

# South Bay Cities Council of Governments

## Steering Committee MINUTES Monday, May 9, 2022

**Attendees: John Cruikshank, Acting Chair (Rancho Palos Verdes); Cedric Hicks (Carson); Rodney Tanaka (Gardena); Olivia Valentine (Hawthorne); James Butts (Inglewood); Barry Waite (Lomita); Bill Uphoff (Lomita); Hildy Stern (Manhattan Beach); Britt Huff (Rolling Hills Estates); Kim Fuentes, Wally Siembab, Steve Lantz, David Leger, Natalie Champion, Ronson Chu, Jonathan Pacheco Bell (SBCCOG)**

- I. **CONFIRM THE QUORUM - 12:00 pm**
- II. **REPORT OF POSTING OF THE AGENDA**
  - **ACTION:** Received and filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**
  - **Item K – CRENSHAW/LAX OPERATING PLAN: TABLED TO A FUTURE MEETING, NO ACTION WAS TAKEN BY TRANSPORTATION COMMITTEE. METRO STAFF WILL NOT BE RECOMMENDING AN OPERATING PLAN TO THEIR BOARD UNTIL EARLY 2023. TRANSPORTATION COMMITTEE WILL AWAIT A PRESENTATION IN SEPTEMBER BY METRO AFTER ADDITIONAL OUTREACH HAS BEEN DONE BY METRO TO GATEWAY CITIES AND OTHER STAKEHOLDERS.**
- IV. **PUBLIC COMMENT - NONE**
- V. **CONSENT CALENDAR – action items noted, remainder are receive & file – 12:05 pm HICKS/VALENTINE**
  - A. Steering Committee April 11, 2022 meeting minutes attached (**Pages 5-9**)
    - **ACTION: Approved**
  - B. MOU Contract Renewal with Metro for Board Deputy Staffing – attached (**Pages 11-14**)
    - **ACTION: Recommended** Board approval
  - C. Measure M Funding Agreement for Planning Activities for the South Bay Local Travel Network - attached
    - **ACTION: Recommended** Board approval (**Pages 15-47**)
  - D. XEROX - Office I.T. Equipment Replacement
    - Memo and contract attached (**Pages 49-65**)
    - **ACTION: Recommended** Board approval
  - E. Alert South Bay
    - Tabled until June meetings – still determining costs and scope of work for technical assistance
  - F. City Attendance at SBCCOG Meetings – attached (**Page 67**)
  - G. Media Report – attached (**Pages 69-70**)
  - H. Modification of Contract with Energy Coalition re: the SoCal Regional Energy Partnership (**ADDED**)
    - Agreement modification – provides additional \$5,000 (**Pages 91-94**)

- Moves funds from Project TEC20-0047 to Project TEC20-0046 and increases combined not-to-exceed amount to \$215,000 (current is \$210,000)
- HICKS – WHAT IS THE ADDITIONAL \$5,000 FOR?
- Kim Fuentes: ENERGY COALITION ASKED IF SBCCOG WOULD DO OUTREACH re: EV CHARGING STATIONS, SO THIS WOULD FUND INCORPORATING THAT INTO EXISTING WORK
- **ACTION:** Recommended Board approval

## VI. ACTION ITEMS

- I. SCAG Regional Early Action Program funds to accelerate housing – **12:05 PM**
  - Memo attached re: Housing Education Forum project (**Pages 71-73**)
  - **ACTION: Recommended Board approval of project as outlined – HICKS/TANAKA**
    - Additionally, that board members who are interested in being part of the Advisory Committee and/or recommending someone from their city (Planning Commissioner, Community Development Director) send the names to Jonathan Pacheco Bell at [jonathan@southbaycities.org](mailto:jonathan@southbaycities.org)
  - **JONATHAN PACHECO BELL – HOUSING EDUCATION FORUM:**
    - **SERIES OF 10 UNITS OF HOUSING EDUCATION FOR SOUTH BAY CITY LEADERS ON STATE LAWS, DENSITY, AND DESIGN FOR SUSTAINABLE, AFFORDABLE HOUSING THAT MEETS RHNA TARGETS**
    - **CONDUCTED VIA ZOOM WITH RECORDINGS TO BE AVAILABLE ON SBCCOG WEBSITE/YOUTUBE**
    - **3 KEY ACTIVITIES: CONVENE ADVISORY COMMITTEE ON CONTENT; CREATE BENCH OF EXPERTS TO DELIVER TRAINING; DEVELOP WEBPAGE TO HOST HOUSING RESOURCES AND INFO**
    - **ALL FUNDED WITH SCAG REAP**
    - **ADVISORY COMMITTEE AND HOUSING WEBPAGE EACH ALLOCATED NOT TO EXCEED BUDGETS OF \$5,000**
    - **FOR BENCH OF EXPERTS: SPEAKERS TO RECEIVE APPROX. \$1,000 HONORARIUM FOR SERVING AS SUBJECT MATTER EXPERTS; SPEAKERS WILL BE HIRED IN CLUSTERS, TOTAL COST FOR THIS ACTIVITY NOT TO EXCEED \$24,999**
  - **CRUIKSHANK – HOW SOON DO YOU NEED RECOMMENDATIONS?**
    - **Jonathan: WITHIN THE NEXT FEW WEEKS**
- J. Board Meeting Agenda Development – **12:15 PM**
  - May – draft attached (**Pages 75-76**)
    - **DAVID LEGER – CHAIR ASKED THAT PRESENTATIONS BE LIMITED TO 20 MIN**
    - **CRUIKSHANK – LAST SPA-8 PRESENTATION SEEMED VERY COVID HEAVY HELPFUL, BUT MORE INCLUSION OF OTHER PROGRAMS/INITIATIVES**
    - **STERN – HELPFUL TO HAVE SPA-8 PRESENT AND PROVIDE UPDATES ON MONTHLY WORKING GROUP MEETINGS**
    - **STERN – A PRESENTATION ON DROUGHT AND WATER RESTRICTIONS FOR MAY MEETING**
  - Nominating Committee report
    - **DAVID LEGER – CHAIR AND IMMEDIATE PAST CHAIR MET TO DISCUSS, REPORT WILL GO TO BOARD OF DIRECTORS**
    - **HUFF – IN PREVIOUS YEARS, CHAIR WOULD CALL A MEETING OF PAST CHAIRS TO SERVE ON NOMINATING COMMITTEE. NOT THIS YEAR?**
    - **VALENTINE – CHAIR IS OUT OF THE COUNTRY, FIRST NOMINEE FOR 2<sup>ND</sup> VICE CHAIR DECLINED. VALENTINE SAID THAT SHE+ WILL CALL A MEETING OF PAST CHAIRS TO EVALUATE ADDITIONAL INDIVIDUALS**
  - Hybrid meeting – what should the number of people be for the meeting to be virtual only
    - Memo attached (**Page 77**)
    - **ACTION:** As long as hybrid meetings are legally allowed, the Steering Committees would continue to be hybrid and in person participation at the Board meetings would be open to a

- minimum of 8 people in attendance
    - **VALENTINE – 8 SEEMS REASONABLE FOR BOARD. 4 SEEMS REASONABLE FOR STEERING. SHOULD ALSO ADD IN THAT RSVPS ARE NEEDED BY A CERTAIN NUMBER OF DAYS PRIOR TO THE MEETING.**
      - **Natalie Champion – 3 DAYS PRIOR IS NEEDED FOR ORDERING FOOD**
    - **MOTION: VALENTINE/HUFF TO HOLD HYBRID MEETINGS ONLY IF 4 RSVPS FOR STEERING/8 RSVPS FOR BOARD AT LEAST 3 DAYS PRIOR TO THE MEETING**
  - Future meeting possible speakers:
    - Stephanie Wiggins, Metro CEO
    - Signal Synchronization applications with the SBFN – What's Happening in Manhattan Beach
    - August - Allcove Youth Wellness Center - BCHD
  - **ACTION:** Provide direction
    - **JULY CIVICSPARK FELLOWS**
- K. Crenshaw Operating Plan – **12:25 PM**
- Report on Actions of Transportation Committee
  - Memo attached (**Pages 79-82**)
  - **ACTION:** Approve Transportation Committee action and send to Metro – **TABLED**
- L. Draft 2022-2023 Budget – **12:35 PM**
- Memo attached (**Page 83**)
  - Discuss internal controls audit
  - **ACTION:** Approved Option 2 – postponing the draft budget presentation to June **HICKS/BUTTS**
  - **CRUIKSHANK – DOES NEW STAFF NEED THIS ADDITIONAL TIME?**
    - **Kim Fuentes: Yes**
  - **KIM FUENTES – BOARD MEMBERS WOULD LOSE THE MAY REVIEW PERIOD. DRAFT WOULD STILL BE PRESENTED AT JUNE STEERING AND MINOR FEEDBACK COULD BE INCORPORATED PRIOR TO JUNE BOARD MEETING. IF STEERING COMMITTEE WANTS MODIFICATIONS TO DRAFT BUDGET, A CONTINUING RESOLUTION WOULD BE PRESENTED TO JUNE BOARD, WITH ADOPTION IN JULY**
  - **HICKS – OPTION 2 SEEMS REASONABLE**
  - **DAVID LEGER – INTERNAL CONTROLS AUDIT BEING RESEARCHED IN RESPONSE TO BOARD COMMENTS. MORE INFO WILL BE PRESENTED AT JUNE STEERING COMMITTEE**
- M. Approval of Invoices – to be sent separately – **12:40 PM**
- **ACTION:** Approved invoices for payment **HUFF/TANAKA**

## VII. INFORMATION ITEMS

- N. Homeless Program – **12:45 PM**
- Update on programs
    - Innovation Funds
    - Shelter projects (Torrance, Hawthorne, and Redondo)
    - Alternative Crisis Response
    - **RONSON CHU – EVICTION MORATORIUMS ARE A MAIN CAUSE OF HOMELESSNESS. SOME PROTECTIONS ARE ENDING, MOST RESIDENTS IN COUNTY CAN NOW BE EVICTED FOR MISSED RENTAL PAYMENTS. FOR PERIOD OF JULY 1-DECEMBER 31, 2022 SOME PROTECTIONS ARE IN PLACE FOR INCOME QUALIFIED INDIVIDUALS WITH COVID IMPACTS. RESIDENTS SHOULD CONTACT LEGAL AID ASAP WHEN FACING EVICTION BECAUSE 99% OF TIME IT IS SUCCESSFUL. SBCCOG STAFF IS WORKING TO DEVELOP LIST OF PRO BONO LEGAL SERVICES**

- **HICKS – ISSUE WITH MENTAL HEALTH PATIENTS NEAR HARBOR UCLA GETTING RELEASED IN MIDDLE OF NIGHT WITH NOWHERE TO GO. A DEDICATED OUTREACH WORKER FOR THIS AREA WOULD BE HELPFUL**
- **HICKS - FUNDING TO ADDRESS IMPACTS TO LANDLORDS AND POTENTIAL INABILITY TO PAY MORTGAGES?**
- **STERN – WHEN WILL HOMELESS COUNT FIGURES BE RELEASED?**
  - **Ronson Chu - NORMALLY BY EARLY JUNE, BUT SINCE COUNT WAS DONE VIA APP, POTENTIALLY SOONER**
- **STERN – WHAT ABOUT FUNDING FOR HOMELESS COURTS? CITY HAS RUN INTO ISSUES TRYING TO CREATE ITS OWN.**
  - **Ronson Chu – MURATSUCHI IS SPONSORING AB 2220 WHICH WOULD HELP FUND HOMELESS COURTS STATEWIDE**
- **HUFF – AGREE WITH CEDRIC RE LANDLORDS. MANY ARE SENIORS WHO RELY ON THIS INCOME. THEY ARE EXPECTED TO JUST LIVE WITH SAME REQUIREMENTS AS LARGE RENTAL BUILDINGS AND COMPANIES**
  - **Ronson Chu – AT THIS TIME, LANDLORDS ARE ALL TREATED THE SAME. THIS IS ONE REASON WHY OTHER PUBLIC HOUSING OPTIONS ARE BEING CONSIDERED SO RELIANCE ON PRIVATE LANDLORDS IS NOT AS HIGH.**
- **Review last Taskforce Meeting**
  - **RONSON CHU – PRESENTATION BY FAMILY PROMISE ON OPPORTUNITIES TO PARTNER TO ADDRESS FAMILY HOMELESSNESS WHICH IS NOT USUALLY INCLUDED WITH MANY SERVICES PROVIDERS SUCH AS PATH WHO JUST WORKS WITH INDIVIDUALS.**
- **Status of BRCH Motion**
  - **RONSON CHU – BOARD OF SUPERVISORS APPROVED MOVING FORWARD WITH BRCH RECOMMENDATIONS. HAHN/SOLIS/BARGER IN FAVOR, KUEHL/MITCHELL OPPOSED. ONE CHANGE WILL BE CLOSER COLLABORATION WITH CITIES/COGS WHICH LIKELY WILL INCREASE FUNDING TO SOUTH BAY.**
  - **VALENTINE – WERE SBCCOG’S RECOMMENDATIONS APPROVED?**
    - **Ronson Chu – THE SBCCOG’S COMMENTS WERE PRESCRIPTIVE AND NOT INCLUDED IN SUPERVISORS’ MOTION. HOWEVER, SBCCOG WILL BE WORKING WITH COUNTY TO MAKE SURE RECOMMENDATIONS ARE IMPLEMENTED CORRECTLY AND SOUTH BAY PRESCRIPTIONS ARE CONSIDERED.**
- **Nancy Wilcox retirement from SBCEH – its impact on our region (homeless count, COC, thought partner)**
  - **RONSON CHU – NANCY IS RETIRING, BIG LOSS FOR THE AREA. SHE HAS BEEN A TREMENDOUS RESOURCE. THERE WILL BE A RETREAT IN JUNE TO TRY AND PLAN FOR THE SELECTION PROCESS. WILL BE HARD TO REPLACE HER**
- **South Bay Fiber Network – 12:55 PM**
  - **Assessing whether to apply for a technical assistance grant with the state. Need to understand how competitive SBCCOG would be. Grants are up to \$500,000 for planning application should be available in June/July**
  - **Exploring Wireless Internet Service Providers (WISP) opportunities to provide underserved economic areas of Torrance and Carson with competitively priced fractional service that would be “backhauled” using the SBFN (added revenue for our business model)**
  - **Construction of Work Order #4 continues and Work Order #5 – the Torrance Transit Center lateral will begin this month**
  - **Phase 1 - Final site selection analysis and possible access agreements under way**

P. Legislative Committee report – 1:05 PM

- Status of Legislation that we are sponsoring
  - **DAVID LEGER – MICROMOBILITY BILL (GIPSON AB 2074) AND NEV PLAN BILL (MURATSUCHI AB 2432) BOTH PASSED ASSEMBLY TRANSPORTATION AND ARE AWAITING ACTION IN ASSEMBLY APPROPRIATIONS.**
- Status of Housing Trust Fund
  - **DAVID LEGER – BOARD MEMBER ARMATO IS BEGINNING TO VISIT CITY COUNCILS AS REQUESTED. SBCCOG HAS WORKED WITH SEN. ALLEN AND ASM. MURATSUCHI TO IDENTIFY POTENTIAL OPPORTUNITIES FOR FORMATION LEGISLATION AND BUDGET REQUEST. SBCCOG HAS DISTRIBUTED BRIEF POWERPOINT OVERVIEW AND BACKGROUND MATERIALS TO SOLICIT SUPPORT IN CONCEPT FOR THE FORMATION LEGISLATION AND GATHER INITIAL CITY INTENTION TO JOIN (NO COMMITMENT AT THIS TIME). REACH OUT TO BOARD MEMBER ARMATO OR SBCCOG STAFF FOR MORE INFO.**

Q. Update on Local Travel Network – 1:15 PM

- **DAVID LEGER – FUNDING AGREEMENT APPROVED WITH METRO, RECOMMENDED BOARD APPROVAL ON CONSENT CALENDAR EARLIER IN MEETING. PRESENTED TO EL SEGUNDO CITY COUNCIL ON MAY 3 AND RECEIVED SUPPORT TO MOVE FORWARD NOT ONLY WITH INTRA-CITY PHASE 1 BUT INTER-CITY PHASE 2 EXPLORATION. NEGOTIATIONS UNDERWAY WITH RFP PROPOSER, CONTRACT TO BE AWARDED IN JUNE. LTN TO EXHIBIT AT GARDENA CHAMBER EV EVENT ON 5/21. SBCCOG STAFF EXPLORING STATE ACTIVE TRANSPORTATION PROGRAM FUNDING FOR PHASE 2 IMPLEMENTATION AND COMMUNITY ENGAGEMENT OPPORTUNITIES.**
- **WAITE – CITY COUNCIL DISCUSSED AND WOULD LIKE TO HAVE A PRESENTATION ON THE PROJECT.**

R. Update on South Bay Environmental Services Center Activities – attached – 1:25 PM (Pages 85-89)

- **KIM FUENTES – STAFF IS WORKING ON A 2-YEAR EQUIPMENT INVENTORY PROJECT THAT WILL LOOK AT THE AGE OF MUNICIPAL EQUIPMENT AND WILL WORK WITH CPUC TO IDENTIFY FUNDING OPPORTUNITIES TO REPLACE OLD EQUIPMENT. RE: DROUGHT, WATER CONSERVATION IS BEING INCLUDED IN ALMOST ALL EVENTS NOW. WEBINAR ON ENERGY EFFICIENCY RECENTLY, ALSO INCLUDED WEST BASIN FOR CONSERVATION TOPICS. SBCCOG HAS GIVEN OUT OVER 400 WATER CONSERVATION KITS AT VARIOUS COMMUNITY EVENTS, GOAL = 500 BY END OF JUNE.**
- **STERN – WHILE EVALUATING FACILITIES FUNDING, IT WOULD BE GREAT TO LOOK FOR SOLAR FUNDING TOO.**
- **WAITE – LOMITA IS LOOKING AT HVAC SYSTEMS, WOULD THAT QUALIFY?**
  - **Kim Fuentes – YES IT WOULD, WE HAVE ACCESS TO TECHNICAL RESOURCES NOW TOO**

S. Update on Senior Services – next meeting – May 24 – program: - 1:35 PM

- **County Dept of Aging – Laura Trejo, Executive Director to present on her agenda for the Dept.**
- **Discuss Eviction Moratoriums and Mobile Home issue**
- **RONSON CHU – MOBILE HOME PARK IN TORRANCE RECENTLY WAS PURCHASED AND NEW OWNER IS RAISING RENTS SIGNIFICANTLY. STATE LAW PASSED A FEW YEARS AGO AIMED TO PROTECT RESIDENTS FROM THESE KINDS OF INCREASES BUT IT DID NOT APPLY TO MOBILE HOMES. TORRANCE IS CONSIDERING A WAY TO PROTECT THOSE IN TORRANCE.**

T. STRATEGIC POSITIONING ITEMS/ANNOUNCEMENTS AND UPDATES – 1:45 PM

- **Other updates since agenda distribution**

- HICKS – COULD SBCCOG HELP CITIES LEARN MORE ABOUT PREVENTING STREET RACING?
- WAITE – CONTRACT CITIES HAS BEEN WORKING ON THIS, MARK WARONEK MIGHT BE FAMILIAR. LEGISLATION WAS BEING CONSIDERED, AND ATTORNEY GENERAL WAS ALSO LOOKING INTO IT.

VIII. NEXT STEERING COMMITTEE/BOARD MEETING – Monday, June 13, 2022 @ 12:00 noon – hybrid