public meeting and shall explain how the grant will serve a broad public purpose;
- (iii) The Commission may approve grants only to citizen organizations or groups that are public in nature and which benefit persons who reside or work within the Commission area. Preference shall be given to organizations or groups that are located within Commission boundaries.
- (iv) Grants shall not be approved for services or functions that are already performed by the District of Columbia government, or for an applicant's general operating expenses or salaries.
- (v) Grants may not be awarded to individuals or governmental bodies, or for any purpose for which the Commission itself may not expend funds, including food or entertainment; festivals; political or partisan activities; religious activities; litigation; or if otherwise deemed non-public in nature.
- (vi) No grant application submitted to the Commission fewer than 14 (fourteen) days prior to the meeting at which such application is to be considered will be approved.
- (vii) Grant awards are subject to all applicable laws and regulations of the District of Columbia.

(c) No single applicant shall receive a grant or grants totaling in excess of one-sixth (1/6th) of the Commission's total budgetary allotment during the two-year term of the Commission in which the grant or grants are awarded.

(d) Total grants awarded to all applicants by the Commission shall not exceed one-third (1/3rd) of the Commission's total budgetary allotment during the two-year term of the Commission in which the grants are awarded.

(e) Grants shall not be awarded for purposes of reimbursing an applicant for projects or services already completed.

Section 2. Grant-award priorities of the Commission include, but are not limited to:

- (a) Arts and Culture;
- (b) Extracurricular educational activities for pre-K–12 students;
- (c) Historic preservation;
- (d) Neighborhood beautification;
- (e) Parks and recreation;
- (f) Crime prevention and public safety; and
- (g) Senior citizens and youth programs.

Section 3. Payments:

(a) No payment shall be made without proper documentation, as required by the Commission.

(b) Payments may be made in installments at the discretion of the Commission.

Section 4. Within 60 days following the issuance of a project's final grant payment, the grant recipient shall forward to the Commission a statement describing the use of the funds consistent with the grant application, with receipts documenting the expenditures, along with results and benefits attained.

Section 5. Any unexpended funds shall be returned to the Commission.

Section 6. An applicant's eligibility for subsequent grants shall be subject to its compliance with the provisions of this Article.

Section 7. The Commission shall provide a copy of the Commission's current grants policy and grant form to each applicant.

Section 8. No provision under this Article shall be waived, unless by a two-thirds vote of the Commission.
