

# South Bay Cities Council of Governments

## Steering Committee December 14, 2020 Minutes

**Attendees:** Drew Boyles (1<sup>st</sup> Vice Chair, El Segundo), John Cruikshank (2<sup>nd</sup> Vice Chair, Rancho Palos Verdes), Christian Horvath (Immediate Past Chair), Alex Monteiro (Hawthorne), Britt Huff (Rolling Hills Estates), Rodney Tanaka (Gardena), George Chen (Torrance), Cedric Hicks (Carson), Stacey Armato (Hermosa Beach), Hildy Stern (Manhattan Beach), Jim Gazeley (Lomita). Other: Laura Guglielmo (Palos Verdes Estates), Martha Guzman-Hurtado (El Segundo), Mark Dierking (Metro), Jacki Bacharach, Kim Fuentes, Steve Lantz, Wally Siembab, Grace Farwell, David Leger, Natalie Champion, Chandler Shields (SBCCOG)

### I. CONFIRMED THE QUORUM

### II. REPORT OF POSTING OF AGENDA

- **ACTION:** Received and filed

### III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA – ADDED LETTER RE: HR 763 & AB 78

### IV. PUBLIC COMMENT - NONE

### V. CONSENT CALENDAR – action items noted, remainder are receive & file - 12:05 pm – 2 COMMENTS – D. & E.

A. Steering Committee – November 9, 2020 meeting minutes attached

#### **HICKS/CRUICKSHANK**

- **ACTION:** Approved

B. Resolution 2020-1 and 2020-2 to designate new SBCCOG Treasurer

- With the election of SBCCOG and Hawthorne Treasurer David Patterson to the Hawthorne City Council, the SBCCOG needed to find a new treasurer. We are delighted that Joseph Lillio, El Segundo Director of Finance, has volunteered to take over the position.
- Resolution 2020-1 - A Resolution of the Governing Board of the South Bay Cities Council of Governments Designating a Treasurer of the South Bay Cities Council of Governments - attached
- Resolution 2020-2 - A resolution of the Governing Board of the South Bay Cities Council of Governments Authorizing Investment of Monies in the Local Agency Investment Fund - attached
- **ACTION:** Approve Resolutions 2020-1 and 2020-2

C. REN (TEC) contract amendments

- We have 4 different contracts with the Energy Coalition (TEC) for the SoCalREN work. These are all for time extensions through Aug. 2021.
- We didn't need funding added as they over funded the contracts for 2020 and the current amount will get us through Aug at our current spend.
- **ACTION:** Approve 4 attached contract amendments

D. "Office warming" Gifts from cities

- Responses from: Carson, El Segundo, **GARDENA**, Hawthorne, Hermosa Beach, Lomita, Palos Verdes Estates, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, Torrance

E. City Attendance at SBCCOG meetings

- Matrix attached **FIX PIMENTEL – FROM CARSON TO EL SEGUNDO**

F. South Bay Environmental Services Center Activities Report – attached

## VII. ACTION ITEMS

### G. COVID update – 12:10 pm

- Report on Health Department formation research
  - Staff, with assistance of El Segundo staff, has been in touch with Beach Cities Health District and the Cities of Pasadena, Santa Clarita, Vernon, Whittier and other subregions as of 12/6/20
  - Memos attached and updates at the meeting – **DREW – DOESN'T KNOW BENEFIT POST PANDEMIC AND FORMATION WILL TAKE A WHILE AND BE COSTLY**
  - **HUFF – EXPENSE HIGH AND HOW USED AFTER PANDEMIC. NOT THAT INTERESTED.**
  - **CRUIKSHANK – DIFFICULT TO DO AND WILL TAKE A LONG TIME. PENN CITIES ASKED FOR COUNTY TO USE HEALTH DISTRICTS. FORM LETTER RECEIVED FROM FERRER THAT NUMBERS TOO HIGH NOW.**
  - **HORVATH – 8 DISTRICTS IS MORE PROMISING. NOTHING WILL HAPPEN NOW BUT ONCE THROUGH – LOOK AT SPAS AND WORK WITH COUNTY TO GIVE THEM MORE AUTHORITY. THAT MAKES SENSE IN SUCH A BIG COUNTY. DIFFERENTIATION BETWEEN REGIONS AS A FUTURE POLICY CHANGE.**
  - **CHEN – AGREES. IN SPIRIT OF LOCAL CONTROL AND SOMETHING FAST. LONG TERM – HOMELESSNESS, COYOTE AND SPA CHANGE – LONG TERM EVALUATION.**
  - **HICKS – SPAS MOST ADVANTAGEOUS WAY OF LOOKING AT IT. OTHER HEALTH CONCERNS THAT CAN BE ADDRESSED WITHIN EACH COMMUNITY.**
  - **CRUIKSHANK – ENTIRE SOUTH BAY'S NUMBER LOWER THAN COUNTY BY A LOT AND THEY TAKE COVID SERIOUSLY. WANT MORE FLEXIBILITY WITHIN THE SPAS. EVEN ON COUNTY WEBSITE, IT SAYS COUNTY TOO BIG AND SPAS CREATED.**
  - **CHEN – WILL COUNTY AND STATE GIVE US EMERGENCY USE FOR 3 MONTHS ONLY WITHIN OUR AREA?**
  - **ARMATO – RESPONSE TO SBCCOG LETTER? – BACHARACH - NO**
  - **BOYLES – STUDY TO DO SPA AUTONOMY GOING FORWARD AND WHERE IS RESPONSE TO OUR LETTER**
  - **STERN – TIMING OF REQUEST IS NOT EFFECTIVE – LOOK FOR SOMETHING LONG RANGE. MAYBE CAN HAVE SUBCOMMITTEE TO LOOK AT THIS – HOMELESSNESS, OTHER ISSUES FOR US TO LOOK AT. WE SHOULD HAVE AN ENCOMPASSING UNDERSTANDING OF WHY WE ARE UNIQUE FROM REST OF THE COUNTY.**
  - **BOYLES – WHAT IS OUTCOME – USE SPAS TO ALLOCATE RESOURCES OR WHAT. GET SUBCOMMITTEE TOGETHER WITH STERN LEADING.**
  - **GUZMAN-HURTADO – VERNON THOUGHT THAT MAYBE THERE WAS AN MOU BETWEEN THE CITIES AND THE HEALTH DEPARTMENTS? MIGHT BE HELPFUL IF A CITY COULD FIND SUCH AN MOU. EL SEGUNDO COULDN'T.**
  - **MOTION - ARMATO/HORVATH – SUBCOMMITTEE TO LOOK AT SPAS – PASSED**
  - **VOLUNTEERS – STERN (CHAIR), ARMATO, HORVATH, TANAKA, HUFF, HICKS**

**LETTER TO COUNTY AFTER SUBCOMMITTEE DOES IT'S WORK**

### H. Items from the Transportation Committee – 12:25 pm

- Monthly Transportation Report - attached
- Metro Highway Program Modernization Guildelines – memos to Transportation Committee attached
- **ACTION:** Approved letter to Metro re: SBCCOG comments to guidelines **HORVATH/ARMATO**

- I. Selection of Website Designer – **12:30 pm**
- Final evaluation underway –**ATTACHED**
  - **HUFF: - WHAT PLATFORM – WORD PRESS. NOT AS SOPHISTICATED AS DRUPAL. DID WE LOOK AT OTHER PLATFORMS?**
  - **FUENTES – WE SOUGHT ADVICE ON BEST PLATFORM. DIDN'T WANT PROPRIETARY PLATFORM TO BE STUCK WITH CERTAIN COMPANY. WORDPRESS RECOMMENDED. DRUPAL HAS MORE BUT OTHER IS EASIER.**
  - **HUFF – WORKPRESS IS MUCH EASIER TO USE. THIS CONTRACT IS HIGH COST**
  - **SHEILDS – DRUPAL STILL SUPPORTED. WE ARE 2 SOFTWARE VERSIONS BEHIND. SECURITY ISSUES IN LAST FEW YEARS LED US TO BE INTERESTED IN OPEN SOURCE PLATFORM AND EASE OF USE. COST IS RELATED TO MIGRATING CONTENT.**
  - **HORVATH – WOULD RECOMMEND WORDPRESS – MOST FLEXIBILTY AND GET ON OUR OWN HOSTING SERVER. 2 FINALISTS WERE THE BEST. JP – MORE ROBUST THINKING AROUND BRANDING AND MESSAGING THAT OTHER PROPOSER DIDN'T DO.**
  - **DOYLE – HIS CITY'S WEBSITE OVER ¼ MILLION DOLLARS**
  - **ACTION: APPROVED JP MARKETING AT COST NOT TO EXCEED \$71,852 WHICH WOULD INCLUDE: REDESIGN \$67,635; STAFF TRAINING \$1,065; AND POTENTIAL OPTIONAL HARD COSTS \$3,152. HICKS/TANAKA**
- J. Consideration of Director of Regional Planning/Development for the SBCCOG with special assessment – **12:40 pm**
- Draft scope of work attached
  - 2010-2011 special assessment categories attached as an example
  - **RESPONSES TO DATE:**
    - **GARDENA COMM. DEV. DIR – LOOKS GOOD**
    - **HERMOSA BEACH COMM DEV. DIR AND CITY MGR – SUPPORTIVE**
    - **LOMITA COMM DEV. SUPPORTIVE**
  - **HORVATH – ONE OF THE SMARTEST THINGS WE CAN DO.**
  - **CRUIKSHANK – AGREES WITH CHRISTIAN. NO BRAINER FOR THAT AMOUNT OF MONEY.**
  - **ARMATO – THIS POSITION COULD FACILITATE HELP WITH CCCA.**
  - **TANAKA – SHOULD HAVE LAND USE EXPERIENCE. GIS WOULD BE BIG PLUS**
  - **ASSESSMENT LOOKS GOOD.**
  - **ACTION: AUTHORIZED THIS AS FORMAL PROPOSAL – HORVATH/ARMATO**
- K. Santa Monica Bay Restoration Commission Alternate Vacancy – **12:55 pm**
- With Palos Verdes Estates Councilman Kenny Kao leaving office, there is a vacancy for alternate on the SMBRC. Redondo Beach Mayor Bill Brand is the delegate.
  - Only member agencies of the Santa Monica Bay Restoration Commission (SMBRC) are eligible. They are El Segundo, Hermosa Beach, Inglewood, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates and Torrance.
  - The Governing Board meets 6 times a year, even numbered months, typically the third Thursday of that month. Meetings start at 9:30 a.m.
  - **ARMATO – MASSEY MIGHT LIKE THIS.**
  - **ACTION: Open nominations – *Opportunity to serve sent to all electeds 12/15/20***
- L. Board Meeting agenda development – **1:00 pm**
- January –LAWA presentation on Draft EIR, **BILL BRAND RE: INITIATIVE RE: NOT UP-ZONING, SCAG PRESIDENT REX RICHARDSON LISTENING SESSION**
  - February - Request from CSUDH to provide economic forecast, **LTN REPORT**
  - March – General Assembly
  - April –**CLEARWATER PRESENTATION/SANITATION DISTRICT**

- At the request of Rolling Hills Councilmember Dieringer, discuss information that needs to go to the Board and attachments that need to be included in the agenda
  - **HICKS – NO PROBLEMS. EVERYONE MAKES MISTAKES**
  - **CRUIKSHANK – BACHARACH DOING GREAT JOB**
  - **STERN – WITH ADD ONS – EVERYONE SHOULD FEEL COMFORTABLE ASKING SBCCOG STAFF QUESTIONS. THERE OUR OPPORTUNITIES TO CONTACT BACHARACH & STAFF**
  - **NO FURTHER ACTION REQUIRED**

M. Approval of Invoices – available at the meeting – **1:10 pm**

- **ACTION:** ApproveD invoices for payment - **CRUIKSHANK/ARMATO**

**CHEN LEFT MEETING.**

**M.1 – HR 763 & AB 78**

- **AB 78 - HICKS & ARMATO SUPPORT**
  - **AB 78 MOTION TO SUPPORT – HICKS/MONTEIRO APPROVED**
- **HR 763 – STAFF RECOMMENDS – SUPPORT**
  - **STERN – SAME LANGUAGE AS BEFORE.**
  - **MOTION TO SUPPORT - STERN/ARMATO**
  - **CRUIKSHANK WAS SOLE NO VOTE BEFORE. TIMING FOR MORE FEES NOT GOOD. REGRESSIVE. GAZELEY AGREES WITH CRUIKSHANK**
  - **THE VOTE IN JUNE -WAS 9/1/3 TO SUPPORT**
  - **VOTE ON MOTION TO SUPPORT – 5/4/1**
    - **YES – TANAKA, ARMATO, STERN, HORVATH, HUFF**
    - **NO - GAZELEY, CRUIKSHANK, HICKS, BOYLES**
    - **ABSTAIN - MONTEIRO**

**VII. INFORMATION ITEMS**

N. Legislative Issues – **1:15 pm**

- **SBCCOG Legislative Briefing – January 14**
- **LCC/SBACC/SBCCOG Meet and Greet possibly in February 26.**
- **Status of housing papers and prep for legislative visits – CCCA HOUSING TRUST PROPOSAL – ARMATO**
  - **CCCA WILL WANT SUPPORT ON HOUSING PROPOSAL. EFFORT TO PRESENT SOLUTION. WOULD REQUIRE FORMATION OF REGIONAL HOUSING TRUST. OPTIONAL PARTICIPATION IN RHNA CAP AND TRADE STYLE PROGRAM. – PRESENTED TO SENATOR ALLEN WHO TOOK IT TO SENATE HOUSING AND FINANCE CONSULTANTS. WILL HEAR BACK WITHIN NEXT 2 WEEKS. MET WITH DEVELOPERS, CITIES FROM OTHER COUNTIES AND OTHER REGIONAL TRUSTS.**
  - **ALLEN MIGHT CARRY IT, BUT NOT SURE.**
  - **BRING IT BACK TO NEXT MEETING – JANUARY 11.**
  - **NEED TO LET SENATOR ALLEN KNOW CITIES ARE SUPPORTIVE OF THE CONCEPT.**
  - **CITIES COULD SEND INDIVIDUAL LETTERS.**

O. Update on the South Bay Fiber Network – **1:20 pm** – **FINAL WORK ORDER CONSTRUCTION CONTINUING**

P. Update on Homeless Program and Innovation Project Funding - **1:25 pm** – **GRACE PRESENTING**

- **HOMESHARE SOUTH BAY – LAUNCHED TWO MONTHS AGO TODAY. FIRST HOMEOWNER FROM TORRANCE!! PRESENTED TO TORRANCE & HERMOSA BEACH COUNCILS. GRACE WANTS TO BE INVITED TO OTHER COUNCIL MEETINGS RE: THIS PROGRAM. MET WITH CARSON HUMAN SERVICES STAFF TOO AND BCHD. ALSO DOING FAITH BASED OUTREACH.**
- **EDUCATION AND TRAINING MODULE ALMOST READY AND FACTS VS. MYTHS.**

- 10 PROPERTIES FOR PROJECT HOME KEY – ONE IN SOUTH BAY. 1 SITE IN COMPTON FOR FAMILIES – OTHERS FOR INDIVIDUALS. 10 PROPERTIES PURCHASED BY CITY OF LA WITH ONE IN SOUTH BAY.
- GRACE RESEARCHED ARTICLE ABOUT MOTEL RE: EVICTIONS IN MOTELS PURCHASED – ONLY CONCERNS AT THIS ONE SITE.
- Next meeting – January 6, 2021 – FOCUSING ON SAFE PARKING. WE ARE ONLY SPA WITHOUT SUCH A PROGRAM. HAWTHORNE HAS DEVELOPED A SURVEY RE: THIS. CULVER CITY INVITED TO MEETING.
- UNSHELTERED HOMELESS COUNT FOR 2021 SUSPENDED. SHELTERED COUNT WILL CONTINUE. EL SEGUNDO PD MIGHT DO IT THEMSELVES.
- HAWTHORNE BUILDING VETERANS HOUSING

Q. Update on Senior Services – 1:30 pm

- Next meeting – January 26, 2021
- HUFF – TY RE: HELPING PUBLICIZE HOMESHARE PROGRAM AND ADD FLYER TO CITY WEBSITE.

R. General Assembly Update – March 18, 2021 – 1:35 pm

- Status of consultant contract options – KIM
- STILL EVALUATING THE OPTIONS. LOOKING AT EXHIBIT HALL AND WHETHER WE NEED AN EXTRA PLATFORM AND PROBABLY WON'T USE THEM FOR REACHING OUT TO SPONSORS. MORE INFORMATION IN JANUARY.

**VIII. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES**

- AUDIT STATUS – JANUARY!!!
- LTN – HIRING JEFFREY KAROFF FOR PHOTO SHOOT FOR FINAL REPORT – BIDS SOLICITED. CONTRACT AWARDED NOT TO EXCEED \$5000.
  - Task 3 is the "Community Outreach and Engagement" task to inform and educate the public about the LTN and the slow-speed vehicles that will, ultimately, be used on the network.
  - Because of COVID-19, the deliverables for this task moved from actual outdoor outreach events to a virtual deliverable; a story map became part of the work product. Additional content (video and still photography) needed to enhance this work product
  - An RFQ - with described scope of work + timeline - was created and distributed directly to 3 companies; additional distribution occurred through a local camera shop's mailing list.
  - A total of 4 responses were received resulting in two competitive quotes
  - Based on experience and price, Jeffrey Karoff Filmmaker/Photographer was selected at a cost not to exceed \$4,200. Pricing was based on unit costs and/or hourly/daily rates.
  - Staff recommends that a contract of \$5,000 be executed since some adjustment to cost may be necessary as the scope is refined and actual time is allocated.

**NEXT STEERING COMMITTEE MEETING** – Monday, January 11, 2021 @ 12:00 pm via zoom