



(NOT APPROVED)
CITY OF SANTA MONICA

**REGULAR MEETING AGENDA OF THE CLEAN
BEACHES & OCEAN PARCEL TAX CITIZENS'
OVERSIGHT COMMITTEE**

**THE OFFICE OF SUSTAINABILITY &
THE ENVIRONMENT
(1717 4TH STREET, SUITE 100,
SANTA MONICA)**

WEDNESDAY, NOVEMBER 13, 2019

6:30 P.M.

A regular meeting of the Clean Beaches & Ocean Parcel Tax Citizens' Oversight Committee was called to order by Chair Kay at 6:30 p.m., on Wednesday, November 13, 2019, at The Office of Sustainability & the Environment (OSE), 1717 4th Street, Suite 100, Santa Monica.

ROLL CALL

Present: Chair Benjamin Kay
Vice Chair Mary Marlow
Committee Member Debbie Dyner Harris
Committee Member Troy Harris (*Arrived at 6:41 p.m.*)
Committee Member Vanessa Meier

Also Present: Principal Civil Engineer, Curtis Castle
Sr. Admin Analyst OSE, Neal Shapiro
Committee Secretary, Maria Dacanay

CONVENE

On order of the Chair, the regular meeting of the Clean Beaches & Ocean Parcel Tax Citizens' Oversight Committee was called to order at 6:30 p.m., with Committee Member Troy Harris absent.

PUBLIC INPUT

There was no one present for public input.

MINUTES

3. **Approval of the August 14, 2019**, minutes was presented.

Motion by Vice-Chair Marlow, seconded by Committee Member Debbie Dyner Harris, to approve the minutes as amended correcting a typo on the day of the meeting. The motion was unanimously approved by voice vote, with Committee Member Troy Harris absent.

FY 18-19 FINANCIAL REPORT

4. **Approval of the FY18-19 Annual Report**, was presented.

Staff reported that the Annual Report is a complication of the previous fiscal year's Quarterly Reports and asks that the Committee approve it for City Council submission as an Information Item.

Motion by Vice-Chair Marlow, seconded by Committee Member Meier, to approve the report as submitted. The motion was unanimously approved by voice vote, with Committee Member Troy Harris absent.

QUARTERLY FINANCIAL REPORT & 5-YEAR LID PROJECTS

5. Discussion of Quarterly Budget and Project Status Reports (thru September 30, 2019) of the first 5-Year Low Impact Development (or Green Infrastructure) Projects, projects which promote rain harvesting and onsite treatment and use, such as pervious alleys and gutters, and stormwater cisterns, was presented.

Committee Member Troy Harris arrived at 6:41 p.m.

Staff reported that: \$130.60 were expended for Capital Improvement Projects (CIP) and \$8.2M are available to date; minor expenditures were for the Los Amigos Park Retrofit, the Montana Avenue Street and Storm Drain Improvements projects that are still in construction, and the Cistern Rebate Program; the Five-Year Forecast CIP Expenditures for FY 20–24 are set at \$100,000 as placeholders and will be adjusted as future projects are planned; a list of locations for the Permeable Surface Alley project is being development for FY 19-20; and construction for the Sustainable Water Infrastructure Project (SWIP) is expected to begin in January.

The Committee asked questions including but not limited to: the estimated cost of the loan for the SWIP; how staff determines how much Clean Beaches funds to allocate to projects receiving funding from other sources; why all alleys cannot become permeable; and the process of installing purple pipelines and sale of non-potable recycled water. Staff answered the Committee's questions and on order of the Chair, this information was received and filed.

PUBLIC RELATION STRATEGIES

6. Discussion of public relations and social media strategies plan and committee efforts to publicize the work of the Clean Beaches & Ocean Committee and funded projects, was presented.

Staff reported that: Clean Beaches funds cannot be used to promote projects as the measure that established the fund specifies that it "shall be used exclusively for the implementation of the Watershed Management Plan" and

authority to promote the Committee, its meetings and completed/on-going projects to the extent that they disseminate public information and encourage public comment/participation; Committee members may use personal social media accounts to promote Committee projects with the understanding that posts are subject to the Public Records Act; and staff was unable to meet with OSE's Communications and Marketing Team.

Staff will reach out to the Office of Communications to include the Committee's meeting schedule in the Seascape Community Newsletter and consider highlighting Clean Beaches projects/staff in upcoming editions. Staff will also meet with the new Chief Sustainability Officer to discuss a public relations strategy for Clean Beaches projects and return with information when available. On order of the Chair, this information was received and filed.

ANNOUNCEMENTS AND UPDATES

- Committee Members whose terms end in December were reminded to respond to the City Clerk's Office if interested in reappointment.
- Beginning with the May 13, 2020 regular meeting, the Committee be meeting in a conference room at the City Services Building due to OSE's relocation.
- Staff will apply for Measure W Funds and submit the SWIP project to supplement its funding.
- Committee members were reminded to contact staff to schedule a tour of the Santa Monica Urban Runoff Recycling Facility (SMURRF).

NEXT MEETING DATE AND AGENDA

On the order of the Chair, the next meeting was scheduled for February 12, 2020, and the Committee agendized an update on the City's catch basin cleaning policy.

ADJOURNMENT

On order of the Chair, the Clean Beaches & Ocean Parcel Tax Citizens' Oversight Committee meeting was adjourned at 7:54 p.m., with all members present.

ATTEST:


Maria Dacanay
Secretary

APPROVED:


Benjamin Kay
Chair