



MINUTES

CLEAN BEACHES & OCEAN PARCEL TAX CITIZENS' OVERSIGHT COMMITTEE SPECIAL MEETING

CIVIC CENTER PARKING STRUCTURE, 330 OLYMPIC DRIVE, 2ND FLOOR, SANTA
MONICA INSTITUTE (SMI) ROOM, SANTA MONICA

6:30 P.M., WEDNESDAY, NOVEMBER 8, 2023

Call to Order

Chair Kay called the meeting to order at 6:31 p.m.

Roll Call

The following persons were recorded in attendance by the Committee Secretary:

Present: Committee Members Jim Kennedy and Sami Rasromani,
Vice-Chair Ashley Oelsen and Chair Benjamin Kay

Absent: Committee Member Mary Marlow

Also present: Curtis Castle, Staff Liaison and Principal Civil Engineer
Joshua Carvalho, Supervising Civil Engineer
Maria Dacanay-Wisner, Committee Secretary
Alex Nazarchuk, City Engineer
Selim Eren, Principal Civil Engineer

1. Special Agenda Items - NONE
2. Consent Calendar - All items were considered and approved in one motion unless removed by a member for discussion.

The Consent Calendar consisted of the following items:

a) Approval of minutes for the August 9, 2023 meeting, was presented.

There were no public members present to speak on the item.

MOTION – Vice-Chair Olsen moved, and Committee Member Kennedy seconded a motion to approve the minutes as presented. The motion was approved with the following voice vote:

AYES: Committee Members Kennedy, Vice-Chair Olsen and Chair Kay
NOES: None
ABSENT: Committee Member Marlow and Rasromani

3. Study Session - NONE
4. Continued Items - NONE
5. Staff Administrative Items
 - a. Election of Officers: Chair and Vice-Chair for terms ending on June 30, 2024, was presented.

Committee Member Rasromani arrived at 6:34 p.m.

Staff reported that: the current Chair and Vice-Chair's terms ended on June 30, 2023; the Election of Officers should have been agendaized for the August meeting; and new officers must be elected. Additionally, Committee Member Marlow informed staff that she was not seeking a nomination to either position.

There were no public members present to speak on the item.

NOMINATION: Chair Kay nominated Vice-Chair Ashley Olsen as Chair and Committee Member Kennedy as Vice-Chair for terms ending on November 30, 2024 to allow them to serve a full year.

AYES: Committee Members Kennedy and Rasromani, Vice-Chair Olsen and Chair Kay
NOES: None
ABSENT: Committee Member Marlow

- b. Discussion and approval of Committee's FY 2022-23 Annual Report. Report will be filed with Council through the submission of an Information Item, was presented.

Staff reported that: the fund balance for the fiscal year ending June 30, 2023, was \$13.8M instead of the \$5.4M in the last Quarterly Report because it included Measure W grant expenditures, and the correction is noted in the Annual Report going to Council.

There were no public members present to speak on the item.

MOTION – Vice-Chair Olsen moved, and Chair Kay seconded a motion to approve the FY 2022–2023 Annual Report as presented and to submit to Council via Information Item. The motion was approved with the following voice vote:

AYES: Committee Members Kennedy and Rasromani, Vice-Chair Olsen and Chair Kay
NOES: None
ABSENT: Committee Member Marlow

- c. Staff Presentation of Quarterly Budget and Project Status Reports (thru September 30, 2023) of National Pollutant Discharge Elimination System (NPDES)/Municipal Separate Storm Sewer System (MS4)/Enhanced Watershed Management Program (EWMP) Projects; projects which ensure compliance with regulatory agencies and permits that also promote rain harvesting and onsite treatment and use, such as pervious alleys and gutters, and stormwater cisterns, was presented and this item was heard with item 5.d.

Staff reported that: a total of \$5K was expended for Capital Improvements (CIP) and over \$14.4M are available to date; CIP expenditures consisted of Design Work for the Drainage Improvements Project which is delayed as staff must return to the Urban Forest Task Force to propose a new location for the modular wetlands; the Sustainable Water Infrastructure Project (SWIP) Facility is officially online and will appear under the list of Completed Projects on the next report; staff is working on a Request for Proposal (RFP) for design work for a stormwater tank at Memorial Park; and staff is confirming Los Angeles (LA) County flow data as part of the Feasibility Study for the Pico-Kenter Outfall and Other Compliance Projects.

Questions asked and answered of staff included but were not limited to: storm water capture credit for the Drainage Improvements Project; the process and cost of maintaining bioswales; how much funds are used for

maintenance and if inflation and labor shortages have affected costs. Committee Member Kay expressed concerns about delays with the Feasibility Study and that the Memorial Park Project appears to be prioritized over the Pico-Kenter Outfall. He, along with the Committee, requested that staff return with information on the Feasibility Study at the next meeting, including a timeline, breakdown of work/estimated costs, and whether the County, State and/or vendors specializing in storm water systems have been consulted on the proposed projects.

Staff answered the Committee's questions, will inquire about adding trash removal from bioswales as part of an upcoming RFP for landscaping or catch basin maintenance services; and return with more information on the Feasibility Study.

There were no public members present to speak on the item.

On order of the Chair, the Quarterly Report was received and filed.

- d. Discussion of Quarterly Budget and Project Status Reports and response to questions and comments about the report and watershed activities, was heard with item 5.c.
- e. Introduction of new Staff Liaison, Joshua Carvalho, and discussion and possible action on reducing the frequency of the future meetings, was presented.

Staff Liaison Curtis Castle announced his resignation from the City and introduced the Committee's new Staff Liaison, Joshua Carvalho. The Committee thanked Curtis Castle for his service and wished him well in his endeavors.

Related to this change, staff raised the topic of reducing the Committee's meeting schedule from quarterly to biannually up for discussion.

The Committee stated that quarterly meetings are not burdensome on members. They also expressed concerns that reducing meeting frequency would: decrease the value of the Committee; make it difficult to recall current projects every six months; and give members less opportunity to receive updates and hold City staff accountable on projects/expenditures.

Questions asked and answered of staff included but were not limited to: members' term limits; when the National Pollutant Discharge Elimination System (NPDES) permit would be updated; and whether a simpler budget report could be provided to lessen the burden on staff.

Staff will: report back on the City Council's board/commission policy on members' term limits; and look into presenting the Quarterly Report in a simpler format.

There were no public members present to speak on the item.

On order of the Chair, comments on this item were received.

Committee Member Rasromani left the meeting at 8:11 p.m.


- 6. Public Hearing - NONE
- 7. Resolutions - NONE
- 8. Written Communication - NONE
- 9. Committee Member Discussion Items - NONE
- 10. Public Input - General public input under this item was not heard as this was a special meeting and input was limited to agenda items only.

Announcements and Next Meeting

The Committee's next meeting will be a special meeting for 6:30 p.m. on Wednesday, February 21, 2024 at the Civic Center Parking Structure's Santa Monica Institute (SMI) Room.

Adjournment -Chair Kay adjourned the meeting at 8:37 p.m.

Attest:

DocuSigned by:


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 Maria Dacanay-Wisner
 Secretary

Approved:

DocuSigned by:


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 Benjamin Kay
 Chair