



## MEMORANDUM

**DATE** May 18, 2017  
**TO** Measure A Steering Committee  
**FROM** Los Angeles County Regional Park and Open Space District  
**SUBJECT** Mtg. 2, Agenda Item 2: Proposed Steering Committee Calendar/Topics

This agenda item proposes the following topics and schedule for the Measure A Implementation Steering Committee meetings. Changes to meeting topics may occur as required by the process, including the addition of a meeting in June 2018 if deemed necessary.

### **Meeting 2 – May 25, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Background Information
2. Overview of Granting Process
3. Allocation Estimates
4. Allocation Process
5. Engagement Approach and Schedule

### **Meeting 3 – June 29, 2017**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

1. Overview of competitive awards
  - a. Grant Cycles
  - b. Types of grants
  - c. Eligibility
2. Engagement – Round 2 Agency Meetings
  - a. Schedule
  - b. Content

### **No meeting in July or August.**

*Three separate memoranda will be send to the Steering Committee in July/August, on the following topics: Park Equity Background Information; Draft Grant Program Guidelines and Calendar; Bonding and Forwarding Background Information. These memoranda will inform the subsequent three meetings of the Steering Committee.*

### **Meeting 4 – September 28, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Bonding and Forwarding Overview
2. Equity
  - a. Past Spending Patterns
  - b. Outside Case Studies

- c. Potential Policies
- d. Technical Assistance
- e. Future Monitoring and Course Correction

**Meeting 5 – October 26, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

- 1. Competitive Grants
  - a. Cycles and Calendar
  - b. Application Details
  - c. Grant Guidelines
- 2. Variable Allocations

**No meeting in November.**

**Meeting 6 –December 7, 2017**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

*Please note: this meeting date is not the last Thursday of the month*

- 1. Bonding and Forwarding Strategy Policy Memo
  - a. Recommendations
  - b. Timeframes
  - c. Cost implications
- 2. Engagement – Round 3 Agency Meetings
  - a. Schedule
  - b. Content
- 3. Engagement – Community Meetings
  - a. Purpose
  - b. Strategy
  - c. Schedule

**Meeting 7 – January 25, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

- 1. Innovation & Oversight
  - a. Draft Policy
  - b. Allocation of funds to innovation vs. oversight
  - c. Technical Assistance Program (second review?)
  - d. Outreach Program
- 2. Board Set-Aside Policy
- 3. Consumer Price Index Update Policy
- 4. 4.5% Agency Allocation from M&S
- 5. Engagement – Grassroots Community Meetings Roll Out

**Meeting 8 – February 22, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

- 1. Bonding and Forwarding – Strategic Expenditure Plan

### **Meeting 9 – March 29, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

1. Project Tracking
  - a. Updates through self-reporting
    - i. Items to be updated and frequency of updates
  - b. Verification system for self-reported data
    - i. Items to be verified and frequency of verification
2. Equity Methodology
  - a. Annual Allocations
    - i. Objectives
    - ii. Methodologies
    - iii. Reporting
  - b. Competitive Grants
    - i. Objectives
    - ii. Methodologies
    - iii. Reporting
3. Finalize Grant Guidelines

### **Meeting 10 – April 26, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Park Needs Assessment Updates
  - a. Update Policy
  - b. Update Protocols
2. Oversight Committee Formulation (Advisory Board)
  - a. Roles and Responsibilities
  - b. Appointment Process

### **Meeting 11 – May 31, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Procedures and Policies Guide for Regional Park and Open Space District
2. Board Letter and Summation